

# CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Special Meeting  
Wednesday, June 3, 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](http://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.

Special and Emergency Meetings: Agenda posting and availability for special and emergency meetings is conducted pursuant to all applicable provisions of California Government Code (Ralph M. Brown Act).

AGENDA DISTRIBUTION LISTS

Electronic Distribution: The City of Laguna Woods provides notification of agenda posting and availability via email. To register to receive email notifications, please email [cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org) or contact the City Clerk’s Office at (949) 639-0500/TTY (949) 639-0535. Please note that the City is not responsible for, and makes no guaranties or warranties related to, the transmission or receipt of email notifications.

Mail Distribution: The City of Laguna Woods is able to mail agendas and/or agenda materials if provided with advance payment for postage and printing (if applicable). To request mail distribution, please email [cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org) or contact the City Clerk’s Office at (949) 639-0500/TTY (949) 639-0535.

FOR ADDITIONAL INFORMATION

For additional information, please contact the City Clerk’s Office at (949) 639-0500/TTY (949) 639-0535, [cityhall@cityoflagunawoods.org](mailto: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](http://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

  
\_\_\_\_\_  
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](mailto: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 1 p.m. on the day of the meeting. Written public comments may be read or summarized to the City Council at the meeting, and parties submitting comments should be aware that their email addresses and any information submitted may be disclosed or become a matter of public record. No party should expect privacy of such information.

**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 briefly respond, provide references for factual information, request follow-up by 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 Community Development Block Grant (CDBG) and Other United States Housing and Urban Development Programs

*Recommendation:*

1. Rescind the action taken on Item 6.7 [Community Development Block Grant (CDBG) Program and Other United States Department of Housing and Urban Development Programs] at the May 20, 2020 City Council meeting.

AND

2. Approve amendment five to the cooperation agreement with the County of Orange related to participation in the Urban County Community Development Block Grant (CDBG) Program and other United States Department of Housing and Urban Development programs, and authorize the Mayor to execute the amendment subject to approval as to form by the City Attorney.

6.2 Water Efficient Median Improvement Project (Santa Maria Avenue)

*Recommendation:*

1. Approve the “Water Efficient Median Improvement Project (Santa Maria Avenue)” design plans and specifications as prepared by the project architect.

AND

2. 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 FUEL TAX FUND APPROPRIATIONS FOR THE  
“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)”

AND

3. Award a contract agreement to BrightView Landscape Services, Inc. for the construction of the “Water Efficient Median Improvement Project (Santa Maria Avenue)”, in the amount of \$61,946.41, plus authorized change orders not to exceed 10% of the base amount; and authorize the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

6.3 City Hall Refurbishment and Safety Project: Phase 2

*Recommendation:* Reject all bids received for the “City Hall Refurbishment and Safety Project: Phase 2”.

**VII. CITY COUNCIL BUSINESS**

7.1 Fiscal Years 2020-30 Pavement Management Plan

*Recommendation:* Provide direction to staff on the draft Pavement Management Plan for Fiscal Years 2020-21 through 2029-30.

7.2 Fiscal Years 2019-21 Budget and Work Plan & Fiscal Years 2019-30 Capital Improvement Program

*Recommendation:*

1. 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 CAPITAL PROJECTS FUND  
APPROPRIATIONS FOR VARIOUS NON-OPERATING  
PROJECTS AND CAPITAL IMPROVEMENT PROJECTS

AND

2. Discuss and provide direction to staff.

**VIII. CLOSED SESSION**

**IX. CLOSED SESSION REPORT**

**X. ADJOURNMENT**

Next Regular Meeting:

Wednesday, June 17, 2020 at 2 p.m.

Laguna Woods City Hall

24264 El Toro Road, Laguna Woods, California 92637

**6.0**  
**CONSENT CALENDAR SUMMARY**

*This page is intentionally blank.*



# City of Laguna Woods

## Agenda Report

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Christopher Macon, City Manager

**FOR:** June 3, 2020 Special Meeting

**SUBJECT:** Consent Calendar Summary

---

### **Recommendation**

Approve all proposed actions on the June 3, 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 June 3, 2020 Consent Calendar contains the following item:

- 6.1 [1] Approval of a motion to rescind the action taken on Item 6.7 [Community Development Block Grant (CDBG) Program and Other United States Department of Housing and Urban Development Programs] at the May 20, 2020 City Council meeting. At the May 20, 2020 City Council meeting, the City Council took a similar action as is included in part two of this item's recommendation, but regarding an earlier version of amendment five to the cooperation agreement with the County of Orange related to participation in the Urban County Community Development Block Grant (CDBG) Program and other United States Department of Housing and Urban Development

programs. Subsequent to the May 20, 2020 City Council meeting, staff was notified that the County of Orange had revised the amendment based on feedback provided by the United States Department of Housing and Urban Development. The revised amendment is addressed in part two of this item's recommendation and included in the agenda packet.

AND

[2] Approval of amendment five to the cooperation agreement with the County of Orange related to participation in the Urban County Community Development Block Grant (CDBG) Program and other United States Department of Housing and Urban Development programs, and authorization for the Mayor to execute the amendment subject to approval as to form by the City Attorney. The proposed agreement would provide for continued participation in the Urban County CDBG Program and other United States Department of Housing and Urban Development programs administered by the County of Orange between July 1, 2021 and June 30, 2024.

- 6.2 [1] Approval of the "Water Efficient Median Improvement Project (Santa Maria Avenue)" design plans and specifications as prepared by the project architect (available at or from City Hall). The subject project is included in the Fiscal Years 2019-30 Capital Improvement Program as a component of the "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)".

AND

[2] Approval 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 Fuel Tax Fund appropriations for the "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)" ("project"). The proposed resolution would increase Fiscal Year 2019-20 appropriations for the Fuel Tax Fund in the amount of \$39,488 to complete the project.

## AND

[3] Award of a contract agreement to BrightView Landscape Services, Inc. for the construction of the “Water Efficient Median Improvement Project (Santa Maria Avenue)”, in the amount of \$61,946.41, plus authorized change orders not to exceed 10% of the base amount; and authorization for the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney. Bids to construct the subject project were solicited from March 5, 2020 to March 26, 2020. No bids were received. Staff then solicited other bids, as allowed by California Public Contract Code Section 20166. A total of four bids were received (BrightView Landscape Services, Greener Environments, KASA Construction, and YAKAR) with BrightView Landscape Services bidding the lowest cost.

- 6.3 Rejection of all bids received for the “City Hall Refurbishment and Safety Project: Phase 2”. Bids to construct the subject project were solicited from April 23, 2020 to May 21, 2020. A total of five bids were received (Kazoni Inc dba Kazoni Construction, Menemsha Development Group, Model Builders, New Millennium Construction Services, and SD Remodeling) with Model Builders bidding the lowest cost. Staff has not fully reviewed the bids to determine responsiveness. At this time, staff recommends that the City Council reject all bids in order to allow for the revision of certain project specifications and the subsequent solicitation of new bids for construction.

*This page is intentionally blank.*

6.1

**COMMUNITY DEVELOPMENT BLOCK GRANT  
(CDBG) AND OTHER UNITED STATES HOUSING  
AND URBAN DEVELOPMENT PROGRAMS**

*This page is intentionally blank.*

**AMENDMENT FIVE TO  
COOPERATION AGREEMENT BETWEEN  
THE COUNTY OF ORANGE  
AND  
CITY OF \_\_\_\_\_**

This Amendment Number FIVE (hereinafter "Amendment FIVE") is made and entered into by the County of Orange, a political subdivision of the State of California, ("COUNTY") and CITY OF \_\_\_\_\_, a municipal corporation, ("CITY"), DUNS Number \_\_\_\_\_ which are sometimes individually referred to as "Party" or collectively referred to as "Parties", and is effective as of July 1, 2021, hereinafter referred to as "EFFECTIVE DATE".

WHEREAS, COUNTY and CITY executed that certain COOPERATION AGREEMENT "Small-City" (hereinafter, as amended, "Original Agreement" or "Agreement") for commencement July 1, 2005; and

WHEREAS, the Original Agreement was amended by Amendment ONE, effective as of July 16, 2008; and

WHEREAS, the Original Agreement was amended by Amendment TWO, effective as of July 1, 2012; and

WHEREAS, the Original Agreement was amended by Amendment THREE, effective as of July 1, 2015; and

WHEREAS, the Original Agreement was amended by Amendment FOUR, effective as of July 1, 2018; and

WHEREAS, U.S. Department of Housing and Urban Development ("HUD") Notice CPD-20-03 allows "automatic" renewals for up to three years provided that COUNTY sends a letter to CITY notifying it that the Original Agreement will be renewed unless CITY notifies COUNTY that it wishes to terminate the agreement and a copy of such a letter is provided to HUD; and

WHEREAS, COUNTY sent CITY a letter notifying CITY of such renewal on April 17, 2020; and

WHEREAS, CITY did not advise COUNTY that it wished to terminate the Original Agreement with County; and

WHEREAS, the Parties agree to further amend the Original Agreement at this time in the manner set forth herein.

NOW, THEREFORE, the Parties hereby agree as follows:

I. Modifications to the Original Agreement

1. Section 2 of the Original Agreement is amended in its entirety as follows:

“COUNTY shall have the authority to carry out activities, which will be funded from annual Community Development Block Grant (CDBG), Home Investment Partnership (HOME) and Emergency Solutions Grant (ESG) Program funds appropriated for Fiscal Years 2021-2022, 2022-2023 and 2023-2024 and from any program income generated from the expenditure of such funds.”

2. Section 6 of the Original Agreement shall be amended to add subsection (c.) as follows:

“c. A policy to undertake or assist in undertaking, community renewal and lower-income housing assistance activities.”

3. Section 9 of the Original Agreement shall read as amended in its entirety as follows:

“This Agreement shall cover Fiscal Years 2021-2022, 2022-2023 and 2023-2024, respectively of CDBG, HOME and ESG program applications, including any subsequent Supplemental sources (Paragraph 23 of the Agreement). In no event shall this agreement be terminated by either Party before June 30, 2024, except as allowed in legislation enacted by the U.S. Congress for termination or withdrawal from the Urban County Program and as permitted by HUD.

This Agreement remains in effect until the CDBG (and, where applicable, HOME and ESG) funds and program income received (with respect to activities carried out during the three-year qualification period, and any successive qualification periods under agreements that provide for automatic renewal) are expended and the funded activities completed, and the COUNTY and CITY cannot terminate or withdraw from this Agreement while it remains in effect.”

4. Section 10 shall be added to Agreement to read:

“In accordance with HUD Notice CPD 20-03, and subsequent CPD Notices, this Agreement will be automatically extended for an additional 3 (three) year period (July 1, 2024 to June 30, 2027) unless COUNTY or CITY provides written notice that it elects not to participate in a new qualification period. A copy of the notice must be sent to HUD Field Office. COUNTY shall notify CITY in writing of its right not to participate any longer than the date specified in HUD’s Urban County Qualification Notice for the next qualification period.”

5. Section 11 of the Original Agreement is amended to read:

- “CITY and COUNTY agree to adopt amendments (s) to this Agreement as may be required by HUD to meet any new Urban County Qualification requirement(s) subsequent to June 30, 2021 and to submit such amendments to HUD. The COUNTY will notify CITY of its right to terminate its participation in the program based on the adoption of any such amendment. If either CITY or COUNTY refuses to adopt any such amendment, this automatic renewal provision herein will be void.”
6. Section 14 of the Original Agreement is amended to add subsection (d) as follows:
 

“d. May receive a formula allocation under the ESG Program only through the Urban County.”
  7. Section 24 of the Original Agreement is amended to read:
 

“CITY may void this Agreement only if it submits to COUNTY on or before June 2020 the notification from HUD that CITY has qualified as a “Metropolitan City” or an “Entitlement City” prior to the completion of the re-qualification process for Fiscal Years 2021-22, 2022-2023, and 2023-2024. Upon such notification by HUD, CITY also must submit to COUNTY and HUD written notification of its decision to either remain in the Urban County Program as a “Metropolitan City” or become an “Entitlement City” as a separate entity.”

## II. Additional Agreements

1. The COUNTY and the CITY agree to cooperate to undertake, or assist in undertaking, community renewal and lower-income housing assistance activities.
2. The COUNTY and the CITY shall take all actions necessary to assure compliance with the COUNTY’S certification under section 104(b) of Title I of the Housing and Community Development Act of 1974, that the grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act and will affirmatively further fair housing as required under See 24 CFR 91.225(a) and 5.105(a). The Parties shall comply with section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973 of Title II of the Americans with Disabilities Act, the Age Discrimination Act of 1975, and Section 3 of the Housing and Urban Development Act of 1968, and all other applicable laws. The Parties agree that no urban county funding will be used for activities in, or in support of, any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the COUNTY’S actions to comply with the COUNTY’S fair housing certification. The Parties acknowledge and agree that noncompliance by a unit of general local government included in an urban county may constitute noncompliance by the grantee (i.e., the urban 14 county) that

- can, in turn, provide cause for funding sanctions or other remedial actions by the Department.
3. The CITY, and all other applicable units of general local government, may not sell, trade, or otherwise transfer all or any portion of such funds to another such metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act.
  4. All other provisions of the Original Agreement, as amended, a copy of which is attached hereto as Exhibit A and incorporated by this reference, to the extent they are not inconsistent with this Amendment FIVE, remain unchanged and in full force and effect.

IN WITNESS WHEREOF, CITY has caused this Amendment FIVE to be executed by its City Manager and attested by its City Clerk; COUNTY has caused this Amendment FIVE to be executed by the Director of the Orange County Community Resources; each having been duly authorized by the CITY Council and the COUNTY Board of Supervisors, respectively.

ATTEST:

City of \_\_\_\_\_, a municipal Corporation in the State of California

By: \_\_\_\_\_

Name:

Title: City Mayor

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name:

Title: City Clerk

Date: \_\_\_\_\_

COUNTY OF ORANGE, a political subdivision of the State of California

By: \_\_\_\_\_

Dylan Wright, Director

Orange County Community Resources

Date: \_\_\_\_\_



6.2

**WATER EFFICIENT MEDIAN IMPROVEMENT  
PROJECT (SANTA MARIA AVENUE)**

*This page is intentionally blank.*

**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 FUEL TAX FUND APPROPRIATIONS FOR THE “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)”

**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**, the “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)” (“Water Efficient Median Project”) is included in the Capital Improvement Program; and

**WHEREAS**, the existing Water Efficient Median Project budget was established in an amount that was estimated as of June 2019, subject to the completion of design documents, construction drawings, and competitive bids; and

**WHEREAS**, design documents and construction drawings for the Santa Maria Avenue component of the Water Efficient Median Project are now complete, and the City has received competitive bids from contractors to construct the Santa Maria Avenue component of the Water Efficient Median Project; 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 \$39,488, with the appropriations drawn from the unassigned Fuel Tax Fund balance, to complete the Santa Maria Avenue component of the Water Efficient Median Project; and

**WHEREAS**, with the proposed Budget amendment, the total Water Efficient Median Project budget would be \$339,488 (Fuel Tax Fund); 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, 20-05, and 20-08, 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 <sup>A,G</sup>	\$6,502,803
Capital Projects Fund	\$411,161	\$111,030 <sup>1</sup>	\$187,925 <sup>B,D</sup>	\$710,116
<i>Special Revenue Funds<sup>E</sup></i>				
Fuel Tax	\$677,769	\$35,319 <sup>2</sup>	\$59,046 <sup>H,I</sup>	\$772,134
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

Continued from page 2	<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>
State of California Grants <sup>C, F</sup>	-	-	-	-
Laguna Woods Civic Support Fund	\$12,025	-	-	\$12,025
<b>TOTAL</b>	<b>\$8,610,813</b>	<b>\$146,349</b>	<b>\$381,370</b>	<b>\$9,138,532</b>

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

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

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

<sup>D</sup> Fund Budget Adjustment CC-19/20-04: Capital Improvements, +\$7,925 (R 20-05)

<sup>E</sup> Revision of Special Revenue Funds Classifications (R 20-05)

<sup>F</sup> Revision of Fund Name (R 20-05)

<sup>G</sup> Fund Budget Adjustment CC-19/20-05: Traffic Cabinets, +\$33,307 (R 20-08)

<sup>H</sup> Fund Budget Adjustment CC-19/20-06: Traffic Cabinets, +\$19,558 (R 20-08)

<sup>I</sup> Fund Budget Adjustment CC-19/20-07: Capital Improvement, +\$39,488 (R 20-XX)

<sup>1</sup> General Fund Carryover Appropriations: "A Place for Paws" Dog Park Relocation Project, \$26,200. City Hall Refurbishment & Safety Project: Phase 1 (Construction), \$84,830.

<sup>2</sup> 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 <sup>AA</sup>	\$445,280
<i>Special Revenue Funds<sup>DD</sup></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

Continued from page 3	<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>
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 <sup>BB, EE</sup>	-	-	\$660,000 <sup>CC, FF</sup>	\$660,000
Laguna Woods Civic Support Fund	-	-	-	-
<b>TOTAL</b>	<b>\$7,870,395</b>	<b>-</b>	<b>\$895,000</b>	<b>\$8,765,395</b>

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

<sup>BB</sup> New Fund Established in Prior Fiscal Year per Fund Budget Adjustment CC-19/20-03 (R 19-23)

<sup>CC</sup> Fund Budget Adjustment CC-20/21-02: Capital Improvements, +\$500,000 (R 19-23)

<sup>DD</sup> Revision of Special Revenue Funds Classifications in Prior Fiscal Year (R 20-05)

<sup>EE</sup> Revision of Fund Name in Prior Fiscal Year (R 20-05)

<sup>FF</sup> 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

*This page is intentionally blank.*

**6.3**  
**CITY HALL REFURBISHMENT AND SAFETY**  
**PROJECT: PHASE 2**  
***(NO REPORT)***

*This page is intentionally blank.*

**7.1**  
**FISCAL YEARS 2020-30 PAVEMENT**  
**MANAGEMENT PLAN**

*This page is intentionally blank.*



## City of Laguna Woods Agenda Report

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Christopher Macon, City Manager  
**FOR:** June 3, 2020 Special Meeting  
**SUBJECT:** Fiscal Years 2020-30 Pavement Management Plan

---

### **Recommendation**

Provide direction to staff on the draft Pavement Management Plan for Fiscal Years 2020-21 through 2029-30.

### **Background**

The City maintains pavement on public roads in Laguna Woods (El Toro Road, Moulton Parkway, Ridge Route Drive, and Santa Maria Avenue).

Cities are required to adopt and update a pavement management plan at least every two years in order to remain eligible to receive Measure M2 funds. The format and methodology required to be used in the preparation of pavement management plans is established by the Orange County Transportation Authority.

The City Council last adopted a pavement management plan on April 25, 2018.

### **Discussion**

Today's meeting is an opportunity for City Council action, as well as public input, on the draft Pavement Management Plan for Fiscal Years 2020-21 through 2029-30 (Attachment A). Staff recommends that the City Council provide direction on the draft Pavement Management Plan. Staff anticipates recommending adoption of a pavement management plan at the June 17, 2020 City Council meeting, as part of a broader update of the Capital Improvement Program.

The draft Pavement Management Plan was prepared by NV5/CivilSource, Inc., under the direction of Akram Hindiye, City Engineer/City Traffic Engineer. As of February 2020, the City’s pavement was found to be in “very good” condition, overall, with an average Pavement Condition Index (“PCI”) of 86.17 of 100. That value considers all pavement rehabilitation that the City has completed to-date.

While not required by the Orange County Transportation Authority, the proposed Pavement Management Plan addresses a 10-fiscal-year, instead of seven-fiscal-year, period. That planning horizon assists with budgeting and long-range planning.

The draft Pavement Management Plan would maintain the City’s streets in “good” condition or above for each of the 10 fiscal years analyzed. Please note that each year’s estimated PCI is based on greater projections and assumptions than the year prior. On a biennial basis, actual conditions are assessed via in-person inspection. Accordingly, the average PCIs that are most relevant are those for the entire street network over the current and next two fiscal years. Those average PCIs show “very good” and “good” conditions ranging from 86.17 to 84.86.

The following tables summarize changes in the draft Pavement Management Plan that could affect the current and next two-year budgets:

<b>Fiscal Year</b>	<b>Current Project</b>	<b>Proposed Project</b>
<i>Current Two-Year Budget</i>		
2020-21	Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway. Budget: \$275,000	Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway. Budget: \$195,100
Net Fiscal Impact:		Anticipated Savings of \$79,900

<b>Fiscal Year</b>	<b>Current Project</b>	<b>Proposed Project</b>
<i>Next Two-Year Budget</i>		
2021-22	Southbound Moulton Parkway between Via Campo Verde and Calle Cortez. Budget: \$267,000	Southbound Moulton Parkway between Via Campo Verde and Calle Cortez. Budget: \$270,600
Net Fiscal Impact:		Anticipated Increase of \$3,600

Fiscal Year	Current Project	Proposed Project
<i>Next Two-Year Budget</i>		
2022-23	Westbound El Toro Road between Aliso Creek Road and West City Limit, Eastbound and Westbound Santa Maria between Moulton Parkway and Commercial Driveway. Budget: \$146,436	Southbound Moulton Parkway between Calle Cortez and South City Limit. Budget: \$309,800
Net Fiscal Impact:		Anticipated Increase of \$163,364

Net Fiscal Impact (Over Three Fiscal Years): Anticipated Increase of \$87,064

**Fiscal Impact**

Pavement management plans are planning documents and do not directly result in actual or committed expenditures. Funding for projects recommended in pavement management plans is considered as part of the budget development process.

At present, all funding for pavement management plan projects is drawn from the Road Maintenance & Rehabilitation Program Fund, which contains revenue raised through the Road Repair and Accountability Act of 2017 (“Senate Bill 1”). Even with the budget changes recommended in the draft Pavement Management Plan, and assuming that Senate Bill 1 revenue will be negatively impacted by COVID-19, staff anticipates that the Road Maintenance & Rehabilitation Program Fund would have sufficient monies to fund the projects identified in the draft Pavement Management Plan for the current and next two-year budgets.

Attachment: A – Draft Pavement Management Plan

*This page is intentionally blank.*

**MAY 2020**

# CITY OF LAGUNA WOODS



# PAVEMENT MANAGEMENT PLAN

Fiscal Years 2020-21 through 2029-30

**DRAFT**



**PAVEMENT MANAGEMENT PLAN  
CITY OF LAGUNA WOODS**

**May 2020**

**Prepared By**

**NV5/CivilSource, Inc.**

**Table of Contents**

I. Executive Summary.....4

II. Background.....7

III. Current Pavement Conditions (PCI).....9

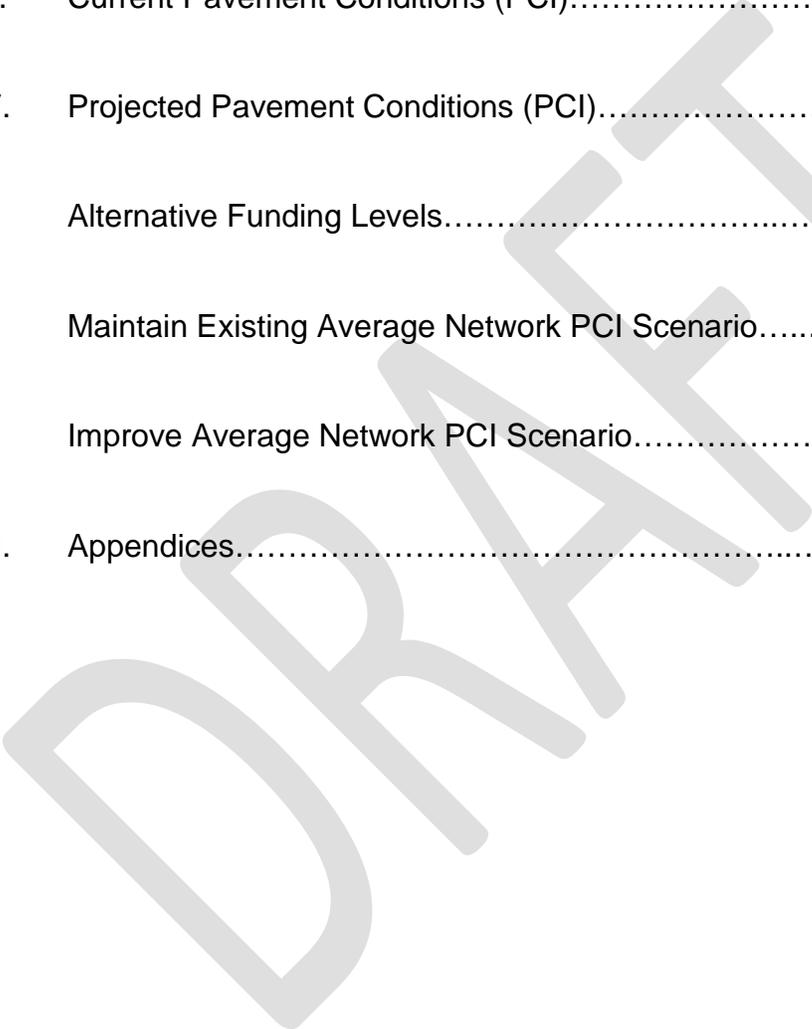
IV. Projected Pavement Conditions (PCI).....10

V. Alternative Funding Levels.....11

    Maintain Existing Average Network PCI Scenario.....11

    Improve Average Network PCI Scenario.....11

VI. Appendices.....13



## I. EXECUTIVE SUMMARY

The City of Laguna Woods (City) uses pavement management software to manage its street network and comply with Measure M (OC Go) eligibility requirements. MicroPAVER was used to develop this Pavement Management Plan (PMP).

The City's entire street network (approximately 10.17 centerline miles across 47 pavement sections) was surveyed to develop this PMP. The surveys were completed and recorded in MicroPAVER. The following table summarizes the lengths and area of the City's street network.

*Laguna Woods Street Network Summary*

Network ID	Branch ID	Street Name	Sections	Miles	Area (SF)
LW 2014	C080001	El Toro Road	22	4.92	1,143,310
LW 2014	C080002	Moulton Parkway	14	3.37	721,443
LW 2014	C080003	Ridge Route Drive	1	0.07	7,350
LW 2014	C080004	Santa Maria Avenue	10	1.81	293,912
<b>Total</b>			<b>47</b>	<b>10.17</b>	<b>2,166,015</b>

All roadways within the City's street network are classified as Master Plan of Arterial Highways (MPAH) roadways.

As of February 2020, the overall condition of the City's street network is "**very good**," with an average Pavement Condition Index (PCI) of **86.17**. The actual pavement condition index for each section is detailed in the attachments.

Several potential work plans have been developed to demonstrate the effect of various funding scenarios on the condition of the City's street network. OCTA requires the PMP to project the PCI of the street network, under the expected funding levels for the next seven fiscal years. However, for the City's budgeting and long-range planning purposes, this PMP projects all the different alternatives for the next ten fiscal years.

All scenarios modeled in this PMP assume that annual projects would consist of cold milling (grinding) approximately 2-inches of the existing asphalt concrete pavement and repaving the full pavement width with rubberized asphalt.

### **Existing Budget Scenario:**

The existing budget scenario assumes targeted maintenance focused on improving the pavement sections with annual funding of approximately \$265K and in no case more than \$325K. The proposed capital improvement program list for this scenario is attached as Appendix 2. It details the proposed improvements and the estimated cost for each project.

The estimated funding required to implement this scenario over the next seven fiscal years would be approximately \$1.85M. The estimated funding required to implement this scenario over the next ten fiscal years would be approximately \$2.65M. The following table provides the annual funding amounts and the related PCI of the network.

*PROJECTED ANNUAL PCI CONDITION UNDER  
EXISTING FUNDING*

Fiscal Year	Current Funding	Entire Network PCI	MPAH PCI	Local PCI
Today		86.17	86.17	N/A
2020-21	\$195,100	85.48	85.48	N/A
2021-22	\$270,600	84.86	84.86	N/A
2022-23	\$309,800	84.39	84.39	N/A
2023-24	\$309,800	83.82	83.82	N/A
2024-25	\$270,600	84.07	84.07	N/A
2025-26	\$244,200	83.36	83.36	N/A
2026-27	\$253,100	82.29	82.29	N/A
2027-28	\$240,900	80.45	80.45	N/A
2028-29	\$238,200	78.60	78.60	N/A
2029-30	\$320,800	76.76	76.76	N/A

**Funding Level for Maintaining Existing PCI Scenario:**

The maintaining existing PCI scenario assumes actions are taken to maintain an average entire network PCI of 86.17.

The estimated funding required to implement this scenario over the next seven fiscal years would be approximately \$2.8M. The estimated funding required to implement this scenario over the next ten fiscal years would be approximately \$3.85M. Due to the scope and cost of work required, the annual funding amounts would vary per year.

**Funding Level to Improve PCI Scenario:**

The improve PCI scenario assumes actions are taken to improve the entire network PCI above the existing PCI of 86.17.

The estimated funding required to implement this scenario over the next seven fiscal years would be approximately \$2.96M. The estimated funding required to implement this scenario over the next ten fiscal years would be approximately \$3.52M. Due to the scope and cost of work required, the annual funding amounts would vary per year.

**Conclusion:**

The overall condition of the City's street network is "**very good**". In order to maintain the street network in a "good" condition or above; it is recommended that the City Council consider prioritizing funding for the pavement management plan projects as detailed in the proposed capital improvement program list for the existing budget scenario (Appendix 2). The estimated funding required for fiscal years 2020-21 and 2021-22 would be \$195K and \$270K respectively.

In accordance with OCTA requirements, the next update of this pavement management plan must occur in Fiscal Year 2021-22 for a minimum planning period spanning fiscal years 2022-23 through 2028-29.

**City Engineer's Certification:**

I, the undersigned, hereby certify that this Pavement Management Plan was developed using MicroPAVER, conforming to American Society for Testing and Materials (ASTM) Standard D6433, and contains, at a minimum, all of the elements required by the Orange County Transportation Authority's Countywide Pavement Management Plan Guidelines.

---

M. Akram Hindiyeh, PE, TE  
City Engineer/City Traffic Engineer  
City of Laguna Woods

## II. BACKGROUND:

### PAVEMENT MANAGEMENT PLAN

As described in the Orange County Transportation Authority's (OCTA) Countywide Pavement Management Plan Guidelines (April 2018), a pavement management plan "is a plan to manage the preservation, rehabilitation, and maintenance of paved roads by analyzing pavement life cycles, assessing overall system performance costs, and determining alternative strategies and costs necessary to improve paved roads."

In order to remain eligible for Measure M (OC Go) funds, the City is required to update its pavement management plan on a biennial basis. For countywide consistency, OCTA requires that pavement management plans be developed using either MicroPAVER or StreetSaver software. The City has used MicroPAVER since 2010. Both programs are similar and rate pavement on a Pavement Condition Index (PCI) scale.

#### *Pavement Condition Index (PCI) Scale*

PCI Range	Pavement Quality	Pavement Conditions
86-100	Very Good	The pavement is new or almost new; it is structurally sound. It will not require significant improvement for some time.
76-85	Good	The pavement is in good shape but has some surface defects; it is generally structurally sound. It will require some routine maintenance, over the next few years.
61-75	Fair	The pavement has a number of defects such as cracking, raveling, patching, etc.; it is beginning to become structurally deficient. It will require immediate maintenance or repair.
41-60	Poor	The pavement has significant defects such as major cracking, significant surface distortions; it is structurally deficient. It requires immediate rehabilitation or reconstruction.
0-40	Very Poor	The pavement has major defects; it is structurally inadequate. It requires major rehabilitation or reconstruction.

NV5/CivilSource, Inc. has updated the City's pavement management plan since 2014. For the current pavement management plan update, the City's entire street network (approximately 10.17 centerline miles across 47 pavement sections) was surveyed via visual inspection by NV5/CivilSource, Inc. personnel in February 2020 and subsequently recorded in MicroPAVER.

The following table summarizes the lengths and area of the City's street network:

*Laguna Woods Street Network Summary*

Network ID	Branch ID	Street Name	Sections	Miles	Area (SF)
LW 2018	C080001	El Toro Road	22	4.92	1,143,310
LW 2018	C080002	Moulton Parkway	14	3.37	721,443
LW 2018	C080003	Ridge Route Drive	1	0.07	7,350
LW 2018	C080004	Santa Maria Avenue	10	1.81	293,912
<b>Total</b>			<b>47</b>	<b>10.17</b>	<b>2,166,015</b>

The City's street network contains approximately 10.17 centerline miles and measures approximately 2.18 million square feet. The total cost to replace the City's street network is estimated at \$13.5 million. All roadways within the City's street network are classified as Master Plan of Arterial Highways (MPAH) roadways.

The basic steps involved in updating the pavement management plan include:

1. Inventory and identification of the types of street pavement in the City
2. Determination of the current condition of the City's streets by visual inspection
3. Identification of budget needs for the present time and for future years
4. Recommendations for future maintenance and rehabilitation based on constrained funding and maintenance and preservation goals

Although pavement management plans can produce annual project selection guidelines and budget recommendations, they are only a general management tool and are not intended to replace sound engineering judgment. Project selection should not be made solely based on the results of the pavement management plan.

It is important to note that the budget estimates contained in this pavement management plan include the estimated costs for engineering design, construction management, and inspection, in addition to the cost for the physical construction of the pavement. The cost of miscellaneous repairs during street rehabilitation, such as sidewalk, curb, gutter, and ramp repairs, are not included in budget estimates. More accurate engineering estimate would be provided at the design stage of each project.

**III. CURRENT PAVEMENT CONDITION (PCI):**

In this pavement management plan, current pavement condition is represented on a PCI that uses a scale of 0-100 to rate pavement with 0 being the worst, or unusable, and 100 being the best, or new pavement.

As of February 2020, the overall condition of the City’s street network is “very good,” with an average PCI of 86.17.

*Laguna Woods Existing PCI Summary*

Street Name*	PCI as of February 2020
El Toro Road	85.55
Moulton Parkway	82.57
Ridge Route Drive	95.00
Santa Maria Avenue	91.70
<b>Average Network PCI</b>	<b>86.17</b>

Note: All roadways within the City network are classified as Master Plan of Arterial Highways (MPAH) roadways.

**Current Pavement Preservation and Rehabilitation Strategies:**

The City’s pavement preservation and rehabilitation strategy consists of cold milling (grinding) approximately 2-inches of the existing asphalt concrete pavement and repaving the full pavement width with rubberized asphalt. All scenarios modeled in this pavement management plan assume that annual projects would consist of this level of work.

#### IV. PROJECTED PAVEMENT CONDITIONS (PCI):

OCTA requires the pavement management plan to project the PCI of the street network, under the expected funding levels for the next seven fiscal years. However, for the City's budgeting and long-range planning purposes, this pavement management plan projects alternatives for the next ten fiscal years.

##### Existing Budget Scenario:

The existing budget scenario assumes targeted maintenance focused on improving the pavement sections with annual funding of approximately \$265K and in no case more than \$325K. The proposed capital improvement program list for this scenario is attached as Appendix 2. It details the proposed improvements and the estimated cost for each project.

The estimated funding required to implement this scenario over the next seven fiscal years would be approximately \$1.85M. The estimated funding required to implement this scenario over the next ten fiscal years would be approximately \$2.65M. The following table provides the annual funding amounts and the related PCI of the network.

##### *PROJECTED ANNUAL PCI CONDITION UNDER EXISTING FUNDING*

Fiscal Year	Current Funding	Entire Network PCI	MPAH PCI	Local PCI
Today		86.17	86.17	N/A
2020-21	\$195,100	85.48	85.48	N/A
2021-22	\$270,600	84.86	84.86	N/A
2022-23	\$309,800	84.39	84.39	N/A
2023-24	\$309,800	83.82	83.82	N/A
2024-25	\$270,600	84.07	84.07	N/A
2025-26	\$244,200	83.36	83.36	N/A
2026-27	\$253,100	82.29	82.29	N/A
2027-28	\$240,900	80.45	80.45	N/A
2028-29	\$238,200	78.60	78.60	N/A
2029-30	\$320,800	76.76	76.76	N/A

Project-specific details are included in the proposed capital improvement program list for the existing budget scenario (Appendix 2).

**V. ALTERNATIVE FUNDING LEVELS:**Maintain Existing Average Network PCI Scenario:

The maintaining existing PCI scenario assumes actions are taken to maintain an average entire network PCI of 86.17.

The overall existing condition of the City's street network is "very good," with an average PCI of 86.17. Due to the small number of street sections and high level of pavement quality, it is difficult to maintain this high-quality PCI.

The estimated funding required to implement this scenario over the next seven fiscal years would be approximately \$2.8M. The estimated funding required to implement this scenario over the next ten fiscal years would be approximately \$3.85M. Due to the scope and cost of work required, the annual funding amounts would vary per year.

*REQUIRED FUNDING TO MAINTAIN EXISTING  
AVERAGE PCI CONDITION*

Fiscal Year	Current Funding	Entire Network PCI	MPAH PCI	Local PCI
Today		86.17	86.17	N/A
2020-21	\$427,900	86.59	86.59	N/A
2021-22	\$397,900	86.35	86.35	N/A
2022-23	\$430,200	86.61	86.61	N/A
2023-24	\$395,700	86.49	86.49	N/A
2024-25	\$416,700	87.50	87.50	N/A
2025-26	\$431,900	86.94	86.94	N/A
2026-27	\$265,100	85.87	85.87	N/A
2027-28	\$358,800	85.64	85.64	N/A
2028-29	\$382,700	85.27	85.27	N/A
2029-30	\$344,000	85.11	85.11	N/A

Improve Average Network PCI Scenario:

The improve PCI scenario assumes actions are taken to improve the entire network PCI above the existing PCI of 86.17.

The overall existing condition of the City's street network is "very good," with an average PCI of 86.17. Due to the small number of street sections and high level of pavement quality, it is difficult to maintain this high-quality PCI.

The estimated funding required to implement this scenario over the next seven fiscal years would be approximately \$2.96M. The estimated funding required to implement this scenario over the next ten fiscal years would be approximately \$3.52M. Due to the scope and cost of work required, the annual funding amounts would vary per year.

*REQUIRED FUNDING TO IMPROVE EXISTING  
AVERAGE PCI CONDITION*

Fiscal Year	Current Funding	Entire Network PCI	MPAH PCI	Local PCI
Today		86.17	86.17	N/A
2020-21	\$449,600	86.69	86.69	N/A
2021-22	\$452,700	86.91	86.91	N/A
2022-23	\$420,500	87.09	87.09	N/A
2023-24	\$452,500	87.35	87.35	N/A
2024-25	\$298,600	87.59	87.59	N/A
2025-26	\$440,600	87.91	87.91	N/A
2026-27	\$448,700	87.68	87.68	N/A
2027-28	\$213,500	86.50	86.50	N/A
2028-29	\$309,800	86.28	86.28	N/A
2029-30	\$30,900	84.45	84.45	N/A

**Conclusion:**

The overall condition of the City's street network is "**very good**". In order to maintain the street network in a "good" condition or above; it is recommended that the City Council consider prioritizing funding for the pavement management plan projects as detailed in the proposed capital improvement program list for the existing budget scenario (Appendix 2). The estimated funding required for fiscal years 2020-21 and 2021-22 would be \$195K and \$270K respectively.

In accordance with OCTA requirements, the next update of this pavement management plan must occur in Fiscal Year 2021-22 for a minimum planning period spanning fiscal years 2022-23 through 2028-29.

## APPENDICES

1. Branch & Section Condition Report
2. Proposed Capital Improvement Program List – Existing Budget Scenario
3. Quality Control Plan **(not included in draft version)**

DRAFT

This page is intentionally blank.

## APPENDIX 1

### Branch & Section Condition Report

Network ID	Branch ID	Name	Section ID	From	To	Surface	Last Inspection Date	PCI
LW	C080001	EL TORO ROAD	14245 E	584' W / ALISO CREEK ROAD	ALISO CREEK ROAD	AAC	2/23/2020	87
LW	C080001	EL TORO ROAD	14383 E	ALISO CREEK ROAD	CALLE CORTA	AAC	2/23/2020	89
LW	C080001	EL TORO ROAD	14247 E	CALLE CORTA	TANAGER LANE	AAC	2/23/2020	84
LW	C080001	EL TORO ROAD	14249 E	TANAGER LANE	CANYON WREN LANE	AAC	2/23/2020	89
LW	C080001	EL TORO ROAD	14251 E	CANYON WREN LANE	CALLE SONORA	AAC	2/23/2020	87
LW	C080001	EL TORO ROAD	14253 E	CALLE SONORA	HOME DEPOT / TOWN CENTER	AAC	2/23/2020	80
LW	C080001	EL TORO ROAD	14255 E	HOME DEPOT/TOWN CENTER	MOULTON PKWY	AAC	2/23/2020	86
LW	C080001	EL TORO ROAD	14257 E	MOULTON PKWY	WILLOW CENTER	AAC	2/23/2020	93
LW	C080001	EL TORO ROAD	14261 E	WILLOW CENTER	CHURCHES INTERSECTION	AAC	2/23/2020	84
LW	C080001	EL TORO ROAD	14263 E	CHURCHES INTERSECTION	AVENIDA SEVILLA	AAC	2/23/2020	95
LW	C080001	EL TORO ROAD	14259 E	AVENIDA SEVILLA	PASEO DE VALENCIA	AAC	2/23/2020	95
LW	C080001	EL TORO ROAD	14260 W	PASEO DE VALENCIA	AVENIDA SEVILLA	AAC	2/23/2020	95
LW	C080001	EL TORO ROAD	14264 W	AVENIDA SEVILLA	CHURCHES INTERSECTION	AAC	1/1/2020	100
LW	C080001	EL TORO ROAD	14262 W	CHURCHES INTERSECTION	WILLOW CENTER	AAC	1/1/2020	100
LW	C080001	EL TORO ROAD	14258 W	WILLOW CENTER	MOULTON PKWY	AAC	2/23/2020	67
LW	C080001	EL TORO ROAD	14256 W	MOULTON PKWY	HOME DEPOT/TOWN CENTER	AAC	2/23/2020	74
LW	C080001	EL TORO ROAD	14254 W	HOME DEPOT / TOWN CENTER	CALLE SONORA	AAC	2/23/2020	77
LW	C080001	EL TORO ROAD	14252 W	CALLE SONORA	CANYON WREN LN	AAC	2/23/2020	77
LW	C080001	EL TORO ROAD	14250 W	CANYON WREN LN	TANAGER LN	AAC	2/23/2020	76
LW	C080001	EL TORO ROAD	14248 W	TANAGER LN	CALLE CORTA	AAC	2/23/2020	86
LW	C080001	EL TORO ROAD	15043 W	CALLE CORTA	ALISO CREEK RD	AAC	2/23/2020	78
LW	C080001	EL TORO ROAD	12246 W	ALISO CREEK RD	528' SW/ALISO CREEK	AAC	2/23/2020	78
LW	C080002	MOULTON PARKWAY	16004 S	SANTA MARIA	GATE NO.12	AAC	2/23/2020	97
LW	C080002	MOULTON PARKWAY	16002 S	GATE NO.12	EL TORO RD	AAC	2/23/2020	91
LW	C080002	MOULTON PARKWAY	16006 S	EL TORO RD	VIA CAMPO VERDE	AAC	2/23/2020	83
LW	C080002	MOULTON PARKWAY	16000 S	VIA CAMPO VERDE	CALLE CORTEZ	AAC	2/23/2020	80
LW	C080002	MOULTON PARKWAY	15998 S	CALLEZ CORTEZ	VIA IGLESIA	AAC	2/23/2020	77
LW	C080002	MOULTON PARKWAY	15994 S	VIA IGLESIA	CALLE ARAGON	AAC	2/23/2020	81
LW	C080002	MOULTON PARKWAY	15996 S	CALLE ARAGON	CITY LIMITS 738' S/CALLE ARAGON	AAC	2/23/2020	80

ITEM 7.1 - Attachment A

LW	C080002	MOULTON PARKWAY	15995 N	CITY LIMITS 738' S/CALLE ARAGON	CALLE ARAGON	AAC	2/23/2020	73
LW	C080002	MOULTON PARKWAY	15997 N	CALLE ARAGON	VIA IGLESIA	AAC	2/23/2020	75
LW	C080002	MOULTON PARKWAY	15993 N	VIA IGLESIA	CALLE CORTEZ	AAC	2/23/2020	84
LW	C080002	MOULTON PARKWAY	15999 N	CALLE CORTEZ	VIA CAMPO VERDE	AAC	2/23/2020	66
LW	C080002	MOULTON PARKWAY	16005 N	VIA CAMPO VERDE	EL TORO RD	AAC	2/23/2020	80
LW	C080002	MOULTON PARKWAY	16001 N	EL TORO RD	GATE NO.12	AAC	2/23/2020	94
LW	C080002	MOULTON PARKWAY	16003 N	GATE NO.12	SANTA MARIA	AAC	2/23/2020	95
LW	C080003	RIDGE ROUTE DRIVE	22338 E	MOULTON PARKWAY	350' E / MOULTON PARKWAY	AAC	2/23/2020	95
LW	C080004	SANTA MARIA AVENUE	24037 E	BC OF AVENIDA SOSIEGA	SANTA VITTORIA	AAC	2/23/2020	95
LW	C080004	SANTA MARIA AVENUE	24039 E	SANTA VITTORIA	WESTERN LAGUNA HILLS CITY LIMIT	AAC	2/23/2020	94
LW	C080004	SANTA MARIA AVENUE	24671 LH E	WESTERN LAGUNA HILLS CITY LIMIT	WEST OF VIA VISTA / LH CITY LIMIT	AAC	2/23/2020	94
LW	C080004	SANTA MARIA AVENUE	22673 E	WEST OF VIA VISTA / LH CITY LIMIT	SAN REMO DRIVE	AAC	2/23/2020	95
LW	C080004	SANTA MARIA AVENUE	22675 E	SAN REMO DRIVE	MOULTON PARKWAY	AAC	2/23/2020	78
LW	C080004	SANTA MARIA AVENUE	22676 W	MOULTON PARKWAY	SAN REMO DRIVE	AAC	2/23/2020	89
LW	C080004	SANTA MARIA AVENUE	22674 W	SAN REMO DRIVE	WEST OF VIA VISTA / LH CITY LIMITS	AAC	2/23/2020	93
LW	C080004	SANTA MARIA AVENUE	22034 LH W	WEST OF VIA VISTA / LH CITY LIMIT	WESTERN LAGUNA HILLS CITY LIMIT	AAC	2/23/2020	92
LW	C080004	SANTA MARIA AVENUE	24036 W	WESTERN LAGUNA HILLS CITY LIMIT	SANTA VITTORIA	AAC	2/23/2020	95
LW	C080004	SANTA MARIA AVENUE	24038 W	SANTA VITTORIA	BC OF AVENIDA SOSIEGA	AAC	2/23/2020	92

Average 86.17

**APPENDIX 2**

**Proposed Capital Improvement Program List – Existing Budget Scenario**

Project Title	Project Cost	Fiscal Year 2020-21	Fiscal Year 2021-22	Fiscal Year 2022-23	Fiscal Year 2023-24	Fiscal Year 2024-25	Fiscal Year 2025-26	Fiscal Year 2026-27	Fiscal Year 2027-28	Fiscal Year 2028-29	Fiscal Year 2029-30
Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)	\$ 195,100	\$ 195,100									
Pavement Management Plan Project (Southbound Moulton Parkway between Via Campo Verde and Calle Cortez)	\$ 270,600		\$ 270,600								
Pavement Management Plan Project (Southbound Moulton Parkway between Calle Cortez to Via Iglesia )	\$ 147,000			\$ 147,000							
Pavement Management Plan Project (Southbound Moulton Parkway between Via Iglesia to Calle Aragon)	\$ 67,400			\$ 67,400							
Pavement Management Plan Project (Southbound Moulton Parkway between Calle Aragon to City Limits)	\$ 95,400			\$ 95,400							
Pavement Management Plan Project (Northbound Moulton Parkway between City Limits to Calle Aragon)	\$ 96,600				\$ 96,600						
Pavement Management Plan Project (Northbound Moulton Parkway between Calle Aragon to Via Iglesia)	\$ 66,200				\$ 66,200						
Pavement Management Plan Project (Northbound Moulton Parkway between Via Iglesia to Calle Cortez)	\$ 147,000				\$ 147,000						
Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez to Via Campo Verde)	\$ 270,600					\$ 270,600					
Pavement Management Plan Project (Westbound El Toro Road between Calle Corta and Aliso Creek Road)	\$ 169,200						\$ 169,200				
Pavement Management Plan Project (Westbound El Toro Road between Aliso Creek Road and West City Limit)	\$ 75,000						\$ 75,000				
Pavement Management Plan Project (Eastbound El Toro Road between West City Limit and Calle Corta)	\$ 253,100							\$ 253,100			
Pavement Management Plan Project (Westbound El Toro Road between Moulton Parkway and Calle Sonora)	\$ 240,900								\$ 240,900		
Pavement Management Plan Project (Westbound El Toro between Calle Sonora and Canyon Wren)	\$ 238,200									\$ 238,200	
Pavement Management Plan Project (Westbound El Toro Road between Canyon Wren and Tanager)	\$ 320,800										\$ 320,800
<b>TOTAL</b>	<b>\$ 2,653,100</b>	<b>\$ 195,100</b>	<b>\$ 270,600</b>	<b>\$ 309,800</b>	<b>\$ 309,800</b>	<b>\$ 270,600</b>	<b>\$ 244,200</b>	<b>\$ 253,100</b>	<b>\$ 240,900</b>	<b>\$ 238,200</b>	<b>\$ 320,800</b>

*This page is intentionally blank.*

**7.2**

**FISCAL YEARS 2019-21 BUDGET AND WORK  
PLAN & FISCAL YEARS 2019-30 CAPITAL  
IMPROVEMENT PROGRAM**

*This page is intentionally blank.*

**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 CAPITAL PROJECTS FUND APPROPRIATIONS FOR VARIOUS NON-OPERATING PROJECTS AND CAPITAL IMPROVEMENT PROJECTS

**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**, the “El Toro Road Drainage/Localized Flooding Analysis” is included in the Budget as a non-operating project; and

**WHEREAS**, due to the impacts of COVID-19 and the status of the work completed to-date, staff has recommended that the budget for the “El Toro Road Drainage/Localized Flooding Analysis” be reduced from \$28,720 to \$14,924; and

**WHEREAS**, it is necessary for the City Council to decrease Fiscal Year 2019-20 appropriations for the General Fund in the amount of \$13,796, with the unspent appropriations returned to the unassigned General Fund balance, to make the staff-recommended adjustment to the “El Toro Road Drainage/Localized Flooding Analysis” budget; and

**WHEREAS**, the “ ‘A Place for Paws’ Dog Park Relocation Project” is included in the Capital Improvement Program; and

**WHEREAS**, due to the impacts of COVID-19, staff has recommended that the “ ‘A Place for Paws’ Dog Park Relocation Project” be temporarily paused following a one-time augmentation to cover costs incurred to-date; and

**WHEREAS**, it is necessary for the City Council to increase Fiscal Year 2019-20 appropriations for the Capital Projects Fund in the amount of \$27,978,

with the appropriations drawn from the unassigned General Fund balance, to make the staff-recommended adjustment to the “ ‘A Place for Paws’ Dog Park Relocation Project” budget; and

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

**WHEREAS**, the “City-maintained Catch Basins Full Capture Systems Retrofit Project” is included in the Capital Improvement Program; and

**WHEREAS**, due to the impacts of COVID-19, staff has recommended that the budget for the “City-maintained Catch Basins Full Capture Systems Retrofit Project” be reduced from \$56,480 to \$11,296; and

**WHEREAS**, it is necessary for the City Council to decrease Fiscal Year 2019-20 appropriations for the Capital Projects Fund in the amount of \$45,184, with the unspent appropriations returned to the unassigned General Fund balance, to make the staff-recommended adjustment to the “City-maintained Catch Basins Full Capture Systems Retrofit Project” budget.

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, 20-05, 20-08, and 20-XX, 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	-	\$120,603 <sup>A, G, J</sup>	\$6,489,007
Capital Projects Fund	\$411,161	\$111,030 <sup>I</sup>	\$170,719 <sup>B, D, K, L</sup>	\$692,910
<i>Special Revenue Funds<sup>E</sup></i>				

Continued from page 2	<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>
Fuel Tax	\$677,769	\$35,319 <sup>2</sup>	\$59,046 <sup>H, 1</sup>	\$772,134
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 <sup>C, F</sup>	-	-	-	-
Laguna Woods Civic Support Fund	\$12,025	-	-	\$12,025
<b>TOTAL</b>	<b>\$8,610,813</b>	<b>\$146,349</b>	<b>\$350,368</b>	<b>\$9,107,530</b>

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

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

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

<sup>D</sup> Fund Budget Adjustment CC-19/20-04: Capital Improvements, +\$7,925 (R 20-05)

<sup>E</sup> Revision of Special Revenue Funds Classifications (R 20-05)

<sup>F</sup> Revision of Fund Name (R 20-05)

<sup>G</sup> Fund Budget Adjustment CC-19/20-05: Traffic Cabinets, +\$33,307 (R 20-08)

<sup>H</sup> Fund Budget Adjustment CC-19/20-06: Traffic Cabinets, +\$19,558 (R 20-08)

<sup>I</sup> Fund Budget Adjustment CC-19/20-07: Capital Improvement, +\$39,488 (R 20-XX)

<sup>J</sup> Fund Budget Adjustment CC-19/20-08: Non-Operating Project, -\$13,796 (R 20-XX)

<sup>K</sup> Fund Budget Adjustment CC-19/20-09: Capital Improvement, +\$27,978 (R 20-XX)

<sup>L</sup> Fund Budget Adjustment CC-19/20-10: Capital Improvement, -\$45,184 (R 20-XX)

<sup>1</sup> General Fund Carryover Appropriations: "A Place for Paws" Dog Park Relocation Project, \$26,200. City Hall Refurbishment & Safety Project: Phase 1 (Construction), \$84,830.

<sup>2</sup> 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 <sup>AA</sup>	\$445,280
<i>Special Revenue Funds<sup>DD</sup></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 <sup>BB, EE</sup>	-	-	\$660,000 <sup>CC, FF</sup>	\$660,000
Laguna Woods Civic Support Fund	-	-	-	-
<b>TOTAL</b>	<b>\$7,870,395</b>	<b>-</b>	<b>\$895,000</b>	<b>\$8,765,395</b>

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

<sup>BB</sup> New Fund Established in Prior Fiscal Year per Fund Budget Adjustment CC-19/20-03 (R 19-23)

<sup>CC</sup> Fund Budget Adjustment CC-20/21-02: Capital Improvements, +\$500,000 (R 19-23)

<sup>DD</sup> Revision of Special Revenue Funds Classifications in Prior Fiscal Year (R 20-05)

<sup>EE</sup> Revision of Fund Name in Prior Fiscal Year (R 20-05)

<sup>FF</sup> 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

*This page is intentionally blank.*