

**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**

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**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

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 Conners provided a report.

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

Councilmember Conners 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 Conners 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**

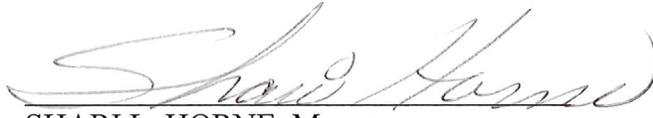
## **XI. CLOSED SESSION REPORT – None**

## **XII. ADJOURNMENT**

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.

  
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YOLIE TRIPPY, CMC, City Clerk

Approved: January 20, 2021

  
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SHARI L. HORNE, Mayor