

CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Special Meeting
Monday, May 11, 2020
2:00 p.m.

Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637

Noel Hatch
Mayor

Shari L. Horne
Mayor Pro Tem

Cynthia Conners
Councilmember



Carol Moore
Councilmember

Joe Rainey
Councilmember

Welcome to a meeting of the Laguna Woods City Council!

This meeting may be recorded, televised, and made publicly available.

Public Comments: Persons wishing to address the City Council are requested to complete and submit a speaker card to City staff. Speaker cards are available near the entrance to the meeting location. Persons wishing to address the City Council on an item appearing on this agenda will be called upon at the appropriate time during the item's consideration. Persons wishing to address the City Council on an item *not* appearing on the agenda will be called upon during the "Public Comments" item. Persons who do not wish to submit a Speaker Card, or who wish to remain anonymous, may indicate their desire to speak from the floor. Speakers are requested, but not required, to identify themselves.

Americans with Disabilities Act (ADA): It is the intention of the City to comply with the ADA. If you need assistance to participate in this meeting, please contact either the City Clerk's Office at (949) 639-0500/TTY (949) 639-0535 or the California Relay Service at (800) 735-2929/TTY (800) 735-2922. The City requests at least two business days' notice in order to effectively facilitate the provision of reasonable accommodations.

REGULAR MEETING SCHEDULE

The Laguna Woods City Council meets regularly on the third Wednesday of each month at 2 p.m.

AGENDA POSTING AND AVAILABILITY

Regular and Adjourned Regular Meetings: Pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act, the City of Laguna Woods posts agendas at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City's website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 17-30, at least 72 hours in advance of regular and adjourned regular meetings. Agendas and agenda materials are available at Laguna Woods City Hall during normal business hours and on the City's website. Printed copies of agendas and agenda materials are provided at no charge in advance of meetings. After meetings have occurred, a per page fee is charged for printed copies.

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FOR ADDITIONAL INFORMATION

For additional information, please contact the City Clerk's Office at (949) 639-0500/TTY (949) 639-0535, cityhall@cityoflagunawoods.org, or 24264 El Toro Road, Laguna Woods, California 92637.

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, Yolie Trippy, City Clerk, City of Laguna Woods, hereby certify under penalty of perjury that this agenda was posted at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City's website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 17-30, pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act.



YOLIE TRIPPY, CMC, City Clerk

5-6-20

Date

NOVEL CORONAVIRUS (COVID-19) NOTICE

Please consider participating in this City Council meeting remotely. Written public comments may be submitted via email (cityhall@cityoflagunawoods.org) or by mail (Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637), provided that they are received by the City prior to 2 p.m. on the day of the meeting.

Please exercise caution when attending City Council meetings. If you do attend this meeting, please maintain a distance of six feet or more between yourself and others, wash your hands with soap and water before and after the meeting, and refrain from handshaking and other physical contact.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. PRESENTATIONS AND CEREMONIAL MATTERS**
- V. PUBLIC COMMENTS**

About Public Comments: This is the time and place for members of the public to address the City Council on items *not* appearing on this agenda. Pursuant to state law, the City Council is unable to take action on such items, but may engage in brief discussion, provide direction to City staff, or schedule items for consideration at future meetings.

VI. CONSENT CALENDAR

About the Consent Calendar: All items listed on the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council, City staff, or the public requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

6.1 Fiscal Years 2019-21 Budget Adjustments

Recommendation: Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO ADJUSTMENTS OF GENERAL FUND AND FUEL TAX FUND APPROPRIATIONS TO PROVIDE FOR THE REPLACEMENT OF DAMAGED TRAFFIC CABINETS

6.2 Building Inspection, Permit Counter, and Building Official Services

Recommendation:

1. Waive the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding.

AND

2. Approve an extension of the agreement with CivilSource, Inc. for building inspection, permit counter, and building official services and authorize the Mayor to execute the extension, subject to approval as to form by the City Attorney.

6.3 Building Official and Inspection Services

Recommendation:

1. Waive the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding.

AND

2. Approve an extension of the agreement with Willdan Engineering for building official and inspection services and authorize the Mayor to execute the extension, subject to approval as to form by the City Attorney.

6.4 Senior Mobility Transportation Services

Recommendation:

1. Waive the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding.

AND

2. Approve an extension of the agreement with Cabco Yellow, Inc. doing business as California Yellow Cab for senior mobility transportation services and authorize the Mayor to execute the extension, subject to approval as to form by the City Attorney.

VII. CITY COUNCIL BUSINESS

7.1 State of Local Emergency (COVID-19)

Recommendation: Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, CONTINUING THE EFFECT OF THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY THAT WAS ISSUED BY THE DIRECTOR OF EMERGENCY SERVICES ON MARCH 19, 2020 AND THEN RATIFIED AND CONTINUED IN EFFECT BY THE CITY COUNCIL ON MARCH 24, 2020, ON THE BASIS OF ONGOING NEED FOR 60 DAYS (THROUGH JULY 10, 2020) UNLESS TERMINATED PRIOR TO THAT DATE BY THE CITY COUNCIL, PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 8630

7.2 Senior Mobility Program

Recommendation:

1. Due to the impacts of COVID-19, extend the deadline for individuals to submit refund or exchange requests for Senior Mobility Program transportation that was purchased for use in Fiscal Year 2019-20 from July 31, 2020 to August 21, 2020.

AND

2. Due to the impacts of COVID-19, waive the Senior Mobility Program's annual enrollment fee of \$10 per person for Fiscal Year 2020-21.

7.3 Ad Hoc Audit Committee

Recommendation: Appoint one member of the City Council to replace Councilmember Rainey on the Ad Hoc Audit Committee beginning immediately through December 16, 2020 to work with the City's independent auditors on matters related to the Fiscal Year 2019-20 audit.

VIII. CLOSED SESSION

IX. CLOSED SESSION REPORT

X. ADJOURNMENT

Next Regular Meeting: Wednesday, May 20, 2020 at 2 p.m.
Laguna Woods City Hall
24264 El Toro Road, Laguna Woods, California 92637

6.0
CONSENT CALENDAR SUMMARY

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: May 11, 2020 Special Meeting
SUBJECT: Consent Calendar Summary

Recommendation

Approve all proposed actions on the May 11, 2020 Consent Calendar by single motion and City Council action.

Background

All items listed on the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council, staff, or the public requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

Summary

The May 11, 2020 Consent Calendar contains the following item:

- 6.1 Adoption of a resolution amending and adopting the Fiscal Years 2019-21 Budget and Work Plan for Fiscal Year 2019-20 commencing July 1, 2019 and ending June 30, 2020, and Fiscal Year 2020-21 commencing July 1, 2020 and ending June 30, 2021, related to adjustments of General Fund and Fuel Tax Fund appropriations to provide for the replacement of damaged traffic cabinets. In the past year, several traffic cabinets housing traffic control and battery back-up equipment for public roadways were damaged by motor vehicle collisions. The proposed resolution would increase Fiscal Year 2019-20 appropriations in the General Fund and Fuel Tax Fund to

provide for the necessary replacements. Of the \$52,865 proposed increase in appropriations, staff anticipates receiving insurance monies totaling \$33,307. The balance of the replacement costs (\$19,558) were caused by a hit-and-run incident and a determination regarding insurance coverage is pending.

- 6.2 [1] Waiver of the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding. The City's procurement regulations generally require competitive bidding when the estimated cost of services is \$25,000 or more over the term of the agreement, but allow for the waiver of those provisions at the discretion of the City Council. Staff had intended to conduct a competitive request for proposals process for building inspection, permit counter, and building official services prior to June 30, 2020; however, due to the impacts of COVID-19, staff now recommends that the City Council waive competitive bidding requirements and approve a short-term extension of the existing agreement with CivilSource, Inc. Staff would plan to conduct a competitive request for proposals process for those services in the coming months.

AND

[2] Approval of an extension of the agreement with CivilSource, Inc. for building inspection, permit counter, and building official services and authorization for the Mayor to execute the extension, subject to approval as to form by the City Attorney. The proposed extension is for three months through September 30, 2020 with no change in pricing.

- 6.3 [1] Waiver of the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding. The City's procurement regulations generally require competitive bidding when the estimated cost of services is \$25,000 or more over the term of the agreement, but allow for the waiver of those provisions at the discretion of the City Council. Staff had intended to conduct a competitive request for proposals process for building official and inspection services prior to June 30, 2020; however, due to the impacts of COVID-19, staff now recommends that the City Council waive competitive bidding requirements and approve a short-term extension of the existing agreement with Willdan Engineering. Staff would plan to conduct a competitive request for proposals process for those services in the coming months.

AND

[2] Approval of an extension of the agreement with Willdan Engineering for building official and inspection services and authorization for the Mayor to execute the extension, subject to approval as to form by the City Attorney. The proposed extension is for three months through September 30, 2020 with no change in pricing.

- 6.4 [1] Waiver of the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding. The City's procurement regulations generally require competitive bidding when the estimated cost of services is \$25,000 or more over the term of the agreement, but allow for the waiver of those provisions at the discretion of the City Council. Staff had intended to conduct a competitive request for proposals process for senior mobility transportation services prior to June 30, 2020; however, due to the impacts of COVID-19, staff now recommends that the City Council waive competitive bidding requirements and approve a short-term extension of the existing agreement with Cabco Yellow, Inc. doing business as California Yellow Cab. Staff would plan to conduct a competitive request for proposals process for those services in the coming months. A portion of the funding for the Senior Mobility Program is provided by Measure M2 and the Orange County Transportation Authority (OCTA). Staff has discussed the proposed action with OCTA staff who expressed no objection.

AND

[2] Approval of an extension of the agreement with Cabco Yellow, Inc. doing business as California Yellow Cab for senior mobility transportation services and authorization for the Mayor to execute the extension, subject to approval as to form by the City Attorney. The proposed extension is for three months through September 30, 2020 with no change in pricing.

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6.1
FISCAL YEARS 2019-21 BUDGET
ADJUSTMENTS

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RESOLUTION NO. 20-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO ADJUSTMENTS OF GENERAL FUND AND FUEL TAX FUND APPROPRIATIONS TO PROVIDE FOR THE REPLACEMENT OF DAMAGED TRAFFIC CABINETS

WHEREAS, the Fiscal Years 2019-21 Budget (“Budget”) was adopted by the City Council on June 26, 2019; and

WHEREAS, City Council action is required to increase fund-level budget appropriations adopted as a part of the Budget; and

WHEREAS, subsequent to the adoption of the Budget, several traffic cabinets housing traffic control and battery back-up equipment for public roadways were damaged by motor vehicle collisions; and

WHEREAS, it is necessary for the City Council to increase Fiscal Year 2019-20 appropriations for the General Fund in the amount of \$33,307, with the appropriations drawn from the unassigned General Fund balance, to provide for the replacement of damaged traffic cabinets for which the City anticipates receiving insurance monies for costs incurred; and

WHEREAS, the unassigned General Fund balance has sufficient funds to accommodate the increased General Fund appropriations; and

WHEREAS, it is necessary for the City Council to increase Fiscal Year 2019-20 appropriations for the Fuel Tax Fund in the amount of \$19,558, with the appropriations drawn from the unassigned Fuel Tax Fund balance, to provide for the replacement of damaged traffic cabinets for which the City is unsure whether it will receive insurance monies for costs incurred; and

WHEREAS, the unassigned Fuel Tax Fund balance has sufficient funds to accommodate the increased Fuel Tax Fund appropriations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Section 2 of Resolution No. 19-13, as previously amended by Resolution nos. 19-22, 19-23, and 20-05, is hereby amended, in its entirety, to read as follows:

The budget appropriations authorized, on a fund level, are:

Fiscal Year 2019-20

	<i>Fiscal Year 2019-20 Adopted Budget</i>	<i>Fiscal Year 2019-20 Carryover Appropriations</i>	<i>Fiscal Year 2019-20 Approved Budget Amendments</i>	<i>Fiscal Year 2019-20 Amended Budget</i>
General Fund	\$6,368,404	-	\$134,399 ^{A,G}	\$6,502,803
Capital Projects Fund	\$411,161	\$111,030 ¹	\$187,925 ^{B, D}	\$710,116
<i>Special Revenue Funds^E</i>				
Fuel Tax	\$677,769	\$35,319 ²	\$19,558 ^H	\$732,646
Road Maintenance & Rehabilitation Program	\$275,000	-	-	\$275,000
Measure M2 (OC Go)	\$260,270	-	-	\$260,270
Supplemental Law Enforcement Services	\$154,100	-	-	\$154,100
Mobile Source Reduction	\$7,500	-	-	\$7,500
Mobile Source Reduction - Local Government Partnership	-	-	-	-
PEG/Cable Television	\$5,000	-	-	\$5,000
Senior Mobility	\$175,000	-	-	\$175,000
Community Development Block Grant (CDBG)	\$145,700	-	-	\$145,700
Proposition 68 (2018) Per Capita	\$118,884	-	-	\$118,884
State of California Grants ^{C, F}	-	-	-	-
Laguna Woods Civic Support Fund	\$12,025	-	-	\$12,025
TOTAL	\$8,610,813	\$146,349	\$341,882	\$9,099,044

^A Fund Budget Adjustment CC-19/20-01: CalPERS Lump Sum Payments, +\$101,092 (R 19-22)

^B Fund Budget Adjustment CC-19/20-02: Capital Improvements, +\$180,000 (R 19-23)

^C Fund Budget Adjustment CC-19/20-03: Establish New Fund, +\$0 (R 19-23)

- ^D Fund Budget Adjustment CC-19/20-04: Capital Improvements, +\$7,925 (R 20-05)
- ^E Revision of Special Revenue Funds Classifications (R 20-05)
- ^F Revision of Fund Name (R 20-05)
- ^G Fund Budget Adjustment CC-19/20-05: Traffic Cabinets, +\$33,307 (R 20-XX)
- ^H Fund Budget Adjustment CC-19/20-06: Traffic Cabinets, +\$19,558 (R 20-XX)
- ¹ General Fund Carryover Appropriations: “A Place for Paws” Dog Park Relocation Project, \$26,200. City Hall Refurbishment & Safety Project: Phase 1 (Construction), \$84,830.
- ² Fuel Tax Fund Carryover Appropriations: Pavement Management Plan Project (Eastbound El Toro Road between Avenida Sevilla and Church Intersection) and Various Median and Sidewalk Reconstruction, \$31,151. Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Design), \$4,168.

Fiscal Year 2020-21

	<i>Fiscal Year 2020-21 Adopted Budget</i>	<i>Fiscal Year 2020-21 Carryover Appropriations</i>	<i>Fiscal Year 2020-21 Approved Budget Amendments</i>	<i>Fiscal Year 2020-21 Amended Budget</i>
General Fund	\$6,095,437	-	-	\$6,095,437
Capital Projects Fund	\$210,280	-	\$235,000 ^{AA}	\$445,280
<i>Special Revenue Funds^{DD}</i>				
Fuel Tax	\$350,974	-	-	\$350,974
Road Maintenance & Rehabilitation Program	\$275,000	-	-	\$275,000
Measure M2 (OC Go)	\$204,988	-	-	\$204,988
Supplemental Law Enforcement Services	\$158,100	-	-	\$158,100
Mobile Source Reduction	\$42,500	-	-	\$42,500
Mobile Source Reduction - Local Government Partnership	\$50,000	-	-	\$50,000
PEG/Cable Television	\$77,000	-	-	\$77,000
Senior Mobility	\$175,000	-	-	\$175,000
Community Development Block Grant (CDBG)	\$150,000	-	-	\$150,000
Proposition 68 (2018) Per Capita	\$81,116	-	-	\$81,116
State of California Grants ^{BB, EE}	-	-	\$660,000 ^{CC, FF}	\$660,000
Laguna Woods Civic Support Fund	-	-	-	-
TOTAL	\$7,870,395	-	\$895,000	\$8,765,395

^{AA} Fund Budget Adjustment CC-20/21-01: Capital Improvements, +\$235,000 (R 19-23)

^{BB} New Fund Established in Prior Fiscal Year per Fund Budget Adjustment CC-19/20-03 (R 19-23)

^{CC} Fund Budget Adjustment CC-20/21-02: Capital Improvements, +\$500,000 (R 19-23)

^{DD} Revision of Special Revenue Funds Classifications in Prior Fiscal Year (R 20-05)

^{EE} Revision of Fund Name in Prior Fiscal Year (R 20-05)

^{FF} Fund Budget Adjustment CC-20/21-03: SB 2 Planning Grants Program, +\$160,000 (R 20-05)

The budget appropriations authorized by this section reflect the Fiscal Years 2019-21 adopted budgets, plus authorized budget adjustments approved between July 1, 2019 and the date of this amendment. The budget appropriations authorized by this section also include carryovers of approved, but unspent, budget appropriations from prior fiscal years. Such carryovers were approved by the City Council with the adoption of the current budget and/or pursuant to Administrative Policy 2.9.

SECTION 2. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2020.

NOEL HATCH, Mayor

ATTEST:

YOLIE TRIPPY, CMC, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 20-XX** was duly adopted by the City Council of the City of Laguna Woods at a special meeting thereof, held on the XX day of XX 2020, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, CMC, City Clerk

6.2
**BUILDING INSPECTION, PERMIT COUNTER,
AND BUILDING OFFICIAL SERVICES**

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**EXTENSION OF THE
AGREEMENT FOR CONSULTANT SERVICES
BETWEEN THE
CITY OF LAGUNA WOODS
AND
CIVILSOURCE, INC.
FOR BUILDING INSPECTION, PERMIT COUNTER,
AND BUILDING OFFICIAL SERVICES**

This EXTENSION of the AGREEMENT FOR CONSULTANT SERVICES ("AGREEMENT") that was approved by the City Council on September 17, 2014 by and among the City of Laguna Woods, a California municipal corporation ("CITY") and CivilSource, Inc. ("CONSULTANT"), is made and entered into this 11th day of May 2020 by and among CITY and CONSULTANT.

WHEREAS, the initial term of the AGREEMENT was for the period between October 1, 2014 and 11:59 p.m. on June 30, 2016; and

WHEREAS, the AGREEMENT allows for the term of the AGREEMENT to be extended upon written agreement of both parties to the AGREEMENT for any applicable mutually agreeable period through a maximum of 11:59 p.m. on June 30, 2020; and

WHEREAS, the term of the AGREEMENT was previously extended for periods through 11:59 p.m. on June 30, 2020; and

WHEREAS, CITY has requested that CONSULTANT continue to provide services for an additional three-month period.

NOW THEREFORE, the parties amend the AGREEMENT as follows:

1. CITY and CONSULTANT hereby agree to an EXTENSION of the AGREEMENT for a period beginning on July 1, 2020 and ending at 11:59 p.m. on September 30, 2020 with no changes to the terms and conditions of the AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have caused this EXTENSION to be executed the day and year first above written.

CITY OF LAGUNA WOODS:

By _____
Noel Hatch, Mayor

CONSULTANT:

By _____
Jeffrey M. Cooper, Director of Infrastructure

APPROVED AS TO FORM:

David B. Cosgrove, City Attorney

6.3
BUILDING OFFICIAL AND INSPECTION
SERVICES

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**EXTENSION OF THE
AGREEMENT FOR CONSULTANT SERVICES
BETWEEN THE
CITY OF LAGUNA WOODS
AND
WILLDAN ENGINEERING
FOR BUILDING OFFICIAL AND INSPECTION SERVICES**

This EXTENSION of the AGREEMENT FOR CONSULTANT SERVICES ("AGREEMENT") that was approved by the City Council on September 20, 2017 by and among the City of Laguna Woods, a California municipal corporation ("CITY") and Willdan Engineering ("CONSULTANT"), is made and entered into this 11th day of May 2020 by and among CITY and CONSULTANT.

WHEREAS, the initial term of the AGREEMENT was for the period between October 1, 2017 and 11:59 p.m. on June 30, 2018; and

WHEREAS, the AGREEMENT allows for the term of the AGREEMENT to be extended upon written agreement of both parties to the AGREEMENT for any applicable mutually agreeable period; and

WHEREAS, the term of the AGREEMENT was previously extended for periods through 11:59 p.m. on June 30, 2020; and

WHEREAS, CITY has requested that CONSULTANT continue to provide services for an additional three-month period.

NOW THEREFORE, the parties amend the AGREEMENT as follows:

1. CITY and CONSULTANT hereby agree to an EXTENSION of the AGREEMENT for a period beginning on July 1, 2020 and ending at 11:59 p.m. on September 30, 2020 with no changes to the terms and conditions of the AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have caused this EXTENSION to be executed the day and year first above written.

CITY OF LAGUNA WOODS:

By _____
Noel Hatch, Mayor

CONSULTANT:

By _____
Patrick Johnson, Director of Building and Safety

APPROVED AS TO FORM:

David B. Cosgrove, City Attorney

6.4
SENIOR MOBILITY TRANSPORTATION
SERVICES

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**EXTENSION OF THE
AGREEMENT FOR CONSULTANT SERVICES
BETWEEN THE
CITY OF LAGUNA WOODS
AND
CABCO YELLOW, INC. DOING BUSINESS AS CALIFORNIA YELLOW CAB
FOR SENIOR MOBILITY TRANSPORTATION SERVICES**

This EXTENSION of the AGREEMENT FOR CONSULTANT SERVICES ("AGREEMENT") that was entered into on July 1, 2016 by and among the City of Laguna Woods, a California municipal corporation ("CITY") and Cabco Yellow, Inc. doing business as California Yellow Cab ("CONSULTANT"), is made and entered into this 11th day of May 2020 by and among CITY and CONSULTANT.

WHEREAS, the initial term of the AGREEMENT was for the period between July 1, 2016 and 11:59 p.m. on June 30, 2018; and

WHEREAS, the AGREEMENT allows for the term of the AGREEMENT to be extended upon written agreement of both parties to the AGREEMENT through a maximum of 11:59 p.m. on June 30, 2020; and

WHEREAS, the term of the AGREEMENT was previously extended for periods through 11:59 p.m. on June 30, 2020; and

WHEREAS, CITY has requested that CONSULTANT continue to provide services for an additional three-month period.

NOW THEREFORE, the parties amend the AGREEMENT as follows:

1. CITY and CONSULTANT hereby agree to an EXTENSION of the AGREEMENT for a period beginning on July 1, 2020 and ending at 11:59 p.m. on September 30, 2020 with no changes to the terms and conditions of the AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have caused this EXTENSION to be executed the day and year first above written.

CITY OF LAGUNA WOODS:

By _____
Noel Hatch, Mayor

CONSULTANT:

By _____
Tim Conlon, President and General Manager

APPROVED AS TO FORM:

David B. Cosgrove, City Attorney

7.1
STATE OF LOCAL EMERGENCY (COVID-19)

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RESOLUTION NO. 20-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, CONTINUING THE EFFECT OF THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY THAT WAS ISSUED BY THE DIRECTOR OF EMERGENCY SERVICES ON MARCH 19, 2020 AND THEN RATIFIED AND CONTINUED IN EFFECT BY THE CITY COUNCIL ON MARCH 24, 2020, ON THE BASIS OF ONGOING NEED FOR 60 DAYS (THROUGH JULY 10, 2020) UNLESS TERMINATED PRIOR TO THAT DATE BY THE CITY COUNCIL, PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 8630

WHEREAS, Laguna Woods Municipal Code Section 7.04.050 designates the City Manager as the City’s Director of Emergency Services; and

WHEREAS, Laguna Woods Municipal Code Section 7.04.060 authorizes the Director of Emergency Services, if the City Council is not in session, to issue a proclamation proclaiming the existence or threatened existence of a “local emergency”; and

WHEREAS, the Director of Emergency Services issued a proclamation of the existence of a local emergency on March 19, 2020 after having concluded that the introduction of the novel coronavirus (COVID-19) has created conditions of extreme peril warranting such a proclamation, a copy of which is attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, the proclamation of the existence of a local emergency triggers certain emergency provisions of state law (including, but not limited to, California Government Code sections 8631, 8632, and 8633 related to aid and assistance, as well as California Government Code Section 8634 related to orders and regulations) and the Laguna Woods Municipal Code (including, but not limited to, section 3.06.110 related to the suspension of purchasing and procurement requirements and 7.04.060(a)(9) related to powers of the Director of Emergency Services); and

WHEREAS, pursuant to California Government Code Section 8630, the state of local emergency proclaimed by the Director of Emergency Services shall remain in effect for a period of seven days from the effective date of that proclamation, unless it has been ratified by the City Council, in which case it shall extend for a period of no more than 60 days, and beyond such date as may be extended by the

City Council by review of the conditions giving rise to that proclamation, each 60 days thereafter, until conditions otherwise warrant; and

WHEREAS, on March 24, 2020, the City Council ratified the proclamation of the existence of a local emergency that was issued by the Director of Emergency Services on March 19, 2020, and continued the effect thereof on the basis of ongoing need for 60 days (through May 17, 2020) unless terminated prior to that date by the City Council, pursuant to California Government Code Section 8630; and

WHEREAS, with detrimental impacts of COVID-19 continuing to be felt globally, nationally, and locally, the Director of Emergency Services continues to believe and has concluded that conditions of extreme peril remain and continue to warrant a proclamation of local emergency; and

WHEREAS, the City Council has reviewed the need for continuing the Director of Emergency Services' proclamation of the existence of a local emergency dated March 19, 2020, including the initial proclamation and other information regarding the current status and impacts of COVID-19.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. COVID-19 constitutes a local emergency as that term is defined in California Government Code Section 8558(c), in that COVID-19 has created conditions of extreme peril to the safety of persons within the territorial limits of Laguna Woods, caused by conditions which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of the City and require the combined forces of other political subdivisions to combat.

SECTION 2. The proclamation of the existence of a local emergency that was issued by the Director of Emergency Services on March 19, 2020 and then ratified and continued in effect by the City Council on March 24, 2020, is hereby continued in effect on the basis of ongoing need for 60 days (through July 10, 2020) unless terminated prior to that date by the City Council, pursuant to California Government Code Section 8630.

SECTION 3. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2020.

NOEL HATCH, Mayor

ATTEST:

YOLIE TRIPPY, CMC, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 20-XX** was duly adopted by the City Council of the City of Laguna Woods at a special meeting thereof, held on the XX day of XX 2020, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, CMC, City Clerk

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CITY OF LAGUNA WOODS

**PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY
BY THE DIRECTOR OF EMERGENCY SERVICES**

WHEREAS, Laguna Woods Municipal Code Section 7.04.050 designates the City Manager as the City’s Director of Emergency Services; and

WHEREAS, Laguna Woods Municipal Code Section 7.04.060 authorizes the Director of Emergency Services, if the City Council is not in session, to issue a proclamation proclaiming the existence or threatened existence of a “local emergency”; and

WHEREAS, conditions of extreme peril to the safety of persons have arisen both internationally and within the United States as a result of the introduction of the novel coronavirus (COVID-19); and

WHEREAS, COVID-19 continues to spread globally to a significant number of countries, infecting more than 191,100 persons and killing more than 7,800 individuals worldwide¹; and

WHEREAS, due to the expanding list of countries with widespread transmission of COVID-19, and increasing travel alerts and warnings for countries experiencing community transmission issued by the Centers for Disease Control and Prevention (CDC), COVID-19 has created conditions that are likely to be beyond the control of local resources and require the combined forces of other political subdivisions to combat; and

WHEREAS, the President of the United States, the Governor of the State of California, and the County of Orange have declared that national, state, and local health emergencies exist; and

WHEREAS, the California Department of Public Health has issued statewide guidance recommending self-isolation for older adults and those who are at high risk for serious illness from COVID-19; and

WHEREAS, the CDC has also issued severe warnings regarding the spread of COVID-19 and the dangers it presents, particularly to senior populations and those with existing compromised health conditions; and

WHEREAS, the Orange County Health Officer has issued a countywide order substantially prohibiting public and private “gatherings”, as defined by the California Department of Public Health, and taking other actions deemed necessary to protect and preserve the public health from, and prevent, the increasing transmission of COVID-19 in California and the significant risk of widespread introduction and transmission of COVID-19 into Orange County²; and

WHEREAS, the Orange County Health Officer’s order makes a strong recommendation that all persons 65 years or older, or with a serious chronic medical condition, or with a compromised immune system, remain at home consistent with guidance provided by the California Department of Public Health; and

¹ World Health Organization, Coronavirus disease 2019 (COVID-19) Situation Report – 58, March 18, 2020.

² Amended Order and Guidance of the Orange County Health Officer [Revised 3/18/2020]

ITEM 7.1 - Exhibit A

WHEREAS, a majority of Laguna Woods' population is 65 years or older or otherwise considered to be at high risk for serious illness from COVID-19, such that compliance with statewide and countywide guidance to self-isolate is likely to result in significant complications of the ability of such vulnerable populations to sustain their households and take advantage of important public services; and

WHEREAS, certain establishments located within Laguna Woods are required to temporarily close (e.g., gyms) or significantly modify their operations (e.g., food and beverage establishments, and grocery stores) as a result of the Orange County Health Officer's order; and

WHEREAS, COVID-19 is impacting the City's regular operations, resulting in reduced hours and service availability, workforce and work product disruption, and heightened protective measures; and

WHEREAS, the City's ability to mobilize resources, maintain services, coordinate interagency response, accelerate the purchase and procurement of vital goods and services, use mutual aid, and seek reimbursement by the federal and state governments will be critical to successfully responding to COVID-19; and

WHEREAS, executive orders, legislation, and guidance from federal, state, and county governments are being issued on a regular basis, calling for rapid implementation of response measures by the City, such that the City needs to have all means at its disposal to not only protect its residents and businesses, but to stay consistent with direction provided by other levels of government with jurisdiction over the City's activities; and

WHEREAS, the Director of Emergency Services believes and has concluded that the above-described conditions of extreme peril constitute a "local emergency" as that term is defined in California Government Code Section 8558(c) and warrant a proclamation of local emergency.

NOW, THEREFORE, pursuant to California Government Code Section 8630 and Laguna Woods Municipal Code Section 7.04.060, it is hereby proclaimed that a local emergency now exists in the city of Laguna Woods. Assistance and aid is required from federal, state, and county governments to the City, individuals, and businesses affected by this local emergency. This state of local emergency shall remain in effect for a period of seven (7) days from the effective date of this proclamation, unless it has been ratified by the City Council, in which case it shall extend for a period of no more than sixty (60) days, and beyond such date as may be extended by the City Council by review of the conditions giving rise to this proclamation, each sixty (60) days thereafter, until conditions otherwise warrant.



Christopher Macon, City Manager
Director of Emergency Services
City of Laguna Woods

March 19, 2020
Date

7.2
SENIOR MOBILITY PROGRAM
(NO REPORT)

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7.3
AD HOC AUDIT COMMITTEE
(NO REPORT)

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