

CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Regular Meeting
Wednesday, January 20, 2021
2:00 p.m.

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

Shari L. Horne
Mayor

Carol Moore
Mayor Pro Tem

Cynthia Conners
Councilmember



Noel Hatch
Councilmember

Ed H. Tao
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.

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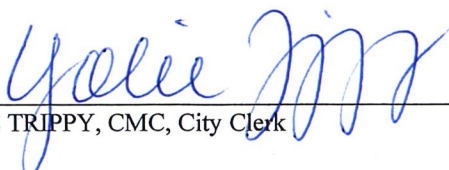
FOR ADDITIONAL INFORMATION

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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

1-15-21

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

4.1 COVID-19 Remembrance (agendized by Mayor Horne)

Recommendation: Observe a moment of silence.

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 November 18, 2020 and the regular meeting on December 16, 2020.

6.2 City Treasurer's Report

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

6.3 Warrant Register

Recommendation: Approve the warrant register dated January 20, 2021 in the amount of \$963,247.63.

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

Recommendation:

1. Approve final record plans and specifications reflecting completion of the "Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4".

AND

2. Accept project completion of the contract agreement with CT&T Concrete Paving, Inc. for the "Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4".

AND

3. Release contract retention in the amount of \$5,847.40 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.

VII. PUBLIC HEARINGS

- 7.1 Conditional Use Permit CUP-1453 to allow for the establishment of a day care nursery use at 24442 Moulton Parkway, Laguna Woods, CA 92637

Recommendation:

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-1453 TO ALLOW FOR

A DAY CARE NURSERY USE AT 24442 MOULTON PARKWAY, LAGUNA WOODS, CA 92637 AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTIONS 15301 AND 15332 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

7.2 Community Development Block Grant (CDBG) Public Facilities & Improvements Project Proposal

Recommendation:

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Ratify the City Manager's submittal of a proposal to the County of Orange requesting \$150,000 in Community Development Block Grant (CDBG) funds under the Fiscal Year 2021-22 Public Facilities & Improvements grant program (County of Orange RFP No. 012-202301) to support the "Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5", which generally consists of pedestrian path-of-travel improvements to sidewalks located on Santa Maria Avenue.

AND

6. Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RATIFYING THE SUBMITTAL OF A PROPOSAL TO THE COUNTY OF ORANGE FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS, PROSPECTIVELY ACCEPTING THE AWARD OF SUCH CDBG FUNDS, AND MAKING RELATED AUTHORIZATIONS RELATED TO THE FISCAL YEAR 2021-22 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFP NO. 012-202301)

7.3 Automated External Defibrillator Regulations

Recommendation:

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Approve the introduction and first reading of an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY

OF LAGUNA WOODS, CALIFORNIA, ADDING CHAPTER
10.05 TO THE LAGUNA WOODS MUNICIPAL CODE
RELATED TO AUTOMATED EXTERNAL
DEFIBRILLATORS

VIII. CITY COUNCIL BUSINESS

- 8.1 Temporary Sign Permit and Special Event Permit Fees
(agendized by Mayor Horne)

Recommendation: Due to the impacts of COVID-19, waive the temporary sign permit fee of \$76 and the special event permit fee of \$304 through March 31, 2021.

IX. CITY COUNCIL REPORTS AND COMMENTS

About City Council Comments and Reports: This is the time and place for members of the City Council to provide reports on meetings attended including, but not limited to, meetings of regional boards and entities to which they have been appointed to represent the City and meetings attended at the expense of the City pursuant to California Government Code Section 53232.3. Members of the City Council may also make other comments and announcements.

- 9.1 Coastal Greenbelt Authority
Councilmember Conners; Alternate: Councilmember Tao
- 9.2 Orange County Fire Authority
Councilmember Hatch
- 9.3 Orange County Library Advisory Board
Mayor Pro Tem Moore; Alternate: Councilmember Tao
- 9.4 Orange County Mosquito and Vector Control District
Mayor Horne
- 9.5 San Joaquin Hills Transportation Corridor Agency
Councilmember Conners; Alternate: Mayor Pro Tem Moore
- 9.6 South Orange County Watershed Management Area
Mayor Pro Tem Moore; Alternate: Councilmember Hatch
- 9.7 Other Comments and Reports

X. CLOSED SESSION

XI. CLOSED SESSION REPORT

XII. ADJOURNMENT

Next Regular Meeting:

Wednesday, February 17, 2021 at 2 p.m.

Laguna Woods City Hall

24264 El Toro Road, Laguna Woods, California 92637

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4.1

COVID-19 REMEMBRANCE
(AGENDIZED BY MAYOR HORNE)
(NO REPORT)

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6.0

CONSENT CALENDAR SUMMARY

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: January 20, 2021 Regular Meeting
SUBJECT: Consent Calendar Summary

Recommendation

Approve all proposed actions on the January 20, 2021 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 January 20, 2021 Consent Calendar contains the following items:

- 6.1 Approval of the City Council meeting minutes for the regular meeting on November 18, 2020 (Attachment A) and the regular meeting on December 16, 2020 (Attachment B).
- 6.2 Approval of a motion to receive and file the City Treasurer's Report for the month of December 2020.
- 6.3 Approval of the warrant register dated January 20, 2021 in the amount of \$963,247.63. 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 final record plans and specifications reflecting completion of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4” (available for review at City Hall); [2] acceptance of project completion of the contract agreement with CT&T Concrete Paving, Inc. for the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4”; [3] release of contract retention in the amount of \$5,847.40 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] exoneration of project posted bonds 35 days following recordation of the Notice of Completion with the County of Orange. The subject project is included in the Fiscal Years 2019-30 Capital Improvement Program.

6.1
CITY COUNCIL MINUTES

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**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
November 18, 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 2:00 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, Assistant City Attorney Patterson, City Clerk Trippy

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

Assistant City Attorney Patterson participated via teleconference.

III. PLEDGE OF ALLEGIANCE

Councilmember Conners led the pledge of allegiance.

IV. PRESENTATIONS AND CEREMONIAL MATTERS – None

V. PUBLIC COMMENT – None

VI. CONSENT CALENDAR

City Manager Macon noted that the minutes for Item 6.1 were revised by staff subsequent to the publication of the agenda packet. The revised minutes were included in the supplemental agenda packet materials that were distributed on November 17, 2020.

Councilmember Conners noted a typographical error on page 3 of the minutes for Item 6.1. The title of the resolution begins "A RESOLUTION OF THE CITY COUNCIL FO" and should be

corrected to read “A RESOLUTION OF THE CITY COUNCIL OF.”

City Manager Macon responded that the correction will be made.

Moved by Councilmember Conners, seconded by Mayor Councilmember Moore, and carried unanimously on a 4-0 vote, to approve Consent Calendar items 6.1 – 6.5, with the minutes for Item 6.1 revised to correct the typographical error identified by Councilmember Conners. This vote was conducted by roll call.

6.1 City Council Minutes

Approved the City Council meeting minutes for the regular meeting on October 21, 2020.

6.2 City Treasurer’s Report

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

6.3 Warrant Register

Approved the warrant register dated November 18, 2020 in the amount of \$675,495.43.

6.4 Fiscal Years 2019-21 Budget Adjustments

Adopted 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 MEASURE M2 (OC GO) FUND APPROPRIATIONS FOR THE “CITY-MAINTAINED CATCH BASINS FULL CAPTURE SYSTEMS RETROFIT PROJECT”

6.5 Measure M2 Expenditure Report

Adopted a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING AND CONCERNING THE MEASURE M2 EXPENDITURE REPORT FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020

VII. PUBLIC HEARINGS – None

VIII. CITY COUNCIL BUSINESS**8.1 COVID-19 Face Coverings Reimbursement Program**

City Manager Macon made a presentation.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Moore, seconded by Councilmember Connors, and carried unanimously on a 4-0 vote, to approve funding awards using Community Development Block Grant Coronavirus Aid, Relief, and Economic Security Act (CDBG-CV) funding, as follows:

Recipient	Amount
24151 Moulton Parkway Associates, LCC	\$97.15
JB Swim School LLC dba Goldfish Swim School	\$392.50
Las Palmas Subtenant LP dba LAS PALMAS	\$4,666.11
McCormick and Son Mortuaries	\$396.90
Regency Subtenant LP dba THE REGENCY	\$3,977.97
Village Management Services, Inc.	\$24,182.37
Total:	\$33,713.00

This vote was conducted by roll call.

Councilmembers discussed the item.

8.2 Coronavirus Aid, Relief, and Economic Security Act Funding

City Manager Macon made a presentation.

Councilmembers discussed the item and staff answered related questions.

Moved by Mayor Pro Tem Horne, seconded by Councilmember Moore unanimously on a 4-0 vote, to authorize the City Manager to approve reimbursements for The Foundation of Laguna Woods Village for direct costs incurred as a result of implementing COVID-19 related food delivery and assistance programs for Laguna Woods residents, using Coronavirus Aid, Relief, and Economic Security Act funding. This vote was conducted by roll call.

8.3 City Council Vacancy

Mayor Hatch stated that he would like to adjourn the meeting in honor of Joe Rainey.

City Manager Macon made a presentation.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Conners, seconded by Mayor Pro Tem Horne, and carried unanimously on a 4-0 vote, to schedule an adjourned regular meeting on December 1, 2020 at 1:30 p.m. to conduct interviews to fill the City Council vacancy. This vote was conducted by roll call.

Councilmembers discussed the item.

Moved by Councilmember Moore, seconded by Mayor Pro Tem Horne, and carried unanimously on a 4-0 vote, to schedule an adjourned regular meeting on December 2, 2020 at 3:00 p.m., in place of the adjourned regular meeting that was previously scheduled for December 1, 2020 at 1:30 p.m., to conduct interviews to fill the City Council vacancy. This vote was conducted by roll call.

Councilmembers discussed the item and staff answered related questions.

IX. CITY COUNCIL REPORTS AND COMMENTS

9.1 Coastal Greenbelt Authority

Councilmember Conners provided a report.

Mayor Pro Tem Horne commented on the wildlife corridor.

9.2 Orange County Fire Authority

Mayor Hatch provided a report.

9.3 Orange County Library Advisory Board

Councilmember Moore provided a report and commented on the City Hall/Public Library Project.

At Councilmember Moore's request, City Manager Macon briefly commented on the City Hall/Public Library Project.

Councilmembers briefly responded to Councilmember Moore's 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 Conners provided a report.

9.6 South Orange County Watershed Management Area

Councilmember Moore provided a report.

Mayor Hatch briefly responded to Councilmember Moore's report.

9.7 Other Comments and Reports

Mayor Pro Tem Horne commented on the State of California's Master Plan for Aging.

Mayor Hatch briefly responded to Mayor Pro Tem Horne's comments.

Councilmember Conners reported on an Orange County Transportation Authority meeting that she and Mayor Pro Tem Horne participated in regarding the South Orange County Multimodal Transportation Study.

Councilmember Moore briefly responded to Councilmember Conners' comments.

Mayor Hatch briefly responded to councilmembers Conners' and Moore's comments.

Councilmember Moore thanked Mayor Hatch for thinking of Joe Rainey.

At Mayor Hatch's request, a moment of silence was observed in memory of Joe Rainey.

X. CLOSED SESSION – None

XI. CLOSED SESSION REPORT – None

XII. ADJOURNMENT

The meeting was adjourned at 3:08 p.m. The next adjourned regular meeting will be at 3:00 p.m. on Wednesday, December 2, 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, December 16, 2020, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, CMC, City Clerk

Approved: January 20, 2021

SHARI L. HORNE, Mayor

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**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
December 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 2:01 p.m.

II. ROLL CALL

COUNCILMEMBER: PRESENT: Conners, Horne, Hatch, Tao
 ABSENT: Moore (arrived during Item 8.1)

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

City Attorney Cosgrove led the pledge of allegiance.

IV. PRESENTATIONS AND CEREMONIAL MATTERS – None

V. PUBLIC COMMENT – None

VI. CONSENT CALENDAR

At Councilmember Conners' request, City Manager Macon commented on Item 6.5.

Moved by Councilmember Conners, seconded by Mayor Pro Tem Horne, and carried unanimously on a 4-0 vote with Councilmember Moore absent, to approve Consent Calendar items 6.1 – 6.5. This vote was conducted by roll call.

6.1 City Council Minutes

ITEM 6.1 – Attachment B

Approved the City Council meeting minutes for the special meeting on December 7, 2020.

6.2 City Treasurer's Report

Received and filed the City Treasurer's Report for the month of November 2020.

6.3 Warrant Register

Approved the warrant register dated December 16, 2020 in the amount of \$563,340.99.

6.4 Solid Waste Handling Services Franchise Agreement

Approved the second amendment to the agreement between City of Laguna Woods and Waste Management Collection and Recycling, Inc. for solid waste handling services and authorized the Mayor to execute the amendment, subject to approval as to form by the City Attorney.

6.5 Arborist and Tree Risk Assessment Services

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

AND

2. Approved an agreement with Monarch Environmental Services for arborist and tree risk assessment services and authorized the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

VII. PUBLIC HEARINGS – None

VIII. CITY COUNCIL BUSINESS

8.1 Comprehensive Annual Financial Report

City Manager Macon introduced the item.

Lindsey McGuire, Brown Armstrong Accountancy Group, made a presentation and reviewed the four documents included in the agenda packet for Item 8.1.

Councilmember Moore joined the meeting at 2:10 p.m.

Councilmembers discussed the item and Ms. McGuire responded to related questions.

City Manager Macon made comments.

Ms. McGuire made comments.

8.2 City Council Organization – Office of the Mayor

Mayor Hatch made comments.

Moved by Councilmember Conners, seconded by Councilmember Moore, and carried unanimously on a 5-0 vote, to appoint Shari Horne to serve as Mayor effective immediately through December 2021. This vote was conducted by roll call.

Mayor Horne made comments.

8.3 City Council Organization – Office of the Mayor Pro Tem

Moved by Councilmember Conners, seconded by Councilmember Tao, and carried unanimously on a 5-0 vote, to appoint Carol Moore to serve as Mayor Pro Tem effective immediately through December 2021. This vote was conducted by roll call.

8.4 City Council Public Official Appointments

Moved by Mayor Horne, seconded by Councilmember Hatch, and carried unanimously on a 5-0 vote, to appoint Councilmember Conners to serve as director and Councilmember Hatch to serve as alternate on the California Joint Powers Insurance Authority Board of Directors from January 1, 2021 through December 31, 2022. This vote was conducted by roll call.

Moved by Councilmember Hatch, seconded by Mayor Horne, and carried unanimously on a 5-0 vote, to appoint Councilmember Conners to serve as director and Councilmember Tao to serve as alternate on the Coastal Greenbelt Authority Board of Directors from January 1, 2021 through December 31, 2022. This vote was conducted by roll call.

Moved by Councilmember Conners, seconded by Mayor Pro Tem Moore, and carried unanimously on a 5-0 vote, to appoint Councilmember Hatch to serve as a director on the Orange County Fire Authority Board of Directors from January 1, 2021 through December 31, 2022 by adopting a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPOINTING A DIRECTOR TO SERVE ON THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS FROM JANUARY 1, 2021 THROUGH DECEMBER 31, 2022

This vote was conducted by roll call.

Moved by Councilmember Hatch, seconded by Mayor Pro Tem Moore, and carried unanimously on a 5-0 vote, to appoint Mayor Pro Tem Moore to serve as member and Councilmember Tao to serve as alternate on the Orange County Library Advisory Board from January 1, 2021 through December 31, 2022. This vote was conducted by roll call.

Moved by Councilmember Conners, seconded by Councilmember Hatch, and carried unanimously on a 5-0 vote, to appoint Mayor Horne to serve as trustee on the Orange County Mosquito and Vector Control District Board of Trustees effective at Noon on January 4, 2021 through 11:59 a.m. on January 2, 2023. This vote was conducted by roll call.

Moved by Mayor Pro Tem Moore, seconded by Councilmember Hatch, and carried unanimously on a 5-0 vote, to appoint Councilmember Conners to serve as director on the San Joaquin Hills Transportation Corridor Agency Board of Directors from January 1, 2021 through December 31, 2022. This vote was conducted by roll call.

Moved by Councilmember Hatch, seconded by Mayor Horne, and carried unanimously on a 5-0 vote, to appointment Mayor Pro Tem Moore to serve as alternate on the San Joaquin Hills Transportation Corridor Agency Board of Directors from January 1, 2021 through December 31, 2022. This vote was conducted by roll call.

Moved by Councilmember Conners, seconded by Mayor Horne, and carried unanimously on a 5-0 vote, to appoint Mayor Pro Tem Moore to serve as member and Councilmember Hatch to serve as alternate on the South Orange County Watershed Management Area Executive Committee from January 1, 2021 through December 31, 2022. This vote was conducted by roll call.

8.5 Investment Policy Review Committee Appointments

Moved by Mayor Pro Moore, seconded by Councilmember Hatch, and carried unanimously on a 5-0 vote, to appoint Councilmember Tao and Mayor Horne to serve on a standing Investment Policy Review Committee from January 1, 2021 through December 31, 2022, in accordance with Administrative Policy 2.2 (Investment of Financial Assets). This vote was conducted by roll call.

8.6 Ad Hoc Auditor Selection Committee Appointments

Carried unanimously on a 5-0 vote, to appoint Councilmember Hatch and Councilmember Tao to serve on an Ad Hoc Auditor Selection Committee from December 16, 2020 through March 17, 2021 to work with staff to prepare a request for proposals and then review, evaluate, and make recommendations to the City Council regarding proposals submitted by firms interested in providing annual audit services for fiscal years 2020-21, 2021-22, and 2022-23. This vote was conducted by roll call.

8.7 Laguna Woods Civic Support Fund Appointments

Moved by Councilmember Hatch, seconded by Councilmember Conners, and carried unanimously on a 5-0 vote, to appoint Councilmember Tao and Mayor Pro Tem Moore to serve on the Laguna Woods Civic Support Fund Board of Directors from December 16, 2020 through December 31, 2022. This vote was conducted by roll call.

8.8 State of Local Emergency (COVID-19)

City Manager Macon made a presentation. He stated that facts and figures had changed since the City Council last continued the existing local emergency proclamation, which speak to the proclamation's ongoing need, including:

- The local emergency proclamation references morbidity and mortality statistics from the World Health Organization (WHO). Those figures have increased from 40,118,333 persons infected with COVID-19, worldwide, as of October 20, 2020, to 70,476,836 cumulative cases, worldwide, as of the WHO's December 15, 2020 COVID-19 Weekly Epidemiological Update. Likewise, the number of deaths, worldwide, has increased from 1,114,749 to 1,599,922 over the same period of time.
- In Orange County, according to information provided by the Orange County Health Care Agency, the total number of COVID-19 cases has increased from 57,373 as of October 20, 2020 to 111,168 as of December 16, 2020. Approximately 24% of cases have been adults age 55 and older. Despite accounting for approximately 24% of cases, adults age 55 and older account for approximately 88% of the 1,718 total COVID-19 deaths in Orange County. In Laguna Woods – where the median age as of the 2010 Census was nearly 78 – there have been 152 COVID-19 cases and 11 deaths.
- On November 17, 2020, Orange County moved into the State of California's most restrictive Purple Tier. That was followed by a Regional Stay at Home Order that became effective on December 6, 2020 due to intensive care unit capacity dropping below 15% in the Southern California Region. According to the State's website, as of data posted on December 16, 2020, intensive care unit availability in the Southern California Region is only 0.5%.
- On March 22, 2020, President Trump approved a Major Disaster Declaration for the State of California. That Major Disaster Declaration remains in effect.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Hatch, seconded by Mayor Pro Tem Moore, 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, 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, AUGUST 27, 2020, OCTOBER 21, 2020, AND DECEMBER 16, 2020, ON THE BASIS OF ONGOING NEED FOR 60 DAYS (THROUGH FEBRUARY 14, 2021) UNLESS TERMINATED PRIOR TO THAT DATE BY THE CITY COUNCIL, PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 8630

This vote was conducted by roll call.

8.9 Coronavirus Aid, Relief, and Economic Security Act Funding

City Manager Macon made a presentation.

Councilmembers discussed the item and staff responded to related questions.

Moved by Councilmember Hatch, seconded by Councilmember Conners, and carried unanimously on a 5-0 vote, to:

1. Authorize the City Manager to implement and administer a COVID-19 Business Closure Assistance Program to provide financial assistance grants in amounts not to exceed \$25,000 each to small hair salon and personal care businesses that have temporarily closed as a result of the State of California's Regional Stay at Home Order, using Coronavirus Aid, Relief, and Economic Security Act funding.

AND

2. Authorize the City Manager to approve a supplemental funding award for the COVID-19 Face Coverings Reimbursement Program for Village Management Services, Inc. in an amount not to exceed \$52,589.52, using Coronavirus Aid, Relief, and Economic Security Act funding.

8.10 City Council Meeting Schedule

City Manager Macon introduced the item.

Councilmembers discussed the item.

Moved by Councilmember Hatch, seconded by Mayor Pro Tem Moore, and carried unanimously on a 5-0 vote to schedule an adjourned regular City Council meeting on January 15, 2021 at 12:30 p.m.

Moved by Mayor Pro Tem Moore, seconded by Mayor Horne, and carried unanimously on a 5-0 vote, to:

1. Reinstate the regular City Council meeting on March 17, 2021 at 2 p.m. at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

AND

2. Cancel the regular City Council meeting on April 21, 2021 at 2 p.m. at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

Moved by Mayor Pro Tem Moore, seconded by Mayor Horne, and carried unanimously

to approve a City Council meeting schedule for Fiscal Year 2021-22. The meeting schedule was included in the agenda packet as Attachment B to Item 8.10.

IX. CITY COUNCIL REPORTS AND COMMENTS

9.1 Coastal Greenbelt Authority

Councilmember Connors provided a report.

Mayor Pro Tem Moore commented on the San Joaquin Hills Transportation Corridor Agency.

Councilmember Connors briefly responded to Mayor Pro Tem Moore's comments.

9.2 Orange County Fire Authority

Mayor Hatch provided a report.

9.3 Orange County Library Advisory Board

Mayor Pro Tem Moore stated that there had been no meeting since the last meeting and responded to a question from Councilmember Tao.

9.4 Orange County Mosquito and Vector Control District

Mayor 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

Mayor Pro Tem Moore stated that there had been no meeting since the last meeting.

9.7 Other Comments and Reports

Mayor Pro Tem Moore thanked Councilmember Hatch for his contributions as Mayor.

Councilmember Hatch briefly responded to Mayor Pro Tem Moore's comments.

X. CLOSED SESSION – None

XI. CLOSED SESSION REPORT – None

XII. ADJOURNMENT

ITEM 6.1 – Attachment B

The meeting was adjourned at 3:46 p.m. The next adjourned regular meeting will be at 12:30 p.m. on Friday, January 15, 2021, 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, January 20, 2021, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, CMC, City Clerk

Approved: January 20, 2021

SHARI L. HORNE, Mayor

6.2 CITY TREASURER'S REPORT

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City of Laguna Woods
City Treasurer's Report
For the Month Ended December 31, 2020

ITEM 6.2

CASH AND INVESTMENTS

	Beginning Balances As of 11/30/20	Earnings & Receipts	Disbursements	Purchases, Transfers & Other Adjustments	Ending Balances As of 12/31/20	% of Total Cash & Investment Balances	Maximum % Allowed per Investment Policy
Cash and Cash Equivalents							
Analyzed Checking Account (Note 1)	\$ 660,784	\$ 842,457	\$ (1,017,065)	\$ -	\$ 486,177	4.58%	
Cash Balances, Multi-Bank Securities (MBS) Account (Note 2 and 4)	\$ 255,158	\$ 6,373	\$ (16,531)	\$ (245,000)	\$ -	0.00%	
Earned Interest in Transit and Accrued Interest, MBS Account (Note 4)	\$ 11,937	\$ 5,608	\$ (6,373)	\$ -	\$ 11,173	0.11%	
Petty Cash	\$ 1,427	\$ 73	\$ (42)	\$ -	\$ 1,458	0.01%	
Total Cash and Cash Equivalents	\$ 929,307	\$ 854,512	\$ (1,040,011)	\$ (245,000)	\$ 498,808	4.70%	100.00%
Pooled Money Investment Accounts							
Local Agency Investment Fund (LAIF) (Notes 2 and 3)	\$ 5,551,213	\$ -	\$ -	\$ -	\$ 5,551,213	52.29%	
Orange County Investment Pool (OCIP) (Notes 2 and 3)	\$ 2,173,530	\$ 1,878	\$ (105)	\$ -	\$ 2,175,303	20.49%	
Total Pooled Money Investment Accounts	\$ 7,724,743	\$ 1,878	\$ (105)	\$ -	\$ 7,726,516	72.78%	90.00%
Investments - Interest and Income Bearing							
Certificates of Deposit (fair value) (Note 2)	\$ 2,395,402	\$ -	\$ -	\$ (4,616)	\$ 2,390,786	22.52%	
Total Investments - Interest and Income Bearing	\$ 2,395,402	\$ -	\$ -	\$ (4,616)	\$ 2,390,786	22.52%	30.00%
TOTAL	\$ 11,049,452	\$ 856,389	\$ (1,040,116)	\$ (249,616)	\$ 10,616,109	100.00%	

Summary of Total Cash, Cash Equivalents, and Investments:

	General Fund	Special Revenue Funds	Totals
Analyzed Checking Account	\$ (1,328,095)	\$ 1,814,272	\$ 486,177
Cash Balances, MBS Account	\$ -	\$ -	\$ -
Earned Interest in Transit and Accrued Interest, MBS Account	\$ 11,173	\$ -	\$ 11,173
Petty Cash	\$ 1,458	\$ -	\$ 1,458
LAIF	\$ 5,551,213	\$ -	\$ 5,551,213
OCIP	\$ 2,175,303	\$ -	\$ 2,175,303
Certificates of Deposit	\$ 2,390,786	\$ -	\$ 2,390,786
Totals	\$ 8,801,837	\$ 1,814,272	\$ 10,616,109

(See NOTES on Page 3 of 3)



City of Laguna Woods
City Treasurer's Report
For the Month Ended December 31, 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)														
61747ML58	2018-1	MORGAN STANLEY BK N A SALT LAKE	36 months	02/14/18	02/22/18	100,000	100,375	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	246,588	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	249,011	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	103,222	98,716	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	258,639	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	268,694	245,000	3.550	Semi-Annual	05/15/19	Green***	3.550	11/15/23
02589AA28	2018-9	AMERICAN EXPRESS NATL	60 months	12/04/18	12/04/18	240,000	263,623	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	269,632	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	265,489	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	259,355	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	106,158	100,000	1.800	Monthly	05/01/20	Green***	1.800	03/31/25
Accrued Interest - Month End							11,173							
Total CDs						2,255,000	2,401,958	2,253,716						

(*) 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)

N/A	N/A	Local Agency Investment Fund (LAIF)	N/A	Various	Various	5,551,213	5,551,213	5,551,213	Pending	N/A	N/A	N/A	N/A	N/A
N/A	N/A	Orange County Investment Pool (OCIP)	N/A	Various	Various	2,175,303	2,175,303	2,175,303	Pending	N/A	N/A	N/A	N/A	N/A
Total PMIA						7,726,516	7,726,516	7,726,516						

(See NOTES on Page 3 of 3)



City of Laguna Woods
City Treasurer's Report
For the Month Ended December 31, 2020

ITEM 6.2

CASH AND INVESTMENTS

	Beginning Balances As of 11/30/20	Contributions / (Withdrawals)	Administrative Fees & Investment Expense	Unrealized Gain / (Loss)	Ending Balances As of 12/31/20
Other Post-Employment Benefits (OPEB) Trust					
CalPERS California Employers' Retiree Benefit Trust (CERBT) (CERBT holds all assets and administers the OPEB Trust)	\$ 135,694	\$ -	\$ (10)	\$ 2,626	\$ 138,310
Total Other Funds - Held in Trust	<u>\$ 135,694</u>	<u>\$ -</u>	<u>\$ (10)</u>	<u>\$ 2,626</u>	<u>\$ 138,310</u>

Notes:

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

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

LAIF / The City made no deposits to or withdrawals from the LAIF account. 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 / The City withdrew \$251,224.95 upon maturity of Goldman Sachs Bank Certificate of Deposit with par value of \$245,000 and \$6,224.95 interest earned as of the date of withdrawal. The amount was transferred to the City's checking account. Investments were adjusted in the amount of (\$4,616.20) to report balances at fair market value as of December 31, 2020.

OPEB Trust / The City made no contributions to or withdrawals from the OPEB Trust. The OPEB Trust experienced a net gain of \$2,615.80 in December 2020.

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

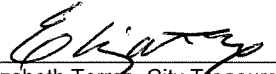
Pool	Earnings Post	Prior Period Earnings Deposited	Deposit for Period Ended	Current Month / Quarter Gross Yield	Current Month / Quarter Earnings Will Post	Notes
LAIF	Quarterly	\$0	N/A	See Notes	January 2021	Total pool interest for December 2020 was 0.540% and the City's yield will be slightly lower based on allocation ratios and administrative fees to be deducted.
OCIP	Monthly	\$1,878	September 2020	See Notes	See Notes	Interest is posted three months in arrears and fees are posted monthly. Accrued interest pending payment at December 31, 2020 was \$4,754.07. December 2020 interest rate was 0.767% and fees were 0.059%.

Note 4 - CDs / The stated earnings rate for CDs is a fixed rate for the full term. The City earned interest of \$6,372.90 and transferred out \$10,306.35 in cash balances to the City's checking account in December 2020. Cash balances to be invested or paid out are classified separately on page 1 of 3. The City's portfolio also has \$11,172.65 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

1/14/21
Date

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6.3 WARRANT REGISTER

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CITY OF LAGUNA WOODS

ITEM 6.3

WARRANT REGISTER

January 20, 2021

This Report Covers the Period 12/01/2020 through 12/31/2020

Date	Vendor Name	Description	Amount
Debit	Automatic Bank Debits		
Debit 12/02/2020	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / November 2020	421.54
Debit 12/08/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/06/2020	2,993.56
Debit 12/08/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/06/2020	1,328.07
Debit 12/08/2020	BUSINESS PLANS	Employee Benefit Program / November 2020	686.97
Debit 12/09/2020	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 12/04/2020	20,999.37
Debit 12/09/2020	ADP TAX	Payroll Taxes / Pay Period Ended 12/04/2020	8,251.65
Debit 12/09/2020	BUSINESS PLANS	Employee Benefit Program / November 2020	28.80
Debit 12/11/2020	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / December 2020	241,139.80
Debit 12/11/2020	CALPERS - HEALTH	Employee Benefit Program / December 2020	6,764.92
Debit 12/11/2020	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 12/04/2020	1,488.46
Debit 12/11/2020	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 11/06/2020 and 11/20/2020	360.20
Debit 12/15/2020	U.S. BANK	Bank Service Charges / November 2020	152.92
Debit 12/15/2020	BUSINESS PLANS	Employee Benefit Program / December 2020	3.54
Debit 12/22/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/20/2020	1,874.33
Debit 12/22/2020	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/20/2020	2,993.56
Debit 12/15/2020	BUSINESS PLANS	Employee Benefit Program / December 2020	23.25
Debit 12/24/2020	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 12/18/2020	19,295.14
Debit 12/24/2020	ADP TAX	Payroll Taxes / Pay Period Ended 12/18/2020	7,634.74
Debit 12/24/2020	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 12/18/2020	1,488.46
Numbe	Warrants:		
4368 12/04/2020	ALFRED MEISSNER	COVID-19 Home Electric Utility Subsidy Program	131.74
4369 12/04/2020	BROWN ARMSTRONG ACCOUNTANCY CORPORATION	Audit Services / Fiscal Year 2019-20	4,000.00
4370 12/04/2020	CAROLYN MESSINA AND ASSOICATES, INC.	Employee Development Services / October - November 2020	475.00
4371 12/04/2020	CIVIL SOURCE	Engineering Services / September - October 2020	54,800.00
4372 12/04/2020	DELL MARKETING L.P.	Computer Equipment	5,847.59
4373 12/04/2020	DELTA DENTAL OF CALIFORNIA	Employee Benefits Program / December 2020	450.05
4374 12/04/2020	FOUNDATION OF LAGUNA WOODS	COVID-19 Financial Assistance	12,906.00
4375 12/04/2020	JAMIE MACKTA	COVID-19 Home Electric Utility Subsidy Program	73.81
4376 12/04/2020	JUDITH HAMMETT	COVID-19 Home Electric Utility Subsidy Program	56.37
4377 12/04/2020	KIM COSBEY	COVID-19 Home Electric Utility Subsidy Program	61.56
4378 12/04/2020	KONE INC.	City Hall Elevator Maintenance / December 2020	225.00
4379 12/04/2020	LIONEL CROTIN	COVID-19 Home Electric Utility Subsidy Program	91.97
4380 12/04/2020	MANAGED HEALTH NETWORK	Employee Benefits Program / December 2020	18.81
4381 12/04/2020	PETTY CASH	Replenish Petty Cash / November 2020	-
4382 12/04/2020	ROSE MARY LIONETTI	COVID-19 Home Electric Utility Subsidy Program	109.02
4383 12/04/2020	RUTAN & TUCKER, LLP	Legal Services / October 2020	2,585.00
4384 12/04/2020	SHARON DAVIDSON	COVID-19 Home Electric Utility Subsidy Program	153.77
4385 12/04/2020	SIEMENS MOBILITY, INC.	Traffic Maintenance / October 2020	2,431.32
4386 12/04/2020	TYLER BUSINESS FORMS	Office Supplies	133.23
4387 12/04/2020	VISION SERVICE PLAN OF AMERICA	Employee Benefits Program / December 2020	156.41
4388 12/04/2020	WILLDAN ENGINEERING	Code Enforcement Services / October 2020	3,393.00
4388 12/04/2020	WILLDAN ENGINEERING	Building Official, Permit Counter & Inspection Services / October 2020	58,077.50

CITY OF LAGUNA WOODS

ITEM 6.3

WARRANT REGISTER

January 20, 2021

This Report Covers the Period 12/01/2020 through 12/31/2020

Date	Vendor Name	Description	Amount
4389 12/11/2020	360 BUSINESS CONSULTING	Website Hosting and Design / November 2020	1,025.00
4390 12/11/2020	ANGIE NGUYEN	COVID-19 Home Electric Utility Subsidy Program	69.05
4391 12/11/2020	AT&T	Telephone / 452-0600 / November 2020	1,814.46
4392 12/11/2020	AUDREY FITZPATRICK	COVID-19 Home Electric Utility Subsidy Program	53.01
4393 12/11/2020	BOBBIE SEATON	COVID-19 Home Electric Utility Subsidy Program	79.57
4394 12/11/2020	BONNIE DAVIS	COVID-19 Home Electric Utility Subsidy Program	141.21
4395 12/11/2020	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / November 2020	14,679.57
4396 12/11/2020	BUREAU VERITAS NORTH AMERICA INC	Building Plan Review Services / October 2020	2,190.00
4397 12/11/2020	CALIFORNIA INTERNET LP	City Hall Internet Service / January 2021	349.00
4398 12/11/2020	CALIFORNIA JPIA	Workers Compensation & Liability Insurance / Fiscal Year 2020-21	26,494.00
4399 12/11/2020	CALIFORNIA YELLOW CAB	Taxi Voucher Services / November 2020	1,352.00
4400 12/11/2020	CARLA RICHARDSON	COVID-19 Home Electric Utility Subsidy Program	204.51
4401 12/11/2020	CAROL FRIEDMAN	COVID-19 Home Electric Utility Subsidy Program	58.67
4402 12/11/2020	CECELIA STEIN	COVID-19 Home Electric Utility Subsidy Program	191.04
4403 12/11/2020	CHRISTINE LOIDOLT	COVID-19 Home Electric Utility Subsidy Program	206.84
4404 12/11/2020	CITY OF LAGUNA BEACH	Animal Control & Shelter Services / October - November 2020	18,174.34
4405 12/11/2020	CLARA BAKER	COVID-19 Home Electric Utility Subsidy Program	112.42
4406 12/11/2020	COUNTY OF ORANGE	Automated Fingerprint ID System / December 2020	726.00
4407 12/11/2020	CRAIG WAYNE	COVID-19 Home Electric Utility Subsidy Program	474.24
4408 12/11/2020	DALE JONES	COVID-19 Home Electric Utility Subsidy Program	71.10
4409 12/11/2020	DARRIS EGGER	COVID-19 Home Electric Utility Subsidy Program	158.22
4410 12/11/2020	DELORES STEPANIAN	COVID-19 Home Electric Utility Subsidy Program	19.31
4411 12/11/2020	DENIS HICKEY	COVID-19 Home Electric Utility Subsidy Program	515.92
4412 12/11/2020	DIANNE PIKE	COVID-19 Home Electric Utility Subsidy Program	202.34
4413 12/11/2020	DONNA SEAMAN	COVID-19 Home Electric Utility Subsidy Program	84.82
4414 12/11/2020	DORY SAKAMOTO	COVID-19 Home Electric Utility Subsidy Program	51.34
4415 12/11/2020	EL TORO WATER DISTRICT	Water Service / October 2020	5,502.96
4416 12/11/2020	FILIPPA ANTONINO	COVID-19 Home Electric Utility Subsidy Program	247.66
4417 12/11/2020	GRAHAM JOHNSON	COVID-19 Home Electric Utility Subsidy Program	125.26
4418 12/11/2020	GREGG WEINER	COVID-19 Home Electric Utility Subsidy Program	28.96
4419 12/11/2020	JAMES MCDONALD	COVID-19 Home Electric Utility Subsidy Program	185.55
4420 12/11/2020	JOSEPH REGO	COVID-19 Home Electric Utility Subsidy Program	242.55
4421 12/11/2020	KATHERINE BOSBOOM	COVID-19 Home Electric Utility Subsidy Program	59.71
4422 12/11/2020	KENNETH CHOI	COVID-19 Home Electric Utility Subsidy Program	223.84
4423 12/11/2020	LINDA WHELAN	COVID-19 Home Electric Utility Subsidy Program	192.23
4424 12/11/2020	LOUELLA HALL	COVID-19 Home Electric Utility Subsidy Program	213.41
4425 12/11/2020	LYNETTE WILLIAMS	COVID-19 Home Electric Utility Subsidy Program	408.62
4426 12/11/2020	MARIE INGOGLIA	COVID-19 Home Electric Utility Subsidy Program	29.15
4427 12/11/2020	MICHAEL BAKER INTERNATIONAL	Planning Services / November 2020	4,348.25
4428 12/11/2020	MONICA BERG	COVID-19 Home Electric Utility Subsidy Program	54.40
4429 12/11/2020	NEW MILLENNIUM CONSTRUCTION SERVICES, INC.	City Hall Refurbishment & Safety Project: Phase 2	32,590.45
4430 12/11/2020	NORMAN LAZAR	COVID-19 Home Electric Utility Subsidy Program	193.36
4431 12/11/2020	OBR ARCHITECTURE, INC.	City Hall/Public Library Project	4,785.00
4432 12/11/2020	PARK CONSULTING GROUP, INC	Software Implementation Services / November 2020	62.50

CITY OF LAGUNA WOODS

ITEM 6.3

WARRANT REGISTER

January 20, 2021

This Report Covers the Period 12/01/2020 through 12/31/2020

	Date	Vendor Name	Description	Amount
4433	12/11/2020	PHYLLIS WILLIAMS	COVID-19 Home Electric Utility Subsidy Program	78.92
4434	12/11/2020	RENEE ARNOLDI	COVID-19 Home Electric Utility Subsidy Program	70.55
4435	12/11/2020	RICOH USA, INC.	Copier Usage / August - October 2020	105.17
4436	12/11/2020	ROLAND TSAI	COVID-19 Home Electric Utility Subsidy Program	67.75
4437	12/11/2020	RUTAN & TUCKER, LLP	Legal Services / October 2020	1,286.23
4438	12/11/2020	RUTH MONTGOMERY	COVID-19 Home Electric Utility Subsidy Program	151.56
4439	12/11/2020	SANDRA TOWNES-WARD	COVID-19 Home Electric Utility Subsidy Program	91.53
4440	12/11/2020	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / November 2020	1,794.26
4441	12/11/2020	STEVEN TAYLOR	COVID-19 Home Electric Utility Subsidy Program	215.55
4442	12/11/2020	SUNSET PROPERTY SERVICES	Street Sweeping Services / November 2020	2,832.00
4443	12/11/2020	TERESITA SILVERS	COVID-19 Home Electric Utility Subsidy Program	197.15
4444	12/11/2020	THALES CONSULTING INC.	Annual Street Report / Fiscal Year 2019-20	650.00
4445	12/11/2020	TONY'S LOCKSMITH & SAFE SERV.	City Hall Maintenance / October 2020	175.00
4446	12/11/2020	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	2,707.27
4447	12/11/2020	VERLA ELLIS	COVID-19 Home Electric Utility Subsidy Program	140.97
4448	12/11/2020	VICTORIA VONOVICH	COVID-19 Home Electric Utility Subsidy Program	42.71
4449	12/11/2020	WILLIAM EBIN	COVID-19 Home Electric Utility Subsidy Program	78.44
4450	12/11/2020	WM CURBSIDE, LLC	HHW, Medicine & Sharps Program / November 2020	3,502.05
4451	12/18/2020	AT&T	Telephone / 583-1105 / November 2020	22.88
4452	12/18/2020	AT&T	White Pages / December 2020	4.53
4453	12/18/2020	AT&T	Telephone / 458-3487 / November 2020	46.02
4454	12/18/2020	AT&T	Telephone / 581-9821 / November 2020	72.40
4455	12/18/2020	BROWN ARMSTRONG ACCOUNTANCY CORPORATION	Audit Services / Fiscal Year 2019-20	2,600.00
4456	12/18/2020	CALIFORNIA YELLOW CAB	NEMT Taxi Voucher Services / November 2020	2,367.00
4457	12/18/2020	COUNTY OF ORANGE	NPDES Cost-Share / Fiscal Year 2020-21	29,930.80
4458	12/18/2020	COUNTY OF ORANGE	South Orange County Watershed Management Area Cost-Share / Fiscal Year 2020-21	9,296.91
4459	12/18/2020	DC PLUMBING, HEATING AND AIR CONDITIONING	City Hall Maintenance / November 2020	5,640.00
4460	12/18/2020	FOUNDATION OF LAGUNA WOODS	COVID-19 Financial Assistance	1,037.00
4461	12/18/2020	ITERIS, INC	Traffic Engineering Services / November 2020	4,930.00
4462	12/18/2020	MUNICIPAL CODE CORP	Codification of Ordinances	1,106.99
4463	12/18/2020	OMNI ENTERPRISE INC	Janitorial Services / November 2020	1,200.00
4464	12/18/2020	ORANGE COUNTY REGISTER-NOTICES	Public Notices / November 2020	837.00
4465	12/18/2020	PARK CONSULTING GROUP, INC	Software Implementation Services / November 2020	11,112.50
4466	12/18/2020	PRACTICAL DATA SOLUTIONS	IT Support Services / October - November 2020	5,709.75
4467	12/18/2020	RICOH USA, INC.	Copier Usage / November 2020	106.32
4468	12/18/2020	RUTAN & TUCKER, LLP	Legal Services / November 2020	3,552.50
4469	12/18/2020	STAPLES	Office and Janitorial Supplies / November 2020	334.59
4470	12/18/2020	TALIMAR SYSTEMS, INC	Office Workstations	6,741.10
4471	12/18/2020	THE GAS COMPANY	Gas Service - City Hall / November 2020	87.64
4472	12/18/2020	WLC ARCHITECTS	City Hall Refurbishment & Safety Project: Phase 2	2,000.00
4473	12/18/2020	ALTA CROSS	COVID-19 Home Electric Utility Subsidy Program	56.83
4474	12/18/2020	ANA PINEDA	COVID-19 Home Electric Utility Subsidy Program	138.59
4475	12/18/2020	ANNIE ZIPKIN	COVID-19 Home Electric Utility Subsidy Program	74.83
4476	12/18/2020	BEHZAD KHOLOUSI	COVID-19 Home Electric Utility Subsidy Program	51.54

CITY OF LAGUNA WOODS
WARRANT REGISTER
January 20, 2021

ITEM 6.3

This Report Covers the Period 12/01/2020 through 12/31/2020

Date	Vendor Name	Description	Amount
4477 12/18/2020	BERNARD BOGIN	COVID-19 Home Electric Utility Subsidy Program	113.64
4478 12/18/2020	CHAI-WEI JESSICA YEN	COVID-19 Home Electric Utility Subsidy Program	141.82
4479 12/18/2020	CHONG-I KANG	COVID-19 Home Electric Utility Subsidy Program	23.92
4480 12/18/2020	COLLEEN YOST	COVID-19 Home Electric Utility Subsidy Program	49.53
4481 12/18/2020	DEBORAH LUNDELL	COVID-19 Home Electric Utility Subsidy Program	21.86
4482 12/18/2020	DOLORES BENETT	COVID-19 Home Electric Utility Subsidy Program	165.12
4483 12/18/2020	EDITH JONES	COVID-19 Home Electric Utility Subsidy Program	225.88
4484 12/18/2020	EDWARD PAGENKOPP	COVID-19 Home Electric Utility Subsidy Program	127.72
4485 12/18/2020	KATHRYN MAJEWICZ	COVID-19 Home Electric Utility Subsidy Program	4.77
4486 12/18/2020	LAURA HANSON	COVID-19 Home Electric Utility Subsidy Program	16.85
4487 12/18/2020	LEE RAFFAY	COVID-19 Home Electric Utility Subsidy Program	39.25
4488 12/18/2020	LEONARD ROTH	COVID-19 Home Electric Utility Subsidy Program	21.55
4489 12/18/2020	LINDA KEYLER	COVID-19 Home Electric Utility Subsidy Program	120.95
4490 12/18/2020	NANCY STRAND	COVID-19 Home Electric Utility Subsidy Program	79.88
4491 12/18/2020	NELY DE MELO FARIA	COVID-19 Home Electric Utility Subsidy Program	25.27
4492 12/18/2020	SIMON CHENG	COVID-19 Home Electric Utility Subsidy Program	166.44
4493 12/18/2020	SUE MILLER	COVID-19 Home Electric Utility Subsidy Program	108.63
4494 12/23/2020	360 BUSINESS CONSULTING	Website Design	6,675.00
4495 12/23/2020	3-D SIGNS	Plexiglas Partitions	3,760.48
4496 12/23/2020	BALLIET, MICHAEL	Waste Management Consulting Services / November 2020	2,273.75
4497 12/23/2020	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / November 2020	1,199.84
4498 12/23/2020	BRILLIANT NAILS & SPA	COVID-19 Business Closure Assistance Program	24,000.00
4499 12/23/2020	BUREAU VERITAS NORTH AMERICA INC	Building Plan Review Services / November 2020	2,522.50
4500 12/23/2020	CAPTIONING UNLIMITED	Closed Captioning Services / December 2020	500.00
4501 12/23/2020	FOUNDATION OF LAGUNA WOODS	COVID-19 Financial Assistance	846.00
4502 12/23/2020	GATE THREE HEALTHCARE LLC	COVID-19 Facility Disinfection Reimbursement Program	3,875.73
4503 12/23/2020	JULIAN HANS, INC	COVID-19 Business Closure Assistance Program	24,000.00
4504 12/23/2020	LAS PALMAS SUBTENANT LP	COVID-19 Facility Disinfection Reimbursement Program	1,418.71
4505 12/23/2020	NAIL CENTER & SPA 2	COVID-19 Business Closure Assistance Program	24,000.00
4506 12/23/2020	CHECK VOIDED	Void	-
4507 12/23/2020	OMNI ENTERPRISE INC	Janitorial Services / November - December 2020	6,080.00
4508 12/23/2020	PARK CONSULTING GROUP, INC	Software Implementation Services / December 2020	4,287.50
4509 12/23/2020	REGENCY SUBTENANT LP	COVID-19 Facility Disinfection Reimbursement Program	3,744.72
4510 12/23/2020	RUTAN & TUCKER, LLP	Legal Services / December 2020	2,715.00
4511 12/23/2020	SOUTHERN CALIFORNIA EDISON	Electric Services / November 2020	6,201.29
4512 12/23/2020	SOUTHERN CALIFORNIA SHREDDING	Records Retention Shredding	475.00
4513 12/23/2020	STATE WATER RESOURCES	Annual Storm Water Permit Fee / October 2020 - September 2021	8,992.00
4514 12/23/2020	VILLAGE MANAGEMENT SERVICES, INC.	COVID-19 Face Coverings Reimbursement Program	52,589.52
4515 12/23/2020	WILLDAN ENGINEERING	Code Enforcement Services / November 2020	2,842.00
4515 12/23/2020	WILLDAN ENGINEERING	Building Official, Permit Counter & Inspection Services / November 2020	50,747.50
4516 12/23/2020	ZIA THREADING INTL LLC	COVID-19 Business Closure Assistance Program	24,000.00
4517 12/23/2020	AMILKA REYES	COVID-19 Home Electric Utility Subsidy Program	44.49
4518 12/23/2020	BARBARA CANTOR	COVID-19 Home Electric Utility Subsidy Program	348.43
4519 12/23/2020	CHING WEN TUNG	COVID-19 Home Electric Utility Subsidy Program	109.51

CITY OF LAGUNA WOODS
WARRANT REGISTER
January 20, 2021

ITEM 6.3

This Report Covers the Period 12/01/2020 through 12/31/2020

	Date	Vendor Name	Description	Amount
4520	12/23/2020	CRISTINA MACK	COVID-19 Home Electric Utility Subsidy Program	330.04
4521	12/23/2020	GAIL POST	COVID-19 Home Electric Utility Subsidy Program	327.56
4522	12/23/2020	GLENDA ROSEN	COVID-19 Home Electric Utility Subsidy Program	400.70
4523	12/23/2020	IREN SENEM	COVID-19 Home Electric Utility Subsidy Program	15.78
4524	12/23/2020	JEAN BRADEN	COVID-19 Home Electric Utility Subsidy Program	34.01
4525	12/23/2020	KAREN NAPACK	COVID-19 Home Electric Utility Subsidy Program	77.02
4526	12/23/2020	LORRAINE MCINERNEY	COVID-19 Home Electric Utility Subsidy Program	250.39
4527	12/23/2020	MIHAELA ILIESCU	COVID-19 Home Electric Utility Subsidy Program	15.69
4528	12/23/2020	MORRIS MCCOOL	COVID-19 Home Electric Utility Subsidy Program	125.24
4529	12/23/2020	SHINJA CHUN	COVID-19 Home Electric Utility Subsidy Program	28.89
4530	12/23/2020	VERONICA ZSENYUK	COVID-19 Home Electric Utility Subsidy Program	5.25
4531	12/23/2020	YEE WONG	COVID-19 Home Electric Utility Subsidy Program	91.91
4532	12/23/2020	VIDEO ENGINEERING SERVICES	City Hall Television Broadcast Improvement Project	15,500.00
Total Bank Debits and Warrants:				\$ 963,247.63

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 December 2020, the following Councilmembers received compensation in the amount of \$300: Conners, Hatch, and Horne.

Note 2 - Petty cash is reported as cash is paid out, not when the fund is replenished. No petty cash transactions were paid during this time period. The petty cash replenishment on December 4 was to replenish the overdrawn cash drawers for taxi voucher refunds.

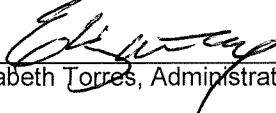
Note 3 - The table below summarizes credit card expenditures paid via Check #4446 to U.S. Bank totaling \$2,707.27:

Amazon	Office & Janitorial Supplies	\$565.57
Costco	Office & Janitorial Supplies	\$53.72
Dollar Tree	Office & Janitorial Supplies	\$7.54
Fiber Instrument Sales	City Hall Television Broadcast Improvement Project	\$1,440.00
Cable & Wireless Technologies	City Hall Television Broadcast Improvement Project	\$145.45
GoDaddy.com	Website Domain Renewal	\$199.99
Microsoft	Office 365 Subscription	\$295.00
Total Credit Card Reimbursement:		\$2,707.27

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

1/14/21
Dated

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6.4

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

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7.1

**CONDITIONAL USE PERMIT CUP-1453 TO
ALLOW FOR THE ESTABLISHMENT OF A DAY
CARE NURSERY USE AT 24442 MOULTON
PARKWAY, LAGUNA WOODS, CA 92637**

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: January 20, 2021 Regular Meeting

SUBJECT: Conditional Use Permit CUP-1453 to allow for the establishment of a day care nursery use at 24442 Moulton Parkway, Laguna Woods, CA 92637

Recommendation

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-1453 TO ALLOW FOR A DAY CARE NURSERY USE AT 24442 MOULTON PARKWAY, LAGUNA WOODS, CA 92637 AND

DETERMINING THAT THE CONDITIONAL USE PERMIT IS
CATEGORICALLY EXEMPT FROM THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTIONS 15301
AND 15332 OF TITLE 14 OF THE CALIFORNIA CODE OF
REGULATIONS

Background

The City has received a conditional use permit application from Niguel Children’s Center (“Applicant”), to allow for a day care nursery use at the address listed below. Laguna Country United Methodist Church is the property owner and has approved the application.

Project Location: 24442 Moulton Parkway, Laguna Woods, CA 92637

The project location is located generally east of Moulton Parkway between El Toro Road and Calle Cortez (in the City of Aliso Viejo) within the Laguna Country United Methodist Church property.

A vicinity map is included as Attachment B.

Surrounding land uses are listed in Table 1.

Table 1: Surrounding Land Uses

General Location	General Plan Land Use Designation	Land Use
North	Commercial / Residential Community	Willow Tree Center / Laguna Woods Village residences
South	Commercial & Portions in the City of Aliso Viejo	Pacific Hills Calvary Chapel and Grace Hills Church
East	Community Facilities / Residential Community	Temple Judea / Laguna Woods Village residences
West	Commercial / Residential Community / Open Space	Willow Tree Center and Pacific Hills Calvary Chapel parking lot / Laguna Woods Village residences / Laguna Woods Village open space

The project location is zoned as Community Facilities–Private (CF-P). Community Facilities–Private designates areas to “allow for the development of public and

private community uses that serve residents, visitors, property owners, and workers in the City” (Laguna Woods Municipal Code Section 13.13.010). Schools, hospitals, cultural venues, churches, temples, and places of worship are specifically listed within the Laguna Woods Municipal Code as examples of permitted land uses within the Community Facilities–Private district.

Laguna Woods Municipal Code Section 13.13.020 requires the issuance of a conditional use permit prior to the establishment of certain uses, including day care nurseries in the Community Facilities–Private district.

Discussion

At today’s meeting, the City Council will conduct a public hearing regarding the application for Conditional Use Permit CUP-1453 to allow for a day care nursery use at 24442 Moulton Parkway, Laguna Woods, CA 92637, after which approval will be considered (Attachment A).

The Applicant is currently operating a day care nursery at the project location without a conditional use permit as is otherwise required by the Laguna Woods Municipal Code. Conditional Use Permit CUP-1453 is intended to bring the day care nursery use into conformance with the Laguna Woods Municipal Code.

The proposed day care nursery use generally consists of a facility that is licensed by the State of California Department of Social Services to provide care for up to 35 ambulatory children under six years of age. The day care nursery is licensed to operate between the hours of 7:30 a.m. and 5 p.m., Monday through Friday. As proposed, outdoor activities would be limited to the hours of 10 a.m. to 11 a.m., Monday through Friday, in a designated area located east of the day care nursery, adjacent to Laguna Country United Methodist Church’s sanctuary.

The project location is accessible from a single driveway off Moulton Parkway that is also used by Laguna Country United Methodist Church and Temple Judea. In 1971, Laguna Country United Methodist Church and Temple Judea entered into a mutual parking agreement to share the common parking lot. A total of 264 parking spaces are currently provided. The proposed conditions of approval restrict the day care nursery use’s ability to operate in a manner that reduces available parking spaces without the consent of all other property owners sharing the parking lot.

Temple Judea has been notified of the proposed conditional use permit and has not expressed any objection to City staff.

The proposed resolution approving the conditional use permit includes conditions of approval, which would regulate activities in a manner consistent with the purpose and intent of Chapter 13.13 of the Laguna Woods Municipal Code.

The proposed conditional use permit would apply to the day care nursery use (Niguel Children's Center), as well as eligible successors, at the project location.

Environmental Review

This project is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of permitting and other approvals related to the establishment of a day care nursery use within existing private structures, involving negligible or no expansion of use beyond that existing at the time of the City's determination. Specifically, the project involves no physical addition to the existing private structures and, if approved, may result in interior and exterior alterations involving such things as interior partitions, plumbing, electrical conveyances, accessibility, and other common tenant improvements.

Alternatively, this project is categorically exempt from the CEQA pursuant to Section 15332 of Title 14 of the California Code of Regulations, in that: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies, as well as with applicable zoning designation and regulations. (b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses. (c) The project site has no value, as habitat for endangered, rare or threatened species. (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. (e) The site can be adequately served by all required utilities and public services.

Fiscal Impact

The City's expenses associated with processing this project are recovered through planning services fees.

Report Prepared With: Rebecca M. Pennington, Development Programs Analyst

Attachments: A – Proposed Resolution
 Exhibit A – Proposed Conditions of Approval
 B – Vicinity Map

RESOLUTION NO. 21-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-1453 TO ALLOW FOR A DAY CARE NURSERY USE AT 24442 MOULTON PARKWAY, LAGUNA WOODS, CA 92637 AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTIONS 15301 AND 15332 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

WHEREAS, Niguel Children’s Center (the “applicant”) submitted an application for Conditional Use Permit CUP-1453 to allow for a day care nursery use at 24442 Moulton Parkway, Laguna Woods, CA 92637 in the Community Facilities–Private (CF-P) zoning district; and

WHEREAS, on January 20, 2021, the City Council of the City of Laguna Woods, after giving notice thereof as required by law, held a public hearing concerning Conditional Use Permit CUP-1453; and

WHEREAS, the City Council has carefully considered all pertinent testimony, as well as all information contained in the agenda report prepared for this application, as presented at the public hearing; and

WHEREAS, staff has reviewed the environmental form submitted by the applicant in accordance with the City’s procedures. Based upon the information received and staff’s assessment of the information, the project has been determined to be categorically exempt pursuant to sections 15301 (Existing Facilities) and 15332 (In-Fill Development Projects) of the Guidelines for the California Environmental Quality Act (CEQA); and

WHEREAS, all legal prerequisites have occurred prior to the adoption of this resolution; and

WHEREAS, the City Council makes the following findings subject to the conditions of approval:

1. The use or project proposed is consistent with the General Plan.

The proposed project is consistent with the Community Facilities land use designation of the General Plan. Policy I.B of the General Plan Land Use Element is to “actively participate with property owners and their representatives to expand the range of retail goods and services.” The proposed project would allow for the establishment of a day care nursery use consistent with the Community Facilities land use designation, which exists “specifically to accommodate public and private community uses that serve residents, visitors, property owners, and workers in the City.”

2. The use, activity or improvement(s) proposed is consistent with the provisions of the Zoning Code.

Day care nursery uses require a conditional use permit in the Community Facilities–Private zoning district. The Applicant has been operating at the project location without a conditional use permit as required by the Zoning Code. Conditional Use Permit CUP-1453 would bring the presently unpermitted day care nursery use into conformance with the Zoning Code.

3. The approval of the permit application is in compliance with the requirements of the California Environmental Quality Act.

Based upon information received from the applicant and staff’s assessment of the same, the proposed project has been determined to be categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of permitting and other approvals related to the establishment of a day care nursery use within existing private structures, involving negligible or no expansion of use beyond that existing at the time of the City’s determination. Specifically, the proposed project involves no physical addition to the existing private structures and, if approved, may result in interior and exterior alterations involving such things as interior partitions, plumbing, electrical conveyances, accessibility, and other common tenant improvements.

Alternatively, this project is categorically exempt from the CEQA pursuant to Section 15332 of Title 14 of the California Code of Regulations, in that: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies, as well as with applicable zoning designation and regulations. (b) The proposed development occurs within city limits on a project site of no more than five acres substantially

surrounded by urban uses. (c) The project site has no value, as habitat for endangered, rare or threatened species. (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. (e) The site can be adequately served by all required utilities and public services.

4. The location, size, design and operating characteristics of the proposed use will not create conditions or situations that may be incompatible with other permitted uses in the vicinity.

The proposed use would not create conditions or situations that may be incompatible with other permitted uses in the vicinity, including surrounding community facilities, commercial, and residential community uses. The proposed use has been operating without a conditional use permit at the project location with no known detrimental impact on other permitted uses in the vicinity. Existing access and internal circulation improvements appear to be sufficient to handle traffic generation by the day care nursery use. Conditions of approval are included to ensure that appropriate measures are taken to avoid conditions or situations that may be incompatible with other permitted uses in the vicinity.

5. The approval of the permit application will not result in conditions or circumstances contrary to the public health and safety and the general welfare.

The proposed project would be subject to conditions of approval which would regulate the day care nursery use in a manner that will not result in conditions or circumstances contrary to the public health and safety and the general welfare. Condition No. 3 requires the Applicant(s)/Owner(s) to comply with all then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations. Condition No. 11 reserves the rights of the City to require additional security or safety measures, if warranted. Such conditions and others would assist in protecting the public from any potential risk or danger.

6. The approval of the permit application is in compliance with all City-required public facilities regulations.

The proposed project has been evaluated against all City regulations through

the conditional use permit process and is deemed to be in compliance, subject to the conditions of approval. The proposed project does not require the addition or modification of any public facilities, nor heightened levels of service for any public services operating from public facilities.

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

SECTION 1. The above recitals are true and correct.

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that this project is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of permitting and other approvals related to the establishment of a day care nursery use within existing private structures, involving negligible or no expansion of use beyond that existing at the time of the City’s determination. Specifically, the project involves no physical addition to the existing private structures and, if approved, may result in interior and exterior alterations involving such things as interior partitions, plumbing, electrical conveyances, accessibility, and other common tenant improvements.

Alternatively, this project is categorically exempt from the CEQA pursuant to Section 15332 of Title 14 of the California Code of Regulations, in that: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies, as well as with applicable zoning designation and regulations. (b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses. (c) The project site has no value, as habitat for endangered, rare or threatened species. (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. (e) The site can be adequately served by all required utilities and public services.

SECTION 3. The City Council hereby approves Conditional Use Permit CUP-1453, subject to the conditions of approval attached to this resolution as Exhibit A, which are incorporated herein by this reference.

SECTION 4. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2021.

SHARI L. HORNE, 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. 21-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 2021, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

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Exhibit A to Resolution No. 21-XX

City of Laguna Woods

Conditions of Approval for Conditional Use Permit CUP-1453

1. The proposed project shall be constructed, developed, used, operated, and permanently maintained in accordance with the terms of the application, plans, drawing, and conditions imposed herein.
2. The Applicant(s)/Owner(s) shall comply with all of the conditions of approval as part of Conditional Use Permit CUP-1453 (“conditional use permit”). Failure to comply with any one or more of the conditions imposed herein constitute grounds for revocation of said conditional use permit by the City Council.
3. The Applicant(s)/Owner(s) shall comply with all then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations, as they pertain to the improvements and uses sought in this application, and such requirements are made a condition of the conditional use permit approval. These include, but are not limited to, all requirements related to building permits; engineering review, landscaping review, water quality review, and plan review, generally, of proposed construction plans; accessibility, including accessibility required by the federal Americans with Disabilities Act; best management practices and other actions or improvements required by applicable National Pollutant Discharge Elimination System permit(s); and, restrictions on parking, circulation, lighting, and noise.
4. This conditional use permit does not eliminate the need for building permits or include any action or finding as to compliance or approval of any other applicable federal, state or local ordinance, regulation, rule, or requirements.
5. This conditional use permit does not include any approval for signage or landscaping, nor does it represent or imply that any signage or landscaping proposed in connection with this application, or at any time in the future, will or will not be approved by the City.
6. The day care nursery use is at all times required to be licensed as a “day care

ITEM 7.1 – Exhibit A to Attachment A

center” by the State of California Department of Social Services. The day care nursery use shall operate in accordance with all applicable ordinances, regulations, rules, and requirements promulgated by the State of California Department of Social Services.

7. The day care nursery use shall serve only ambulatory children under the age of six years. No more than 35 children shall be under the care of the day care nursery at any given time.
8. The day care nursery use shall not operate outside of the hours of 7:30 a.m. to 5:30 p.m., Monday through Friday. Play time and other outdoor activities involving any number of children under the care of the day care nursery shall be limited to the hours of 10 a.m. to 11 a.m., Monday through Friday, and shall occur only in the area marked “child play” on the plans submitted with the application for this conditional use permit. Date- and time-specific exceptions to the limitations on outdoor activities set forth in this condition require prior written authorization by the City Manager. The day care nursery shall minimize noise emanating from outdoor activities to the maximum extent possible including by, but not limited to, limiting the nature of activities and separating or returning indoors children responsible for shouting, yelling, or other avoidable noisemaking. The use of amplified sound in connection with or in a manner that is audible for outdoor activities is prohibited.
9. The day care nursery use is located on a parcel with other uses and utilizes a parking lot that is shared by other uses located on the same parcel, as well as uses located on an adjacent parcel. The day care nursery shall not be operated in a manner that results in a reduction of the number of available off-street parking spaces existing as of the date of this approval (264 spaces) – either permanently or temporarily – except as may be necessary for employee and customer parking, or as may be authorized pursuant to permits approved by the City. Any such permits shall require the written consent of all other property owners sharing the parking lot.
10. Graffiti on the property shall be removed at the Applicant(s)/Owner(s)’ expense within 24 hours.
11. In the event of repeated or disproportionately high numbers of calls for law enforcement or other public safety service, or based upon input from the surrounding businesses or residents, the City Manager may require, at his or

ITEM 7.1 – Exhibit A to Attachment A

her discretion, that the Applicant(s)/Owner(s) provide additional on-site security and/or safety measures at the property, as may be reasonably calculated to address situations or circumstances leading to or causing such increased calls for service, or complaints or comments from surrounding residents or businesses.

12. City staff, or their authorized representatives, shall have the right to access and enter the property to make reasonable Applicant- or Owner-authorized scheduled inspections, or unscheduled inspections in areas otherwise open to the public, to observe and enforce compliance with the conditions set forth herein.
13. In accordance with policies adopted by the City, the Applicant(s)/Owner(s) shall be responsible for any cost incurred as a result of local law enforcement, public safety, or code enforcement investigation/inspections that result in a finding of violation of any applicable laws and/or conditions of approval.
14. Any request to modify the conditions of approval contained herein shall require review and authorization by the City Manager. The City Manager may require the submission of such documentation or reporting, or the conduct of such studies or analysis, as he or she deems necessary to evaluate a request for modification. The City Manager may refer such decision to the City Council.
15. This approval may be modified or revoked by the City Council, after applicable notice and public hearing procedures have been satisfied, should it be determined, within the City's jurisdictional authority, that the conditions under which the project has been operated or maintained are detrimental to the public health, safety or welfare, or materially injurious to property or animals in the vicinity, within the City's jurisdictional authority; or if the project is operated or maintained so as to constitute a public nuisance, or if the project is operated or maintained in violation of any of the conditions of approval set forth herein, or for any other reason permitted by law.
16. Transfer: In the event of transfer of the property to which this conditional use permit pertains, the transferee shall, prior to exercising the rights granted hereunder, arrange and attend a conference with the City to review these conditions of approval, and document the manner in which activities will occur and the manner in which these conditions of approval will be met.

ITEM 7.1 – Exhibit A to Attachment A

17. Termination: Upon approval, this conditional use permit shall become null and void (A) 180 days after such time the approved use at the approved location ceases to be operated as noted by lapse of City business license, lapse of California Department of Tax & Fee Administration permit, lapse of State of California Department of Social Services license, or date noted by City official with proper site verification of abandonment or discontinuance; or, (B) if the Applicant(s)/Owner(s) have not obtained any required building permits to construct or implement the project within 180 days of approval, unless such period is extended by the City Manager upon a showing that the Applicant(s)/Owner(s) are actively engaged in the building permit application process; or, (C) upon the expiration of building permits, due to inactivity, obtained to construct or implement this project. The City Manager may refer such decision to the City Council. This conditional use permit shall be deemed immediately terminated should the approved location be occupied by a use not in accord with this approval, subject to written notice to the Property Owner(s) with 10 days to cure.
18. The Applicant(s)/Owner(s), or successor in interest, shall as a condition of issuance of this approval, at its sole expense, defend, indemnify, and hold harmless the City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers from any claim, action, or proceeding against the City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers to attach, set aside, void or annul an approval of the City Council or other decision-making body, or staff action concerning this conditional use permit approval, or its implementation. The Applicant(s)/Owner(s) shall pay all of the City's defense costs incurred by counsel of the City's choosing, and shall reimburse the City for any and all court costs and other parties' attorney fees that the City may be required by a court to pay as a result of such defense. The Applicant(s)/Owner(s) may at its sole discretion participate in the defense of any such action under this condition, with its own counsel.
19. Within 10 business days of the date of this approval, the Property Owner(s) shall sign and have notarized (acknowledgement) the "Owner(s) Agreement to Conditions of Approval for Conditional Use Permit CUP-1453" and return one wet-signed original to the City Manager with a copy of a recordable legal description of all affected properties in form acceptable to the City Manager.

[SIGNATURES ON NEXT PAGE]

***OWNER(S) AGREEMENT TO CONDITIONS OF APPROVAL FOR
CONDITIONAL USE PERMIT CUP-1453 (“AGREEMENT”)***

1. ***AGREEMENT TO CONDITIONS OF APPROVAL.*** The person or persons executing this AGREEMENT on behalf of the respective Owner(s) has reviewed all Conditions of Approval for Conditional Use Permit CUP-1453, has had the opportunity to consult with legal counsel regarding them as the Owner(s) has deemed appropriate, and understands and agrees, without exception, to each and all of the conditions.
2. ***RECORDATION.*** The person or persons executing this AGREEMENT on behalf of the respective Owner(s) consents to the recordation of the Conditions of Approval for Conditional Use Permit CUP-1453, including this AGREEMENT, in the office of the Clerk-Recorder for the County of Orange, at the Owner(s)’ cost.
3. ***AUTHORITY TO EXECUTE.*** The person or persons executing this AGREEMENT on behalf of the respective Owner(s) represents and warrants that he/she/they has/have the authority to so execute this AGREEMENT and to bind the respective Owner(s) to the performance of its obligations hereunder.
4. ***BINDING EFFECT.*** This AGREEMENT shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.
5. ***SEVERABILITY.*** If any term, condition or covenant of this AGREEMENT is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this AGREEMENT shall not be affected thereby and the AGREEMENT shall be read and construed without the invalid, void or unenforceable provision(s).

Property Owner – Laguna Country United Methodist Church

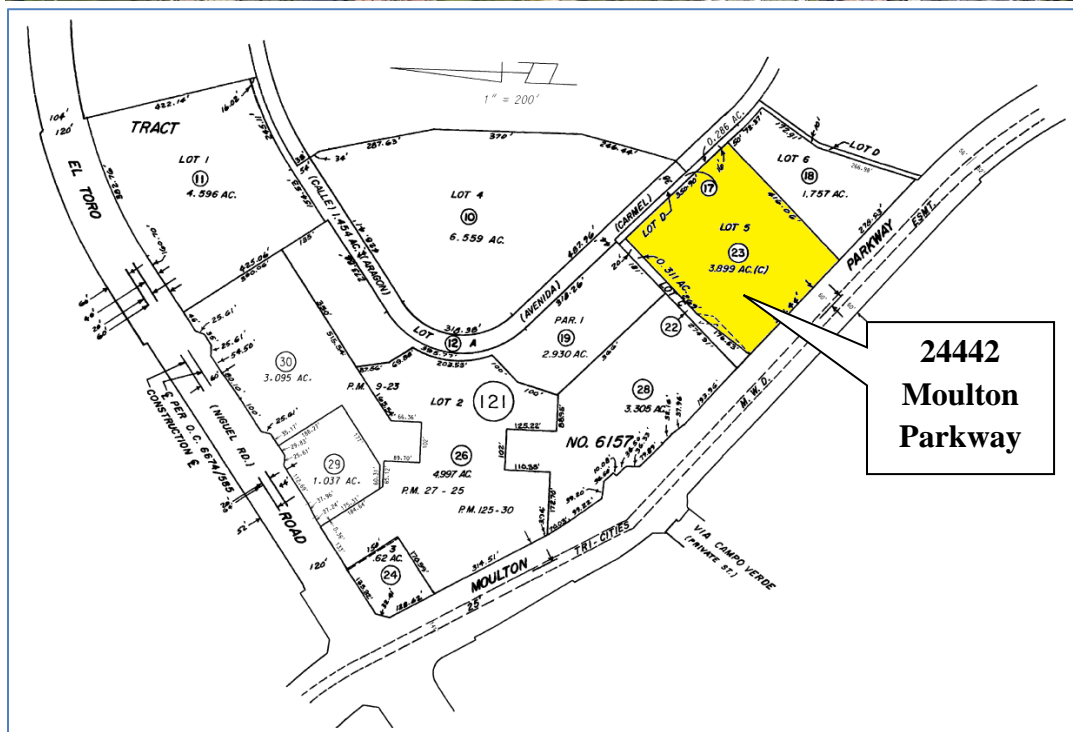
Signature: _____ Date: _____

Full Name: _____ Title: _____

SIGNATURE MUST BE NOTARIZED; ATTACH ACKNOWLEDGEMENT.

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Vicinity Map
24442 Moulton Parkway, Laguna Woods, CA 92637
Project Area



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7.2

**COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) PUBLIC FACILITIES & IMPROVEMENTS
PROJECT PROPOSAL**

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: January 20, 2021 Regular Meeting

SUBJECT: Community Development Block Grant (CDBG) Public Facilities & Improvements Project Proposal

Recommendation

1. Receive staff report.

AND
2. Open public hearing.

AND
3. Receive public testimony.

AND
4. Close public hearing.

AND
5. Ratify the City Manager's submittal of a proposal to the County of Orange requesting \$150,000 in Community Development Block Grant (CDBG) funds under the Fiscal Year 2021-22 Public Facilities & Improvements grant program (County of Orange RFP No. 012-202301) to support the "Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5", which generally consists of pedestrian path-of-travel improvements

to sidewalks located on Santa Maria Avenue.

AND

6. Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RATIFYING THE SUBMITTAL OF A PROPOSAL TO THE COUNTY OF ORANGE FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS, PROSPECTIVELY ACCEPTING THE AWARD OF SUCH CDBG FUNDS, AND MAKING RELATED AUTHORIZATIONS RELATED TO THE FISCAL YEAR 2021-22 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFP NO. 012-202301)

Background

As allowed by federal law, Orange County cities with populations less than 50,000 may choose to compete for Community Development Block Grant (“CDBG”) funds through programs administered by the State of California or the County of Orange. Laguna Woods and the cities of Brea, Cypress, Dana Point, Laguna Beach, Laguna Hills, La Palma, Los Alamitos, Seal Beach, Stanton, and Villa Park compete for CDBG funds through the Orange County Urban County CDBG Program administered by the County of Orange.

Under the Orange County Urban County CDBG Program, the County of Orange accepts proposals for public facilities and improvements grants, annually. A public hearing is required as part of the proposal process.

The City is able to submit one public facilities and improvements proposal per year. Projects must address one or more of the County of Orange’s high priorities: senior centers, homeless facilities, neighborhood facilities, water/sewer improvements, street improvements, sidewalk improvements, and urgent need.

All proposals must be submitted for public facilities. Previously, the City of Seal Beach submitted a proposal for street, sidewalk, and solar improvements located within Leisure World Seal Beach. United States Department of Housing and Urban Development (“HUD”) staff ultimately determined that the proposal was ineligible as the work would have occurred within a gated community.

Recent CDBG funding awards for the City have included:

- Fiscal Year 2017-18: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 1” – \$145,700
 - Fiscal Year 2018-19: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 2” – \$145,700
 - Fiscal Year 2019-20: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 3” – \$145,700
 - Fiscal Year 2020-21: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4” – \$150,000
- TOTAL FUNDING SINCE BEGINNING OF ADA PROJECT: \$587,100

Discussion

At today’s meeting, the City Council will conduct a public hearing regarding CDBG funding, as such funding is authorized under Title 1 of the Housing and Community Development Act of 1974, as amended. During the public hearing, residents and members of the public are encouraged to provide input on community needs and project priorities related to public facilities and improvements, including on the City’s potential projects and the City’s submittal of a proposal for CDBG funding to the County of Orange for consideration as part of the Orange County Urban County CDBG Program. Following the public hearing, the City Council will consider taking action regarding the submittal of such proposal.

Staff’s recommendation is that the City Council ratify the City Manager’s submittal of a proposal requesting \$150,000 in CDBG funds to support the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5” (“Project”). The Project generally consists of pedestrian path-of-travel improvements to sidewalks located on Santa Maria Avenue. Such work would build upon the sidewalk improvements that occurred as part of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4.”

While the Project is included in the Capital Improvement Program for Fiscal Year 2021-22, design and construction is contingent on the receipt of external funding. During the Fiscal Years 2019-30 Capital Improvement Program adoption process, it was anticipated that the City would apply for CDBG funding for the Project.

The County of Orange anticipates awarding funding in spring 2021 with grant terms beginning and ending in Fiscal Year 2021-22.

Environmental Review

It can be seen with certainty that this project has no possibility of having a significant effect on the environment. The proposed action relates only to the submittal of a funding proposal and would not authorize any construction nor physical change or improvement. The environmental review of potential future projects, were funding to be received, would occur during those project design and development processes. Therefore, the proposed submittal of a proposal is not a project subject to the California Environmental Quality Act (“CEQA”) pursuant to sections 15378(b)(4) and 15061(b)(3) of Title 14 of the California Code of Regulations.

Fiscal Impact

Funds received under the Orange County Urban County CDBG Program in amounts of \$150,000 or less per fiscal year are not required to be matched by City funds. Sufficient funds to accommodate staff time necessary to apply for and administer the grant funds once received are included in the City’s existing budget. No new General Fund appropriations would be required.

Grant funds would be received on a reimbursement basis, meaning that the City would be required to make expenditures in advance of receiving offsetting revenue from the County of Orange. Sufficient funds are available within the unassigned General Fund balance for such temporary “loans,” which are explicitly permitted by Administrative Policy 2.9 (Budgeting, Reserves, and Reporting).

Attachment: A – Proposed Resolution

RESOLUTION NO. 21-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RATIFYING THE SUBMITTAL OF A PROPOSAL TO THE COUNTY OF ORANGE FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS, PROSPECTIVELY ACCEPTING THE AWARD OF SUCH CDBG FUNDS, AND MAKING RELATED AUTHORIZATIONS RELATED TO THE FISCAL YEAR 2021-22 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFP NO. 012-202301)

WHEREAS, the City participates in the Urban County Program administered by the County of Orange, which allows the City to compete for Community Development Block Grant (“CDBG”) funds; and

WHEREAS, the City has submitted a proposal for CDBG funds under the Fiscal Year 2021-22 Public Facilities & Improvements grant program (County of Orange RFP No. 012-202301) to support the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5”; and

WHEREAS, the City desires to prospectively accept the award of CDBG funds described in this resolution and authorize the execution of the agreements, contracts, amendments, and other documentation necessary to do so.

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

SECTION 1. The City Council ratifies the City Manager’s submission of a proposal for CDBG funds under the Fiscal Year 2021-22 Public Facilities & Improvements grant program (County of Orange RFP No. 012-202301) to support the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5”.

SECTION 2. The City prospectively accepts the award of up to \$150,000 in CDBG funds through the County of Orange’s Urban County CDBG Program under County of Orange RFP No. 012-202301, which will be used to support the City’s Public Facilities & Improvements Project titled “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5”.

SECTION 3. The City Manager or his/her/their designee is authorized to execute, for and on behalf of the City, the necessary agreements(s) and/or any other documents or instruments required by the County or Orange and/or the United States Department of Housing and Urban Development for participation in the Urban County CDBG Program and/or for acceptance and administration of CDBG funds awarded under County of Orange RFP No. 012-202301.

SECTION 4. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2021.

SHARI L. HORNE, 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. 21-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 2021, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

7.3 AUTOMATED EXTERNAL DEFIBRILLATOR REGULATIONS

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: January 20, 2021 Regular Meeting
SUBJECT: Automated External Defibrillator Regulations

Recommendation

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Approve the introduction and first reading of an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADDING CHAPTER 10.05 TO THE LAGUNA WOODS MUNICIPAL CODE RELATED TO AUTOMATED EXTERNAL DEFIBRILLATORS

Background

California Health and Safety Code Section 19300 regulates the placement of automated external defibrillators (“AEDs”) in certain types of newly constructed and modified, renovated, or tenant improved structures. The provisions thereof apply statewide, including in Laguna Woods.

Discussion

Today’s meeting is an opportunity for City Council action, as well as public input, on proposed AED regulations (Attachment A). Staff recommends that the City Council initiate the adoption process for the proposed regulations in order to incorporate the existing provisions of California Health and Safety Code Section 19300 into the Laguna Woods Municipal Code. Doing so would provide greater clarity for building permit applicants and enhance the City’s ability to ensure that construction and building improvements are made in conformance with state law.

Environmental Review

It can be seen with certainty that this project has no possibility of having a significant effect on the environment as it does not approve any capital improvement project or other action or activity with the potential for a significant effect on the environment, nor does the proposed new Chapter 10.05 of the Laguna Woods Municipal Code necessitate any construction or other modification of the environment with the potential for significant environmental effects. Further, the action is taken in furtherance of enforcement of state law regarding AEDs, specifically California Health and Safety Code Section 19300. Therefore, the adoption of the proposed new Chapter 10.05 of the Laguna Woods Municipal Code is not a project subject to the California Environmental Quality Act (“CEQA”) pursuant to sections 15378(b) and 15061(b)(3) of Title 14 of the California Code of Regulations, and is categorically exempt under Section 15321(a) of Title 14 of the California Code of Regulations.

Fiscal Impact

Sufficient funds to support this project are included in the City’s budget.

Attachment: A – Proposed Ordinance
Exhibit A – Code Amendment Text

ORDINANCE NO. 21-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADDING CHAPTER 10.05 TO THE LAGUNA WOODS MUNICIPAL CODE RELATED TO AUTOMATED EXTERNAL DEFIBRILLATORS

WHEREAS, staff has recommended the addition of Chapter 10.05 to the Laguna Woods Municipal Code (“Code Amendments”) in order to incorporate the existing provisions of California Health and Safety Code Section 19300 related to the placement of automated external defibrillators; and

WHEREAS, the Community Development Director or his or her designee prepared an exhibit, including proposed language and terminology for the proposed Code Amendments and any additional information and documents deemed necessary for the City Council to take action, and such exhibit was available for public inspection at City Hall and, upon request, was supplied to all persons desiring a copy, at least 10 days prior to the scheduled City Council public hearing date; and

WHEREAS, on January 20, 2021, the City Council held a duly noticed public hearing on the proposed Code Amendments at which it considered all of the information, evidence, and testimony presented, both written and oral.

THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The City Council hereby finds and determines that (i) each of the recitals to this Ordinance are true and correct, and are adopted herein as findings; (ii) the Code Amendments comply with all applicable requirements of State law; (iii) the Code Amendments will not adversely affect the health, safety, or welfare of the residents within the community; (iv) the Code Amendments are in the public interest of the City of Laguna Woods; and, (v) the Code Amendments are consistent with the Laguna Woods General Plan and its various elements.

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that it can be seen with certainty that the Code Amendments have no possibility of having a significant effect on the environment as they do not approve any capital improvement project or other action or activity with the potential for a significant effect on the environment, nor do the Code Amendments necessitate any construction or other modification of the environment with the potential for

significant environmental effects. Further, the Code Amendments are adopted in furtherance of enforcement of state law regarding automated external defibrillators, specifically California Health and Safety Code Section 19300. Therefore, the adoption of the Code Amendments is not a project subject to the California Environmental Quality Act (“CEQA”) pursuant to sections 15378(b) and 15061(b)(3) of Title 14 of the California Code of Regulations, and is categorically exempt under Section 15321(a) of Title 14 of the California Code of Regulations.

SECTION 3. Chapter 10.05 is hereby added to the Laguna Woods Municipal Code to read as set forth in Exhibit A, attached to this Ordinance and incorporated herein by this reference.

SECTION 4. This Ordinance shall take effect and be in full force and operation thirty (30) days after adoption.

SECTION 5. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity of effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

SECTION 6. The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

SECTION 7. All of the above-referenced documents and information have been and are on file with the City Clerk of the City.

PASSED, APPROVED AND ADOPTED this XX day of XX 2021.

SHARI L. HORNE, Mayor

ATTEST:

YOLIE TRIPPY, CMC, City Clerk

APPROVED AS TO FORM:

DAVID B. COSGROVE, City Attorney

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 **Ordinance No. 21-XX** was duly introduced and placed upon its first reading at a regular meeting of the City Council on the XX day of XX 2021, and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the XX day of XX 2021 by the following vote to wit:

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

YOLIE TRIPPY, CMC, City Clerk

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EXHIBIT A
CODE AMENDMENTS

Chapter 10.05 (“Automated External Defibrillators”) is added to Title 10 (“Buildings and Construction”) of the Laguna Woods Municipal Code, to read as follows:

Sec. 10.05.010. - Purpose and intent.

The purpose and intent of this chapter is to regulate the placement of automated external defibrillators, consistent with California Health and Safety Code Section 19300.

Sec. 10.05.020. - Definitions.

For purposes of this chapter only, the following definitions shall apply:

(05) *Automated External Defibrillator* or *AED* shall have the same meaning as set forth in California Health and Safety Code Section 1797.196.

(10) *Renovated* shall mean a structure that is subject to any of the following:

(a) \$100,000 or more of building renovations in one calendar year.

(b) \$100,000 or more of tenant improvements in one calendar year.

(c) Any tenant improvement for places of assembly including, but not limited to, auditoriums, performing arts theaters, and movie theaters.

Sec. 10.05.030. - Improvements requiring AEDs.

The following structures [as each group is defined in Chapter 3 (commencing with Section 301.1) of Part 2, the California Building Code, of Title 24, the California Building Standards Code, of the California Code of

Regulations], when newly constructed or renovated, shall have an AED on the premises conforming to the requirements set forth in California Health and Safety Code Section 1797.196. Such AED shall be on the premises prior to the City's issuance of a certificate of occupancy or building permit final inspection approval, whichever is later, and shall remain on the premises at all times thereafter in a manner conforming to California Health and Safety Code Section 1797.196.

STRUCTURES WHERE AN AED IS REQUIRED

Structure	Occupancy
Group A assembly buildings	Greater than 300
Group B business buildings	200 or more
Group E educational buildings	200 or more
Group F factory buildings	200 or more
Group I institutional buildings	200 or more
Group M mercantile buildings	200 or more
Group R residential buildings, excluding single-family and multifamily dwelling units	200 or more

Sec. 10.05.040. - Exemptions.

This chapter shall not apply to any of the following:

- (1) Structures that are vacant or under construction or renovation, except as may be required to comply with Section 10.05.030.
- (2) Health facilities licensed under subdivision (a), (b), (c), or (f) of California Health and Safety Code Section 1250.
- (3) Structures that are owned or operated by any local government entity.
- (4) Structures with an existing AED in the common area of the structure.

8.1

**TEMPORARY SIGN PERMIT AND SPECIAL
EVENT PERMIT FEES
(AGENDIZED BY MAYOR HORNE)
(*NO REPORT*)**

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