

# CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Regular Meeting  
Wednesday, February 15, 2023  
2:00 p.m.

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

Cynthia Connors  
Mayor

Noel Hatch  
Mayor Pro Tem

Shari L. Horne  
Councilmember



Annie McCary  
Councilmember

Carol Moore  
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.

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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

2/10/23  
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: 852 2666 8833 followed by pound (#) and the following meeting passcode: 406532 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: 852 2666 8833
- Open the Zoom application following the on-screen prompts
- Enter the following meeting password: 406532
- 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 African American History Month – February 2023**

*Recommendation:* Approve and present the proclamation.

### **4.2 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 January 18, 2023.

6.2 City Treasurer's Report

*Recommendation:* Receive and file the City Treasurer's Report for the month of January 2023.

6.3 Warrant Register

*Recommendation:* Approve the warrant register dated February 15, 2023 in the amount of \$838,950.01.

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 Rejection of Claim

*Recommendation:* Reject the following claim against the City:

George Szkiba vs. City of Laguna Woods,  
Claimant: George Szkiba

**VII. PUBLIC HEARINGS**

**VIII. CITY COUNCIL BUSINESS**

8.1 Future of Teleconferencing and Remote Participation for Meetings

*Recommendation:* Receive and file a report from staff regarding teleconferencing options available to the City Council following the end of the State of California's COVID-19 State of Emergency on February 28, 2023, and plans to continue to allow the public to remotely participate in meetings.

## **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  
Councilmember McCary, First Alternate: Councilmember Moore, Second Alternate: Councilmember Horne
- 9.2 Orange County Fire Authority  
Mayor Pro Tem Hatch
- 9.3 Orange County Library Advisory Board  
Councilmember Moore; Alternate: Councilmember McCary
- 9.4 Orange County Mosquito and Vector Control District  
Councilmember Horne
- 9.5 San Joaquin Hills Transportation Corridor Agency  
Mayor Conners; Alternate: Mayor Pro Tem Hatch
- 9.6 South Orange County Watershed Management Area  
Councilmember Moore; Alternate: Councilmember Horne
- 9.7 Liaisons to Community Bridge Builders  
Councilmember Horne and Councilmember McCary
- 9.8 Liaison to Laguna Woods Civic Support Fund  
Councilmember Moore
- 9.9 Other Comments and Reports

## **X. CLOSED SESSION**

## **XI. CLOSED SESSION REPORT**

## **XII. ADJOURNMENT**

Next Adjourned Regular Meeting: Wednesday, March 22, 2023 at 2 p.m.  
Laguna Woods City Hall  
24264 El Toro Road, Laguna Woods, California 92637

Next Regular Meeting: Wednesday, April 19, 2023 at 2 p.m.  
Laguna Woods City Hall  
24264 El Toro Road, Laguna Woods, California 92637

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**4.1**  
**AFRICAN AMERICAN HISTORY MONTH –**  
**FEBRUARY 2023**

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**Proclamation  
City of Laguna Woods  
African American History Month  
February 2023**

**WHEREAS**, African Americans have played a critical role in the social, economic, and political development of the United States; and

**WHEREAS**, African Americans have a proud legacy of service and dedication to our community, state, and country; and

**WHEREAS**, African American History Month is a time for all Americans to remember the stories and teachings of African Americans who have helped to combat prejudice, further the cause of civil rights, and build, serve, and enrich our nation; and

**WHEREAS**, the Laguna Woods African American Heritage Club provides residents with opportunities to celebrate and recognize African American culture through social, educational, and historical events unique to African American life; and

**WHEREAS**, the City of Laguna Woods is committed to embracing diversity.

**NOW, THEREFORE, BE IT RESOLVED** that the Laguna Woods City Council does hereby proclaim February 2023 as “African American History Month” in the City of Laguna Woods and encourages reflection on the contributions that African Americans have made and continue to make, both locally and throughout our nation.

Dated this 15<sup>th</sup> day of February, 2023

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Cynthia S. Conners  
Mayor

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Attest: Yolie Trippy  
City Clerk

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**4.2**  
**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:** February 15, 2023 Regular Meeting

**SUBJECT:** Consent Calendar Summary

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### **Recommendation**

Approve all proposed actions on the February 15, 2023 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 February 15, 2023 Consent Calendar contains the following items:

- 6.1 Approval of the City Council meeting minutes for the regular meeting on January 18, 2023.
- 6.2 Approval of a motion to receive and file the City Treasurer's Report for the month of January 2023.
- 6.3 Approval of the warrant register dated February 15, 2023 in the amount of \$838,950.01. 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 Rejection of the following claim against the City: George Szkiba vs. City of Laguna Woods, Claimant: George Szkiba. Carl Warren & Company, the City's third-party claims administrator, recommends that the City reject this claim, which relates to a traffic collision said to occur on August 3, 2022. Additional information is available at or from City Hall.

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

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**CITY OF LAGUNA WOODS CALIFORNIA  
CITY COUNCIL MINUTES  
REGULAR MEETING  
January 18, 2023  
2:00 P.M.  
Laguna Woods City Hall  
24264 El Toro Road  
Laguna Woods, California 92637**

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**I. CALL TO ORDER**

Mayor Conners called the Regular Meeting of the City Council of the City of Laguna Woods to order at 2:00 p.m.

**II. ROLL CALL**

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

All councilmembers participated in-person at the meeting location.

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

City Manager Macon participated via teleconference.

All other staff participated in-person at the meeting location.

**III. PLEDGE OF ALLEGIANCE**

Donald R. Forden led the pledge of allegiance.

**IV. PRESENTATIONS AND CEREMONIAL MATTERS**

4.1 Donald R. Forden – Assemblywoman Cottie Petrie-Norris’ 2022 Laguna Woods Veteran of the Year  
(agendized by Mayor Conners)

Mayor Conners introduced the item.

City Clerk Trippy read the commendation.

Councilmembers and Mr. Forden made comments. Mr. Forden responded to comments and questions from councilmembers.

Moved by Councilmember Horne, seconded by Councilmember Moore, and carried

unanimously on a 5-0 vote, to approve and present the commendation.

Councilmembers posed for pictures with Mr. Forden.

4.2 City Hall/Public Library Project Update

City Manager Macon provided an update.

City Manager Macon responded to a question from Councilmember Moore.

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

Sarah Mendoza, representing Congresswoman Young Kim, introduced herself, encouraged contacting the Congresswoman's office for federal needs, and provided social media information. Ms. Mendoza also responded to questions from councilmembers.

**VI. CONSENT CALENDAR**

Moved by Councilmember Horne, seconded by Councilmember Moore, and carried unanimously on a 5-0 vote, to approve Consent Calendar items 6.1 – 6.6.

6.1 City Council Minutes

Approved the City Council meeting minutes for the special meeting on September 15, 2022, the regular meeting on November 16, 2022, the special meeting on December 12, 2022, and the regular meeting on December 21, 2022.

6.2 City Treasurer's Report

Received and filed the City Treasurer's Report for the month of December 2022.

6.3 Warrant Register

Approved the warrant register dated January 18, 2023 in the amount of \$967,602.94.

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 Newport Bay Watershed Total Maximum Daily Load Programs

Approved a cooperative agreement with the County of Orange, the Orange County Flood District, the City of Costa Mesa, the City of Irvine, the City of Laguna Hills, the City of Lake Forest, the City of Newport Beach, the City of Orange, the City of Santa Ana, the City of Tustin, Irvine Ranch Water District, and the Irvine Company to fund total maximum daily load programs and related activities in the Newport Bay Watershed (Agreement No. MA-080-23010376) and authorized the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

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

1. Approved final record plans and specifications reflecting completion of the “Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and Via Campo Verde)” as prepared by the project engineer.

AND

2. Approved project completion of the contract agreement with Hardy & Harper, Inc. for the “Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and Via Campo Verde)”.

AND

3. Released contract retention in the amount of \$12,178.23 withheld per California Government Code 35 days following recordation of the Notice of Completion with the County of Orange, provided no Stop Notices are on file with the City preventing the release of the contract retention.

AND

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

**VII. PUBLIC HEARINGS – None**

**VIII. CITY COUNCIL BUSINESS**

8.1 Laguna Woods Civic Support Fund  
(agendized by Mayor Pro Tem Hatch)

Mayor Pro Tem Hatch introduced the item.

Councilmembers discussed the item.

Kathryn Freshley, resident, commented on her support for posted agendas and minutes.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember McCary, seconded by Councilmember Horne, and carried on a 4-1 vote, with Councilmember Moore voting no, to:

1. Recognizing the Laguna Woods Civic Support Fund's success, maturity as an organization, and ability to function independent of the City, direct the Mayor to provide written notice of the City's termination of its formal involvement as contemplated in Section 5.5 of the Laguna Woods Civic Support Fund's Bylaws.

AND

2. Approve a contribution of \$5,000 to the newly independent Laguna Woods Civic Support Fund to support future activities.

AND

3. Appoint Councilmember Moore to serve as a liaison to the Laguna Woods Civic Support Fund to foster communication between the City and Laguna Woods Civic Support Fund related to their shared interest in supporting the City and Laguna Woods Branch of OC Public Libraries, from January 18, 2023 through December 31, 2024.

8.2 Cannabis Retail Sales Business Regulations  
(agendized by Councilmember Horne)

Mayor Conners briefly commented on the item.

Councilmember Horne introduced the item.

Councilmembers discussed the item.

Councilmembers commented on the sound quality in the Council Chambers and the importance of speaking into the microphones.

Councilmembers discussed the item and staff made related comments.

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

1. Direct the City Manager to draft an ordinance for future consideration by the City Council that would – if adopted by the City Council at a future meeting – authorize the operation of storefront retailer (dispensary) business engaged in retail sales of cannabis and/or cannabis products.

AND



2. Direct the City Manager to draft a resolution for future consideration by the City Council that would – if approved by the City Council at a future meeting – set the rate of the cannabis business tax authorized by Measure T (Ordinance No. 22-01) for storefront retailer (dispensary) businesses at the higher of the following: (a) 10% of gross receipts received or generated for each monthly reporting period, or (b) \$35 per square foot of floor area (annual tax rate) prorated monthly to one-twelfth of the annual tax rate amount.

**IX. CITY COUNCIL REPORTS AND COMMENTS**

9.1 Coastal Greenbelt Authority

Councilmember McCary provided a report.

9.2 Orange County Fire Authority

Mayor Pro Tem Hatch provided a report.

9.3 Orange County Library Advisory Board

Councilmember Moore stated that there is an upcoming meeting.

9.4 Orange County Mosquito and Vector Control District

Councilmember Horne provided a report.

9.5 San Joaquin Hills Transportation Corridor Agency

Mayor Connors provided a report and responded to questions from Councilmember Moore and Mayor Pro Tem Hatch.

9.6 South Orange County Watershed Management Area

Councilmember Moore provided a report and commented on a water-related meeting that she attended prior to the City Council meeting.

Mayor Pro Tem Hatch made comments.

Councilmember Moore responded to Mayor Pro Tem Hatch's comments

9.7 Liaisons to Community Bridge Builders

Councilmembers McCary and Horne provided a report.

Councilmembers commented on the sound quality in the Council Chambers.

9.8 Other Comments and Reports

Councilmember Moore reported on an OC Human Relations meeting that she attended on January 17, 2023.

**X. CLOSED SESSION – None**

**XI. CLOSED SESSION REPORT – None**

**XII. ADJOURNMENT**

The meeting was adjourned at 3:20 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, February 15, 2023 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

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YOLIE TRIPPY, CMC, City Clerk

Approved: February 15, 2023

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CYNTHIA S. CONNERS, Mayor

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

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**City of Laguna Woods**  
**City Treasurer's Report**  
For the Month Ended January 31, 2023

ITEM 6.2

**CASH AND INVESTMENTS**

|   | Beginning<br>Balances<br>As of 12/31/22 | Earnings &<br>Receipts | Disbursements       | Purchases,<br>Transfers &<br>Other<br>Adjustments | Ending<br>Balances<br>As of 1/31/23 | % of Total<br>Cash &<br>Investment<br>Balances | Maximum %<br>Allowed per<br>Investment<br>Policy |
|---|---|------------------------|---------------------|---|-------------------------------------|--|--|
| <b>Cash and Cash Equivalents</b>                                      |   |                        |                     |   |                                     |  |  |
| Analyzed Checking Account (Note 1)                                    | \$ 940,470                              | \$ 1,846,110           | \$ (839,904)        | \$ (800,000)                                      | \$ 1,146,676                        | 8.11%  |  |
| Cash Balances, Multi-Bank Securities (MBS) Account (Note 2 and 4)     | \$ 6,859                                | \$ 5,466               | \$ (7,560)          | \$ -  | \$ 4,765                            | 0.03%  |  |
| Earned Interest in Transit and Accrued Interest, MBS Account (Note 4) | \$ 9,733                                | \$ 9,991               | \$ (5,466)          | \$ -  | \$ 14,258                           | 0.10%  |  |
| Petty Cash  | \$ 1,151                                | \$ 349                 | \$ (286)            | \$ -  | \$ 1,214                            | 0.01%  |  |
| Total Cash and Cash Equivalents                                       | \$ 958,214                              | \$ 1,861,915           | \$ (853,215)        | \$ (800,000)                                      | \$ 1,166,913                        | 8.26%  | 100.00%  |
| <b>Pooled Money Investment Accounts</b>                               |   |                        |                     |   |                                     |  |  |
| Local Agency Investment Fund (LAIF) (Notes 2 and 3)                   | \$ 6,936,685                            | \$ 22,679              | \$ -                | \$ (4,000,000)                                    | \$ 2,959,364                        | 20.94%   |  |
| Orange County Investment Pool (OCIP) (Notes 2 and 3)                  | \$ 1,996,333                            | \$ -                   | \$ -                | \$ 4,800,000                                      | \$ 6,796,333                        | 48.09%   |  |
| Total Pooled Money Investment Accounts                                | \$ 8,933,018                            | \$ 22,679              | \$ -                | \$ 800,000  | \$ 9,755,698                        | 69.02%   | 90.00%   |
| <b>Investments - Interest and Income Bearing</b>                      |   |                        |                     |   |                                     |  |  |
| Certificates of Deposit (fair value) (Note 2)                         | \$ 3,212,046                            | \$ -                   | \$ -                | \$ (902)  | \$ 3,211,145                        | 22.72%   |  |
| Total Investments - Interest and Income Bearing                       | \$ 3,212,046                            | \$ -                   | \$ -                | \$ (902)  | \$ 3,211,145                        | 22.72%   | 30.00%   |
| <b>TOTAL</b>  | <b>\$ 13,103,278</b>                    | <b>\$ 1,884,594</b>    | <b>\$ (853,215)</b> | <b>\$ (902)</b>                                   | <b>\$ 14,133,756</b>                | <b>100.00%</b>                                 |  |

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

|  | General Fund         | Special<br>Revenue Funds | Totals               |
|--|----------------------|--------------------------|----------------------|
| Analyzed Checking Account                                    | \$ (2,688,277)       | \$ 3,834,953             | \$ 1,146,676         |
| Cash Balances, MBS Account                                   | \$ 4,765             | \$ -                     | \$ 4,765             |
| Earned Interest in Transit and Accrued Interest, MBS Account | \$ 14,258            | \$ -                     | \$ 14,258            |
| Petty Cash   | \$ 1,214             | \$ -                     | \$ 1,214             |
| LAIF   | \$ 2,959,364         | \$ -                     | \$ 2,959,364         |
| OCIP   | \$ 6,796,333         | \$ -                     | \$ 6,796,333         |
| Certificates of Deposit                                      | \$ 3,211,145         | \$ -                     | \$ 3,211,145         |
| <b>Totals</b>  | <b>\$ 10,298,803</b> | <b>\$ 3,834,953</b>      | <b>\$ 14,133,756</b> |

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



**City of Laguna Woods**  
**City Treasurer's Report**  
**For the Month Ended January 31, 2023**

**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          | 242,820          | 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          | 237,696          | 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          | 242,670          | 245,000          | 3.600                | Monthly     | 01/12/19        | Green***           | 3.600                      | 12/12/23      |
| 052392CK1  | 2022-6       | AUSTIN TELCO FED CR              | 12 months | 12/09/22      | 12/16/22        | 245,000          | 245,794          | 245,000          | 5.100                | Monthly     | 01/01/23        | Green***           | 5.100                      | 12/18/23      |
| 00833AAB6  | 2022-7       | AFFINITY PLUS CR UN              | 12 months | 12/15/22      | 12/27/22        | 245,000          | 245,804          | 245,000          | 5.100                | Monthly     | 01/27/23        | Green***           | 5.100                      | 12/27/23      |
| 949763ZA7  | 2019-1       | WELLS FARGO BK N A               | 60 months | 04/09/19      | 04/10/19        | 245,000          | 239,642          | 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          | 239,238          | 245,000          | 2.900                | Semi-Annual | 12/01/22        | Green*             | 2.900                      | 06/03/24      |
| 98138MBA7  | 2022-8       | WORKERS FED CR UN                | 24 months | 12/09/22      | 12/16/22        | 245,000          | 246,137          | 245,000          | 4.950                | Monthly     | 01/16/23        | Yellow**           | 4.950                      | 12/16/24      |
| 75472RBB6  | 2020-1       | RAYMOND JAMES BK NATL ASSN       | 60 months | 02/06/20      | 02/14/20        | 245,000          | 231,184          | 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          | 94,074           | 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          | 236,604          | 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          | 233,610          | 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          | 231,915          | 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          | 243,959          | 245,000          | 4.500                | Semi-Annual | 04/13/23        | Green*             | 4.500                      | 10/13/27      |
| Accrued Interest - Month End   |              |                                  |           |               |                 |                  | 14,258           |                  |                      |             |                 |                    |                            |               |
| <b>Total CDs</b>   |              |                                  |           |               |                 | <b>3,280,000</b> | <b>3,225,403</b> | <b>3,280,000</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)**

|                   |     |                                      |     |         |         |                  |                  |                  |        |           |     |     |     |     |
|-------------------|-----|--------------------------------------|-----|---------|---------|------------------|------------------|------------------|--------|-----------|-----|-----|-----|-----|
| N/A               | N/A | Local Agency Investment Fund (LAIF)  | N/A | Various | Various | 2,971,485        | 2,959,364        | 2,971,485        | Note 3 | Quarterly | N/A | N/A | N/A | N/A |
| N/A               | N/A | Orange County Investment Pool (OCIP) | N/A | Various | Various | 6,939,825        | 6,796,333        | 6,939,825        | Note 3 | Monthly   | N/A | N/A | N/A | N/A |
| <b>Total PMIA</b> |     |                                      |     |         |         | <b>9,911,309</b> | <b>9,755,698</b> | <b>9,911,309</b> |        |           |     |     |     |     |

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



**City of Laguna Woods**  
**City Treasurer's Report**  
 For the Month Ended January 31, 2023

ITEM 6.2

**CASH AND INVESTMENTS**

|   | <b>Beginning<br/>Balances<br/>As of 12/31/22</b> | <b>Contributions /<br/>(Withdrawals)</b> | <b>Administrative<br/>Fees &amp;<br/>Investment<br/>Expense</b> | <b>Unrealized<br/>Gain / (Loss)</b> | <b>Ending<br/>Balances<br/>As of 1/31/23</b> |
|---|--|--|---|-------------------------------------|--|
| <b>Other Post-Employment Benefits (OPEB) Trust</b>  |  |  |   |                                     |  |
| CalPERS California Employers' Retiree Benefit Trust (CERBT) (Note 2)<br><small>(CERBT holds all assets and administers the OPEB Trust)</small>                              | \$ 124,357                                       | \$ -                                     | \$ (9)  | \$ 7,089                            | \$ 131,437                                   |
| <b>Employer Pension Contributions Trust</b>   |  |  |   |                                     |  |
| CalPERS California Employers' Pension Prefunding Trust (CEPPT) (Note 2)<br><small>(CEPPT holds all assets and administers the Employer Pension Contributions Trust)</small> | \$ -   | \$ -                                     | \$ -  | \$ -                                | \$ -   |
| <b>Total Other Funds - Held in Trust</b>  | <u>\$ 124,357</u>                                | <u>\$ -</u>                              | <u>\$ (9)</u>   | <u>\$ 7,089</u>                     | <u>\$ 131,437</u>                            |

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



**City of Laguna Woods**  
**City Treasurer's Report**  
**For the Month Ended January 31, 2023**

**CASH AND INVESTMENTS**

**Notes:**

Note 1 - Analyzed Checking Account / Monthly activity reported does not reflect January 2023 vendor invoicing processed after the date of this report.

Note 2 - During January 2023, transaction activity in pooled money investment accounts, investment accounts and fiduciary trusts included:

LAIF / The City made no deposits to the LAIF account. The City withdrew \$4,000,000 and transferred the amount to the City's OCIP account which currently yields higher interest rates. 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 transferred \$4,000,000 to OCIP from the City's LAIF account and \$800,000 from the City's checking account. There were no withdrawals from the OCIP account. 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 of investments. Investments were adjusted in the amount of (\$901.70) to report balances at fair market value as of January 31, 2023.

OPEB Trust / The City made no contributions to or withdrawals from the OPEB Trust. The OPEB Trust experienced a net gain of \$7,079.40 in January 2023.

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 January 2023 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     | \$22,679.31                     | October 1, 2022 thru December 31, 2022 | See Notes                           | April 2023                                 | Total pool interest yield for January 2023 was 2.425% and the City's yield will be slightly lower based on allocation ratios and administrative fees to be deducted.  |
| OCIP | Monthly       | \$9,865.95                      | September 2022                         | See Notes                           | See Notes                                  | The OCIP January 2023 statement had not been received at the time of this report, balance reported is as of December 31, 2022. Interest is posted three months in arrears and fees are posted monthly. Accrued interest pending payment at December 31, 2022 was \$32,428.05. December 2022 interest rate was 2.821% and fees were 0.055%, for a net yield of 2.766%. |

Note 4 - CDs / The stated earnings rate for CDs is a fixed rate for the full term. The City earned interest of \$5,465.70 and transferred out \$7,559.88 in cash balances to the City's checking account in January 2023. Cash balances to be invested or paid out are classified separately on page 1 of 4. The City's portfolio also has \$14,257.92 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.

 Digitally signed by  
 Elizabeth Torres  
 Date: 2023.02.09  
 12:44:08 -08'00'

Elizabeth Torres, City Treasurer



**6.3**  
**WARRANT REGISTER**

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## CITY OF LAGUNA WOODS

## WARRANT REGISTER

February 15, 2023

ITEM 6.3

This Report Covers the Period 01/01/2023 through 01/31/2023

|                     | Date       | Vendor Name                      | Description  | Amount     |
|---------------------|------------|----------------------------------|--|------------|
| <b>Debit</b>        |            | <b>Automatic Bank Debits:</b>    |  |            |
| Debit               | 01/03/2023 | GLOBAL PAYMENTS / OPEN EDGE      | Credit Card Processing Fees / December 2022  | 1,589.75   |
| Debit               | 01/03/2023 | AUTHORIZE.NET                    | Online Credit Card Processing Fees / December 2022                                   | 12.00      |
| Debit               | 01/03/2023 | CALPERS - RETIREMENT             | Unfunded Accrued Liability / December 2022   | 230.33     |
| Debit               | 01/03/2023 | CALPERS - RETIREMENT             | Unfunded Accrued Liability / December 2022   | 116.67     |
| Debit               | 01/04/2023 | CALPERS - RETIREMENT             | Retirement Contributions / Pay Period Ended 12/03/2022                               | 3,157.93   |
| Debit               | 01/04/2023 | CALPERS - RETIREMENT             | Retirement Contributions / Pay Period Ended 12/03/2022                               | 1,798.47   |
| Debit               | 01/04/2023 | DELTA DENTAL OF CALIFORNIA       | Employee Benefit Program / January 2023  | 472.44     |
| Debit               | 01/05/2023 | NAVIA BENEFIT SOLUTIONS          | Employee Benefit Program / December 2022   | 270.54     |
| Debit               | 01/05/2023 | ADP TAX                          | Payroll Taxes / Pay Period Ended 12/31/2022  | 9,809.05   |
| Debit               | 01/05/2023 | ADP WAGE PAY                     | Payroll Transfer / Pay Period Ended 12/31/2022                                       | 19,877.74  |
| Debit               | 01/06/2023 | MISSION SQUARE RETIREMENT        | Employee Benefit Program / Pay Period Ended 12/31/2022                               | 1,520.00   |
| Debit               | 01/06/2023 | ADP PAYROLL SERVICES             | Payroll Processing Fees / Pay Periods Ended 12/02/2022 & 12/16/2022                  | 433.76     |
| Debit               | 01/11/2023 | CALPERS - HEALTH                 | Employee Benefit Program / January 2023  | 7,847.63   |
| Debit               | 01/10/2023 | NAVIA BENEFIT SOLUTIONS, INC     | 125 Cafeteria Plan Administration / January 2023                                     | 100.00     |
| Debit               | 01/12/2023 | NAVIA BENEFIT SOLUTIONS          | Employee Benefit Program / January 2023  | 45.92      |
| Debit               | 01/12/2023 | NAVIA BENEFIT SOLUTIONS          | Employee Benefit Program / January 2023  | 15.00      |
| Debit               | 01/13/2023 | COUNTY OF ORANGE - SHERIFF       | Law Enforcement Services / January 2023  | 261,943.67 |
| Debit               | 01/17/2023 | U.S. BANK                        | Bank Service Charges / December 2022   | 44.85      |
| Debit               | 01/18/2023 | CALPERS - RETIREMENT             | Retirement Contributions / Pay Period Ended 12/16/2022                               | 3,157.94   |
| Debit               | 01/18/2023 | CALPERS - RETIREMENT             | Retirement Contributions / Pay Period Ended 12/16/2022                               | 1,742.69   |
| Debit               | 01/18/2023 | ADP TAX                          | Payroll Taxes / Pay Period Ended 01/13/2023  | 9,421.75   |
| Debit               | 01/18/2023 | ADP WAGE PAY                     | Payroll Transfer / Pay Period Ended 01/13/2023                                       | 19,994.17  |
| Debit               | 01/19/2023 | NAVIA BENEFIT SOLUTIONS          | Employee Benefit Program / January 2023  | 820.19     |
| Debit               | 01/19/2023 | NAVIA BENEFIT SOLUTIONS          | Employee Benefit Program / January 2023  | 535.96     |
| Debit               | 01/20/2023 | MISSION SQUARE RETIREMENT        | Employee Benefit Program / Pay Period Ended 01/13/2023                               | 1,520.00   |
| Debit               | 01/26/2023 | NAVIA BENEFIT SOLUTIONS          | Employee Benefit Program / January 2023  | 425.95     |
| Debit               | 01/26/2023 | NAVIA BENEFIT SOLUTIONS          | Employee Benefit Program / January 2023  | 91.80      |
| Debit               | 01/31/2023 | CALPERS - RETIREMENT             | Retirement Contributions / Pay Period Ended 12/30/2022                               | 3,157.93   |
| Debit               | 01/31/2023 | CALPERS - RETIREMENT             | Retirement Contributions / Pay Period Ended 12/30/2022                               | 1,724.99   |
| <b>Check Number</b> |            | <b>Warrants:</b>                 |  |            |
| 6369                | 01/06/2023 | ACC BUSINESS                     | City Hall Internet Service / November 2022   | 608.66     |
| 6370                | 01/06/2023 | AT&T                             | Telephone / 452-0600 / December 2022   | 2,609.08   |
| 6371                | 01/06/2023 | AT&T                             | Telephone / 458-3487 / December 2022   | 46.40      |
| 6372                | 01/06/2023 | AT&T                             | Telephone / 639-0500 / December 2022   | 230.24     |
| 6373                | 01/06/2023 | BUREAU VERITAS NORTH AMERICA INC | Building Plan Review Services / October 2022   | 9,912.50   |
| 6374                | 01/06/2023 | CALIFORNIA BLDG STANDARDS COMM   | Building Permit Fee Assessment / October - December 2022                             | 471.60     |
| 6375                | 01/06/2023 | CAPTIONING UNLIMITED             | Closed Captioning / December 2022  | 500.00     |
| 6376                | 01/06/2023 | CIVIL SOURCE                     | Engineering Services / November 2022   | 22,570.00  |
| 6377                | 01/06/2023 | COUNTY OF ORANGE                 | NPDES Cost-Share / Fiscal Year 2022-23   | 35,239.55  |
| 6378                | 01/06/2023 | DEPARTMENT OF CONSERVATION       | Strong Motion Instrumentation & Seismic Hazard Mapping Fee / October - December 2022 | 945.53     |
| 6379                | 01/06/2023 | EPIC IO TECHNOLOGIES, INC.       | City Hall Internet Service / January 2023  | 171.45     |
| 6380                | 01/06/2023 | FUSCOE ENGINEERING, INC.         | Engineering Services / October - November 2022                                       | 3,117.50   |

**CITY OF LAGUNA WOODS**  
**WARRANT REGISTER**  
**February 15, 2023**

ITEM 6.3

This Report Covers the Period 01/01/2023 through 01/31/2023

| Date | Vendor Name | Description                              | Amount  |            |
|------|-------------|--|---|------------|
| 6381 | 01/06/2023  | INTERPRETING SERVICES INTERNATIONAL, LLC | Translation Services  | 417.99     |
| 6382 | 01/06/2023  | MANAGED HEALTH NETWORK                   | Employee Benefit Program / January 2023                             | 16.72      |
| 6383 | 01/06/2023  | RJM DESIGN GROUP                         | Landscape Architectural Services / November 2022                    | 1,803.40   |
| 6384 | 01/06/2023  | SOUTHERN CALIFORNIA EDISON               | Street Lighting - Residential / November 2022                       | 2,781.48   |
| 6385 | 01/06/2023  | TALIMAR SYSTEMS, INC                     | City Hall Maintenance   | 942.81     |
| 6386 | 01/06/2023  | WILLDAN ENGINEERING                      | Code Enforcement Services / November 2022                           | 2,100.00   |
| 6387 | 01/13/2023  | 360CIVIC                                 | Website Hosting & Maintenance / December 2022                       | 400.00     |
| 6388 | 01/13/2023  | AT&T                                     | White Pages / January 2023  | 4.63       |
| 6389 | 01/13/2023  | COUNTY OF ORANGE                         | Automated Fingerprint ID System / January 2023                      | 613.00     |
| 6390 | 01/13/2023  | GOVERNMENT FINANCE OFFICERS              | ACFR Award Program Application / Fiscal Year 2021-22                | 460.00     |
| 6391 | 01/13/2023  | HARDY & HARPER, INC                      | Pavement Management Plan Project                                    | 231,386.43 |
| 6392 | 01/13/2023  | JOHN L. HUNTER & ASSOCIATES, INC         | NPDES Inspection Services / November 2022                           | 278.75     |
| 6393 | 01/13/2023  | KONE INC.                                | City Hall Elevator Maintenance / January 2023                       | 225.00     |
| 6394 | 01/13/2023  | MARGARET MOLTHEN                         | Taxi Voucher Refund   | 396.00     |
| 6395 | 01/13/2023  | ON POINT LAND SURVEYING, INC             | Survey Document Preparation   | 1,120.00   |
| 6396 | 01/13/2023  | ORANGE COUNTY REGISTER-NOTICES           | Public Notices / December 2022                                      | 372.00     |
| 6397 | 01/13/2023  | PARK CONSULTING GROUP, INC               | Software Consulting Services / October - November 2022              | 8,706.25   |
| 6398 | 01/13/2023  | PETTY CASH                               | Replenish Petty Cash / December 2022                                | -          |
| 6399 | 01/13/2023  | PRACTICAL DATA SOLUTIONS                 | IT Support Services / November - December 2022                      | 7,486.25   |
| 6400 | 01/13/2023  | REBECCA PENNINGTON                       | Document Recording Reimbursement                                    | 288.00     |
| 6401 | 01/13/2023  | RICOH USA, INC.                          | Copier Usage / October - December 2022                              | 620.56     |
| 6402 | 01/13/2023  | SOUTHERN CALIFORNIA EDISON               | Electric Services / November - December 2022                        | 6,269.06   |
| 6403 | 01/13/2023  | SOUTHERN CALIFORNIA GAS COMPANY          | Gas Service - City Hall / December 2022                             | 742.41     |
| 6404 | 01/13/2023  | SOUTHERN CALIFORNIA SHREDDING,           | Shredding Services / December 2022                                  | 350.00     |
| 6405 | 01/13/2023  | STAPLES                                  | Office & Janitorial Supplies / December 2022                        | 349.65     |
| 6406 | 01/13/2023  | U.S. BANK                                | Credit Card Charges (expenditures reported separately - see note 3) | 3,395.61   |
| 6407 | 01/13/2023  | WM CURBSIDE, LLC                         | HHW, Medicine & Sharps Program / December 2022                      | 6,468.01   |
| 6408 | 01/13/2023  | YUNEX LLC                                | Traffic Signal Maintenance / December 2022                          | 1,099.00   |
| 6409 | 01/27/2023  | ALISO CREEK MINUTEMAN PRESS              | Printing Services   | 94.82      |
| 6410 | 01/27/2023  | AMAZON CAPITAL SERVICES                  | Office Supplies   | 215.14     |
| 6411 | 01/27/2023  | AT&T                                     | Telephone / 581-9821 / December 2022                                | 190.08     |
| 6412 | 01/27/2023  | BRIGHTVIEW LANDSCAPE SERVICES, INC.      | Landscape Maintenance / December 2022                               | 4,967.39   |
| 6413 | 01/27/2023  | CALIFORNIA YELLOW CAB                    | Taxi Voucher Services / December 2022                               | 629.00     |
| 6413 | 01/27/2023  | CALIFORNIA YELLOW CAB                    | NEMT Taxi Voucher Services / December 2022                          | 224.00     |
| 6414 | 01/27/2023  | CAPTIONING UNLIMITED                     | Closed Captioning / January 2023                                    | 200.00     |
| 6415 | 01/27/2023  | CITY OF LAGUNA BEACH                     | Animal Control & Shelter Services / December 2022                   | 9,426.75   |
| 6416 | 01/27/2023  | CIVIL SOURCE                             | Engineering Services / December 2022                                | 7,105.00   |
| 6417 | 01/27/2023  | COUNTY OF ORANGE                         | 800 MHz Communication Charges / January - March 2023                | 1,366.00   |
| 6418 | 01/27/2023  | DAVIS SIGN CO. INC.                      | Office Supplies   | 213.56     |
| 6419 | 01/27/2023  | EL TORO WATER DISTRICT                   | Water Service / November 2022                                       | 2,969.03   |
| 6420 | 01/27/2023  | INTERPRETING SERVICES INTERNATIONAL, LLC | Translation Services  | 157.30     |
| 6421 | 01/27/2023  | LSA ASSOCIATES, INC.                     | Planning Services / December 2022                                   | 7,969.50   |
| 6422 | 01/27/2023  | MANAGED HEALTH NETWORK                   | Employee Benefit Program / February 2023                            | 16.72      |
| 6423 | 01/27/2023  | MARC DONOHUE                             | Administrative Services / November 2022 - January 2023              | 650.00     |
| 6424 | 01/27/2023  | MARINA LANDSCAPE, INC.                   | Ridge Route Drive Landscape Project                                 | 62,467.06  |

**CITY OF LAGUNA WOODS  
WARRANT REGISTER  
February 15, 2023**

This Report Covers the Period 01/01/2023 through 01/31/2023

| Date | Vendor Name | Description                     | Amount   |                      |
|------|-------------|---------------------------------|--|----------------------|
| 6425 | 01/27/2023  | MICHAEL BAKER INTERNATIONAL     | Planning Services / December 2022                    | 2,832.50             |
| 6426 | 01/27/2023  | ON POINT LAND SURVEYING, INC    | Survey Document Preparation                          | 3,840.00             |
| 6427 | 01/27/2023  | ORKIN                           | Pest Control Services                                | 900.00               |
| 6428 | 01/27/2023  | PARK CONSULTING GROUP, INC      | Software Consulting Services / December 2022         | 1,693.75             |
| 6429 | 01/27/2023  | PV MAINTENANCE INC              | Street, City Hall & Park Maintenance / December 2022 | 15,751.44            |
| 6430 | 01/27/2023  | RICOH USA, INC.                 | Copier Lease / February 2023                         | 246.57               |
| 6431 | 01/27/2023  | SOUTHERN CALIFORNIA EDISON      | Street Lighting - Residential / December 2022        | 2,587.32             |
| 6432 | 01/27/2023  | SWEEPING CORPORATION OF AMERICA | Street Sweeping Services / December 2022             | 3,480.00             |
| 6433 | 01/27/2023  | VERIZON WIRELESS                | Building iPads Data Plans / December 2022            | 120.03               |
| 6434 | 01/27/2023  | VISION SERVICE PLAN OF AMERICA  | Employee Benefit Program / February 2023             | 129.57               |
| 6435 | 01/27/2023  | YUNEX LLC                       | Traffic Signal Maintenance / December 2022           | 967.00               |
|      |             |                                 | <b>Total Bank Debits and Warrants:</b>               | <b>\$ 838,804.17</b> |

**Petty Cash Expenditures Paid Out** (See Note 2)

|                              |  |                          |                 |
|------------------------------|--|--------------------------|-----------------|
| Davis Colors                 | EI Toro Road and Moulton Parkway Water Quality Treatment Project | \$10.86                  |                 |
| FeltRight                    | City Hall Maintenance  | \$34.98                  |                 |
| Orange County Clerk-Recorder | Document Recording   | \$50.00                  |                 |
| Orange County Clerk-Recorder | Document Recording   | \$50.00                  |                 |
|                              |  | <b>Total Petty Cash:</b> | <b>\$145.84</b> |

**TOTAL \$ 838,950.01**

**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 January 2023, the following Councilmembers received compensation in the amount of \$300: Conners, Hatch, Horne, and McCary.

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

Note 3 - The table below summarizes credit card expenditures paid via Check #6406 to U.S. Bank totaling \$3,395.61

|           |                            |   |                   |
|-----------|----------------------------|---|-------------------|
| Microsoft | Office 365 Online Services | \$1,680.00                              |                   |
| Microsoft | Office 365 Subscription    | \$166.94                                |                   |
| Microsoft | Office 365 Subscription    | \$471.38                                |                   |
| Dropbox   | Website Services           | \$864.00                                |                   |
| Adobe     | Computer Software          | \$119.95                                |                   |
| Zoom      | Video Conferencing         | \$69.98                                 |                   |
| USPS      | Postage                    | \$7.25                                  |                   |
| UPS Store | Printing Services          | \$16.11                                 |                   |
|           |                            | <b>Total Credit Card Reimbursement:</b> | <b>\$3,395.61</b> |

**CITY OF LAGUNA WOODS  
WARRANT REGISTER  
February 15, 2023**


**This Report Covers the Period 01/01/2023 through 01/31/2023**

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**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.

 Digitally signed by  
Elizabeth Torres  
Date: 2023.02.09  
12:39:57 -08'00'

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Elizabeth Torres, Administrative Services Director/City Treasurer

## **6.4 TELECONFERENCING FOR MEETINGS**

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**RESOLUTION NO. 23-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 COVID-19 Prevention Non-Emergency Regulations effective February 3, 2023) 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 2023.

\_\_\_\_\_  
CYNTHIA S. CONNERS, 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. 23-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 2023, by the following vote:

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

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

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**6.5**  
**REJECTION OF CLAIM**  
***(NO REPORT)***

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**8.1**  
**FUTURE OF TELECONFERENCING AND**  
**REMOTE PARTICIPATION FOR MEETINGS**  
***(NO REPORT)***