

# CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Regular Meeting  
Wednesday, December 21, 2022  
2:00 p.m.

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

Carol Moore  
Mayor

Cynthia Conners  
Mayor Pro Tem

Noel Hatch  
Councilmember



Shari L. Horne  
Councilmember

Annie McCary  
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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AGENDA POSTING AND AVAILABILITY

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

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

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FOR ADDITIONAL INFORMATION

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

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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](http://www.cityoflagunawoods.org)); and, at other locations designated by Resolution No. 17-30, pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act.

/s/ Yolie Trippy  
YOLIE TRIPPY, CMC, City Clerk

12/16/22  
Date

## **NOVEL CORONAVIRUS (COVID-19) NOTICE**

**Please exercise caution when attending City Council meetings.** If you attend this meeting, please abide by all applicable state and local public health orders.

### **OPTIONS FOR PUBLIC COMMENTS**

**1. Attend the meeting in-person.**

**2. Submit public comments in writing.** Written public comments may be submitted via email ([cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org)) or by mail (Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637), provided that they are received by the City prior to 2:00 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.

**3. Make public comments by telephone.** Dial (669) 444-9171. When prompted enter the following meeting ID: 843 3362 0125 followed by pound (#) and the following meeting passcode: 719941 followed by pound (#). When an item you wish to comment on is discussed, press \*9 on your telephone to raise your hand. When it is your turn, you will be unmuted and able to speak. Please note that your telephone number will be visible to the City. No party should expect privacy of such information.

**4. Make public comments by computer.**

- Visit [www.zoom.us](http://www.zoom.us)
- Click on “Join a Meeting” toward the top right of the webpage
- Enter the following meeting ID: 843 3362 0125
- Open the Zoom application following the on-screen prompts
- Enter the following meeting password: 719941
- Enter a name and email address as required by Zoom

When an item you wish to comment on is discussed, click on “Raise Hand.” When it is your turn, you will be unmuted and able to speak. Please note that information you enter into Zoom will be visible to the City. No party should expect privacy of such information.

## **I. CALL TO ORDER**

Introductory Note: Members of the public wishing to address the City Council on items appearing on this agenda are advised to indicate their interest in doing so at the time an item is considered by notifying City staff if present in-person, pressing \*9 on their telephone if participating by telephone, or clicking on “Raise Hand” if participating by computer via Zoom. Members of the public wishing to address the City Council on items *not* appearing on this agenda may do so during Item V.

## **II. ROLL CALL**

## **III. PLEDGE OF ALLEGIANCE**

## **IV. PRESENTATIONS AND CEREMONIAL MATTERS**

### **4.1 City Hall/Public Library Project Update**

*Recommendation:* Receive and file.

## **V. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

About Public Comments on Non-Agenda Items: This is the time and place for members of the public to address the City Council on items *not* appearing on this agenda. To indicate interest, please notify City staff if present in-person, press \*9 on your telephone if participating by telephone, or click on “Raise Hand” if participating by computer via Zoom. 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 member of 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 October 19, 2022.

### **6.2 City Treasurer’s Report**

*Recommendation:* Receive and file the City Treasurer’s Report for the month of November 2022.

6.3 Warrant Register

*Recommendation:* Approve the warrant register dated December 21, 2022 in the amount of \$884,033.01.

6.4 Teleconferencing for Meetings

*Recommendation:* Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ALLOWING FOR THE CONTINUED USE OF TELECONFERENCING FOR MEETINGS DURING THE COVID-19 STATE OF EMERGENCY, PURSUANT TO CALIFORNIA ASSEMBLY BILL 361 (2021-2022)

6.5 Fiscal Years 2021-23 Budget Adjustments & City Hall/Public Library Project

*Recommendation:*

1. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2021-23 BUDGET AND WORK PLAN FOR FISCAL YEAR 2021-22 COMMENCING JULY 1, 2021 AND ENDING JUNE 30, 2022, AND FISCAL YEAR 2022-23 COMMENCING JULY 1, 2022 AND ENDING JUNE 30, 2023, RELATED TO ALLOCATION OF EXISTING FEDERAL GRANTS FUND (AMERICAN RESCUE PLAN ACT (CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS)) APPROPRIATIONS TO THE CITY HALL/PUBLIC LIBRARY PROJECT

AND

2. Approve an increase of the City Manager's authorization to approve change orders for the contract agreement with iBuild

Spectrum, Inc. for the construction of the “City Hall/Public Library Project” to 31% of the \$2,270,413.01 base amount.

## **VII. PUBLIC HEARINGS**

### **7.1 Community Development Block Grant (CDBG) Public Facilities & Improvements Project Proposal**

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 2023-24 Public Facilities & Improvements grant program (County of Orange RFP No. 012-23010523-NC) to support the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7”, which generally consists of driveway and sidewalk improvements on El Toro Road.

AND

6. Adopt a resolution titled:

**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, MAKING RELATED AUTHORIZATIONS RELATED TO THE FISCAL YEAR 2023-24 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFP NO. 012-23010523-NC), AND DETERMINING AND CERTIFYING THAT THE SUBMITTAL OF A PROPOSAL AND ACCEPTANCE OF THE AWARD OF FUNDS IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

## **VIII. CITY COUNCIL BUSINESS**

### **8.1 Procurement of Recovered Organic Waste Products**

*Recommendation:* Approve an agreement with the Golden Rain Foundation of Laguna Woods for procurement of mulch in connection with California Senate Bill 1383 and authorize the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

## **IX. CITY COUNCIL REPORTS AND COMMENTS**

About City Council Reports and Comments: 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  
Mayor Pro Tem Conners; Alternate: Vacant
- 9.2 Orange County Fire Authority  
Councilmember Hatch
- 9.3 Orange County Library Advisory Board  
Mayor Moore; Alternate: Vacant

- 9.4 Orange County Mosquito and Vector Control District  
Councilmember Horne
- 9.5 San Joaquin Hills Transportation Corridor Agency  
Mayor Pro Tem Conners; Alternate: Mayor Moore
- 9.6 South Orange County Watershed Management Area  
Mayor Moore; Alternate: Councilmember Hatch
- 9.7 Other Comments and Reports

**[THE CITY COUNCIL WILL TAKE A BRIEF RECESS.]**

**X. CITY COUNCIL BUSINESS**

10.1 City Council Organization – Office of the Mayor

*Recommendation:* Appoint a member of the City Council to serve as Mayor effective immediately through December 2023.

10.2 City Council Organization – Office of the Mayor Pro Tem

*Recommendation:* Appoint a member of the City Council to serve as Mayor Pro Tem effective immediately through December 2023.

10.3 City Council Public Official Appointments

*Recommendation:*

1. Appoint members of the City Council to serve as a director and alternate on the California Joint Powers Insurance Authority Board of Directors from January 1, 2023 through December 31, 2024.

AND

2. Appoint members of the City Council to serve as a director, first alternate, and second alternate on the Coastal Greenbelt



Authority Board of Directors from January 1, 2023 through December 31, 2024.

AND

3. Appoint a member of the City Council to serve as a director on the Orange County Fire Authority Board of Directors from January 1, 2023 through December 31, 2024 by adopting a resolution titled:

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, 2023 THROUGH DECEMBER 31, 2024

AND

4. Appoint members of the City Council to serve as a member and alternate on the Orange County Library Advisory Board from January 1, 2023 through December 31, 2024.

AND

5. Appoint a representative to serve as a trustee on the Orange County Mosquito and Vector Control District Board of Trustees effective at Noon on January 2, 2023 through 11:59 a.m. on January 6, 2025.

AND

6. Appoint members of the City Council to serve as a director and alternate on the San Joaquin Hills Transportation Corridor Agency Board of Directors from January 1, 2023 through December 31, 2024.

AND

7. Appoint members of the City Council to serve as a member and

alternate on the South Orange County Watershed Management Area Executive Committee from January 1, 2023 through December 31, 2024.

#### 10.4 Investment Policy Review Committee Appointments

*Recommendation:* Appoint two members of the City Council to serve on a standing Investment Policy Review Committee from January 1, 2023 through December 31, 2024, in accordance with Administrative Policy 2.2 (Investment of Financial Assets).

#### 10.5 Laguna Woods Civic Support Fund Appointments

*Recommendation:* Appoint two members of the City Council to serve on the Laguna Woods Civic Support Fund Board of Directors from January 1, 2023 through December 31, 2024.

#### 10.6 Appointment of Liaisons to Community Bridge Builders (agendized by the Ad Hoc Anti-Hate Advisory Council Committee comprised of Mayor Pro Tem Conners and Councilmember Horne)

*Recommendation:*

1. Appoint two members of the City Council to serve as liaisons to Community Bridge Builders (a community group combating bias and prejudice in Laguna Woods) to foster communication between the City and Community Bridge Builders related to their shared interest in promoting diversity, equity and inclusion in Laguna Woods, from December 21, 2022 through December 31, 2024.

AND

2. Dissolve the Ad Hoc Anti-Hate Advisory Council Committee.

#### 10.7 City Council Meeting Schedule

*Recommendation:*

1. Approve modifications to the City Council meeting schedule for Fiscal Year 2022-23.

AND

2. Approve a City Council meeting schedule for Fiscal Year 2023-24.

**XI. CLOSED SESSION**

**XII. CLOSED SESSION REPORT**

**XIII. ADJOURNMENT**

Next Regular Meeting:

Wednesday, January 18, 2023 at 2 p.m.  
Laguna Woods City Hall  
24264 El Toro Road, Laguna Woods, California 92637

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**4.1**  
**CITY HALL/PUBLIC LIBRARY UPDATE**  
***(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:** December 21, 2022 Regular Meeting

**SUBJECT:** Consent Calendar Summary

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### **Recommendation**

Approve all proposed actions on the December 21, 2022 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 December 21, 2022 Consent Calendar contains the following items:

- 6.1 Approval of the City Council meeting minutes for the regular meeting on October 19, 2022.
- 6.2 Approval of a motion to receive and file the City Treasurer's Report for the month of November 2022.
- 6.3 Approval of the warrant register dated December 21, 2022 in the amount of \$884,033.01. A list of warrants is included in the agenda packet; detailed information about individual warrants is available at or from City Hall.

- 6.4 Adoption of a resolution allowing for the continued use of teleconferencing for meetings during the COVID-19 State of Emergency, pursuant to California Assembly Bill 361 (2021-2022). The proposed resolution includes the findings required by California Government Code Section 54953(e)(3) for meetings to continue to be held via teleconferencing.
- 6.5 [1] Adoption of a resolution amending and adopting the Fiscal Years 2021-23 Budget and Work Plan for Fiscal Year 2021-22 commencing July 1, 2021 and ending June 30, 2022, and Fiscal Year 2022-23 commencing July 1, 2022 and ending June 30, 2023, related to allocation of existing Federal Grants Fund (American Rescue Plan Act (Coronavirus Local Fiscal Recovery Funds)) appropriations to the City Hall/Public Library Project. The proposed resolution would increase the budget for the City Hall/Public Library Project by \$178,557 using American Rescue Plan Act funds that have already been appropriated but not yet allocated to specific projects. The additional funds would be used to address site drainage issues.

AND

[2] Approval of an increase of the City Manager's authorization to approve change orders for the contract agreement with iBuild Spectrum, Inc. for the construction of the "City Hall/Public Library Project" to 31% of the \$2,270,413.01 base amount. The City Council previously authorized the City Manager to approve change orders totaling approximately 21.9% of the base amount for this project. In the course of construction (which is presently underway), unanticipated issues were encountered related to site drainage, as well as opportunities to more efficiently construct improvements related to the City Hall Electric Vehicle Charging Infrastructure Project. Completing that work requires an increase in the City Manager's change order authorization from approximately 21.9% to 31% of the base amount for this project. No additional appropriations are required; sufficient funds are included in existing budgets to support the additional change orders.

**6.1**  
**CITY COUNCIL MINUTES**

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**CITY OF LAGUNA WOODS CALIFORNIA  
CITY COUNCIL MINUTES  
REGULAR MEETING  
October 19, 2022  
2:00 P.M.  
Laguna Woods City Hall  
24264 El Toro Road  
Laguna Woods, California 92637**

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Mayor Moore called for a moment of silence for those suffering in Iran.

A moment of silence was observed.

**I. CALL TO ORDER**

Mayor Moore called the Regular Meeting of the City Council of the City of Laguna Woods to order at 2:05 p.m.

**II. ROLL CALL**

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

All Councilmembers participated in-person at the meeting locations.

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

All staff participated in-person at the meeting location.

**III. PLEDGE OF ALLEGIANCE**

Orange County Fire Authority personnel led the pledge of allegiance.

**IV. PRESENTATIONS AND CEREMONIAL MATTERS**

4.1   Presentation Regarding Orange County Clerk-Recorder Services & South County Branch Office – Hugh Nguyen, Orange County Clerk-Recorder (agendized by Mayor Moore)

Daniel Gutierrez, Orange County Clerk-Recorder Office, made a presentation.

Councilmembers discussed the item and Mr. Gutierrez answered related questions.

4.2   Family Court Awareness Month – November 2022 (agendized by Mayor Moore)

Councilmembers made comments.

Moved by Councilmember Hatch and seconded by Mayor Pro Tem Conners, and carried unanimously on a 5-0 vote, to approve the proclamation.

4.3 City Hall/Public Library Project Update

City Manager Macon provided an update and answered related questions.

Councilmembers made comments.

**V. PUBLIC COMMENT – None**

**VI. CONSENT CALENDAR**

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

6.1 Approved the City Council meeting minutes for the regular meeting on August 17, 2022.

6.2 City Treasurer’s Report

Received and filed the City Treasurer’s Report for the month of September 2022.

6.3 Warrant Register

Approved the warrant register dated October 19, 2022 in the amount of \$1,043,277.85.

6.4 Teleconferencing for Meetings

Adopted a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ALLOWING FOR THE CONTINUED USE OF TELECONFERENCING FOR MEETINGS DURING THE COVID-19 STATE OF EMERGENCY, PURSUANT TO CALIFORNIA ASSEMBLY BILL 361 (2021-2022)

6.5 Fiscal Years 2021-23 Budget Adjustments

Adopted a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2021-23 BUDGET AND WORK PLAN FOR FISCAL YEAR 2021-22 COMMENCING JULY 1, 2021 AND ENDING JUNE 30, 2022,

AND FISCAL YEAR 2022-23 COMMENCING JULY 1, 2022 AND ENDING JUNE 30, 2023, RELATED TO ADJUSTMENTS OF GENERAL FUND APPROPRIATIONS TO SUPPORT BUILDING PERMITTING RECORDS DIGITIZATION AND THE ESTABLISHMENT OF A NEW MISCELLANEOUS SPECIAL REVENUE FUND TO ACCOUNT FOR NATIONAL OPIOIDS SETTLEMENT FUNDS AND THE PROCEEDS OF OTHER REVENUE SOURCES THAT ARE LEGALLY RESTRICTED OR COMMITTED TO EXPEDITURES FOR SPECIFIED PURPOSES BUT NOT SEPARATELY ACCOUNTED FOR AS PART OF ANOTHER SPECIAL REVENUE FUND

6.6 City Engineering and Traffic Operations 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 extension and amendment of the agreement with CivilSource, Inc. for city engineering and traffic operations services and authorized the City Manager to execute the extension and amendment, subject to approval as to form by the City Attorney.

6.7 City Hall/Public Library Project Architectural 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 extension of the agreement with obrARCHITECTURE, Inc. for City Hall/Public Library Project architectural services and authorized the City Manager to execute the extension, subject to approval as to form by the City Attorney.

6.8 Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and Via Campo Verde)

Rejected all bids received for the “Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and Via Campo Verde)” (bid opening date of September 29, 2022).

**VII. PUBLIC HEARINGS**

- 7.1 Site Development Permit SDP-2022-0001 to allow for (a) establishment of a fast/fast casual food establishment, including physical modifications of an existing 2,626 square

foot building and existing drive-through, queuing lane, parking, and landscape areas, and (b) construction of accessory (appurtenant) facilities and structures, at 23562 Moulton Parkway, Laguna Woods, CA 92637

City Manager Macon made a presentation and noted that the applicant has requested a continuance of the public hearing.

Councilmembers discussed the item and staff answered related questions.

Mayor Moore opened the public hearing.

Shawna Schaffner, applicant, commented on why the applicant is requesting a continuance of the public hearing.

Moved by Mayor Pro Tem Conners, seconded by Councilmember Horne, and carried unanimously on a 5-0 vote, to continue the public hearing to the regular meeting of the City Council on November 16, 2022 at 2 p.m. at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

- 7.2 Conditional Use Permit CUP-2022-0001 to allow for (a) alternative provisions to the off-street parking regulations set forth in the Laguna Woods Municipal Code, and (b) outdoor storage and display of merchandise, at 24322 El Toro Road, Laguna Woods, CA 92637

City Manager Macon made a presentation.

Mayor Moore opened the public hearing.

Cassie Permenter, applicant, made comments.

With no other requests to speak, the public hearing was closed.

Councilmembers discussed the item and staff answered related questions.

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2022-0001 TO ALLOW FOR (A) ALTERNATIVE PROVISIONS TO THE OFF-STREET PARKING REGULATIONS SET FORTH IN THE LAGUNA WOODS MUNICIPAL CODE, AND (B) OUTDOOR STORAGE AND DISPLAY OF MERCHANDISE, AT 24322 EL TORO ROAD, 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 15303 OF TITLE 14 OF THE



CALIFORNIA CODE OF REGULATIONS

7.3 2022 California Building Standards Code and Local Amendments

City Manager Macon made a presentation.

Mayor Moore opened the public hearing.

Councilmembers discussed the item and staff answered related questions.

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

1. Continue the public hearing to the regular meeting of the City Council on November 16, 2022 at 2 p.m. at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

AND

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING TITLE 10 OF THE LAGUNA WOODS MUNICIPAL CODE (BUILDINGS AND CONSTRUCTION) AND ADOPTING BY REFERENCE THE 2022 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE 2022 CALIFORNIA ADMINISTRATIVE CODE; THE 2022 CALIFORNIA BUILDING CODE; THE 2022 CALIFORNIA RESIDENTIAL CODE; THE 2022 CALIFORNIA ELECTRICAL CODE; THE 2022 CALIFORNIA MECHANICAL CODE; THE 2022 CALIFORNIA PLUMBING CODE; THE 2022 CALIFORNIA ENERGY CODE; THE 2022 CALIFORNIA HISTORICAL BUILDING CODE; THE 2022 CALIFORNIA EXISTING BUILDING CODE; THE 2022 CALIFORNIA GRENE BUILDING STANDARDS CODE; AND, THE 2022 CALIFORNIA REFERENCED STANDARDS CODE

AND

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING CHAPTER 10.12 (CALIFORNIA FIRE CODE) OF TITLE 10 (BUILDINGS AND

CONSTRUCTION) OF THE LAGUNA WOODS MUNICIPAL CODE AND ADOPTING BY REFERENCE THE 2022 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9) WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS THERETO

with the revisions to California Fire Code Section 407.5 as shown on page 8 of Exhibit A to the ordinance modified to read:

**407.5 Hazardous Materials Inventory Statement.** Where required by the fire code official, each application for a permit shall meet OCFA's Chemical Classification Guideline in accordance with Section 5001.5.2.

## VIII. CITY COUNCIL BUSINESS

### 8.1 Sign Regulations

City Manager Macon made a presentation.

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTIONS 13.20.030, 13.20.30, AND 13.20.160 OF THE LAGUNA WOODS MUNICIPAL CODE RELATED TO SIGN REGULATIONS, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

## IX. CITY COUNCIL REPORTS AND COMMENTS

### 9.1 Coastal Greenbelt Authority

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

### 9.2 Orange County Fire Authority

Councilmember Hatch provided a report.

Mayor Moore inquired about changes in state law related to teleconferencing for meetings.

City Attorney Patterson and City Manager Macon briefly responded to Mayor Moore's inquiry.

### 9.3 Orange County Library Advisory Board

Mayor Moore commented on an upcoming meeting's agenda.

9.4 Orange County Mosquito and Vector Control District

Councilmember Horne provided a report.

9.5 San Joaquin Hills Transportation Corridor Agency

Mayor Pro Tem Conners provided a report and responded to comments and a question from Councilmember Hatch.

9.6 South Orange County Watershed Management Area

Mayor Moore provided a report.

9.7 Other Comments and Reports

Councilmember Horne reported on the California Senior Legislature.

**X. CLOSED SESSION – None**

**XI. CLOSED SESSION REPORT – None**

**XII. ADJOURNMENT**

The meeting was adjourned at 3:35 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, November 16, 2022 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

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YOLIE TRIPPY, CMC, City Clerk

Approved: December 21, 2022

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CAROL MOORE, Mayor

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**6.2**  
**CITY TREASURER'S REPORT**

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**City of Laguna Woods**  
**City Treasurer's Report**  
 For the Month Ended November 30, 2022

ITEM 6.2

**CASH AND INVESTMENTS**

	Beginning Balances As of 10/31/22	Earnings & Receipts	Disbursements	Purchases, Transfers & Other Adjustments	Ending Balances As of 11/30/22	% of Total Cash & Investment Balances	Maximum % Allowed per Investment Policy
<b>Cash and Cash Equivalents</b>							
Analyzed Checking Account (Note 1)	\$ 431,243	\$ 593,446	\$ (883,961)	\$ 750,000	\$ 890,729	6.58%	
Cash Balances, Multi-Bank Securities (MBS) Account (Note 2 and 4)	\$ 3,242	\$ 11,040	\$ (3,395)	\$ -	\$ 10,887	0.08%	
Earned Interest in Transit and Accrued Interest, MBS Account (Note 4)	\$ 16,738	\$ 6,617	\$ (11,040)	\$ -	\$ 12,316	0.09%	
Petty Cash	\$ 1,500	\$ -	\$ (203)	\$ -	\$ 1,297	0.01%	
Total Cash and Cash Equivalents	\$ 452,724	\$ 611,103	\$ (898,599)	\$ 750,000	\$ 915,228	6.76%	100.00%
<b>Pooled Money Investment Accounts</b>							
Local Agency Investment Fund (LAIF) (Notes 2 and 3)	\$ 1,936,685	\$ -	\$ -	\$ 5,000,000	\$ 6,936,685	51.22%	
Orange County Investment Pool (OCIP) (Notes 2 and 3)	\$ 8,973,592	\$ 13,983	\$ (840)	\$ (5,750,000)	\$ 3,236,735	23.90%	
Total Pooled Money Investment Accounts	\$ 10,910,277	\$ 13,983	\$ (840)	\$ (750,000)	\$ 10,173,420	75.11%	90.00%
<b>Investments - Interest and Income Bearing</b>							
Certificates of Deposit (fair value) (Note 2)	\$ 2,459,491	\$ -	\$ -	\$ (3,948)	\$ 2,455,543	18.13%	
Total Investments - Interest and Income Bearing	\$ 2,459,491	\$ -	\$ -	\$ (3,948)	\$ 2,455,543	18.13%	30.00%
<b>TOTAL</b>	<b>\$ 13,822,492</b>	<b>\$ 625,086</b>	<b>\$ (899,438)</b>	<b>\$ (3,948)</b>	<b>\$ 13,544,191</b>	<b>100.00%</b>	

**Summary of Total Cash, Cash Equivalents, and Investments:**

	General Fund	Special Revenue Funds	Totals
Analyzed Checking Account	\$ (3,403,377)	\$ 4,294,106	\$ 890,729
Cash Balances, MBS Account	\$ 10,887	\$ -	\$ 10,887
Earned Interest in Transit and Accrued Interest, MBS Account	\$ 12,316	\$ -	\$ 12,316
Petty Cash	\$ 1,297	\$ -	\$ 1,297
LAIF	\$ 6,936,685	\$ -	\$ 6,936,685
OCIP	\$ 3,236,735	\$ -	\$ 3,236,735
Certificates of Deposit	\$ 2,455,543	\$ -	\$ 2,455,543
<b>Totals</b>	<b>\$ 9,250,085</b>	<b>\$ 4,294,106</b>	<b>\$ 13,544,191</b>

(See **NOTES** on Page 4 of 4)



**City of Laguna Woods**  
**City Treasurer's Report**  
**For the Month Ended November 30, 2022**

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
<b>Money Funds and Certificate of Deposits (CDs, Federal Deposit Insurance Corporation [FDIC] Insured)</b>														
61760ARV3	2018-7	MORGAN STANLEY PRIVATE BK NATL	60 months	11/06/18	11/15/18	245,000	242,185	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	237,055	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	242,018	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	238,569	245,000	2.850	Monthly	05/10/19	Green*	2.850	04/10/24
38150VBG3	2022-2	GOLDMAN SACHS BK USA	24 months	05/24/22	06/01/22	245,000	238,084	245,000	2.900	Semi-Annual	12/01/22	Green*	2.900	06/03/24
75472RBB6	2020-1	RAYMOND JAMES BK NATL ASSN	60 months	02/06/20	02/14/20	245,000	228,928	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	93,142	100,000	1.800	Monthly	05/01/20	Green***	1.800	03/31/25
14042TGG6	2022-1	CAPITAL ONE BK USA NATL ASSN	36 months	05/24/22	05/25/22	245,000	234,705	245,000	3.100	Semi-Annual	11/25/22	Green*	3.100	05/27/25
32022RRG4	2022-4	1ST FINL BK USA	48 months	06/15/22	06/24/22	245,000	231,214	245,000	3.150	Monthly	07/24/22	Green*	3.150	06/24/26
50625LBN2	2022-3	LAFAYETTE FED CR	60 months	05/24/22	06/15/22	245,000	228,791	245,000	3.250	Monthly	07/15/22	Green***	3.250	06/15/27
14042RUX7	2022-5	CAPITAL ONE BK USA NATL ASSN	60 months	10/06/22	10/13/22	245,000	240,852	245,000	4.500	Semi-Annual	04/13/23	Green*	4.500	10/13/27
Accrued Interest - Month End							12,316							
<b>Total CDs</b>						<b>2,545,000</b>	<b>2,467,858</b>	<b>2,545,000</b>						

(\*) 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 beginning in September 2017)

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

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

CUSIP	Investment #	Issuer	Term	Purchase Date	Settlement Date	Par Value	Market Value	Book Value	Stated Rate (Note 4)	Coupon Type	1st Coupon Date	Rating or Rank (*)	Yield to Maturity 365 Days	Maturity Date
N/A	N/A	Local Agency Investment Fund (LAIF)	N/A	Various	Various	6,948,806	6,936,685	6,948,806	Note 3	Quarterly	N/A	N/A	N/A	N/A
N/A	N/A	Orange County Investment Pool (OCIP)	N/A	Various	Various	3,380,226	3,236,735	3,380,226	Note 3	Monthly	N/A	N/A	N/A	N/A
<b>Total PMIA</b>						<b>10,329,031</b>	<b>10,173,420</b>	<b>10,329,031</b>						

(See **NOTES** on Page 4 of 4)





**City of Laguna Woods**  
**City Treasurer's Report**  
**For the Month Ended November 30, 2022**

ITEM 6.2

**CASH AND INVESTMENTS**

	<b>Beginning Balances As of 10/31/22</b>	<b>Contributions / (Withdrawals)</b>	<b>Administrative Fees &amp; Investment Expense</b>	<b>Unrealized Gain / (Loss)</b>	<b>Ending Balances As of 11/30/22</b>
<b>Other Post-Employment Benefits (OPEB) Trust</b>					
CalPERS California Employers' Retiree Benefit Trust (CERBT) (Note 2) <small>(CERBT holds all assets and administers the OPEB Trust)</small>	\$ 120,126	\$ -	\$ (9)	\$ 6,902	\$ 127,019
<b>Employer Pension Contributions Trust</b>					
CalPERS California Employers' Pension Prefunding Trust (CEPPT) (Note 2) <small>(CEPPT holds all assets and administers the Employer Pension Contributions Trust)</small>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Funds - Held in Trust</b>	<u>\$ 120,126</u>	<u>\$ -</u>	<u>\$ (9)</u>	<u>\$ 6,902</u>	<u>\$ 127,019</u>

(See **NOTES** on Page 4 of 4)



**City of Laguna Woods**  
**City Treasurer's Report**  
**For the Month Ended November 30, 2022**

**CASH AND INVESTMENTS**

**Notes:**

Note 1 - Analyzed Checking Account / Monthly activity reported does not reflect November 2022 vendor invoicing processed after the date of this report.

Note 2 - During November 2022, transaction activity in pooled money investment accounts, investment accounts and fiduciary trusts included:

LAIF / The City transferred \$5,000,000 to LAIF from the City's OCIP account. There were no withdrawals from the LAIF account. The balance includes an adjustment in the amount of (\$12,120.51) to reflect the fair market value of the investment at June 30, 2022.

OCIP / The City made no deposits to the OCIP account and withdrew \$750,000, which was deposited in the City's checking account for cash flow purposes. The City also withdrew \$5,000,000 and transferred the amount to the City's LAIF account which currently yields higher interest rates. The balance includes an adjustment in the amount of (\$143,491.10) to reflect the fair market value of the investment at June 30, 2022.

Investments / There were no maturities or purchases of investments. Investments were adjusted in the amount of (\$3,948.30) to report balances at fair market value as of November 30, 2022.

OPEB Trust / The City made no contributions to or withdrawals from the OPEB Trust. The OPEB Trust experienced a net gain of \$6,893.37 in November 2022.

Employer Pension Contributions Trust / In April 2021, the City elected to participate in the CEPPT. The City has not yet made contributions to the CEPPT.

Note 3 - Investment earnings on pooled money investment accounts deposited and reported in November 2022 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	\$0.00	See Notes	See Notes	January 2023	Total pool interest yield for November 2022 was 2.007% and the City's yield will be slightly lower based on allocation ratios and administrative fees to be deducted.
OCIP	Monthly	\$13,983	July & August 2022	See Notes	See Notes	Interest is posted three months in arrears and fees are posted monthly. Accrued interest pending payment at November 30, 2022 was \$32,204.57. November interest rate and fees were not available at the time of this report. October 2022 interest rate was 1.846% and fees were 0.055%, for a net yield of 1.791%.

Note 4 - CDs / The stated earnings rate for CDs is a fixed rate for the full term. The City earned interest of \$11,039.94 and transferred out \$3,394.93 in cash balances to the City's checking account in November 2022. Cash balances to be invested or paid out are classified separately on page 1 of 4. The City's portfolio also has \$12,315.69 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.

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 Elizabeth Torres  
 Date: 2022.12.14  
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Elizabeth Torres, City Treasurer

**6.3**  
**WARRANT REGISTER**

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**CITY OF LAGUNA WOODS**  
**WARRANT REGISTER**  
**December 21, 2022**

ITEM 6.3

This Report Covers the Period 11/01/2022 through 11/30/2022

Date	Vendor Name	Description	Amount
<b>Debit</b>			
<i>Automatic Bank Debits:</i>			
11/01/2022	CALPERS - RETIREMENT	Unfunded Accrued Liability / October 2022	230.33
11/01/2022	CALPERS - RETIREMENT	Unfunded Accrued Liability / October 2022	116.67
11/02/2022	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / October 2022	1,104.84
11/02/2022	AUTHORIZE.NET	Online Credit Card Processing Fees / October 2022	12.00
11/02/2022	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / November 2022	497.29
11/04/2022	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 10/07/2022 & 10/21/2022	429.12
11/08/2022	NAVIA BENEFIT SOLUTIONS	125 Cafeteria Plan Administration / October 2022	100.00
11/08/2022	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/07/2022	3,157.93
11/08/2022	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/07/2022	1,692.47
11/09/2022	ADP TAX	Payroll Taxes / Pay Period Ended 11/04/2022	9,286.08
11/09/2022	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 11/04/2022	22,130.88
11/10/2022	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / November 2022	978.42
11/10/2022	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / November 2022	261,943.67
11/14/2022	CALPERS - HEALTH	Employee Benefit Program / November 2022	7,387.03
11/14/2022	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 11/04/2022	1,520.00
11/15/2022	U.S. BANK	Bank Service Charges / October 2022	75.26
11/22/2022	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/22/2022	3,157.96
11/22/2022	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/22/2022	1,794.83
11/22/2022	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/22/2022	182.78
11/23/2022	ADP TAX	Payroll Taxes / Pay Period Ended 11/18/2022	8,513.13
11/23/2022	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 11/18/2022	21,007.98
11/25/2022	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 11/18/2022	1,520.00
11/25/2022	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / November 2022	466.24
<b>Check</b>			
<b>Number</b>			
<i>Warrants:</i>			
6214	11/04/2022	ABOUND FOOD CARE	317.00
6215	11/04/2022	ACC BUSINESS	608.66
6216	11/04/2022	AT&T	46.60
6217	11/04/2022	AT&T	230.84
6218	11/04/2022	AT&T	2,612.72
6219	11/04/2022	BRIGHTVIEW LANDSCAPE SERVICES, INC.	17,229.95
6220	11/04/2022	BROAD SKY NETWORKS	171.45
6221	11/04/2022	CAPTIONING UNLIMITED	200.00
6222	11/04/2022	COUNTY OF ORANGE	1,366.00
6223	11/04/2022	CSMFO	125.00
6224	11/04/2022	DONNA'S RADIUS MAPS	1,074.45
6225	11/04/2022	G2 CONSTRUCTION, INC	2,200.00
6226	11/04/2022	IBUILD SPECTRUM INC.	281,280.79
6227	11/04/2022	JOHN L. HUNTER & ASSOCIATES, INC	5,575.00
6228	11/04/2022	MICHAEL BAKER INTERNATIONAL	4,245.50
6229	11/04/2022	ORKIN	1,475.00
6230	11/04/2022	PETTY CASH	-

**CITY OF LAGUNA WOODS**  
**WARRANT REGISTER**  
**December 21, 2022**

ITEM 6.3

This Report Covers the Period 11/01/2022 through 11/30/2022

Date	Vendor Name	Description	Amount	
6231	11/04/2022	TRAUMA INTERVENTION PROGRAMS, INC	Emotional & Practical Support Services / Fiscal Year 2022-23	1,998.24
6232	11/04/2022	YUNEX LLC	Traffic Signal Maintenance / July & October 2022	5,673.33
6233	11/10/2022	360CIVIC	Website Hosting / October 2022	200.00
6234	11/10/2022	AT&T	White Pages / November 2022	4.62
6235	11/10/2022	COASTAL CURRENT ELECTRIC	Cancelled Permit Refund	99.00
6236	11/10/2022	COUNTY OF ORANGE	Newport Bay Watershed Cost-Share / Fiscal Year 2022-23	13,297.27
6237	11/10/2022	IRWIN B BORNSTEIN, CPA	Financial Consulting Services / October 2022	325.00
6238	11/10/2022	OBR ARCHITECTURE, INC.	City Hall/Public Library Project	2,000.00
6239	11/10/2022	ORANGE COUNTY CITY MANAGER ASSOCIATION	Membership Dues / Fiscal Year 2022-23	432.00
6240	11/10/2022	PRACTICAL DATA SOLUTIONS	IT Support Services / October 2022	3,846.58
6241	11/10/2022	PV MAINTENANCE INC	Street, City Hall & Park Maintenance / October 2022	11,503.49
6242	11/10/2022	SOUTHERN CALIFORNIA EDISON	Electric Services / September - October 2022	7,100.17
6243	11/10/2022	SOUTHERN CALIFORNIA GAS COMPANY	Gas Service - City Hall / October 2022	30.30
6244	11/10/2022	SWEEPING CORPORATION OF AMERICA	Street Sweeping Services / October 2022	3,480.00
6245	11/10/2022	US BUILDERS AND CONSULTANTS	City Hall Refurbishment & Safety Project: Phase 3	56,338.80
6246	11/21/2022	360CIVIC	Website Maintenance / November 2022	700.00
6247	11/21/2022	AMAZON CAPITAL SERVICES	Office Supplies	83.98
6248	11/21/2022	AMERICAN PLANNING ASSOCIATION	Membership Dues / Calendar Year 2023	470.00
6249	11/21/2022	BARTEL ASSOCIATES, LLC	GASB 68 & 75 Reports / Fiscal Year 2021-22	4,000.00
6250	11/21/2022	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / October 2022	15,877.40
6251	11/21/2022	BROWN ARMSTRONG ACCOUNTANCY CORPORATION	Audit Services / Fiscal Year 2021-22	3,500.00
6252	11/21/2022	BUREAU VERITAS NORTH AMERICA INC	Building Plan Review Services / September 2022	9,542.50
6253	11/21/2022	CALIFORNIA YELLOW CAB	Taxi Voucher Services / October 2022	465.00
6254	11/21/2022	CIVIL SOURCE	Traffic Engineering / October 2022	17,635.00
6255	11/21/2022	COUNTY OF ORANGE	Aliso Creek Watershed Cost-Share / Fiscal Year 2022-23	2,236.50
6256	11/21/2022	COUNTY OF ORANGE	South Orange County Watershed Management Area Cost-Share / Fiscal Year 2022-23	7,987.73
6257	11/21/2022	COUNTY OF ORANGE	Automated Fingerprint ID System / November 2022	613.00
6258	11/21/2022	DC PLUMBING, HEATING AND AIR CONDITIONING	City Hall Maintenance	940.00
6259	11/21/2022	FOREST PRINTING & COPYING INC	Printing Services	2,370.50
6260	11/21/2022	FUSCOE ENGINEERING, INC.	Engineering Services	425.00
6261	11/21/2022	KONE INC.	City Hall Elevator Maintenance / November 2022	225.00
6262	11/21/2022	LSA ASSOCIATES, INC.	Planning Services / June & September 2022	17,717.25
6263	11/21/2022	ORANGE COUNTY REGISTER-NOTICES	Public Notices / October 2022	5,123.32
6264	11/21/2022	RICOH USA, INC.	Copier Lease / December 2022	246.57
6265	11/21/2022	RICOH USA, INC.	Copier Usage / August - October 2022	90.84
6266	11/21/2022	RJM DESIGN GROUP	Landscape Architectural Services	1,114.60
6267	11/21/2022	RUTAN & TUCKER, LLP	Legal Services / October 2022	7,692.07
6268	11/21/2022	SOUTHERN CALIFORNIA SHREDDING,	Shredding Services / October 2022	450.00
6269	11/21/2022	WILLDAN ENGINEERING	Code Enforcement Services / September - October 2022	5,430.00
6270	11/21/2022	WM CURBSIDE, LLC	HHW, Medicine & Sharps Program / October 2022	6,501.08
<b>Total Bank Debits and Warrants:</b>			<b>\$ 883,830.01</b>	

**CITY OF LAGUNA WOODS  
WARRANT REGISTER  
December 21, 2022**

This Report Covers the Period 11/01/2022 through 11/30/2022

Date	Vendor Name	Description	Amount
<b>Petty Cash Expenditures Paid Out</b> (See Note 2)			
	OC Clerk-Recorder	Document Recording	\$50.00
	OC Clerk-Recorder	Document Recording	\$50.00
	OC Clerk-Recorder	Document Recording	\$103.00
		<b>Total Petty Cash:</b>	<u><u>\$203.00</u></u>
<b>TOTAL</b>			<b>\$ 884,033.01</b>

**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 November 2022, the following Councilmembers received compensation in the amount of \$300: Conners, Hatch, Horne, and Tao.


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

Note 3 - No credit card transactions were paid during this time period.

**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.

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Elizabeth Torres  
Date: 2022.12.14  
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Elizabeth Torres, Administrative Services Director/City Treasurer

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## **6.4 TELECONFERENCING FOR MEETINGS**

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**RESOLUTION NO. 22-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ALLOWING FOR THE CONTINUED USE OF TELECONFERENCING FOR MEETINGS DURING THE COVID-19 STATE OF EMERGENCY, PURSUANT TO CALIFORNIA ASSEMBLY BILL 361 (2021-2022)

**WHEREAS**, on February 26, 2020, the County of Orange Health Officer declared a Local Health Emergency and the Chairwoman of the Board of Supervisors, acting as the Chair of Emergency Management Council, proclaimed a Local Emergency finding that the imminent and proximate threat to public health from the introduction of COVID-19 created conditions of extreme peril to the safety of persons and property within the territorial limits of Orange County; and

**WHEREAS**, on March 2, 2020, the Orange County Board of Supervisors adopted resolutions No. 20-011 and 20-012 ratifying the Local Health Emergency and Local Emergency, referenced above; and

**WHEREAS**, on March 4, 2020, the Governor of the State of California proclaimed a State of Emergency in response to COVID-19, pursuant to Section 8625 of the California Emergency Services Act (Article 1 [commencing with Section 8550] of Chapter 7 of Division 1 of Title 2); and

**WHEREAS**, on March 11, 2020 the World Health Organization publicly characterized COVID-19 as a pandemic; and

**WHEREAS**, on March 13, 2020, the President of the United States declared a National Emergency due to the spread and the effects of COVID-19; and

**WHEREAS**, the State of California (California Department of Industrial Relation's Division of Occupational Safety and Health's Revised COVID-19 Prevention Emergency Temporary Standards effective May 6, 2022) and County of Orange Health Officer (Orders and Strong Recommendations revised September 23, 2022) continue to impose or recommend measures to promote social distancing; and

**WHEREAS**, on March 17, 2020, the Governor of the State of California issued Executive Order N-29-20 that, in an effort to confront and contain COVID-19, suspended certain provisions of the Ralph M. Brown Act providing local

agencies with greater flexibility to hold meetings via teleconferencing; and

**WHEREAS**, on September 16, 2021, the Governor of the State of California signed Assembly Bill 361 (2020-2022) (“AB 361”) amending the Ralph M. Brown Act providing local agencies with greater flexibility to hold meetings via teleconferencing during a proclaimed state of emergency when: (1) state or local officials have imposed or recommended measures to promote social distancing and/or (2) the legislative body of the local agency has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees (California Government Code Section 54953(e)(1)); and

**WHEREAS**, AB 361 was chaptered into law as an urgency statute with its effectiveness waived until October 1, 2021, subject to the Governor of the State of California’s Executive Order N-15-21 dated September 20, 2021; and

**WHEREAS**, in order to continue holding meetings via teleconferencing, AB 361 requires the legislative body of a local agency to periodically make the findings set forth in California Government Code Section 54953(e)(3).

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

**SECTION 1.** The above recitals are true and correct.

**SECTION 2.** The City Council does hereby find the following:

(A) A state of emergency has been proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 [commencing with Section 8550] of Chapter 7 of Division 1 of Title 2); and

(B) The City Council has reconsidered the circumstances of the state of emergency; and

(C) The state of emergency continues to directly impact the ability of the members of the City Council to meet safely in person; and

(D) State and local officials continue to impose or recommend measures to promote social distancing.

**SECTION 3.** The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2022.

\_\_\_\_\_  
CAROL MOORE, 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. 22-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 2022, by the following vote:

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

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

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**6.5**  
**FISCAL YEARS 2021-23 BUDGET**  
**ADJUSTMENTS & CITY HALL/PUBLIC LIBRARY**  
**PROJECT**

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**RESOLUTION NO. 22-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2021-23 BUDGET AND WORK PLAN FOR FISCAL YEAR 2021-22 COMMENCING JULY 1, 2021 AND ENDING JUNE 30, 2022, AND FISCAL YEAR 2022-23 COMMENCING JULY 1, 2022 AND ENDING JUNE 30, 2023, RELATED TO ALLOCATION OF EXISTING FEDERAL GRANTS FUND (AMERICAN RESCUE PLAN ACT (CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS)) APPROPRIATIONS TO THE CITY HALL/PUBLIC LIBRARY PROJECT

**WHEREAS**, the Fiscal Years 2021-23 Budget (“Budget”) was adopted by the City Council on June 23, 2021; and

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

**WHEREAS**, the “City Hall/Public Library Project” is included in the Capital Improvement Program; and

**WHEREAS**, additional funds are needed to address unanticipated issues related to site drainage; and

**WHEREAS**, the City Council wishes to allocate existing Federal Grants Fund (American Rescue Plan Act (Coronavirus Local Fiscal Recovery Funds)) appropriations in the amount of \$178,557 to address unanticipated issues related to site drainage; and

**WHEREAS**, there are sufficient unallocated Federal Grants Fund (American Rescue Plan Act (Coronavirus Local Fiscal Recovery Funds)) appropriations to accommodate the desired allocation; and

**WHEREAS**, with the proposed allocation of existing appropriations, the total City Hall/Public Library Project budget would be \$2,946,903 (\$558,931 Capital Projects Fund, \$500,000 State of California Grants Fund, and \$1,887,972 Federal Grants Fund).

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

AS FOLLOWS:

**SECTION 1.** The following allocations are made from the American Rescue Plan Act (Coronavirus Local Fiscal Recovery Funds) funds budgeted in the Federal Grants Fund. Appropriations not allocated to a specific use total \$1,383,489.

<i>City Council Action</i>	<i>Use</i>	<i>Allocation</i>
10/29/21	City Hall/Public Library Project	\$1,552,044
6/15/22	El Toro Road and Moulton Parkway Water Quality Treatment Project	\$186,500
6/15/22	City Hall/Public Library Project	\$157,371
6/15/22	City-maintained Catch Basins Full Capture Systems Retrofit Project	\$84,896
6/15/22	Woods End Wilderness Preserve Trail Drainage and Improvement Project	\$37,500
9/15/22	Ridge Route Drive Landscape Project	\$211,300
XX/XX/22	City Hall/Public Library Project	\$178,557
TOTAL		\$2,408,168

**SECTION 2.** The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2022.

\_\_\_\_\_  
CAROL MOORE, 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. 22-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 2022, by the following vote:

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

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YOLIE TRIPPY, CMC, City Clerk

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**7.1**

**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:** December 21, 2022 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 2023-24 Public Facilities & Improvements grant program (County of Orange RFP No. 012-23010523-NC) to support the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7”, which generally consists of driveway and

sidewalk improvements on El Toro Road.

AND

6. Adopt a resolution titled:

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, MAKING RELATED AUTHORIZATIONS RELATED TO THE FISCAL YEAR 2023-24 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFP NO. 012-23010523-NC), AND DETERMINING AND CERTIFYING THAT THE SUBMITTAL OF A PROPOSAL AND ACCEPTANCE OF THE AWARD OF FUNDS IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

**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
- Fiscal Year 2021-22: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5” – \$150,000 [subsequent to the award, an additional \$200,000 was awarded for a total of \$350,000; as with all previous ADA Project awards, no match by City funds was required]
- Fiscal Year 2022-23: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 6” – \$150,000 [subsequent to the award, an additional \$200,000 was awarded for a total of \$350,000; as with all previous ADA Project awards, no match by City funds was required]

TOTAL FUNDING AWARDED TO THE CITY SINCE THE BEGINNING OF THE ANNUAL ADA PROJECT: \$1,287,100

## **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 7” (“Project”). The Project generally consists of driveway and sidewalk improvements on El Toro Road, including reconstruction of the driveways at Westbound El Toro Road/Geneva Presbyterian Church and Eastbound El Toro Road/East of Tanager.

The Project is included in the Fiscal Years 2021-2032 Capital Improvement Program as a planned project for Fiscal Year 2023-24, contingent on the receipt of external funding. The Capital Improvement Program anticipates that the City will apply for CDBG funding for the Project.

The County of Orange anticipates awarding funding in spring 2023 with grant terms beginning and ending in Fiscal Year 2023-24.

### **Environmental Review**

The City Council will be asked to find 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 prospective acceptance of the award of funds. The proposed action 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 funding proposal and prospective acceptance of the award of funds 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).

Report Prepared With: April Baumgarten, Maintenance Programs Analyst

Attachment: A – Proposed Resolution

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**RESOLUTION NO. 22-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, MAKING RELATED AUTHORIZATIONS RELATED TO THE FISCAL YEAR 2023-24 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFP NO. 012-23010523-NC), AND DETERMINING AND CERTIFYING THAT THE SUBMITTAL OF A PROPOSAL AND ACCEPTANCE OF THE AWARD OF FUNDS IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

**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 2023-24 Public Facilities & Improvements grant program (County of Orange RFP No. 012-23010523-NC) to support the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7”; 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 2023-24 Public Facilities & Improvements grant program (County of Orange RFP No. 012-23010523-NC) to support the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7”.

**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. 012-23010523-NC, which will be used to support the City’s Public Facilities & Improvements Project titled “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7”.

**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. 012-23010523-NC.

**SECTION 4.** After reviewing the entire project record, the City Council hereby determines and certifies that this project has no possibility of having a significant effect on the environment. The action relates only to the submittal of a funding proposal and prospective acceptance of the award of funds. The action 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 submittal of a funding proposal and prospective acceptance of the award of funds 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.

**SECTION 5.** The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2022.

\_\_\_\_\_  
CAROL MOORE, 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. 22-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 2022, by the following vote:

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

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YOLIE TRIPPY, CMC, City Clerk

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**8.1**  
**PROCUREMENT OF RECOVERED ORGANIC  
WASTE PRODUCTS**

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# City of Laguna Woods

## Agenda Report

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Christopher Macon, City Manager

**FOR:** December 21, 2022 Regular Meeting

**SUBJECT:** Procurement of Recovered Organic Waste Products

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### **Recommendation**

Approve an agreement with the Golden Rain Foundation of Laguna Woods for procurement of mulch in connection with California Senate Bill 1383 and authorize the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

### **Background**

California Senate Bill 1383 (Lara, Chapter 395, Statutes of 2016) and the Senate Bill 1383 regulations adopted by the California Department of Resources Recycling and Recovery (“CalRecycle”) require local governments to annually procure a quantity of recovered organic waste products that meets or exceeds a procurement target calculated by multiplying each local population as of January 1, 2021 (and every five years thereafter) by 0.08 tons of organic waste.

For the five-year period beginning January 1, 2022 and ending December 31, 2026, CalRecycle has calculated the City’s recovered organic waste product procurement target as 1,283 tons, based on a population estimate of 16,036.

With recent population estimates from the U.S. Census Bureau and California Department of Finance higher than CalRecycle’s January 1, 2021 assumption, it is anticipated that the City’s recovered organic waste product procurement target will increase for the next five-year period (January 1, 2027 through December 31, 2031). A hypothetical population estimate of 18,000 would result in a requirement

for the City to procure an additional 157 tons annually.

For the purpose of Senate Bill 1383, “recovered organic waste products” generally include compost, renewable gas, electricity from biomass conversion, and mulch, when made from California, landfill-diverted recovered organic waste processed at a permitted or otherwise authorized operation or facility.

Local governments may procure recovered organic waste products directly (e.g., for use by the local government or as a giveaway to other parties) and/or by way of contract service providers (e.g., as a contractual requirement).

Through the solid waste handling services agreement with CR&R Incorporated, the City presently procures an estimated 329 tons (6,912.5 diesel gallon equivalent) of renewable gas annually<sup>1</sup>, resulting in an estimated procurement shortfall of 954 tons annually (1,283-ton recovered organic waste product procurement target less 329 tons of renewable gas).

California Assembly Bill 1985 (Rivas, Chapter 344, Statutes of 2022) was signed into law on September 16, 2022 and provides local governments with flexibility to phase in procurement efforts. Administrative civil penalties that would otherwise apply are waived for local governments that meet or exceed 30% of their recovered organic waste product procurement targets by December 31, 2023 and 65% by December 31, 2024. 100% compliance is required by January 1, 2025.

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<sup>1</sup> In anticipation of Senate Bill 1383’s procurement requirements, staff pursued opportunities to require contract service providers to procure recovered organic waste products on the City’s behalf.

The solid waste handling services agreement that was entered into with CR&R Incorporated effective January 1, 2022 includes a requirement for collection vehicles to be fueled by renewable gas or for an equivalent amount of renewable gas or other Senate Bill 1383-compliant fuel to be annually procured on the City’s behalf. The term of the solid waste handling services agreement runs through June 30, 2032 with the potential for an extension through June 30, 2037.

In April 2021, staff solicited competitive proposals for street sweeping services with a stated preference for proposals that included street sweepers fueled by renewable gas. No such proposals were received.

Staff is currently in discussions with BrightView Landscape Services regarding transitioning the mulch used in City-maintained landscaping (e.g., medians and parks) to Senate Bill 1383-compliant mulch. The term of the City’s agreement with BrightView Landscape Services runs through June 30, 2023.

Staff plans to continue encouraging the use of renewable gas and other recovered organic waste products in future competitive procurement processes, with a goal of increasing and diversifying procurement of the same in anticipation of future, increased procurement targets.

## **Discussion**

Today’s meeting is an opportunity for City Council action, as well as public input, on a proposed agreement with the Golden Rain Foundation of Laguna Woods for procurement of mulch in connection with Senate Bill 1383. Staff recommends that the City Council approve the agreement to further compliance with Senate Bill 1383. While Assembly Bill 1985 allows for a more extended phase-in, the proposed agreement is anticipated to result in full compliance with the City’s recovered organic waste procurement target for the current five-year period with an option to continue the agreement for the next five-year period, thereby helping to address procurement requirements through December 31, 2031.

As proposed, the City would purchase 1,000 tons of mulch produced by the Golden Rain Foundation for each of the 2023 through 2026 calendar years at a price of \$9.90 per ton (\$9,900 annually; \$39,600 over four years). The mulch would be donated back to the Golden Rain Foundation for use within Laguna Woods Village without the City ever taking possession of it. This approach of effectively providing financial assistance for the operation of the Golden Rain Foundation’s existing mulch production effort constitutes procurement under Senate Bill 1383.

For the 2027 through 2031 calendar years, the proposed agreement includes a right of first refusal for the City to purchase up to 1,100 tons of mulch under similar terms and conditions, although likely at a higher price representing the Golden Rain Foundation’s then-current mulch production costs.

*Table 1: Proposed Annual Procurement Strategy through December 31, 2026*

<b>Products Procured</b>	<b>Estimated Quantity</b>
Renewable gas (CR&R Incorporated)	329 tons
Mulch (Golden Rain Foundation)	1,000 tons
TOTAL	1,329 tons <sup>2</sup>

The Golden Rain Foundation’s Board of Directors has reviewed and approved the proposed agreement.

In evaluating options to comply with Senate Bill 1383’s procurement requirements,

<sup>2</sup> Staff has intentionally proposed an annual procurement strategy that is estimated to result in procurement approximately 3.5% greater than the City’s recovered organic waste product procurement target in order to accommodate potential fluctuations in the quantity of renewable gas used by CR&R Incorporated.

staff contended with city-specific constraints including (i) a lack of City-maintained landscape areas where mulch can be applied in the quantity required, as compared to other cities with more expansive public property; and (ii) a lesser ability to give away large quantities of mulch to residents, as compared to other cities, due to comparatively fewer private yards and most landscape areas being maintained by homeowners' associations that benefit from the Golden Rain Foundation's existing mulch production effort. Ultimately, staff identified the approach set forth in the proposed agreement as a cost-effective way of complying with Senate Bill 1383's procurement requirements while reinvesting City monies in Laguna Woods. Alternate approaches would involve the purchase of mulch or other recovered organic waste products from outside Laguna Woods.

### **Fiscal Impact**

The proposed agreement would result in new costs as follows:

*Table 2: New Mulch Procurement Costs through December 31, 2026*

<b>Compliance Year</b>	<b>Payment Deadline (Fiscal Year)</b>	<b>Payment Amount</b>
2023	August 31, 2023 (Fiscal Year 2023-24)	\$9,900
2024	August 31, 2024 (Fiscal Year 2024-25)	\$9,900
2025	August 31, 2025 (Fiscal Year 2025-26)	\$9,900
2026	August 31, 2026 (Fiscal Year 2026-27)	\$9,900
TOTAL		\$39,600

Funding for the new mulch procurement costs would be addressed as part of the Fiscal Years 2023-25 and 2025-27 budget development processes.

The proposed agreement includes an option for the City to purchase mulch for the 2027 through 2031 calendar years. The Golden Rain Foundation would calculate its mulch price for those years no later than March 31, 2026 with the City required to notify the Golden Rain Foundation of its intent to purchase no later than July 31, 2026. The City's consideration of those costs would occur in 2026 and, if mulch continues to be purchased, funding would likely be addressed as part of the Fiscal Years 2027-29 and 2029-31 budget development processes.

Report Prepared With: Nadia Cook, Regulatory Programs Analyst

Attachment: A – Proposed Agreement

**AGREEMENT BETWEEN THE**  
**CITY OF LAGUNA WOODS**  
**AND THE**  
**GOLDEN RAIN FOUNDATION OF LAGUNA WOODS**  
**FOR PROCUREMENT OF MULCH IN CONNECTION**  
**WITH CALIFORNIA SENATE BILL 1383**

This agreement (the “Agreement”) is made and entered into as of \_\_\_\_ day of \_\_\_\_\_, 2022 (the "Effective Date"), between the City of Laguna Woods (“City”) and the Golden Rain Foundation of Laguna Woods (“GRF”).

**R E C I T A L S**

A. In 2016, California Senate Bill 1383 was chaptered into law. California Senate Bill 1383 aims to reduce methane, hydrofluorocarbon gas, and anthropogenic black carbon emissions in a statewide effort to combat climate change and improve public health. Central to the reduction of landfill disposal-related methane emissions are targets to reduce organic waste disposal by 75% and recover 20% of edible food waste by 2025.

B. California Senate Bill 1383 authorized the California Department of Resources Recycling and Recovery (“CalRecycle”) to adopt implementing regulations, which are now codified in 14 California Code of Regulations (“CCR”), Division 7, Chapter 12 (California Senate Bill 1383 and its implementing regulations are referred to herein collectively as “SB 1383”).

C. Amongst other things, SB 1383 imposes an obligation upon all cities and counties to procure recovered organic waste products based on certain procurement targets, and to comply with related requirements set forth in state law, including 14 CCR, Div. 7, Ch. 12, Article 12, commencing with § 18993.1.

D. GRF owns and operates a facility (“GRF Facility”) that produces mulch which meets the definition of “mulch” and qualifies as a recovered organic waste product as set forth in SB 1383, and specifically the definition set forth in 14 CCR § 18993.1(f)(4).

E. City is authorized to meet its SB 1383 procurement obligations by purchasing recovered organic waste products, such as mulch produced at the GRF Facility, and then either using it or giving it away.

F. Mulch produced at the GRF Facility is used in landscaping within the residential community of Laguna Woods Village, Laguna Woods, California.

G. The parties agree, by entering into this Agreement, that City will purchase mulch from GRF, and thereafter donate it back to GRF at no cost for use in landscaping within the residential community of Laguna Woods Village, Laguna Woods, California, unless otherwise authorized, based on prices and other terms as more fully set forth herein.

H. The parties find, in approving this Agreement, that City’s purchase of mulch as contemplated herein (a) provides a benefit to City by assisting with City’s procurement obligations under SB 1383; (b) provides a benefit to GRF (and, by extension, the members of Laguna Woods Village who pay assessments to GRF) by financially assisting with operation of the GRF Facility;

and (c) provides environmental benefits by ensuring that mulch produced within the City’s jurisdiction is used locally, with common benefits of such use including enhanced soil quality.

### **AGREEMENT**

In consideration of the foregoing Recitals, which are incorporated herein by this reference, and the covenants and promises hereinafter contained, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties hereto agree as follows:

1. Purchase of Mulch. City agrees to purchase 1,000 tons per year of mulch from GRF in each of the following calendar years: 2023, 2024, 2025, and 2026.

2. Purchase Price; Price Formula. City shall pay a price of \$9.90 per ton for each ton of mulch it purchases from GRF between the Effective Date and December 31, 2026, with the payment due to GRF in the amount of \$9,900 no later than August 31 annually. This price was established using the price of \$3.17 per cubic yard, which reflects GRF’s cost to produce mulch at the GRF Facility as of the Effective Date, taking into account the hourly rate it pays persons who operate the GRF Facility, the time they spend, and fuel (the “Price Formula.”).

3. Donation of Mulch to GRF. City will never take possession of the mulch it purchases hereunder, and rather shall donate it to GRF at no cost. GRF agrees to accept the donation of mulch from City, and to use all mulch purchased by City and subsequently donated to it, within the residential community of Laguna Woods Village, Laguna Woods, California, by applying to landscaping, or for other purposes that meet the requirements of 14 CCR § 18993.1 and § 18993.2. GRF may request the ability to use mulch donated to it by City in locations other than within the residential community of Laguna Woods Village, Laguna Woods, California, or to donate the mulch to other persons or entities at no cost, but shall not do so without City’s written permission, which shall only be granted if accompanied by reasonable assurances the mulch will be used in a manner that enables City to comply with its procurement obligations under SB 1383. Under no circumstances may GRF sell mulch donated to it by City to any person or entity.

4. Usage Records. GRF shall keep records of how the mulch donated to it by City is used and where the mulch was applied if applied outside of the residential community of Laguna Woods Village, Laguna Woods, California (when mulch is only used within the residential community of Laguna Woods Village, Laguna Woods, California, GRF shall provide a signed letter attesting to the same with a general description of the manner in which it was used, e.g., landscaping within common areas, etc.), and provide such records to City at such times as may be reasonably requested by City in connection with its efforts to comply with reporting requirements of SB 1383, but no less than annually, on or before December 31 of each year.

5. Right of First Refusal. Between January 1, 2027 and December 31, 2031, City shall have a right of first refusal to purchase up to the first 1,100 tons of mulch GRF produces at the GRF Facility, at a price to be established on January 1 of each applicable year using the Price Formula as of January 1, 2026, and subject to the same terms and conditions set forth herein (including that City will never take possession of the mulch it purchases, and rather shall donate it to GRF at no cost). GRF shall notify City of the price no later than March 31, 2026 and City shall notify GRF of its intent with regard to the right of first refusal no later than July 31, 2026.

6. Mulch Quality. City shall only be obligated to purchase mulch hereunder from GRF if it meets the definition of “mulch” as set forth in 14 CCR § 18993.1(f)(4); and, GRF



warrants and guarantees that all mulch sold to City will meet such definition including, without limitation, meeting or exceeding the physical contamination, maximum metal concentration, and pathogen density standards for land application specified in Section 17852(a)(24.5)(A)1, through 3, of 14 CCR Division 7. GRF shall provide a signed letter to City warranting and guaranteeing that the mulch to be purchased by the City meets such definition no later than May 1 annually.

7. Termination. Either party shall have the right to terminate this Agreement at any time, with or without cause, in its sole discretion, by giving written notice to the other party. In the event of termination effective prior to each August 31, City shall not be liable for the payments described in Section 2 of this Agreement for the then-current and future calendar years, and, if such payments have already been made, GRF shall refund those payments in-full within 30 days of the effective date of termination. In the event notice of termination is provided between any September 1 and December 31, the terminating party, in its sole discretion, shall provide notice to the other party of whether the termination is: (1) effective at the end of the calendar year, or (2) effective immediately, in which situation GRF shall refund the City's payments in-full for the calendar years affected by the termination within 30 days of the effective date of termination.

8. Force Majeure. Neither party shall be in default under this Agreement in the event that its inability to perform is a result of: riots, wars, sabotage, civil disturbances, insurrections, strikes or other labor disturbances, explosion, natural disasters such as floods, earthquakes, landslides, and fires, or "other catastrophic events" which are beyond their reasonable control.

9. Law to Govern; Venue. The laws of the State of California shall govern this Agreement. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Orange and venue in federal trial courts shall lie exclusively in the District of California in which City is located.

10. Notices. All notices required or permitted to be given hereunder shall be in writing and shall be personally delivered or sent by United States certified mail, postage prepaid, return receipt requested, and addressed as follows:

To City:                      City of Laguna Woods  
   Attn: City Manager  
   24264 El Toro Road  
   Laguna Woods, CA 92637

To GRF:                        Golden Rain Foundation of Laguna Woods  
   Attn: President  
   24351 El Toro Road  
   Laguna Woods, CA 92637

or to such other address as either party may from time to time designate by notice to the other given in accordance with this Section. Notice shall be deemed given on the date served if served personally between the hours of 8:00 a.m. to 5:00 p.m. on any regular business day for City's business offices. If mailed, notice shall be deemed given three (3) business days from the date such notice is deposited in the United States mail in the manner proscribed above.

11. Savings Clause. If any non-material provision of this Agreement is for any reason held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect the validity and enforceability of any of the remaining provisions of this Agreement.

12. Joint Drafting. This Agreement shall be interpreted as if it were drafted jointly by the parties to this Agreement.

13. Integrated Agreement. This Agreement contains the entire integrated agreement and understanding concerning the subject matter herein and supersedes and replaces any prior negotiations, promises, proposals, and agreements between the parties, whether written or oral. The parties acknowledge this document has been executed with the consent and upon the advice of counsel. Each of the parties acknowledges that no party or agent or attorney of any other party has made any promise, representation, or warranty, expressed or implied, not contained in this Agreement, to induce the other party to execute this instrument.

14. Amendment. This Agreement may be modified or amended in writing, if the writing is signed by each party.

15. Section Headings. The section headings in this Agreement are for convenience of reference only and are not intended to be used in the construction of this Agreement nor to alter or affect any of its provisions.

16. Compliance with Law. In performing its obligations under this Agreement, including operation of the GRF Facility and use of donated mulch, GRF shall at all times comply with all applicable laws, including the laws and regulations of the United States, the State of California, and any federal, state, regional or local administrative and regulatory agencies.

17. Authority to Execute. The person or persons executing this Agreement on behalf of the respective parties represents and warrants that he/she/they has/have the authority to so execute this Agreement and to bind the respective parties to its obligations hereunder.

18. Counterparts and Electronic Signatures. This Agreement may be executed in counterparts, each of which, when both parties hereto have signed this Agreement, shall be deemed an original. The counterparts of this Agreement may be executed and delivered by electronic means by any of the parties to any other party and the receiving party may rely on the receipt of such document so executed and delivered by electronic means as if the original had been received.

19. No Third-Party Beneficiaries. There are no intended third-party beneficiaries of this Agreement, and no such third parties shall have any rights or obligations hereunder.

20. Waiver. The failure of City or GRF to insist upon strict performance of any of the terms, conditions, and/or covenants in this Agreement shall not be deemed a waiver of any right or remedy that City or GRF may have, and shall not be deemed a waiver of any right or remedy for a subsequent breach or default of the terms, conditions, and covenants herein contained.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, City and GRF have caused this Agreement to be executed on their behalf by their respective officers or agents herein duly authorized.

“City”

CITY OF LAGUNA WOODS

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Carol Moore, Mayor

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Alisha Patterson, City Attorney

“GRF”

Golden Rain Foundation of Laguna Woods

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Bunny Carpenter, President

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**10.1**  
**CITY COUNCIL ORGANIZATION –**  
**OFFICE OF THE MAYOR**  
***(NO REPORT)***

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**10.2**  
**CITY COUNCIL ORGANIZATION –**  
**OFFICE OF THE MAYOR PRO TEM**  
***(NO REPORT)***

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**10.3**  
**CITY COUNCIL PUBLIC OFFICIAL**  
**APPOINTMENTS**

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### **City Council Public Official Appointments**

Councilmembers are appointed by the City Council to serve on a variety of regional boards and organizations. Current appointments are shown in the table below. Where applicable, the compensation that Councilmembers receive from regional boards or organizations is noted.

<b>Board/Organization</b>	<b>Primary Appointee</b>	<b>Alternate Appointee</b>
California Joint Powers Insurance Authority <sup>1</sup>	Cynthia Conners	Noel Hatch
Coastal Greenbelt Authority	Cynthia Conners	<i>[Formerly Ed H. Tao]</i>
Orange County Fire Authority <sup>2</sup>	Noel Hatch	N/A
Orange County Library Advisory Board	Carol Moore	<i>[Formerly Ed H. Tao]</i>
Orange County Mosquito and Vector Control District <sup>3</sup>	Shari L. Horne	N/A
San Joaquin Hills Transportation Corridor Agency <sup>4</sup>	Cynthia Conners	Carol Moore
South Orange County Watershed Management Area	Carol Moore	Noel Hatch

<sup>1</sup> \$100 per meeting; \$100 maximum per calendar year (primary or alternate only)

<sup>2</sup> \$100 per meeting; \$3,600 maximum per calendar year

<sup>3</sup> \$100 per meeting; \$1,200 maximum per calendar year

<sup>4</sup> \$120 per meeting; \$7,200 maximum per calendar year (primary or alternate only)

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**RESOLUTION NO. 22-XX**

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, 2023 THROUGH DECEMBER 31, 2024

**WHEREAS**, the City is a member of the Orange County Fire Authority; and

**WHEREAS**, the City Council is entitled to appoint a member of the City Council to serve as the City’s Director on the Orange County Fire Authority Board of Directors; and

**WHEREAS**, the City’s Director on the Orange County Fire Authority Board of Directors serves at the pleasure of the City Council and may be removed at any time, with or without cause, at the sole discretion of the City Council.

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

**SECTION 1.** That XX is hereby appointed to serve as the City’s Director on the Orange County Fire Authority Board of Directors from January 1, 2023 through December 31, 2024.

**SECTION 2.** The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2022.

\_\_\_\_\_  
XX, 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. 22-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 2022, by the following vote:

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

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YOLIE TRIPPY, CMC, City Clerk

**10.4**  
**INVESTMENT POLICY REVIEW COMMITTEE**  
**APPOINTMENTS**

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### **Investment Policy Review Committee Appointments**

Two Councilmembers are appointed by the City Council to serve on the Investment Policy Review Committee. Current appointments are shown in the table below.

Committee	Appointees	
Investment Policy Review Committee	Shari L. Horne	<i>[Formerly Ed H. Tao]</i>

Per Section 2.2.04 of Administrative Policy 2.2 (Investment of Financial Assets):

*“The Investment Policy Review Committee shall be responsible for conducting at least biannual reviews of the adequacy and effectiveness of this Administrative Policy and preparing related recommendations for City Council consideration...”*

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**10.5**  
**LAGUNA WOODS CIVIC SUPPORT FUND**  
**APPOINTMENTS**

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### **Laguna Woods Civic Support Fund Appointments**

Two Councilmembers are appointed by the City Council to serve on the Laguna Woods Civic Support Fund Board of Directors. Current appointments are shown in the table below.

<b>Board/Organization</b>	<b>Appointees</b>	
Laguna Woods Civic Support Fund Board of Directors	Carol Moore	<i>[Formerly Ed H. Tao]</i>

Per Section 3.1 of Laguna Woods Civic Support Fund’s Bylaws:

*“The specific and primary purpose of this Corporation shall be to raise and distribute funds to support programs, projects, and services of the City, as well as to function as a “friends of the library” group in support of the Laguna Woods branch of the County of Orange’s public library system. The act of distributing funds shall be interpreted broadly and shall include making donations to the City, County of Orange, or other organizations, as well as contracting for or otherwise providing services to third parties consistent with the purpose set forth in this Section 3.”*

Per Section 6.1 of Laguna Woods Civic Support Fund’s Bylaws:

*“Subject to these Bylaws and federal and state law, all corporate powers shall be exercised by or under the authority of, and the business and affairs of this Corporation shall be controlled and conducted by, the Board of Directors.”*

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10.6

**APPOINTMENT OF LIAISONS TO COMMUNITY  
BRIDGE BUILDERS**

**(AGENDIZED BY THE AD HOC ANTI-HATE  
ADVISORY COUNCIL COMMITTEE**

**COMPRISED OF MAYOR PRO TEM CONNERS  
AND COUNCILMEMBER HORNE)**

***(NO REPORT)***

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**10.7**  
**CITY COUNCIL MEETING SCHEDULE**

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# City of Laguna Woods

## Agenda Report

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Christopher Macon, City Manager  
**FOR:** December 21, 2022 Regular Meeting  
**SUBJECT:** City Council Meeting Schedule

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### **Recommendation**

1. Approve modifications to the City Council meeting schedule for Fiscal Year 2022-23.

AND

2. Approve a City Council meeting schedule for Fiscal Year 2023-24.

### **Discussion**

Today's meeting is an opportunity for City Council action, as well as public input, on the City Council meeting schedule for the remainder of Fiscal Year 2022-23, as well as the upcoming Fiscal Year 2023-24 (Attachment A). Staff recommends that the City Council approve the meeting schedule as proposed.

### **Fiscal Impact**

The proposed modifications to the City Council meeting schedule for Fiscal Year 2022-23 could be accommodated in the City's budget.

Funding to support the proposed meeting schedule for Fiscal Year 2023-24 would be addressed during the Fiscal Years 2023-25 budget development process.

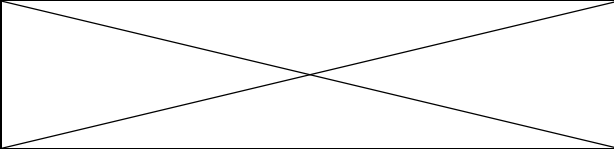
Attachment: A – Proposed City Council Meeting Schedule

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**CITY OF LAGUNA WOODS  
CITY COUNCIL MEETING SCHEDULE  
FISCAL YEARS 2022-23 AND 2023-24**

**Last Updated: XX**

*All meetings occur at Laguna Woods City Hall, 24264 El Toro Road,  
Laguna Woods, CA 92637, unless otherwise noticed.*

<b><i>FISCAL YEAR 2022-23</i></b>	
<b>Wednesday, January 18, 2023</b> 2 p.m. Regular Meeting	<b>Wednesday, February 15, 2023</b> 2 p.m. Regular Meeting
<del><b>Wednesday, March 15, 2023</b></del> <del>2 p.m.</del> <del>Regular Meeting cancelled</del>	<u><b>Wednesday, March 22, 2023</b></u> <u>2 p.m.</u> <u>Adjourned Regular Meeting</u>
<b>Wednesday, April 19, 2023</b> 2 p.m. Regular Meeting	<b>Wednesday, May 17, 2023</b> 2 p.m. Regular Meeting
<b>Wednesday, May 31, 2023</b> 2 p.m. Adjourned Regular Meeting	<b>Wednesday, June 21, 2023</b> 2 p.m. Regular Meeting
<del><b>Wednesday, June 28, 2023</b></del> <del>2 p.m.</del> <del>Adjourned Regular Meeting cancelled</del>	
<b><i>FISCAL YEAR 2023-24</i></b>	
<u><b>Wednesday, July 19, 2023</b></u> <u>2 p.m.</u> <u>Regular Meeting</u>	<u><b>Wednesday, August 16, 2023</b></u> <u>2 p.m.</u> <u>Regular Meeting</u>
<u><b>Wednesday, September 20, 2023</b></u> <u>2 p.m.</u> <u>Regular Meeting</u>	<u><b>Wednesday, October 18, 2023</b></u> <u>2 p.m.</u> <u>Regular Meeting</u>
<u><b>Wednesday, November 15, 2023</b></u> <u>2 p.m.</u> <u>Regular Meeting</u>	<u><b>Wednesday, December 20, 2023</b></u> <u>2 p.m.</u> <u>Regular Meeting</u>

<u>Wednesday, January 17, 2024</u> <u>2 p.m.</u> <u>Regular Meeting</u>	<u>Wednesday, February 21, 2024</u> <u>2 p.m.</u> <u>Regular Meeting</u>
<u>Wednesday, March 20, 2024</u> <u>2 p.m.</u> <u>Regular Meeting</u>	<u>Wednesday, April 17, 2024</u> <u>2 p.m.</u> <u>Regular Meeting</u>
<u>Wednesday, May 15, 2024</u> <u>2 p.m.</u> <u>Regular Meeting</u>	<u>Wednesday, June 19, 2024</u> <u>2 p.m.</u> <u>Regular Meeting</u>