

CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Regular Meeting
Wednesday, October 21, 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

Vacant
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

10-16-20

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. 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 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 City Council Minutes

Recommendation: Approve the City Council meeting minutes for the regular meeting on September 16, 2020 and the adjourned regular meeting on October 15, 2020.

6.2 City Treasurer's Report

Recommendation: Receive and file the City Treasurer's Report for the month of September 2020.

6.3 Warrant Register

Recommendation: Approve the warrant register dated October 21, 2020 in the amount of \$772,395.49.

6.4 Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4

Recommendation:

1. Approve the "Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4" design plans and specifications as prepared by the project engineer.

AND

2. Award a contract agreement to CT&T Concrete Paving, Inc. for the construction of the "Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4", in the amount of \$111,800, 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.

6.5 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)

Recommendation:

1. Approve the “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)” design plans and specifications as prepared by the project engineer.

AND

2. Award a contract agreement to Hardy & Harper, Inc. for the construction of the “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)”, in the amount of \$201,160, 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.

VII. PUBLIC HEARINGS

VIII. CITY COUNCIL BUSINESS

8.1 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, MAY 11, 2020, JUNE 30, 2020, AND AUGUST 27, 2020, ON THE BASIS OF ONGOING NEED FOR 60 DAYS (THROUGH DECEMBER 20, 2020) UNLESS

TERMINATED PRIOR TO THAT DATE BY THE CITY COUNCIL, PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 8630

8.2 Unfunded Retirement Liability

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 LUMP SUM PAYMENTS TO PAY OFF CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) UNFUNDED ACCRUED LIABILITY, AND MAKING RELATED AUTHORIZATIONS

8.3 Coronavirus Aid, Relief, and Economic Security Act Funding

Recommendation: Authorize the City Manager to implement and administer a COVID-19 Facility Disinfection Reimbursement Program to provide financial assistance to private assisted living facilities and private skilled nursing facilities with direct costs as a result of COVID-19-related facility disinfection, using Coronavirus Aid, Relief, and Economic Security Act funding.

8.4 City Council Vacancy

Recommendation:

1. Pursuant to California Government Code Section 36512(b), discuss options for filling the City Council office that became vacant upon Joe Rainey's resignation on October 13, 2020; select to fill the vacancy either by appointment or special election; and, provide related direction to staff.

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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: October 21, 2020 Regular Meeting

SUBJECT: Consent Calendar Summary

Recommendation

Approve all proposed actions on the October 21, 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 October 21, 2020 Consent Calendar contains the following items:

- 6.1 Approval of the City Council meeting minutes for the regular meeting on September 16, 2020 (Attachment A) and the adjourned regular meeting on October 15, 2020 (Attachment B).
- 6.2 Approval of a motion to receive and file the City Treasurer's Report for the month of September 2020.
- 6.3 Approval of the warrant register dated October 21, 2020 in the amount of \$772,395.49. A list of warrants is included in the agenda packet; detailed information about individual warrants is available at or from City Hall.

- 6.4 [1] Approval of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4” design plans and specifications as prepared by the project engineer (available at or from City Hall). The subject project is included in the current Capital Improvement Program and generally includes the reconstruction of eight curb ramps along El Toro Road and Moulton Parkway, as well as approximately 3,500 square feet of sidewalk along westbound Santa Maria Avenue east of Santa Vittoria.

AND

[2] Award of a contract agreement to CT&T Concrete Paving, Inc. for the construction of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4”, in the amount of \$111,800, 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 September 17, 2020 to October 13, 2020. Six bids were received (Aramexx Group, CT&T Concrete Paving, Golden State Constructors, Hardy & Harper, L C Paving & Sealing, and Onyx Paving Company). CT&T Concrete Paving was the lowest cost responsive bidder.

- 6.5 [1] Approval of the “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)” design plans and specifications as prepared by the project engineer (available at or from City Hall). The subject project is included in the current Capital Improvement Program and generally includes pavement rehabilitation, as well as median modifications to extend and realign the left turn pocket from El Toro Road into the Willow Tree Center (behind City Hall).

AND

[2] Award of a contract agreement to Hardy & Harper, Inc. for the construction of the “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)”, in the amount of \$201,160, 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 September 17, 2020 to October 13, 2020. Four bids were received (Palp Inc. DBA Excel Paving Company, Hardy & Harper, Onyx Paving Company, and R.J. Noble Company). Hardy & Harper was the lowest cost responsive bidder.

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6.1
CITY COUNCIL MINUTES

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**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
September 16, 2020
2:00 P.M.
Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637**

I. CALL TO ORDER

Mayor Hatch called the Regular Meeting of the City Council of the City of Laguna Woods to order at 2:04 p.m.

II. ROLL CALL

COUNCILMEMBER: PRESENT: Conners, Moore, Horne, Hatch, Rainey
 ABSENT: -

All Councilmembers participated via teleconference as permitted by Governor Newsom's Executive Order N-29-20 (dated March 17, 2020).

STAFF PRESENT: City Manager Macon, City Attorney Cosgrove, City Clerk Trippy

City Manager Macon and City Clerk Trippy participated in-person at the meeting location.

City Attorney Cosgrove participated via teleconference.

III. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Horne led the pledge of allegiance.

IV. PRESENTATIONS AND CEREMONIAL MATTERS

V. PUBLIC COMMENTS

Mike Contreras, Orange County Fire Authority, commented on wildfires.

City Manager Macon responded to a question from Mayor Hatch regarding technical difficulties affecting the City Council meeting.

Mike Contreras, Orange County Fire Authority, commented on wildfires and AlertOC. He also responded to questions from Councilmembers regarding wildfires, heat, and COVID-19.

Councilmember Rainey commented on the anniversary of September 11.

City Manager Macon read email correspondence that was sent by Ashley Owen titled “City council meeting general comment”, dated September 16, 2020 11:25 a.m. regarding Proposition 16 on the November 3, 2020 ballot. That correspondence is noted and included in the public record.

City Manager Macon read email correspondence that was sent by Jeremy Navarro titled “comments for city council meeting”, dated September 16, 2020 12:46 p.m. regarding Proposition 16 on the November 3, 2020 ballot. That correspondence is noted and included in the public record.

City Manager Macon read email correspondence that was sent by Jane Miller titled “Please say NO to Prop 16”, dated September 16, 2020 12:53 p.m. regarding Proposition 16 on the November 3, 2020 ballot. That correspondence is noted and included in the public record.

VI. CONSENT CALENDAR

Moved by Mayor Pro Tem Horne, seconded by Councilmember Conners, and carried unanimously on a 5-0 vote, to approve Consent Calendar items 6.1 – 6.8. This vote was conducted by roll call.

6.1 City Council Minutes

Approved the City Council meeting minutes for the regular meeting on August 19, 2020 and the adjourned regular meeting on August 27, 2020.

6.2 City Treasurer’s Report

Received and filed the City Treasurer’s Report for the month of August 2020.

6.3 Warrant Register

Approved the warrant register dated September 16, 2020 in the amount of \$544,996.69.

6.4 Employee Benefits

Adopted a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING AND ADOPTING AN AMENDMENT OF THE INTERNAL REVENUE CODE SECTION 125 FLEXIBLE BENEFITS PLAN FOR CITY EMPLOYEES AND TAKING OTHER ACTIONS RELATED TO THE ADMINISTRATION, OPERATION, AND MAINTENANCE OF THE FLEXIBLE BENEFITS PLAN

6.5 Senior Mobility Transportation Services

ITEM 6.1 – Attachment A

Approved an agreement with Cabco Yellow, Inc. dba California Yellow Cab for senior mobility transportation services and authorized the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

6.6 Water Efficient Median Improvement Project (Santa Maria Avenue)

1. Approved final record plans and specifications reflecting completion of the “Water Efficient Median Improvement Project (Santa Maria Avenue)”.

AND

2. Accepted project completion of the contract agreement with BrightView Landscape Services, Inc. for the “Water Efficient Median Improvement Project (Santa Maria Avenue)”.

AND

3. Release contract retention in the amount of \$3,223.04 withheld per California Government Code 35 days following recordation of the Notice of Completion with the County of Orange, provided no Stop Notices are on file with the City preventing the release of the contract retention.

AND

4. Exonerate project posted bonds 35 days following recordation of the Notice of Completion with the County of Orange.

6.7 City Hall Refurbishment and Safety Project: Phase 2

1. Approved the “City Hall Refurbishment and Safety Project: Phase 2” design plans and specifications as prepared by the project architect.

AND

2. Awarded a contract agreement to New Millennium Construction Services for the construction of the “City Hall Refurbishment and Safety Project: Phase 2”, in the amount of \$135,890, plus authorized change orders not to exceed 20% of the base amount; and authorized the City Manager to execute a contract agreement and approve project changes, subject to approval of the contract agreement as to form by the City Attorney.

6.8 Conflict of Interest Code

Adopted a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DETERMINING THAT NO CHANGES IN THE CONFLICT OF INTEREST CODE ADOPTED BY RESOLUTION NO. 18-27 ARE NECESSARY FOLLOWING THE REVIEW REQUIRED BY CALIFORNIA GOVERNMENT CODE SECTION 87306.5

VII. PUBLIC HEARINGS

7.1 False Security System Alarm Fees

City Manager Macon made a presentation.

Mayor Hatch opened the public hearing.

With no one requesting to speak, Mayor Hatch closed the public hearing.

Moved by Councilmember Conners, seconded by Mayor Pro Tem Horne, and carried unanimously on a 5-0 vote, to adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING AN INCREASED FALSE SECURITY SYSTEM ALARM FEE, AND DETERMINING THAT THE FEE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

This vote was conducted by roll call.

VIII. CITY COUNCIL BUSINESS

8.1 Residential Density Bonus Standards Regulations

City Manager Macon introduced the item.

Councilmembers discussed the item and City Attorney Cosgrove responded to a related question.

Moved by Mayor Pro Tem Horne, seconded by Councilmember Rainey, and carried unanimously on a 5-0 vote, to approve second reading and adopt an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTION 13.26.040 OF THE LAGUNA WOODS MUNICIPAL CODE RELATED TO RESIDENTIAL DENSITY BONUS STANDARDS AND OTHER INCENTIVES FOR HOUSING DEVELOPMENTS WITHIN, OR FOR THE DONATION OF

LAND FOR HOUSING WITHIN, THE CITY’S JURISDICTION,
CONSISTENT WITH CALIFORNIA GOVERNMENT CODE SECTION
65915 ET SEQ.

This vote was conducted by roll call.

8.2 Coronavirus Aid, Relief, and Economic Security Act Funding

City Manager Macon made a presentation.

Councilmembers discussed the item.

Moved by Councilmember Moore, seconded by Mayor Pro Tem Horne, and carried unanimously on a 5-0 vote, to authorize the City Manager to implement and administer a COVID-19 Home Electric Utility Subsidy Program using Coronavirus Aid, Relief, and Economic Security Act funding to provide financial assistance to lower-income residents who are at least 65 years of age with increased electric utility costs as a result of complying with COVID-19-related public health measures.

8.3 City Council Meeting Schedule

City Manager Macon introduced the item.

Councilmembers discussed the item.

Moved by Councilmember Conners, seconded by Councilmember Rainey, and carried unanimously on a 5-0 vote, to schedule an adjourned regular meeting of the City Council for 1 p.m. on Thursday, October 15, 2020 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

IX. CITY COUNCIL REPORTS AND COMMENTS

9.1 Coastal Greenbelt Authority

Councilmember Conners provided a report.

9.2 Orange County Fire Authority

Mayor Hatch provided a report.

9.3 Orange County Library Advisory Board

Councilmember Moore stated that there had been no meeting since the last meeting.

Councilmember Moore commented on a recent harassment prevention training that she attended.

Councilmember Rainey and Mayor Pro Tem Horne also attended the harassment prevention training and made related comments.

9.4 Orange County Mosquito and Vector Control District

Mayor Pro Tem Horne provided a report.

9.5 San Joaquin Hills Transportation Corridor Agency

Councilmember Connors provided a report.

9.6 South Orange County Watershed Management Area

Councilmember Moore stated that there had been no meeting since the last meeting.

Councilmember Moore reported on a recent Water Advisory Committee of Orange County (WACO) meeting that she attended.

9.7 Other Comments and Reports

Mayor Hatch commented on a historical video of California that was shared with him and offered to share it with others.

Councilmembers responded to Mayor Hatch's comments.

Councilmember Moore responded to a question from Mayor Pro Tem Horne regarding sewage issues near the United States/Mexico border.

Councilmember Moore commented on three local businesses (Laguna Café, Nail Center & Spa, and Fortune Cookies Chinese Bistro) and displayed photographs of the same.

Mayor Hatch commented on the difficulty of current times and COVID-19.

Councilmember Connors encouraged others to stay safe and healthy.

X. CLOSED SESSION – None

XI. CLOSED SESSION REPORT – None

XII. ADJOURNMENT

The meeting was adjourned at 3:31 p.m. The next adjourned regular meeting will be at 1:00 p.m. on Thursday, October 15, 2020, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. The next regular meeting will be at 2:00 p.m. on Wednesday, October 21, 2020, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, CMC, City Clerk

Approved: October 21, 2020

NOEL HATCH, Mayor

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**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
ADJOURNED REGULAR MEETING
October 15, 2020
1:00 P.M.
Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637**

I. CALL TO ORDER

Mayor Hatch called the Adjourned Regular Meeting of the City Council of the City of Laguna Woods to order at 1:06 p.m.

II. ROLL CALL

COUNCILMEMBER: PRESENT: Conners, Moore, Horne, Hatch
 ABSENT: -

All Councilmembers participated via teleconference as permitted by Governor Newsom’s Executive Order N-29-20 (dated March 17, 2020).

STAFF PRESENT: City Manager Macon, City Attorney Cosgrove, City Clerk Trippy

City Manager Macon and City Clerk Trippy participated in-person at the meeting location.

City Attorney Cosgrove participated via teleconference.

III. PLEDGE OF ALLEGIANCE

Councilmember Moore led the pledge of allegiance.

IV. PRESENTATIONS AND CEREMONIAL MATTERS

Mayor Hatch noted that Joe Rainey has resigned from the City Council.

City Clerk Trippy read Mr. Rainey’s letter of resignation dated October 13, 2020.

Councilmembers commented on Mr. Rainey’s resignation.

V. PUBLIC COMMENTS

City Manager Macon read email correspondence that was sent by Wei Huang titled “city council meeting comments- Let’s STOP Prop 16”, dated September 28, 2020 12:07 p.m. regarding Proposition 16 on the November 3, 2020 ballot. That correspondence is noted and included in the public record.

City Manager Macon read email correspondence that was sent by Michelle Schumacher titled “Public Comments to be read at the next City Council Meeting”, dated September 29, 2020 8:24 p.m. regarding the Transportation Corridor Agencies. That correspondence is noted and included in the public record.

Councilmember Connors responded to Ms. Schumacher’s comments.

VI. CONSENT CALENDAR – None

VII. PUBLIC HEARINGS – None

VIII. CITY COUNCIL BUSINESS

8.1 Investment of Financial Assets Policy

City Manager Macon made a presentation and responded to related questions.

Moved by Mayor Pro Tem Horne, seconded by Councilmember Connors, and carried unanimously on a 4-0 vote, to adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REVIEWING AND ADOPTING AN ANNUAL STATEMENT OF THE INVESTMENT POLICY, ADOPTING AN INVESTMENT POLICY, AND RENEWING ITS DELEGATION OF INVESTMENT AUTHORITY TO THE CITY TREASURER PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 53607

This vote was conducted by roll call.

IX. CITY COUNCIL REPORTS AND COMMENTS

9.1 Coastal Greenbelt Authority

Councilmember Connors stated that there had been no meeting since the last meeting.

9.2 Orange County Fire Authority

Mayor Hatch stated that there had been no meeting since the last meeting.

At Councilmember Moore’s request, Mayor Hatch commented on wildfires.

9.3 Orange County Library Advisory Board

Councilmember Moore stated that there had been no meeting since the last meeting and commented on matters regarding OC Public Libraries.

At Councilmember Moore’s request, City Manager Macon commented on the status of the City Hall/Public Library Project and responded to a related question.

9.4 Orange County Mosquito and Vector Control District

Mayor Pro Tem Horne provided a report.

9.5 San Joaquin Hills Transportation Corridor Agency

No report.

9.6 South Orange County Watershed Management Area

Councilmember Moore commented on matters related to water, including an upcoming meeting regarding water storage and PFAS.

9.7 Other Comments and Reports

Councilmember Connors commented on the ballot drop box at City Hall.

At Councilmember Connors’ request, City Manager Macon commented on ballots returned to the Orange County Registrar of Voters for the November 3, 2020 election.

At Mayor Hatch’s request, City Manager Macon commented on the status of the 2020 Census.

X. CLOSED SESSION – None

XI. CLOSED SESSION REPORT – None

XII. ADJOURNMENT

At Councilmember Moore’s request, Mayor Hatch adjourned the meeting in honor of Joe Rainey.

The meeting was adjourned at 1:43 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, October 21, 2020, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, CMC, City Clerk

Approved: October 21, 2020

NOEL HATCH, Mayor

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6.2
CITY TREASURER'S REPORT

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City of Laguna Woods
City Treasurer's Report
 For the Month Ended September 30, 2020

ITEM 6.2

CASH AND INVESTMENTS

	Beginning Balances As of 8/31/20	Earnings & Receipts	Disbursements	Purchases, Transfers & Other Adjustments	Ending Balances As of 9/30/20	% of Total Cash & Investment Balances	Maximum % Allowed per Investment Policy
Cash and Cash Equivalents							
Analyzed Checking Account (Note 1)	\$ 448,220	\$ 1,172,719	\$ (803,617)	\$ -	\$ 817,322	7.14%	
Cash Balances, Multi-Bank Securities (MBS) Account (Note 4)	\$ 5,453	\$ 5,506	\$ (5,606)	\$ -	\$ 5,353	0.05%	
Earned Interest in Transit and Accrued Interest, MBS Account (Note 4)	\$ 12,236	\$ 5,840	\$ (5,506)	\$ -	\$ 12,571	0.11%	
Petty Cash	\$ 2,500	\$ 852	\$ (2,052)	\$ -	\$ 1,300	0.01%	
Total Cash and Cash Equivalents	\$ 468,409	\$ 1,184,917	\$ (816,780)	\$ -	\$ 836,546	7.31%	100.00%
Pooled Money Investment Accounts							
Local Agency Investment Fund (LAIF) (Notes 2 and 3)	\$ 6,438,058	\$ -	\$ (650,000)	\$ -	\$ 5,788,058	50.58%	
Orange County Investment Pool (OCIP) (Notes 2 and 3)	\$ 2,165,036	\$ 4,597	\$ (216)	\$ -	\$ 2,169,417	18.96%	
Total Pooled Money Investment Accounts	\$ 8,603,094	\$ 4,597	\$ (650,216)	\$ -	\$ 7,957,476	69.53%	90.00%
Investments - Interest and Income Bearing							
Certificates of Deposit (fair value) (Note 2 and 4)	\$ 2,654,068	\$ -	\$ -	\$ (4,099)	\$ 2,649,968	23.16%	
Total Investments - Interest and Income Bearing	\$ 2,654,068	\$ -	\$ -	\$ (4,099)	\$ 2,649,968	23.16%	30.00%
TOTAL	\$ 11,725,571	\$ 1,189,514	\$ (1,466,996)	\$ (4,099)	\$ 11,443,990	100.00%	

Summary of Total Cash, Cash Equivalents, and Investments:

	General Fund	Special Revenue Funds	Totals
Analyzed Checking Account	\$ (1,163,217)	\$ 1,980,540	\$ 817,322
Cash Balances, MBS Account	\$ 5,353	\$ -	\$ 5,353
Earned Interest in Transit and Accrued Interest, MBS Account	\$ 12,571	\$ -	\$ 12,571
Petty Cash	\$ 1,300	\$ -	\$ 1,300
LAIF	\$ 5,788,058	\$ -	\$ 5,788,058
OCIP	\$ 2,169,417	\$ -	\$ 2,169,417
Certificates of Deposit	\$ 2,649,968	\$ -	\$ 2,649,968
Totals	\$ 9,463,450	\$ 1,980,540	\$ 11,443,990

(See NOTES on Page 3 of 3)



City of Laguna Woods
City Treasurer's Report
 For the Month Ended September 30, 2020

ITEM 6.2

CASH AND INVESTMENTS

CUSIP	Investment #	Issuer	Term	Purchase Date	Settlement Date	Par Value	Market Value	Book Value	Stated Rate (Note 4)	Coupon Type	1st Coupon Date	Rating or Rank (*)	Yield to Maturity 365 Days	Maturity Date
Money Funds and Certificate of Deposits (CDs, Federal Deposit Insurance Corporation [FDIC] Insured)														
38148PTD9	2017-6	GOLDMAN SACHS BANK USA	36 months	11/16/17	11/22/17	245,000	245,733	245,000	2.050	Semi-Annual	05/22/18	Green*	2.050	11/23/20
61747ML58	2018-1	MORGAN STANLEY BK N A SALT LAKE	36 months	02/14/18	02/22/18	100,000	101,021	100,000	2.600	Semi-Annual	08/22/18	Green***	2.600	02/22/21
05580AMD3	2018-4	BMW BANK NORTH AMERICA	36 months	03/23/18	03/29/18	245,000	248,222	245,000	2.700	Semi-Annual	09/29/18	Green***	2.700	03/29/21
254673RS7	2018-5	DISCOVER BANK (#5649)	36 months	07/11/18	07/18/18	245,000	250,780	245,000	3.000	Semi-Annual	01/18/19	Green***	3.000	07/19/21
87164YQG2	2018-8	SYNCHRONY BANK RETAIL/MORGAN	60 months	05/19/17	05/19/17	100,000	103,726	98,288	2.470	Semi-Annual	11/19/17	Green***	2.400	05/19/22
90348JEA4	2018-6	UBS BANK USA	48 months	10/01/18	10/05/18	245,000	260,293	245,000	3.250	Monthly	11/05/18	Green***	3.250	10/05/22
61760ARV3	2018-7	MORGAN STANLEY PRIVATE BK NATL	60 months	11/06/18	11/15/18	245,000	270,517	245,000	3.550	Semi-Annual	05/15/19	Green***	3.550	11/15/23
02559AA28	2018-9	AMERICAN EXPRESS NATL	60 months	12/04/18	12/04/18	240,000	265,368	240,000	3.550	Semi-Annual	06/04/19	Green***	3.550	12/04/23
33715LCZ1	2018-10	FIRST TECHNOLOGY FED CU MTN VIEW	60 months	12/07/18	12/12/18	245,000	271,436	245,000	3.600	Monthly	01/12/19	Green***	3.600	12/12/23
949763ZA7	2019-1	WELLS FARGO BK N A	60 months	04/09/19	04/10/19	245,000	266,148	245,000	2.850	Monthly	05/10/19	Green*	2.850	04/10/24
75472RBB6	2020-1	RAYMOND JAMES BK NATL ASSN	60 months	02/06/20	02/14/20	245,000	260,163	245,000	1.750	Semi-Annual	08/14/20	Green***	1.750	02/14/25
59013KGJ9	2020-2	MERRICK BANK	60 months	03/24/20	03/31/20	100,000	106,563	100,000	1.800	Monthly	05/01/20	Green***	1.800	03/31/25
Accrued Interest - Month End							12,571							
Total CDs						2,500,000	2,662,539	2,498,288						

(*) At the time of purchase and until September 2017, CDs were rated or ranked using an IDC Financial Publishing, Inc. (IDC) compiled ranking, and includes a one-number summary rank of quality comprised of 35 key financial ratios. Ranks range from 1 (the lowest) to 300 (the highest) and fall into one of the following six groups per Table 1. Post September 2017, CDs are ranked using the Veribanc Rating System, a two-part color code and star classification system which tests the present standing and future outlook by reviewing an institution's capital strength, asset quality, management ability, earnings sufficiency, liquidity, and sensitivity to market risk. Table 2 below summarizes the Veribanc color rankings. Veribanc star ratings of one to three, with three being best, are used to help review a possible future trend of an institutions health based on metrics from ten prior quarters. A rating of one, two, or three, are not necessarily an indicator of risk or an undesirable investment. The City reviews other rating systems and issuer financials before choosing any investment.

Table 1: CD Rankings (used prior to September 2017)

IDC Rank	Group Meaning
200-300	Superior
165-199	Excellent
125-164	Average
75-124	Below Average
2-74	Lowest Ratios
1	Highest Probability of Failure

Table 2: Veribanc Color Rankings (used post September 2017)

Veribanc Rank	Color Meaning
Green	Highest rating, exceeds qualifications in equity and income tests
Yellow	Merits attention, meets minimal qualifications in equity and income tests
Red	Merits close attention, does not meet minimal qualifications for equity and has incurred significant losses

Government Pooled Money Investment Accounts (PMIA) (Notes 2 and 3)

CUSIP	Investment #	Issuer	Term	Purchase Date	Settlement Date	Par Value	Market Value	Book Value	Stated Rate	Coupon Type	1st Coupon Date	Rating or Rank (*)	Yield to Maturity 365 Days	Maturity Date
N/A	N/A	Local Agency Investment Fund (LAIF)	N/A	Various	Various	5,788,058	5,788,058	5,788,058	Pending	N/A	N/A	N/A	N/A	N/A
N/A	N/A	Orange County Investment Pool (OCIP)	N/A	Various	Various	2,169,417	2,169,417	2,169,417	Pending	N/A	N/A	N/A	N/A	N/A
Total PMIA						7,957,476	7,957,476	7,957,476						

(See NOTES on Page 3 of 3)



City of Laguna Woods
City Treasurer's Report
 For the Month Ended September 30, 2020

CASH AND INVESTMENTS

	Beginning Balances As of 8/31/20	Contributions / (Withdrawals)	Administrative Fees & Investment Expense	Unrealized Gain / (Loss)	Ending Balances As of 9/30/20
Other Post-Employment Benefits (OPEB) Trust					
CalPERS California Employers' Retiree Benefit Trust (CERBT) (CERBT holds all assets and administers the OPEB Trust)	\$ 132,444	\$ -	\$ (9)	\$ (1,645)	\$ 130,789
Total Other Funds - Held in Trust	<u>\$ 132,444</u>	<u>\$ -</u>	<u>\$ (9)</u>	<u>\$ (1,645)</u>	<u>\$ 130,789</u>

Notes:

Note 1 - Analyzed Checking Account / Monthly activity reported does not reflect September 2020 vendor invoicing processed after the date of this report.

Note 2 - During September 2020, transaction activity in pooled money investment accounts, investment accounts and fiduciary trusts included:

LAIF / The City made no deposits to the LAIF account and withdrew \$650,000 for cash flow purposes. The balance includes an adjustment in the amount of \$31,363.52 to reflect the fair market value of the investment at June 30, 2020.

OCIP / The City made no deposits to or withdrawals from the OCIP account. The balance includes an adjustment in the amount of \$18,013.41 to reflect the fair market value of the investment at June 30, 2020.

Investments / There were no maturities or purchases of investments. Investments were adjusted in the amount of (\$4,099.40) to report balances at fair market value as of September 30, 2020.

OPEB Trust / The City made no contributions to the OPEB Trust. The OPEB Trust experienced a net loss of \$1,654.46 in September 2020.

Note 3 - Investment earnings on pooled money investment accounts deposited and reported September 2020 net of related fees were:

Pool	Earnings Post	Prior Period Earnings Deposited	Deposit for Period Ended	Current Month / Quarter Gross Yield	Current Month / Quarter Earnings Will Post	Notes
LAIF	Quarterly	\$0	N/A	See Notes	October 2020	Total pool interest for September 2020 was 0.685% and the City's yield will be slightly lower based on allocation ratios and administrative fees to be deducted.
OCIP	Monthly	\$4,597	May & June 2020	See Notes	See Notes	Interest is posted three months in arrears and fees are posted monthly. Accrued interest pending payment at September 30, 2020 was \$6,203.28. September 2020 interest rate was 1.060% and fees were 0.059%. Administrative fees totaled \$215.74.

Note 4 - CDs / The stated earnings rate for CDs is a fixed rate for the full term. The City earned interest of \$5,505.96 and transferred out \$5,605.60 in cash balances to the City's checking account in September 2020. Cash balances to be invested or paid out are classified separately on page 1 of 3. The City's portfolio also has \$12,570.59 in accrued interest, not yet vested.

City Treasurer's Certification

I, Elizabeth Torres, City Treasurer, do hereby certify:

- That all investment actions executed since the last report have been made in full compliance with the City's Investment of Financial Assets Policy; and
- That the City is able to meet all cash flow needs which might reasonably be anticipated for the next 12 months.


 Elizabeth Torres, City Treasurer

10/15/20
 Date

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6.3
WARRANT REGISTER

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CITY OF LAGUNA WOODS

ITEM 6.3

WARRANT REGISTER

October 21, 2020

This Report Covers the Period 9/01/2020 through 9/30/2020

Date	Vendor Name	Description	Amount	
Debit	Automatic Bank Debits			
09/01/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 07/31/2020	2,993.56	
09/01/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 07/31/2020	1,903.24	
09/02/2020	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / August 2020	248.47	
09/03/2020	CALPERS - RETIREMENT	SSA 218 Annual Fee / Fiscal Year 2020-21	300.00	
09/03/2020	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / September 2020	241,139.80	
09/03/2020	ADP TAX	Payroll Taxes / Pay Period Ended 08/28/2020	8,910.84	
09/03/2020	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 08/28/2020	20,109.60	
09/03/2020	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 8/28/2020	1,488.46	
09/09/2020	BUSINESS PLANS	Employee Benefit Program / September 2020	2.38	
09/09/2020	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / August 2020	241,744.16	
09/13/2020	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 07/31/2020 and 8/14/2020 and 8/28/2020	556.73	
09/13/2020	CALPERS - HEALTH	Employee Benefit Program / September 2020	6,765.66	
09/15/2020	U.S. BANK	Bank Service Charges / August 2020	127.12	
09/15/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/14/2020	2,993.56	
09/15/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/14/2020	1,903.24	
09/16/2020	BUSINESS PLANS	Employee Benefit Program / September 2020	416.67	
09/17/2020	ADP TAX	Payroll Taxes / Pay Period Ended 09/11/2020	8,752.44	
09/17/2020	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 09/11/2020	19,483.07	
09/17/2020	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 9/11/2020	1,488.46	
09/29/2020	BUSINESS PLANS	Employee Benefit Program / September 2020	882.50	
09/29/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/28/2020	2,993.56	
09/29/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/28/2020	1,920.08	
Numbe	Warrants:			
4159	09/04/2020	AT&T	Telephone / 639-0500 / August 2020	217.03
4160	09/04/2020	AT&T	Telephone / 452-0600 / August 2020	1,845.13
4161	09/04/2020	AT&T	Telephone / 458-3487 / August 2020	42.52
4162	09/04/2020	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / August 2020	2,121.02
4163	09/04/2020	CAPTIONING UNLIMITED	Closed Captioning / August 2020	400.00
4164	09/04/2020	COASTAL BUILDING SERVICES, INC	Janitorial Services / August 2020	1,356.00
4165	09/04/2020	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / September 2020	450.05
4166	09/04/2020	NUVIS	Landscape Architectural Services / July 2020	6,773.75
4167	09/04/2020	PARK CONSULTING GROUP, INC	Software Implementation Services / August 2020	7,368.75
4168	09/04/2020	PETTY CASH	Replenish Petty Cash	-
4169	09/04/2020	PV MAINTENANCE INC	Street, City Hall & Park Maintenance / July 2020	12,867.54
4170	09/04/2020	RUTAN & TUCKER, LLP	Legal Services / July 2020	7,378.50
4171	09/04/2020	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / August 2020	1,449.37
4172	09/04/2020	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	1,085.64
4173	09/04/2020	VISION SERVICE PLAN OF AMERICA	Employee Benefits Program / September 2020	156.41
4174	09/10/2020	360 BUSINESS CONSULTING	Website Hosting & Maintenance / August 2020	350.00
4175	09/10/2020	CALIFORNIA YELLOW CAB	Taxi Voucher Services / August 2020	486.00
4176	09/10/2020	SENIOR RESOURCE GROUP	Replacement for Check #2809 dated March 6, 2019	2,476.40
4177	09/10/2020	STAPLES	Office and Janitorial Supplies / August 2020	337.09

**CITY OF LAGUNA WOODS
WARRANT REGISTER
October 21, 2020**

This Report Covers the Period 9/01/2020 through 9/30/2020

Date	Vendor Name	Description	Amount	
4178	09/10/2020	SUNSET PROPERTY SERVICES	Street Sweeping Services / August 2020	2,832.00
4179	09/10/2020	THE GAS COMPANY	Gas Service - City Hall / August 2020	14.30
4180	09/10/2020	WM CURBSIDE, LLC	HHW, Medicine & Sharps Program / August 2020	2,157.30
4181	09/10/2020	ARLENE KELMAN	Replacement for Check #4151 dated August 28, 2020	138.00
4182	09/17/2020	AT&T	White Pages / September 2020	4.48
4183	09/17/2020	AT&T	Telephone / 581-9821 / August 2020	63.98
4184	09/17/2020	AT&T	Telephone / 583-1105 / August 2020	21.81
4185	09/17/2020	BOUTWELL FAY LLP	Legal Services / August 2020	170.00
4186	09/17/2020	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / July - August 2020	33,831.13
4187	09/17/2020	CALIFORNIA INTERNET LP	City Hall Internet Service / October 2020	349.00
4188	09/17/2020	CITY OF LAGUNA BEACH	Animal Control & Shelter Services / August 2020	9,087.17
4189	09/17/2020	CIVIL SOURCE	Traffic Engineering / July 2020	17,207.50
4190	09/17/2020	COUNTY OF ORANGE	Automated Fingerprint ID System / September 2020	726.00
4191	09/17/2020	EL TORO WATER DISTRICT	Water Service / July 2020	4,886.43
4192	09/17/2020	HDL COREN & CONE	CAFR Services / Fiscal Year 2019-20	745.00
4193	09/17/2020	IRWIN B BORNSTEIN, CPA	Financial Consulting Services / August - September 2020	617.50
4194	09/17/2020	KONE INC.	City Hall Elevator Maintenance / September 2020	225.00
4195	09/17/2020	MICHAEL BAKER INTERNATIONAL	Planning Services / August 2020	4,447.75
4196	09/17/2020	ORANGE COUNTY REGISTER-NOTICES	Public Notices / August 2020	2,524.00
4197	09/17/2020	RICOH USA, INC.	Copier Usage / August 2020	128.46
4198	09/17/2020	SIEMENS MOBILITY, INC.	Traffic Maintenance / July 2020	1,099.00
4199	09/17/2020	SOUTHERN CALIFORNIA EDISON	Electric Services / August 2020	6,599.96
4200	09/17/2020	VIDEO ENGINEERING SERVICES	City Hall Television Broadcast Improvement Project	500.00
4201	09/17/2020	WILLDAN ENGINEERING	Code Enforcement Services / August 2020	2,320.00
4201	09/17/2020	WILLDAN ENGINEERING	Building Official Services / August 2020	13,680.00
4202	09/25/2020	BALLIET, MICHAEL	Waste Management Consulting Services / August 2020	1,466.25
4203	09/25/2020	CALIFORNIA YELLOW CAB	NEMT Taxi Voucher Services / August 2020	2,466.00
4204	09/25/2020	CAPTIONING UNLIMITED	Closed Captioning / September 2020	200.00
4205	09/25/2020	CIVIL SOURCE	Traffic Engineering / August 2020	30,527.50
4206	09/25/2020	DC PLUMBING, HEATING AND AIR CONDITIONING	City Hall Maintenance / September 2020	751.49
4207	09/25/2020	DELL MARKETING L.P.	City Hall Television Broadcast Improvement Project	8,039.18
4208	09/25/2020	NUVIS	Landscape Architectural Services / August 2020	4,878.75
4209	09/25/2020	OFFICE DEPOT	Office Supplies / September 2020	732.58
4210	09/25/2020	SIEMENS MOBILITY, INC.	Traffic Maintenance / July - September 2020	3,398.70
4211	09/25/2020	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 4)	1,081.47
			Total Bank Debits and Warrants:	\$ 772,202.49

Petty Cash Expenditures Paid Out (See Note 2)

OC Clerk-Recorder Document Recording Fee

\$193.00
Total Petty Cash: \$193.00

TOTAL \$ 772,395.49

**CITY OF LAGUNA WOODS
WARRANT REGISTER
October 21, 2020**

This Report Covers the Period 9/01/2020 through 9/30/2020

Date	Vendor Name	Description	Amount
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NOTES:

Note 1 - City Councilmembers are eligible to receive either a salary or vehicle reimbursement allowance in the amount of \$300 per month (\$3,600 per year). Such compensation is included in the City's regular payroll (see "ADP Payroll Services" under "Automatic Bank Debits"), unless waived by the Councilmember. For the month of September 2020, the following Councilmembers received compensation in the amount of \$300: Conners, Hatch, Horne, and Rainey.

Note 2 - Petty cash is reported as cash is paid out, not when the fund is replenished.

Note 3 - The table below summarizes credit card expenditures paid via Check #4172 to U.S. Bank totaling \$1,085.64:

USPS	Postage	\$7.60
Zoom	Video Conferencing	\$29.98
Amazon	Office Supplies	\$154.35
Target	Office Supplies	\$3.11
Amazon	Janitorial Supplies	\$315.60
Microsoft	Office 365 Subscription	\$575.00
Total Credit Card Reimbursement:		<u>\$1,085.64</u>

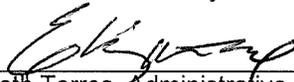
Note 4 - The table below summarizes credit card expenditures paid via Check #4211 to U.S. Bank totaling \$1,081.47:

DiscountLowVoltage.com	City Hall Television Broadcast Improvement Project	\$953.40
Fibertronics	City Hall Television Broadcast Improvement Project	\$33.07
California Municipal Treasurers Association	Membership Dues	\$95.00
Total Credit Card Reimbursement:		<u>\$1,081.47</u>

Administrative Services Director/City Treasurer's Certification

I, Elizabeth Torres, Administrative Services Director / City Treasurer, do hereby certify:

- In accordance with California Government Code Section 37202, I hereby certify to the accuracy of the demands on cash summarized within;
- That the City is able to meet all cash flow needs which might reasonably be anticipated for the next 12 months; and
- That the City is in compliance with California Government Code Section 27108.


Elizabeth Torres, Administrative Services Director/City Treasurer

10/15/20
Dated

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6.4

**AMERICANS WITH DISABILITIES ACT (ADA)
PEDESTRIAN ACCESSIBILITY IMPROVEMENT
PROJECT: PHASE 4
(NO REPORT)**

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6.5

**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)
*(NO REPORT)***

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8.1
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, MAY 11, 2020, JUNE 30, 2020, AND AUGUST 27, 2020, ON THE BASIS OF ONGOING NEED FOR 60 DAYS (THROUGH DECEMBER 20, 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, on May 11, 2020, the City Council continued 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 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; and

WHEREAS, on June 30, 2020, the City Council continued 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 on the basis of ongoing need for 60 days (through August 29, 2020) unless terminated prior to that date by the City Council, pursuant to California Government Code Section 8630; and

WHEREAS, on August 27, 2020, the City Council continued 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 on the basis of ongoing need for 60 days (through October 26, 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, May 11, 2020, June 30, 2020, and August 27, 2020, is hereby continued in effect on the basis of ongoing need for 60 days (through December 20, 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 regular 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



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 8.1 - Exhibit A to Attachment 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

8.2 UNFUNDED RETIREMENT LIABILITY

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: October 21, 2020 Regular Meeting

SUBJECT: Unfunded Retirement Liability

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 LUMP SUM PAYMENTS TO PAY OFF CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) UNFUNDED ACCRUED LIABILITY, AND MAKING RELATED AUTHORIZATIONS

Background

Like many local governments in California, the City contracts with the California Public Employees' Retirement System ("CalPERS") to provide pension benefits for employees. The City is required to make annual contributions to CalPERS that are based on a variety of assumptions including, but not limited to, rates of return on pooled investments managed by CalPERS. The difference between the sum of the City's accumulated plan assets and the total projected cost of earned pension benefits is referred to as "unfunded accrued liability."

On July 15, 2020, CalPERS reported a preliminary 4.7% net return on investments

for the fiscal year ended June 30, 2020, significantly below CalPERS' discount rate (assumed rate of return) of 7.0%. According to CalPERS, "The 2019-20 fiscal year return brings total fund performance to 6.3% for the five-year time period, 8.5% for the 10-year time period, and 5.5% for the 20-year time period. Over the past 30 years, the PERF [CalPERS Public Employee Retirement Fund] has returned an average of 8.0% annually.¹"

City Administrative Policy 2.9 (Budgeting, Reserves, and Reporting) contains the following provision related to unfunded accrued liabilities:

"2.9.07. Unfunded Accrued Liability for Retirement Plans. The City shall consider making lump sum payments to reduce unfunded accrued liability for California Public Employees' Retirement System (CalPERS) pension plans at least as frequently as each biennial budget development process. The City shall strive to maintain an at least 80% funded level for all CalPERS pension plans."

On May 17, 2017, the City Council approved lump sum payments to pay off then-current total unfunded accrued liability in the amount of \$483,218.

On September 26, 2018, the City Council approved lump sum payments to pay off then-current total unfunded accrued liability in the amount of \$137,455.

On October 16, 2019, the City Council approved lump sum payments to pay off then-current total unfunded accrued liability in the amount of \$101,092.

Discussion

Today's meeting is an opportunity for City Council action, as well as public input, on proposed lump sum payments to pay off the CalPERS total unfunded accrued liability. Assuming that such payments were made by October 22, 2020, they would total \$29,970 and cause the City's pension plans to be fully funded according to the most current actuarial projections. They would also help to reduce annual required contributions beginning in Fiscal Year 2021-22 and mitigate potential future impacts of reductions in or variances from CalPERS' discount rate.

Fiscal Impact

¹ "CalPERS Reports Preliminary 4.7% Investment Return for Fiscal Year 2019-20." *CalPERS*, 15 July 2020, www.calpers.ca.gov/page/newsroom/calpers-news/2020/calpers-preliminary-investment-return-2019-20.

According to CalPERS, the proposed lump sum payments would result in expected savings of at least \$28,778 over the next 20 years.

Sufficient funds to make the proposed lump sum payments are available within the City's unassigned General Fund balance, which currently totals approximately \$7 million. The proposed resolution (Attachment A) would increase appropriations in the Fiscal Year 2020-21 Budget by \$29,970 and make authorizations related to the proposed lump sum payments.

Attachment: A – Proposed Resolution

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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 LUMP SUM PAYMENTS TO PAY OFF CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) UNFUNDED ACCRUED LIABILITY, AND MAKING RELATED AUTHORIZATIONS

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 City contracts with the California Public Employees' Retirement System ("CalPERS") to provide pension benefits for employees; and

WHEREAS, as of September 14, 2020, CalPERS has projected the City's total unfunded accrued liability as of June 30, 2021 to be \$31,397, inclusive of both the "classic" and California Public Employees' Pension Reform Act ("PEPRA") plans; and

WHEREAS, making lump sum payments totaling \$29,970 by October 22, 2020 would cause the City's pension plans to be fully funded according to the most current actuarial projections and result in both near- and long-term savings; and

WHEREAS, it is necessary for the City Council to increase Fiscal Year 2020-21 appropriations for the General Fund in the amount of \$29,970, with the appropriation drawn from the unassigned General Fund balance, to allow for the lump sum payments to pay off the City's CalPERS unfunded accrued liability; and

WHEREAS, the unassigned General Fund balance has sufficient funds to accommodate the increased 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, 20-08, 20-12, 20-13, 20-14, 20-23, 20-30, and 20-33, 20-35, and 20-40, 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>
<i>General Fund Group (all appropriations drawn from the General Fund)</i>				
General Fund	\$5,957,243	-	\$120,603 ^{A,G, J}	\$6,077,846
General Fund (Interfund Transfers to Capital Projects Fund)	\$411,161	-	\$170,719 ^O	\$581,880
Capital Projects Fund	\$411,161	\$111,030 ¹	\$170,719 ^{B, D, K, L}	\$692,910
<i>Special Revenue Funds^E</i>				
Fuel Tax	\$677,769	\$35,319 ²	\$59,046 ^{H, I}	\$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	-	\$1,581 ^P	\$9,081
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
Federal Grants ^M	-	-	\$147,095 ^N	\$147,095
State of California Grants ^{C, F}	-	-	-	-

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>
Laguna Woods Civic Support Fund	\$12,025	-	-	\$12,025
TOTAL	\$8,610,813	\$146,349	\$669,763	\$9,426,925*

* Includes \$581,880 in interfund transfers from the General Fund to the Capital Projects Fund.

^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 20-08)

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

^I Fund Budget Adjustment CC-19/20-07: Capital Improvement, +\$39,488 (R 20-12)

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

^K Fund Budget Adjustment CC-19/20-09: Capital Improvement, +\$27,978 (R 20-13)

^L Fund Budget Adjustment CC-19/20-10: Capital Improvement, -\$45,184 (R 20-13)

^M Fund Budget Adjustment CC-19/20-11: Establish New Fund, +\$0 (R 20-14)

^N Fund Budget Adjustment CC-19/20-12: CARES Act, +\$147,095 (R 20-14)

^O Fund Budget Adjustment CC-19/20-13: Correction to Account for Previously Approved Interfund Transfers from the General Fund to the Capital Projects Fund, +\$170,719 (R 20-23)

^P Fund Budget Adjustment CC-19/20-14: Telecommuting, +\$1,581 (R 20-33)

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>
<i>General Fund Group (all appropriations drawn from the General Fund)</i>				
General Fund	\$5,885,157	-	(\$108,767) ^{II, MM}	\$5,776,390
General Fund (Interfund Transfers to Capital Projects Fund)	\$210,280	-	\$210,000 ^{HH, II}	\$420,280

Continued from page 3	<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>
Capital Projects Fund	\$210,280	-	\$210,000 ^{AA, II}	\$420,280
<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	-	\$50,000 ^{JJ}	\$92,500
Mobile Source Reduction - Local Government Partnership	\$50,000	-	(\$50,000) ^{JJ}	Fund Closed
PEG/Cable Television	\$77,000	-	\$24,000 ^{LL}	\$101,000
Senior Mobility	\$175,000	-	-	\$175,000
Community Development Block Grant (CDBG)	\$150,000	-	\$33,713 ^{II}	\$183,713
Proposition 68 (2018) Per Capita	\$81,116	-	(\$81,116) ^{II}	Fund Closed
Federal Grants ^{GG}	-	-	\$200,554 ^{KK}	\$200,554
State of California Grants ^{BB, EE}	-	-	\$925,000 ^{CC, FF, II}	\$925,000
Laguna Woods Civic Support Fund	-	-	\$24,408 ^{II}	\$24,408
TOTAL	\$7,870,395	-	\$1,437,792	\$9,308,187*

* Includes \$210,000 in interfund transfers from the General Fund to the Capital Projects Fund.

^{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)

^{GG} New Fund Established in Prior Fiscal Year per Fund Budget Adjustment CC-19/20-11 (R 20-23)

^{HH} Fund Budget Adjustment CC-20/21-04: Correction to Account for Previously Approved Interfund Transfers from the General Fund to the Capital Projects Fund, +\$235,000 (R 20-23)

^{II} Fund Budget Adjustment CC-20/21-05: Mid-Term/COVID-19 Adjustment Plan (R 20-23)

General Fund, -\$138,737

Capital Projects Fund, -\$25,000 (with interfund transfer from General Fund)

Community Development Block Grant (CDBG) Fund, +\$33,713

Proposition 68 (2018) Per Capita Fund, -\$81,116, Fund Closed

State of California Grants Fund, +\$265,000

Laguna Woods Civic Support Fund, +\$24,408

^{JJ} Fund Budget Adjustment CC-20/21-07: Fund Closure and Rebudgeting (R 20-30)

- Mobile Source Reduction Fund, +\$50,000
- Mobile Source Reduction - Local Government Partnership Fund, -\$50,000, Fund Closed
- ^{KK} Fund Budget Adjustment CC-20/21-08: CARES Act, +\$200,554 (R 20-35)
- ^{LL} Fund Budget Adjustment CC-20/21-09: Television Broadcast Improvement, +\$24,000 (R 20-40)
- ^{MM} Fund Budget Adjustment CC-20/21-10: CalPERS Lump Sum Payments, +\$29,970 (R 20-XX)

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 increased General Fund appropriations adopted as part of this resolution shall be considered “non-operating” and shall be used to make lump sum payments to pay off CalPERS unfunded accrued liability for both the “classic” and California Public Employees’ Pension Reform Act (“PEPRA”) plans, no later than October 22, 2020. The City Manager and Administrative Services Director/City Treasurer are hereby authorized to cause such payments to be made and to execute agreements, documents, and certifications necessary to do so.

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 regular 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

8.3

**CORONAVIRUS AID, RELIEF, AND
ECONOMIC SECURITY ACT FUNDING
*(NO REPORT)***

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8.4
CITY COUNCIL VACANCY

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: October 21, 2020 Regular Meeting
SUBJECT: City Council Vacancy

Recommendation

1. Pursuant to California Government Code Section 36512(b), discuss options for filling the City Council office that became vacant upon Joe Rainey's resignation on October 13, 2020; select to fill the vacancy either by appointment or special election; and, provide related direction to staff.

AND

2. Schedule special meetings of the City Council.

Background

Due to health reasons, Joe Rainey resigned from the City Council on October 13, 2020. A vacancy now exists for the balance of the unexpired term formerly held by Mr. Rainey (through November 2022).

California Government Code Section 36512(b) states that "if a vacancy occurs in an elective office [...], the council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy." Accordingly, the deadline to fill the vacancy by appointment or call a special election is December 12, 2020.

Discussion

Today's meeting is an opportunity for City Council action, as well as public input,

on the matter of filling the City Council vacancy created by Joe Rainey's resignation. Staff recommends that the City Council select to fill the vacancy either by appointment or special election, and provide related direction to staff.

If the City Council chooses to fill the vacancy by appointment, an updated version of an application form that has been used previously is included as Attachment A.

A schedule for a potential appointment process might look like:

Description	Date(s)
Decision to fill the vacancy by appointment	October 21, 2020 Regular Meeting
Application period (two weeks)	October 22 – November 5, 2020
Meeting to review applications and select candidates to schedule for interviews	November 12, 2020 Special Meeting
Meeting to interview candidates and make an appointment	November 18, 2020 Regular Meeting

In the event that the City Council calls a special election, California Government Code Section 36512(b)(1) requires that it “be held on the next regularly established election date not less than 114 days from the call of the special election.” The next qualifying election date is March 2, 2021, per California Elections Code Section 1000. As there is no countywide election scheduled for that date with which to consolidate, the City would be required to conduct a standalone special election. The City Council would be required to meet prior to November 7, 2020 in order to approve the resolutions necessary to call a March 2, 2021 special election.

Fiscal Impact

Expenses related to filling the vacancy by appointment could be accommodated in the City's budget.

According to the Orange County Registrar of Voters, a special election is estimated to cost between \$105,102 and \$115,164.

Attachment: A – Draft Application for City Council Appointment



CITY OF LAGUNA WOODS APPLICATION FOR CITY COUNCIL APPOINTMENT

Please sign and return an original copy of this form by mail or in-person to the City Clerk's Office, Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Applications must be received no later than XX, XX, 2020 at XX:X X.X. Emailed or faxed applications will not be accepted.

For more information, please contact Yolie Trippy, City Clerk, at (949) 639-0512.

General Information

- The City Council is seeking candidates to fill the vacancy caused by Joe Rainey's resignation.
- The term of service would begin upon appointment and end in November 2022.
- Finalists will be scheduled for public interviews on XX, 2020.

Eligibility

Candidates for City Council offices must be:

1. 18 years of age or older by election day; and
2. A citizen of California; and
3. A registered voter in Laguna Woods at the time nomination papers are issued; and
4. Qualified to vote for the office at the time nomination papers are issued; and
5. Eligible to take the oath of office.

For more information, please refer to Article XX, Section 3 of the State of California's Constitution; California Elections Code sections 201 and 10511; and, California Government Code sections 275.2, 1020, and 1021.

California Government Code Section 1021 prohibits individuals who have been convicted of designated crimes as specified in the State of California's Constitution and laws of the State of California from holding a City Council office (e.g., bribery, perjury, forgery, malfeasance in office, or other high crimes, in accordance with Article VII, Section 8(b) of the State of California's Constitution).

Incompatible Public Offices

California Government Code Section 1099 contains the common law prohibition against the holding of "incompatible public offices." The prohibition generally restricts the ability of persons to hold two different public offices simultaneously if the offices have overlapping and conflicting public duties. A person may not hold two public offices simultaneously if any of the following is true:

- Either of the offices may audit, overrule, remove members of, dismiss employees of, or exercise supervisory powers over the other office or body.

- Based on the powers and jurisdiction of the offices, there is a possibility of a significant clash of duties or loyalties between the offices.
- Public policy considerations make it improper for one person to hold both offices.

Positions of employment and positions on governmental bodies that have only advisory powers are not subject to the incompatible public offices prohibition.

The consequence of holding an incompatible public office is that the person is “deemed to have forfeited the first office upon acceding to the second.”

If you have questions about the compatibility of public offices that you hold or seek to hold, please contact the California Attorney General’s Office at (916) 322-3360 or visit <https://oag.ca.gov/>.

Application

NAME: _____

TELEPHONE NUMBER: _____

HOME ADDRESS: _____

REGISTERED VOTER IN THE CITY OF LAGUNA WOODS: YES _____ NO _____

OCCUPATION: _____

NAME/ADDRESS OF PRESENT EMPLOYER (if applicable): _____

DO YOU HAVE ANY INTERESTS OR ASSOCIATIONS WHICH MIGHT PRESENT A CONFLICT OF INTEREST OR CREATE AN INCOMPATIBLE OFFICE? IF YES, PLEASE EXPLAIN.

LIST ANY COMMUNITY ACTIVITIES IN WHICH YOU ARE CURRENTLY INVOLVED OR HAVE BEEN INVOLVED IN THE LAST TWELVE MONTHS.

WHAT DO YOU BELIEVE TO BE THE MAIN RESPONSIBILITIES OF THE CITY COUNCIL?

WHAT DO YOU BELIEVE ARE YOUR MOST IMPORTANT QUALIFICATIONS FOR A CITY COUNCIL POSITION?

WHY DO YOU WISH TO SERVE AS A MEMBER OF THE CITY COUNCIL?

WHAT WOULD YOU BRING BY WAY OF PERSPECTIVE OR EXPERIENCE TO THE CITY COUNCIL AND WHAT ARE YOUR GOALS FOR THE CITY DURING YOUR TERM?

YOU MAY USE THE BACK OF THIS APPLICATION OR ADDITIONAL PAGES TO COMPLETE YOUR ANSWERS TO THE ABOVE QUESTIONS.

PLEASE ATTACH YOUR RESUME, LETTER OF INTEREST, OR ANY ADDITIONAL INFORMATION OR STATEMENTS THAT YOU FEEL WOULD BE HELPFUL TO THE CITY COUNCIL IN REVIEWING YOUR QUALIFICATIONS.

THIS APPLICATION MUST BE ACCOMPANIED BY A COMPLETED AND SIGNED FAIR POLITICAL PRACTICES COMMISSION (FPPC) FORM 700. FOR MORE INFORMATION, PLEASE CONTACT THE FPPC AT (866) ASK-FPPC OR VISIT <http://www.fppc.ca.gov/Form700.html>.

AUTHORIZATION AND RELEASE

I understand that in connection with this application for appointment, all information contained herein and attached hereto will be made available to the general public. I further understand that if appointed, I will be required to take the oath of office and file additional financial disclosure statements.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____