



City of Laguna Woods

NOTICE OF SPECIAL CITY COUNCIL MEETING

JUNE 14, 2023

Please be advised that a special meeting of the Laguna Woods City Council will be held on June 14, 2023 at 2:00 p.m. The meeting will be held at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637.

The agenda for this meeting is attached.

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



CYNTHIA S. CONNERS, Mayor

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CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Special Meeting
Wednesday, June 14, 2023
2:00 p.m.

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

Cynthia Conners
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: The City offers four options for public comments:

1. Make public comments in-person
2. Submit public comments in writing
3. Make public comments by telephone
4. Make public comments by computer (Zoom)

For more information, please refer to page three of this agenda.

Americans with Disabilities Act (ADA): It is the intention of the City to comply with the ADA. If you need assistance to participate in this meeting, please contact either the City Clerk's Office at (949) 639-0500/TTY (949) 639-0535 or the California Relay Service at (800) 735-2929/TTY (800) 735-2922. The City requests at least two business days' notice in order to effectively facilitate the provision of reasonable accommodations.

REGULAR MEETING SCHEDULE

The Laguna Woods City Council meets regularly on the third Wednesday of each month at 2 p.m.

AGENDA POSTING AND AVAILABILITY

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

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FOR ADDITIONAL INFORMATION

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

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, Yolie Trippy, City Clerk, City of Laguna Woods, hereby certify under penalty of perjury that this agenda was posted at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City’s website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 17-30, pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act.

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

6/9/23
Date

OPTIONS FOR PUBLIC COMMENTS

1. Make public comments in-person. Members of the public wishing to make in-person public comments are asked, but not required, to complete and submit a speaker card to City staff. Speaker cards are available near the entrance to the meeting location. If you do not wish to submit a speaker card, or wish to remain anonymous, you may indicate your desire to speak from the floor. Speakers are requested, but not required, to identify themselves.

2. Submit public comments in writing. Written public comments may be submitted via email (cityhall@cityoflagunawoods.org) or delivered to 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 written public comments are advised 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: 875 8402 6733 followed by pound (#) and the following meeting passcode: 264798 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 (Zoom).

- Visit www.zoom.us
- Click on “Join” toward the top right of the webpage
- Enter the following meeting ID: 875 8402 6733
- Open the Zoom application following the on-screen prompts
- Enter the following meeting password: 264798
- 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

1.1 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.

1.2 Emergency Circumstances and Just Cause Teleconferencing

Recommendation: Receive and act upon disclosures and requests from members of the City Council related to teleconferencing pursuant to California Assembly Bill 2449 (2021-2022).

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATIONS AND CEREMONIAL MATTERS

4.1 Elder Abuse Awareness Month – June 2023

Recommendation: Approve and present the proclamation.

4.2 Gun Violence Awareness Month – June 2023

Recommendation: Approve and present the proclamation.

4.3 Pride Month – June 2023

Recommendation: Approve and present the proclamation.

4.4 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 Animal Control and Shelter Services

Recommendation:

1. Waive the conflict of interest arising from Rutan & Tucker, LLP providing city attorney services for both the cities of Laguna Beach and Laguna Woods, as pertains to the approval of an agreement between both cities for animal control and shelter services, and direct the City Manager to provide written notice of such waiver to the City Attorney.

AND

2. Approve an agreement with the City of Laguna Beach for animal control and shelter services and authorize the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

6.2 Building Plan Review and Certified Access Specialist (CASp) Services

Recommendation: Approve an extension of the agreement with Bureau Veritas North America for building plan review and Certified Access Specialist (CASp) services and authorize the City Manager to execute the extension, subject to approval as to form by the City Attorney.

6.3 Landscape Maintenance Services

Recommendation:

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

AND

2. Approve an extension and amendment of the agreement with BrightView Landscape Services for landscape maintenance services and authorize the City Manager to execute the extension and amendment, subject to approval as to form by the City Attorney.

6.4 Senior Mobility Program

Recommendation:

1. Adopt a new agency service plan for the Senior Mobility Program, describing its goal, core purpose, objectives, trip eligibility, operations, fare structure, funding, and various program requirements in a format required by the Orange County Transportation Authority's Senior Mobility Program guidelines.

AND

2. Waive the Senior Mobility Program's annual enrollment fee of \$10 per person for Fiscal Years 2023-25.

VII. CITY COUNCIL BUSINESS

7.1 Interstate 5/El Toro Road Interchange Project

Recommendation: Receive, and provide feedback on, a presentation from the California Department of Transportation and Orange County Transportation Authority regarding the Interstate 5/El Toro Road Interchange Project.

7.2 Fiscal Years 2023-25 Budget and Work Plan & Fiscal Years 2023-34 Capital Improvement Program Development

Recommendation: Provide direction to the City Manager regarding the development of the Fiscal Years 2023-25 Budget and Work Plan & Fiscal Years 2023-34 Capital Improvement Program.

VIII. ADJOURNMENT

Next Regular Meeting: Wednesday, June 21, 2023 at 2 p.m.
Laguna Woods City Hall
24264 El Toro Road, Laguna Woods, California 92637

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4.1
ELDER ABUSE AWARENESS MONTH –
JUNE 2023

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Proclamation
City of Laguna Woods
Elder Abuse Awareness Month
June 2023

WHEREAS, Laguna Woods is a community comprised mainly of older adults; and

WHEREAS, Elder Abuse Awareness Month is an international opportunity to bring attention to the all too prevalent maltreatment of older adults at home; and

WHEREAS, elder abuse is a problem that crosses all socio-economic boundaries and affects older adults regardless of gender, race, ethnicity, education, or location; and

WHEREAS, elder abuse manifests itself in a variety of forms, including physical, emotional, and financial abuse in homes and long-term care facilities; and

WHEREAS, elder abuse can cause lasting harm, financial ruin, and death; and

WHEREAS, there are physical, behavioral, and isolation warning signs that can be identified and acted upon to prevent or end instances of elder abuse; and

WHEREAS, ending instances of elder abuse often requires reporting by loved ones or other concerned parties, as well as professional intervention.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim June 2023 as “Elder Abuse Awareness Month” in the City of Laguna Woods and encourages residents and businesses to learn the warning signs of elder abuse and report all instances of known or suspected elder abuse.

Dated this 14th day of June, 2023

Cynthia S. Connors
Mayor

Attest: Yolie Trippy, CMC
City Clerk

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4.2
GUN VIOLENCE AWARENESS MONTH –
JUNE 2023

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Proclamation
City of Laguna Woods
Gun Violence Awareness Month
June 2023

WHEREAS, current data from the Centers for Disease Control and Prevention indicates that firearms are involved in approximately 79% of all homicides; and

WHEREAS, approximately 124 people die in the United States from a firearm-related injury each day, more than half of which are suicides and 40% of which are homicides; and

WHEREAS, firearm-related injuries affect people in all stages of life, but have consistently ranked among the leading causes of death for people ages 1-44 in the United States; and

WHEREAS, safely storing firearms includes keeping firearms locked and unloaded; separating firearms and ammunition when not in use; making sure household members understand the safety guidelines concerning firearms; and, using cable locks, gun cases, lock boxes, biometric gun safes, and/or other safe storage options.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim June 2023 as “Gun Violence Awareness Month” in the City of Laguna Woods and encourages safe and responsible gun ownership.

Dated this 14th day of June, 2023

Cynthia S. Conners
Mayor

Attest: Yolie Trippy, CMC
City Clerk

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4.3
PRIDE MONTH –
JUNE 2023

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**Proclamation
City of Laguna Woods
Pride Month
June 2023**

WHEREAS, Laguna Woods draws strength and vitality from the diversity of those who live, work, visit, and otherwise contribute to our community; and

WHEREAS, diversity, reason, and respect are hallmarks of a civilized society and vital to maintaining the extraordinary character of our community; and

WHEREAS, there are residents, members of the business community, and others who are a part of the lesbian, gay, bisexual, and transgender community; and

WHEREAS, Pride Month is an opportunity to reflect on the ways that we can all come together with a commitment to mutual respect and consideration; and

WHEREAS, the City of Laguna Woods opposes discrimination in all its forms and supports the fair and equitable treatment of all people.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim June 2023 as “Pride Month” in the City of Laguna Woods and encourages individuals to support understanding, to fight prejudice and discrimination in their own lives, and to treat others with dignity and respect.

Dated this 14th day of June, 2023

Cynthia S. Conners
Mayor

Attest: Yolie Trippy, CMC
City Clerk

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4.4
CITY HALL/PUBLIC LIBRARY PROJECT 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: June 14, 2023 Special Meeting
SUBJECT: Consent Calendar Summary

Recommendation

Approve all proposed actions on the June 14, 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 June 14, 2023 Consent Calendar contains the following items:

6.1 [1] Waiver of the conflict of interest arising from Rutan & Tucker, LLP providing city attorney services for both the cities of Laguna Beach and Laguna Woods, as pertains to the approval of an agreement between both cities for animal control and shelter services, and direction for the City Manager to provide written notice of such waiver to the City Attorney.

AND

[2] Approval of an agreement with the City of Laguna Beach for animal

control and shelter services and authorization for the Mayor to execute the agreement, subject to approval as to form by the City Attorney. The City has partnered with the City of Laguna Beach for animal control and shelter services since October 2000. The proposed agreement would continue that partnership for an additional three-year period from July 1, 2023 through June 30, 2026. As compared to the existing agreement – which ends on June 30, 2023 – changes in the proposed agreement include only various dates, service costs for the next three fiscal years (\$115,008 for Fiscal Year 2023-24, \$119,604 for Fiscal Year 2024-25, and, \$124,392 for Fiscal Year 2025-26), and names on the signature page. The annual percent change in cost is approximately 1.7% for Fiscal Year 2023-24, 4.0% for Fiscal Year 2024-25, and 4.0% for Fiscal Year 2025-26.

- 6.2 Approval of an extension of the agreement with Bureau Veritas North America for building plan review and Certified Access Specialist (CASp) services and authorization for the City Manager to execute the extension, subject to approval as to form by the City Attorney. The proposed extension is for a two-year period from July 1, 2023 through June 30, 2025, as allowed by the existing agreement. Bureau Veritas North America has provided building plan review and CASp services to the City since June 17, 2020 and is currently providing those services under an agreement that ends on June 30, 2023. Due to Bureau Veritas North America’s qualifications and performance to-date, staff recommends extending the agreement.
- 6.3 [1] Waiver of the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding. The City’s procurement regulations generally require competitive bidding when the estimated cost of services is \$25,000 or more over the term of the agreement, but allow for the waiver of those provisions at the discretion of the City Council. BrightView Landscape Services has provided landscape maintenance services to the City since December 20, 2018 and is currently providing those services under an agreement that ends on June 30, 2023. BrightView Landscape Services has offered to continue existing pricing with no increase in rates through June 30, 2024. Due to BrightView Landscape Services’ qualifications, performance to-date, and proposed stability in pricing, staff recommends waiving competitive bidding requirements for the proposed extension and amendment.

AND

[2] Approval of an extension and amendment of the agreement with BrightView Landscape Services for landscape maintenance services and authorization for the City Manager to execute the extension and amendment, subject to approval as to form by the City Attorney. The proposed extension and amendment is for a one-year period from July 1, 2023 through June 30, 2024 with no increase in rates.

- 6.4 [1] Adoption of a new agency service plan for the Senior Mobility Program, describing its goal, core purpose, objectives, trip eligibility, operations, fare structure, funding, and various program requirements in a format required by the Orange County Transportation Authority's Senior Mobility Program guidelines. The proposed agency service plan is consistent with the following unanimous action of the City Council on May 31, 2023:

“Approved, in concept, a new iteration of the Senior Mobility Program for Fiscal Years 2023-25 that operates on a two-year cycle, eliminates the use of vouchers, allows residents to travel to and from John Wayne Airport, eliminates the annual enrollment fee, and revises resident costs to \$0 (trips to or from Laguna Woods City Hall/Public Library or Irvine Station), \$5 (trips up to 10 miles), \$10 (trips greater than 10 miles), \$15 (trips to or from VA Long Beach), and \$25 (trips to or from John Wayne Airport).”

The proposed agency service plan also includes options for the City to (i) waive the annual enrollment fee and/or (ii) suspend, restrict, or discontinue travel to and/or from John Wayne Airport should doing so become necessary or advantageous as a cost control measure.

Orange County Transportation Authority staff has reviewed a draft of the proposed agency service plan and noted no objection.

If adopted, the proposed agency service plan would replace the agency service plan that the City Council unanimously adopted on June 2, 2021 as part of entering into a new cooperative agreement with the Orange County Transportation Authority for the Senior Mobility Program.

AND

- [2] Waiver of the Senior Mobility Program's annual enrollment fee of \$10

per person for Fiscal Years 2023-25. As discussed at the May 17, 2023 City Council meeting, a key part of the proposed new iteration of the Senior Mobility Program is the elimination of the annual enrollment fee. The annual enrollment fee was charged beginning for Fiscal Year 2017-18 (at \$5, then increased to \$10 for Fiscal Year 2018-19) to help offset the City's costs of administering the Senior Mobility Program. Due first to the impacts of COVID-19 on residents, and then to more favorable than anticipated budget conditions, the City Council has waived this fee since Fiscal Year 2020-21. Staff does not reasonably foresee a need for this fee for Fiscal Years 2023-25, but the proposed agency service plan would allow the City Council to reinstate it in the future should circumstances change.

6.1 ANIMAL CONTROL AND SHELTER SERVICES

**For additional information on this item,
please refer to Item 6.0 (Consent Calendar Summary).**

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AGREEMENT FOR ANIMAL CONTROL AND SHELTER SERVICES

THIS AGREEMENT, entered into this 1st day of July 2023, which date is enumerated for purposes of reference only, by and between the CITY OF LAGUNA BEACH, a municipal corporation, hereinafter referred to as “LAGUNA BEACH,” and the CITY OF LAGUNA WOODS, a municipal corporation, hereinafter referred to as “LAGUNA WOODS.”

WITNESSETH:

LAGUNA WOODS desires to contract with LAGUNA BEACH for the performance of the hereinafter-described animal control and animal shelter services.

LAGUNA BEACH is willing and able to render such services on the terms and conditions hereinafter set forth.

NOW THEREFORE, IT IS MUTUALLY AGREED as follows:

1. TERM

- A. This Agreement shall become effective on July 1, 2023 and continue in effect for a period of thirty-six months ending on June 30, 2026 unless otherwise terminated as described in paragraph 2.

2. TERMINATION

- A. Either party may terminate this Agreement without cause by providing written notice of said termination to the other party. The written notice of termination must be given at least six (6) months in advance of the effective date of the termination.

3. SERVICES

- A. LAGUNA BEACH agrees to provide animal control services within the corporate limits of LAGUNA WOODS. The level of animal control and shelter services to be provided under this Agreement are enumerated below. Services provided by LAGUNA BEACH shall include the enforcement of State statutes and Municipal Code sections deemed applicable to LAGUNA WOODS by LAGUNA BEACH. LAGUNA BEACH will not be obligated to enforce any ordinances adopted by LAGUNA WOODS except those adopted in compliance with Paragraph 5 of this Agreement and ordinances pertaining to spay, neutering, and number of animals permitted. Services shall be provided in the following categories:

- 1) **FIELD SERVICES:** LAGUNA BEACH shall be responsible for and provide all animal control field services in LAGUNA WOODS. Field services shall generally be provided seven days a week, 365 days a year, between the hours of 6:00 a.m. and 4:00 p.m. and as late as 6:00 p.m. when overlapping staff are available. Calls for service will be dispatched and handled based first on priority and then as they were received. Field service activities shall include, but are not, at the discretion of the LAGUNA BEACH Animal Services staff, limited to: impounding and/or capture of stray dogs; impounding of unattended dogs or cats due to death or illness of the owner where a family member or other person is not available; pick up or disposal of injured raccoons, opossums, deer, bobcats, coyotes, mountain lions; transportation of all injured impounded animals to appropriate medical treatment; conduct cruelty investigations; bite investigations; chronic barking dog complaints; manage and conduct quarantine activities; enforcement of state laws and local ordinances and issuance of citations; impounding of dead animals for disposal; and public information and education services regarding barking dogs, wildlife or other animal concerns.

While LAGUNA BEACH intends to maintain routine coverage of two animal services officers each day in LAGUNA BEACH, LAGUNA WOODS accepts and understands that the animal services officers are limited in number, and as employees, routinely take leave in the form of vacation, sick, holidays, "Family Leave" as set forth in the Family Leave Act, and all other local, state and federally protected leave. During such periods of leave, the ability of LAGUNA BEACH to respond to calls in a timely manner may be significantly impacted. LAGUNA WOODS also accepts and understands that an animal services officer's position may become vacant which will also affect the ability of LAGUNA BEACH to respond to calls in a timely manner. In either event, calls for service will be dispatched and handled based first on priority and then as they were received.

- 2) **TELEPHONIC SERVICES:** LAGUNA BEACH staff will be available to receive calls for service seven days a week, twenty-four hours a day, 365 days a year. LAGUNA BEACH Animal Services staff will take or return calls during the hours when field staff is available to provide advice and/or referrals to members of the community of LAGUNA WOODS for the proper handling and/or disposal of feral cats, rats, mice, rabbits, gophers, squirrels, insects, spiders or other "vector" species.
- 3) **SPECIAL SERVICES:** LAGUNA BEACH shall be responsible for and provide all pet licensing and license renewal, canvassing, and animal facility licensing and inspection in LAGUNA WOODS. New license applications shall be made available at Laguna Woods City Hall, the Laguna Beach Animal Shelter, and in the field through routine contact

with Animal Services Officers. Pet License renewals shall be processed and issued by mail through the existing renewal process, or in person at the Laguna Beach Animal Shelter. LAGUNA BEACH will process renewals and answer telephone and in-person questions regarding licensing requirements. LAGUNA BEACH shall periodically canvass LAGUNA WOODS residences, as appropriate, to locate and license unlicensed dogs.

Some animal-related businesses in LAGUNA WOODS will be inspected annually as required by law and in response to any complaints to assure that facilities meet required laws and standards. LAGUNA BEACH shall provide advance notification of such inspections to LAGUNA WOODS, and will advise LAGUNA WOODS of any violations and/or enforcement action taken.

A low-cost vaccination clinic will be coordinated and conducted once a year. The clinic will be located at the Laguna Beach Animal Shelter at 20612 Laguna Canyon Road, or at another appropriate location within the City of Laguna Woods

- 4) SHELTER SERVICES: LAGUNA BEACH shall be responsible for and provide animal shelter services to LAGUNA WOODS. Services shall be provided at the Laguna Beach Animal Shelter, 20612 Laguna Canyon Road, Laguna Beach. The shelter will be open to the public to locate lost pets or for pet adoption seven days per week, except holidays. Public hours may vary from day to day, but shall generally be between 11 a.m. and 4 p.m.

- A. LAGUNA BEACH agrees to maintain its animal shelter in a humane manner and keep said premises in a clean condition at all times in accordance with policies and the budget approved by LAGUNA BEACH for the shelter, and that all services furnished by it hereunder shall be in accordance with the laws of the State of California, and that it will give required notices and use humane methods of care and destruction of any animal coming under its jurisdiction pursuant to its policies.

After review by the Evaluation Committee, vicious or seriously sick or injured domestic animals may be euthanized by lethal injection.

- B. LAGUNA WOODS understands that while the cost of the services provided were originally based on the salary and benefits of one full-time Animal Services Officer, LAGUNA BEACH is entering into the agreement with the expectation that the actual field services provided should not exceed 1250 hours annually.

LAGUNA WOODS understands that the expense of operating the entire Animal Services program also includes but is not limited to the operation of the Animal Shelter facility, medical treatment of animals, animal disposal, police communications, administration, management, supervision, report preparation, court testimony, ongoing training, and driving time between the two cities.

- C. LAGUNA WOODS agrees to maintain all animal service-related fees and license fees equal to the fee schedule of LAGUNA BEACH.
- D. LAGUNA WOODS understands that all revenues generated through licensing, fines, penalties, and fees generated through the activities and actions described in this agreement will not be reimbursed to LAGUNA WOODS. Such revenues will be used to offset the variable costs of setting up the licensing records of all licensed dogs, printing of related forms, notices, documents, tags, and care and feeding of impounded animals.
- E. LAGUNA BEACH shall furnish and supply all necessary labor, supervision, equipment and supplies to provide the services described in this Agreement. In all instances wherein special supplies, stationery, notices, forms and the like are issued in the name of LAGUNA WOODS, the same shall be supplied by LAGUNA WOODS at its own expense subject to approval by LAGUNA WOODS.
- F. The method by which services are provided, the standard of performance, any other matters incidental to the performance of such services, and the control of personnel so employed, shall be determined by LAGUNA BEACH. In the event of a dispute between the parties as to the extent of the duties and functions to be provided hereunder, or the level and manner of such services, the parties shall meet in good faith to resolve their differences. In the event of an impasse, the decision of the City Manager of LAGUNA BEACH shall be final.
- G. To facilitate the performance of services hereunder, LAGUNA BEACH shall have full cooperation and assistance from LAGUNA WOODS, its officers, agents and employees.
- H. If agreeable to both parties, additional services may be rendered by LAGUNA BEACH and paid for by LAGUNA WOODS. Additional services must be approved in writing by LAGUNA WOODS.

- I. The Laguna Beach Animal Shelter is under the direct supervision of the Laguna Beach Police Department. Complaints, concerns, and problems may be directed to the on-duty Police Department Watch Commander, Animal Shelter Manager, or Animal Services Manager (or other Police Department Supervisor or Management level employee.)
- J. LAGUNA WOODS shall be responsible for negotiating, managing and paying for any contracts entered into with a private service provider to handle the abatement of coyotes, mountain lions, or any other non-domesticated animals that are deemed to be causing a nuisance.

4. STATUS OF CONTRACTOR

Although the services herein described are municipal functions, all persons employed by LAGUNA BEACH to provide said services shall be LAGUNA BEACH employees; no person employed hereunder shall have the right to any LAGUNA WOODS pension or civil service status. When performing services under this Agreement and for the purpose of giving official status to the performance therefor where necessary, but not for the purpose of liability or indemnification, every LAGUNA BEACH officer or employee shall be deemed to be an officer or agent of LAGUNA WOODS.

5. CONFORMITY OF LAWS OR REGULATIONS

- A. Notwithstanding anything to the contrary herein contained, this Agreement shall terminate at any time that LAGUNA WOODS fails to enact, and to maintain in full force and effect an ordinance substantially the same as the provisions of Title 6 of the LAGUNA BEACH Municipal Code, and other regulations presently adopted by the LAGUNA BEACH City Council concerning animal control, including those which relate to fees. This Agreement shall also terminate if LAGUNA WOODS does not enact the same amendments to its Municipal Code as those adopted by LAGUNA BEACH City Council regarding animal control within sixty (60) days after a request to do so by LAGUNA BEACH'S City Manager. The LAGUNA BEACH City Manager, acting on behalf of LAGUNA BEACH, may use discretion and need not request LAGUNA WOODS to adopt amendments, which do not apply to LAGUNA WOODS.
- B. LAGUNA WOODS agrees to take all actions and adopt and approve such ordinances, resolution or other regulations necessary to enable LAGUNA BEACH personnel to enforce the ordinances and laws within the corporate jurisdiction of LAGUNA WOODS.

6. PREPARATION OF ANNUAL BUDGET

LAGUNA BEACH assumes all responsibility for the preparation of the Animal Services budget for Fiscal Year 2023-2024, and the budget for all successive fiscal years for which this Agreement remains in effect.

7. PREPARATION OF STATISTICAL REPORTS

LAGUNA BEACH will prepare and provide statistical information to LAGUNA WOODS on a monthly basis containing information on all animal services related calls for service in LAGUNA WOODS received by the LAGUNA BEACH Police Communications Center; and all Animal Shelter related services provided to LAGUNA WOODS (e.g. licensing, permitting, and numbers of animals, duration held, and disposition).

LAGUNA BEACH will assist and provide LAGUNA WOODS with special requests for information either on specific calls, special statistical information, or other similar requests as is reasonably available through the Police Department computerized dispatching system and Animal Shelter records.

8. PAYMENTS

A. BASIS FOR PAYMENT

LAGUNA WOODS shall pay LAGUNA BEACH for the actual costs of providing animal control and animal shelter services to the area located within LAGUNA WOODS.

B. PAYMENT METHOD

- (1) In consideration for the animal control, licensing, and shelter services provided by LAGUNA BEACH during the term of the Agreement, LAGUNA WOODS shall make a Fiscal Year 2023-2024 Payment to LAGUNA BEACH in the amount of \$115,008.00, a Fiscal Year 2024-2025 Payment to LAGUNA BEACH in the amount of \$119,604.00, and a Fiscal Year 2025-2026 Payment to LAGUNA BEACH in the amount of \$124,392.00.
- (2) The 2023-2024 Fiscal Year Payment shall be paid to LAGUNA BEACH in monthly installments, each payment equal to \$9,584.00 or one-twelfth (1/12) of the total Provisional Payment for the 2023-2024 Fiscal Year. The

first payment is due on July 30, 2023, and subsequent monthly payments shall be due on the 30th of each calendar month thereafter, with the last payment due on June 30, 2024. The 2024-2025 Fiscal Year Payment shall be paid to LAGUNA BEACH in monthly installments, each payment equal to \$9,967.00 or one-twelfth (1/12) of the total Provisional Payment for the 2024-2025 Fiscal Year. The first payment is due on July 30, 2024, and subsequent monthly payments shall be due on the 30th of each calendar month thereafter, with the last payment due on June 30, 2025. The 2025-2026 Fiscal Year Payment shall be paid to LAGUNA BEACH in monthly installments, each payment equal to \$10,366.00 or one-twelfth (1/12) of the total Provisional Payment for the 2025-2026 Fiscal Year. The first payment is due on July 30, 2025, and subsequent monthly payments shall be due on the 30th of each calendar month thereafter, with the last payment due on June 30, 2026.

- (3) If a payment is not received by LAGUNA BEACH within thirty (30) days after the due date, LAGUNA BEACH may cease providing any further service under this Agreement with LAGUNA WOODS and may satisfy the indebtedness in any manner prescribed by law.
- (4) LAGUNA WOODS shall not be called upon to assume any liability for (1) the direct payment of any salaries, wages or other compensation to any LAGUNA BEACH personnel performing services pursuant to this Agreement, (2) any liability for any LAGUNA BEACH employee for injury or sickness arising out of his or her employment while performing services pursuant to this Agreement: provided, however, the costs of such liabilities described in this subparagraph shall be considered expenditures for the Animal Services program and shall be allocated pursuant to the terms of Paragraph 8C of this Agreement.

C. DETERMINATION OF COST OF SERVICES

- (1) LAGUNA BEACH shall use the salary and benefits of one full-time Animal Services Officer to determine the Actual Cost of the animal control and shelter services provided to LAGUNA WOODS for each fiscal year during the term of this Agreement. This figure will be adjusted annually to reflect any changes in those salary or benefits such as a negotiated salary increase.

D. FEE REVENUE

- (1) LAGUNA BEACH shall receive all cooperation possible from LAGUNA WOODS to enable efficient enforcement of fee collection. LAGUNA BEACH shall retain all fees and revenue derived from the enforcement of the LAGUNA WOODS ordinances pertaining to the animal control services provided by LAGUNA BEACH.
- (2) LAGUNA BEACH agrees to keep and make available to LAGUNA WOODS a record of all license revenue collected from residents of LAGUNA WOODS, and all fee revenue generated from animals received from LAGUNA WOODS residents or impounded within the corporate limits of LAGUNA WOODS.

9. CONSULTATION

LAGUNA BEACH agrees to consult with LAGUNA WOODS during the consideration of, and prior to any final decision and/or implementation of the following:

- A. Any proposed change in the level of service, staffing, days or hours of operation of field services, special services or shelter services.
- B. Any proposal to offer or contract for the provision of animal control and shelter services to another public agency.
- C. Any proposed change to LAGUNA BEACH ordinances, regulations, and fees concerning animal control services that LAGUNA BEACH would propose be adopted by LAGUNA WOODS.

10. RECORDS

All records created or received by LAGUNA BEACH in accordance with this Agreement shall be LAGUNA BEACH records. LAGUNA BEACH agrees to keep such books and records in such form and manner as specified in the Municipal Code. Said Books shall be open for examination by LAGUNA WOODS at all reasonable times.

11. ALTERATION OF TERMS

This Agreement fully expresses all understandings of LAGUNA BEACH and LAGUNA WOODS with respect to the subject matter of this Agreement, and shall constitute the total Agreement between the parties for these purposes. No addition to, or alteration of, the terms of this agreement shall be valid unless made in writing, formally approved and executed by duly authorized agents of both parties.

12. INDEMNIFICATION

LAGUNA WOODS agrees to and shall defend, indemnify and hold LAGUNA BEACH, its elected officials, officers, agents and employees harmless from any and all claims actions and judgments for injury, loss or damage arising out of or resulting from the performance of services by LAGUNA BEACH under this Agreement in or for the benefit of LAGUNA WOODS; provided however, this obligation shall not apply where the alleged injury, loss or damage arises out of or results from an act or omission of LAGUNA BEACH personnel not within the scope of employment or an act or omission constituting actual fraud, corruption or actual malice.

LAGUNA BEACH agrees to and shall defend, indemnify and hold LAGUNA WOODS, its elected officials, officers, agents and employees harmless from any and all claims actions and judgments for injury, loss or damage arising out of or resulting from the performance of services by LAGUNA BEACH under this Agreement in or for the benefit of LAGUNA WOODS; provided however, this obligation shall not apply where the alleged injury, loss or damage arises out of or results from the enactment and maintenance by LAGUNA WOODS of the ordinance and regulations required under Section 5 of this Agreement; and provided further, however, this obligation shall not apply where the alleged injury, loss or damage arises out of or results from an act or omission of LAGUNA WOODS personnel not within the scope of employment or an act or omission constituting actual fraud, corruption or actual malice.

13. BREACH OF AGREEMENT

If either LAGUNA BEACH or LAGUNA WOODS defaults in the performance of the terms or conditions of the Agreement, it shall have thirty (30) days after service upon it of a written notice of default in which to cure the default by rendering satisfactory performance. In the event that a party fails to cure its default within such period of time, the other party shall have the right, notwithstanding any other provision of this

Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, inequity, or under this Agreement. The failure of either party to object to any default in the performance of the terms and conditions of this Agreement shall not constitute a waiver of either the term or condition, or of any other term or condition of this Agreement.

14. ATTORNEYS' FEES

If any legal proceeding, including an action for declaratory relief, is brought to enforce or interpret provisions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which the party may be entitled.

15. NOTICES

Unless the persons or addresses are otherwise identified by notice given in the manner specified by this paragraph, all notices authorized or required by this Agreement shall be deemed effective when reduced to writing and deposited in the United States mail, certified, and addressed as follows:

To LAGUNA BEACH: City Manager
 City of Laguna Beach
 505 Forest Avenue
 Laguna Beach, CA 92651

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

IN WITNESS WHEREOF, the City of Laguna Beach by motion duly adopted by its City Council caused this Agreement to be signed by its City Manager and attested by its City Clerk, and the City of Laguna Woods, by motion duly adopted by its City Council caused this Agreement to be signed by its Mayor and attested by its City Clerk, to become effective on the day first above written.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

DATED: _____

DATED: _____

By: _____
CYNTHIA CONNERS
Laguna Woods Mayor

By: _____
SHOHREH DUPUIS
Laguna Beach City Manager

DATED: _____

DATED: _____

By: _____
YOLIE TRIPPY
Laguna Woods City Clerk

By: _____
ANN MARIE MCKAY
Laguna Beach City Clerk

DATED: _____

DATED: _____

By: _____
ALISHA PATTERSON
Laguna Woods City Attorney

By: _____
PHILIP D. KOHN
Laguna Beach City Attorney

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6.2 BUILDING PLAN REVIEW AND CERTIFIED ACCESS SPECIALIST (CASP) SERVICES

**For additional information on this item,
please refer to Item 6.0 (Consent Calendar Summary).**

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**EXTENSION OF THE
AGREEMENT FOR CONSULTANT SERVICES
BETWEEN THE
CITY OF LAGUNA WOODS
AND
BUREAU VERITAS NORTH AMERICA
FOR BUILDING PLAN REVIEW
AND CERTIFIED ACCESS SPECIALIST (CASP) SERVICES**

This EXTENSION of the AGREEMENT FOR CONSULTANT SERVICES ("AGREEMENT") that was approved by the City Council on May 20, 2020, by and among the City of Laguna Woods, a California municipal corporation ("CITY") and Bureau Veritas North America ("CONSULTANT"), is made and entered into this _____ by and among the CITY and CONSULTANT.

WHEREAS, the initial term of the AGREEMENT was for the period between June 17, 2020 and 11:59 p.m. on June 30, 2023; and

WHEREAS, the AGREEMENT allows for the term of the AGREEMENT to be extended upon written agreement of both parties to the AGREEMENT through a maximum of 11:59 p.m. on June 30, 2025.

NOW THEREFORE, the parties amend the AGREEMENT as follows:

1. CITY and CONSULTANT hereby agree to an EXTENSION of the AGREEMENT for a period beginning on July 1, 2023 and ending at 11:59 p.m. on June 30, 2025 with no changes to the terms and conditions of the AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have caused this EXTENSION to be executed the day and year first above written.

CITY OF LAGUNA WOODS:

By _____
Christopher Macon, City Manager

CONSULTANT:

By _____
Craig Baptista, Vice President

APPROVED AS TO FORM:

Alisha Patterson, City Attorney

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6.3

LANDSCAPE MAINTENANCE SERVICES

**For additional information on this item,
please refer to Item 6.0 (Consent Calendar Summary).**

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**EXTENSION AND AMENDMENT OF THE
AGREEMENT FOR CONSULTANT SERVICES
BETWEEN THE
CITY OF LAGUNA WOODS
AND
BRIGHTVIEW LANDSCAPE SERVICES
FOR LANDSCAPE MAINTENANCE SERVICES**

This EXTENSION AND AMENDMENT of the AGREEMENT FOR CONSULTANT SERVICES ("AGREEMENT") that was approved by the City Council on November 19, 2018, by and among the City of Laguna Woods, a California municipal corporation ("CITY") and BrightView Landscape Services ("CONSULTANT"), is made and entered into this _____ by and among CITY and CONSULTANT.

WHEREAS, the initial term of the AGREEMENT was for the period between December 20, 2018 and 11:59 p.m. on June 30, 2021; and

WHEREAS, the term of the AGREEMENT was previously extended from July 1, 2021 through 11:59 p.m. on June 30, 2023; and

WHEREAS, while the AGREEMENT did not contemplate an extension of the term beyond 11:59 p.m. on June 30, 2023, CONSULTANT has offered to continue providing services at its existing pricing through 11:59 p.m. on June 30, 2024; and

WHEREAS, CITY desires for CONSULTANT to continue providing services at its existing pricing through 11:59 p.m. on June 30, 2024.

NOW THEREFORE, the parties amend the AGREEMENT as follows:

1. CITY and CONSULTANT hereby agree to an EXTENSION of the AGREEMENT for a period beginning on July 1, 2023 and ending at 11:59 p.m. on June 30, 2024 with no changes to the terms and conditions of the AGREEMENT except as specified herein.

2. CITY and CONSULTANT hereby agree to an AMENDMENT of the AGREEMENT consisting of the modifications shown on page 3 of this AMENDMENT.

IN WITNESS WHEREOF, the parties hereto have caused this EXTENSION AND AMENDMENT to be executed the day and year first above written.

CITY OF LAGUNA WOODS:

By _____
Christopher Macon, City Manager

CONSULTANT:

By _____
Shannon Speratos, Vice President General Manager

APPROVED AS TO FORM:

Alisha Patterson, City Attorney

AMENDMENT TEXT

Section 1 (“Term of Agreement”) of the AGREEMENT is amended to read as follows (additions shown with underlining and deletions shown with ~~strike-through~~):

SECTION 1. TERM OF AGREEMENT.

Subject to the provisions of SECTION 19 "TERMINATION OF AGREEMENT" of this AGREEMENT, the term of this AGREEMENT shall be for a period beginning on December 20, 2018 and ending at 11:59 p.m. on June 30, 2021. Such term may be extended upon written agreement of both parties to this AGREEMENT ~~through a maximum of 11:59 p.m. on June 30, 2023.~~

The last paragraph in Exhibit B (“Compensation”) of the AGREEMENT is amended to read as follows (additions shown with underlining):

CONSULTANT’s rates for “Routine Services” and “Extra Work - Labor” shall increase by 4% on January 1 of each year of the term of this AGREEMENT with the last such increase occurring on January 1, 2023.

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6.4 SENIOR MOBILITY PROGRAM

**For additional information on this item,
please refer to Item 6.0 (Consent Calendar Summary).**

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Senior Mobility Program

Agency Service Plan

Jurisdictions and agencies participating in the Orange County Transportation Authority (OCTA) Senior Mobility Program (SMP) must complete the following Service Plan in order to receive SMP funding. The Service Plan must be developed in accordance with SMP Guidelines, included as Attachment 1, and submitted to OCTA for review. Upon review from OCTA, the Service Plan must be formally adopted by the agency's council or governing body and approved by the OCTA Board of Directors. Any modifications to SMP services will require submittal of a new Service Plan.

Participant Information:

Agency	<u>City of Laguna Woods</u>	Date	<u>6/14/2023</u>
Program Contact	<u>Christopher Macon</u>	Phone	<u>(949) 639-0500</u>
Email	<u>cmacon@cityoflagunawoods.org</u>		

Service Description:

1. Program goals and objectives:

The City's Senior Mobility Program subsidizes the cost of taxi travel for Laguna Woods residents who are at least 60 years of age.

The core purpose of the City's Senior Mobility Program is to promote lifelong mobility through the provision of affordable, older adult-oriented transportation services.

Objectives include:

- Offering affordable and discounted taxi services to increase resident mobility
- Improving service to key destinations not readily served by transit
- Improving coordination between transit services to provide more frequent and better-timed connections between services
- Providing an on-call, door-to-door service for residents (demand-response)
- Making transit more accessible and convenient for residents by participating in OCTA marketing and outreach efforts to encourage use of fixed-route transit services by older adults
- Ensuring the safety of resident transit users by maintaining adequate oversight of safety-related aspects of the services provided by a contract service provider

2. Indicate how SMP service will be operated: *(Please check all that apply)*

- | | |
|--|---|
| <input type="checkbox"/> Directly-Operated | <input checked="" type="checkbox"/> Subsidized Taxi Program |
| <input type="checkbox"/> Contract Service Provider | <input type="checkbox"/> Other (Please Describe) |
| <input type="checkbox"/> Volunteers | |

The City contracts with a taxi company to provide all transportation services. Enrolled residents receive an identification card from the City that makes them eligible for subsidized fares for taxi travel from the City's contracted taxi company.

3. Eligible trips provided under the SMP are limited to the following categories. Please indicate the categories of service to be provided by your program: *(Please check all that apply)*

- | | |
|---|---|
| <input checked="" type="checkbox"/> Senior Center | <input checked="" type="checkbox"/> Personal Care |
| <input checked="" type="checkbox"/> Nutrition | <input checked="" type="checkbox"/> Shopping |
| <input checked="" type="checkbox"/> Medical | <input checked="" type="checkbox"/> Social / Recreation (Please Describe) |

Residents may travel to or from any social/recreation destinations within Orange County (e.g., air travel (John Wayne Airport), amusement parks, aquariums/zoos, beaches/parks, charity-social group events, cemeteries, community-cultural events, education/employment, family-friends, financial institutions, funerals/memorial services, governments offices/services, libraries/museums/historical sites, movies/theaters/concerts, places of worship, religious institutions, restaurants, sporting/fitness, and transit centers/hubs), provided trips start or end in Laguna Woods. Social/recreation travel is not permitted outside of Orange County. The City does not charter buses or otherwise organize group travel to casinos, wineries, or any other destination using SMP funds. The City may suspend, restrict, or discontinue travel to and/or from John Wayne Airport should doing so become necessary or advantageous as a cost control measure.

4. SMP Guidelines restricts trips outside of Orange County to medical trips within approximately 10 miles of the Orange County border. Do you intend to provide medical trips outside of Orange County?

Yes No

If yes, please list the trip purpose and destinations: *(e.g., medical trips to the VA Hospital in Long Beach)*

Medical trips to and from VA Long Beach

5. Fare structure:

Trips to or from Laguna Woods City Hall/Public Library: \$0, trips to or from Irvine Station: \$0, trips up to 10 miles within Orange County: \$5 (one-way), trips over 10 miles within Orange County: \$10 (one-way), trips to or from VA Long Beach: \$15, and trips to or from John Wayne Airport: \$25. Annual enrollment fee of \$10 per eligible resident, which the City may waive.

6. Number of vehicles:

0

7. Projected annual ridership:

5,000

8. Source(s) of 20 percent match funding:

City's General Fund

Program Requirements:

1. Jurisdiction/Agency shall follow competitive procurement practices in selection of vendors for all services which it does not provide using its own work force. Any Request for Proposals (RFP) for services shall specify the use of vehicles meeting Americans with Disabilities Act (ADA) accessibility standards.
2. Jurisdiction/Agency will perform, or ensure that a contracted vendor performs, maintenance of all vehicles used in the Senior Mobility program, including, at a minimum:
 - a) Daily Pre-Trip Inspections that meet or exceed the guidelines provided in the attached Pre-Trip Inspection Checklist (Attachment 2)
 - b) Scheduled preventative maintenance that meets or exceeds the guidelines provided in the attached PM Checklist, including the maintenance of all accessibility features of the vehicles.
 - c) Maintain maintenance records for each vehicle for five (5) years and, if required, cooperate fully in annual motor coach carrier terminal inspections conducted by the California Highway Patrol.
3. Jurisdiction/Agency will ensure that its operators, or its contracted vendor’s operators, are properly licensed and trained to proficiency to perform duties safely, and in a manner which treats its riders with respect and dignity. Disability awareness and passenger assistance will be included in this training.
4. Jurisdiction/Agency will establish and implement an alcohol and drug program that complies with 41 U.S.C. sections 701-707, (the Drug Free Workplace Act of 1988), and will produce any documentation necessary to establish its compliance with sections 701-707.
5. Jurisdiction/Agency will submit a monthly report to OCTA’s Community Transportation Services Department as illustrated in Attachment 3.
6. Jurisdiction/Agency will participate in OCTA marketing and outreach efforts to encourage use of fixed route transit service by older adults.
7. Jurisdiction/Agency will note OCTA sponsorship in any promotional material for service funded under this agreement and will display an OCTA Senior Mobility Program logo on vehicles used in this program (excluding taxis).
8. Jurisdiction/Agency will ensure that it maintains adequate oversight and control over all aspects of services that are provided by a contracted vendor.

IN WITNESS WHEREOF, has formally adopted the Senior Mobility Program Scope of Work as written above.

AGENCY REPRESENTATIVE

OCTA REPRESENTATIVE

Name: Christopher Macon

Name: _____

Title: City Manager

Title: _____

7.1
INTERSTATE 5/EL TORO ROAD INTERCHANGE
PROJECT

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ITEM 7.1

PowerPoint Presentation from the Orange County Transportation Authority

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Update on Interstate 5/El Toro Road Interchange Project



Project Location



- El Toro Road interchange top priority for the cities of Laguna Hills, Laguna Woods, and Lake Forest (Cities) as input in development of M2
- M2 Ordinance (approved by voters on November 7, 2006)
 - Project D – Interstate 5 (I-5) local interchange upgrades
 - Update and improve key I-5 interchanges, such as Avenida Pico, Ortega Highway, Avery Parkway, La Paz Road, ***El Toro Road***, and others to relieve street congestion around older interchanges and on ramps. ***Specific improvements will be subject to approved plans developed in cooperation with local jurisdictions and affected communities.***
- Next 10 Delivery Plan (2022 Update)
 - I-5/El Toro Road Interchange project to be environmentally cleared by 2030 and shelf ready for future advancement

- February 2015 – Project Study Report considered 15 alternatives
 - Four build alternatives recommended for further study
- May 2017 – California Department of Transportation (Caltrans) began the Project Approval/Environmental Document (PA/ED) phase
- August 2018 to February 2019 – Design and right-of-way (ROW) workshops held between Orange County Transportation Authority (OCTA), Caltrans, and the Cities
 - Two of four build alternatives removed from further study

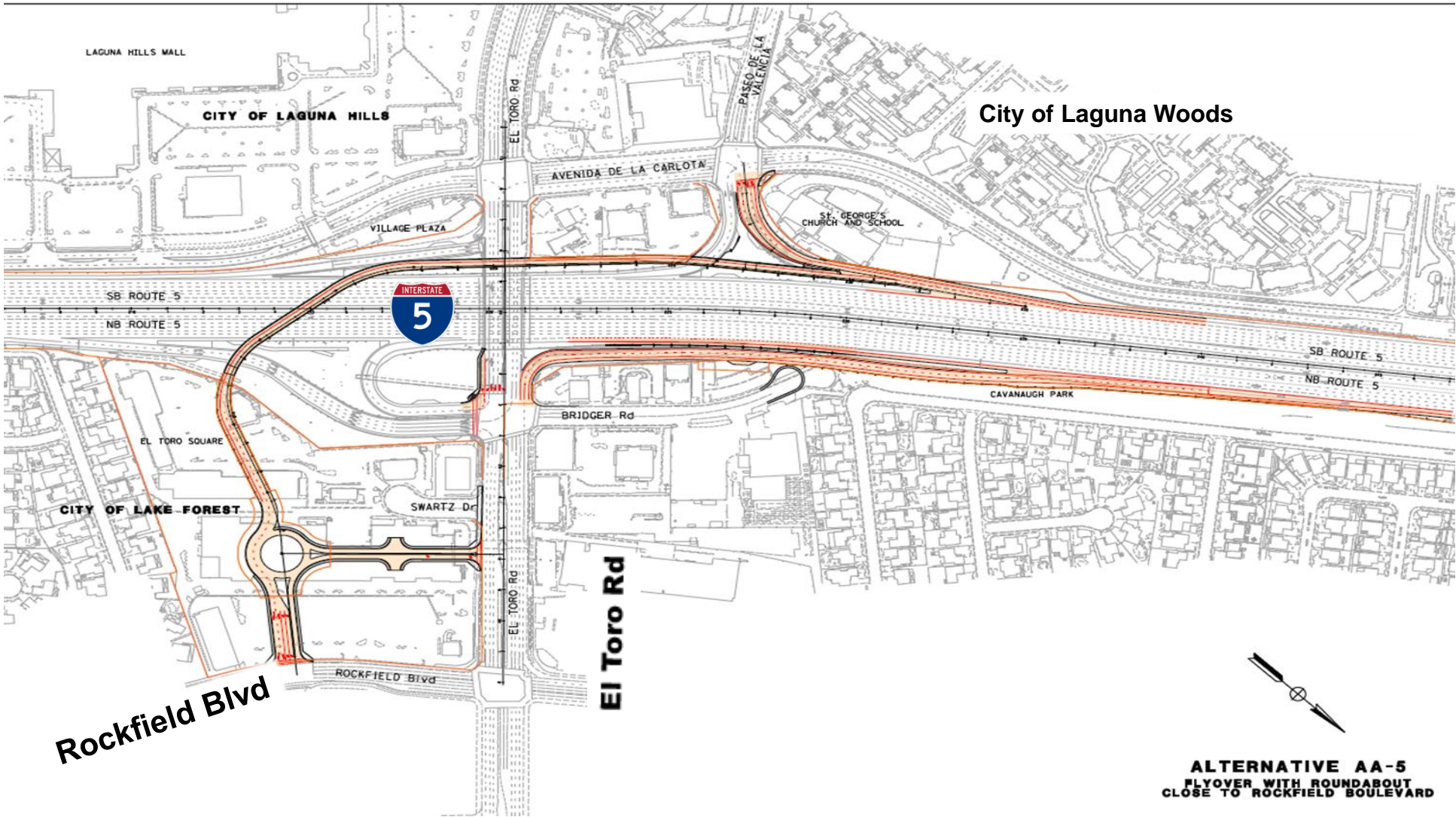
- April to May 2019 – Public circulation and review of draft environmental document with two build alternatives
- Late 2019 to Early 2020 – Meetings between OCTA, Caltrans, and the Cities to discuss proposed alternatives, other options, and next steps
- September 2020 – OCTA began an Alternatives Assessment Study to look at potential additional alternatives, in coordination with the Cities and Caltrans
- October 2021 – Alternatives Assessment Study with seven alternatives completed
- January 2022 – City of Lake Forest completed economic assessment of new proposed alternatives
- March 2022 – Laguna Hills City Council approved Village at Laguna Hills development
- March 2022 – Meeting with the Cities and Caltrans to reach consensus on two study alternatives to move forward to the PA/ED phase
- Mid 2022 – Presentations to City Councils
- January 2023 – Caltrans and OCTA restart PA/ED phase

Assessment Alternative (AA)-1: Braided Ramps One Location



**ALTERNATIVE AA-1
BRAIDED RAMPS ONE LOCATION**

AA-5: Flyover with Roundabout (Close to Rockfield Boulevard)



**ALTERNATIVE AA-5
FLYOVER WITH ROUNDABOUT
CLOSE TO ROCKFIELD BOULEVARD**

- Project update to OCTA Board of Directors (Board) – June 2023
- Project update to the City Councils of Laguna Hills, Laguna Woods, and Lake Forest – June and July 2023
- Public scoping meeting – in person: July 2023, virtual: August 2023
- Complete design and environmental studies – December 2024
- Approval of draft PA/ED - December 2024
- Public hearing - February 2025
- Select preferred alternative - July 2025
- Approval of final PA/ED - December 2025

Public Outreach and Scoping Meetings

- Public Outreach
 - City Council updates
 - Stakeholder briefings
 - Project webpage, email alerts, social media advertising, flyers
 - Spanish and English
- Public Scoping Meetings
 - In-person, July 26, 2023, Lake Forest Community Center
 - Virtual, August 3, 2023
 - Online and print newspaper ads
 - Direct mail postcards
 - Local access television



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7.2

**FISCAL YEARS 2023-25 BUDGET AND WORK
PLAN & FISCAL YEARS 2023-34 CAPITAL
IMPROVEMENT PROGRAM DEVELOPMENT**

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: June 14, 2023 Special Meeting

SUBJECT: Fiscal Years 2023-25 Budget and Work Plan & Fiscal Years 2023-34 Capital Improvement Program Development

Recommendation

Provide direction to the City Manager regarding the development of the Fiscal Years 2023-25 Budget and Work Plan & Fiscal Years 2023-34 Capital Improvement Program.

Overview

Today's meeting is one of several opportunities for the City Council to receive public input and provide direction to staff on the development of the Fiscal Years 2023-25 Budget and Work Plan (July 1, 2023 through June 30, 2025) & Fiscal Years 2023-34 Capital Improvement Program (July 1, 2023 through June 30, 2034).

A preliminary draft of Chapter 7.0 (City Work Plan) of the Fiscal Years 2023-25 Budget and Work Plan is included as Attachment A. Staff plans to discuss the preliminary draft and other budgetary matters at the meeting.

Capital improvements will be separately described in the forthcoming Chapter 8.0 (City Capital Projects) of the Fiscal Years 2023-25 Budget and Work Plan.

Attachment: A – Draft Chapter 7.0 (City Work Plan)

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7.0. CITY WORK PLAN

This chapter describes programs, projects, and services included in this budget and work plan, and their alignment with the City Council's priority focus areas.

CONTINUED PROGRAMS, PROJECTS, AND SERVICES

This budget and work plan generally includes the continuation of programs, projects, and services that were ongoing or underway as of the close of Fiscal Year 2022-23, including all core municipal functions such as:

Law Enforcement	Animal Control and Shelter	Development Permitting, Plan Review, Inspection, and Enforcement
City Hall Operations and Maintenance	Public Park Operations and Maintenance	Public Road and Right-of-Way Operations and Maintenance
Traffic Signal and Control Operations and Maintenance	Waste and Recycling	Water Quality (Stormwater) Regulatory Compliance

Continuing services also include:

- The **Senior Mobility Program**, which subsidizes the cost of taxi travel for residents who are at least 60 years of age.
- The **Household Hazardous Waste Door-to-Door Collection Program**, which allows residents to safely and easily dispose of unwanted paint, aerosols, chemicals, light bulbs, motor oil, vehicle batteries, and other household hazardous waste, at no charge.
- The **City Hall Waste Drop-Off Program**, which allows residents to safely and easily dispose of home-generated sharps waste, non-vehicle batteries, and certain other items by dropping them off at City Hall, at no charge.

- **National Prescription Drug Take Back Day Events**, which allow residents to safely and easily dispose of most unwanted, unused, and expired prescription medications, at no charge. These events are typically held twice annually with the Orange County Sheriff's Department.
- **Notary and foreign pension acknowledgement services**, most of which are provided to residents at no charge.
- **Other community functions**, which in recent fiscal years have included art, culture, health, public safety, transportation, and small business workshops, as well as pet vaccination clinics and legislative office hours for federal and state elected representatives.

Law Enforcement Services

This budget and work plan continues the City's contract relationship with the Orange County Sheriff's Department for law enforcement services, including proactive patrol, 911 emergency response, investigation, and related support services (e.g., crime scene analysis, custody/jail services, coroner operations, and missing persons). Under the direction of the City's Chief of Police Services, law enforcement personnel will continue to work with private security and property management to maintain a high level of public safety.

Animal Control and Shelter Services

This budget and work plan continues the City's contract relationship with the City of Laguna Beach for animal control and shelter services. Residents and their pets will continue to enjoy the high quality of services provided by the Laguna Beach/Laguna Woods Animal Services Division, including access to a humane animal shelter located in nearby Laguna Canyon.

Solid Waste Handling Services

This budget and work plan continues the City's contract relationship with CR&R Incorporated for solid waste handling services.

The City grants a franchise agreement for solid waste handling services as a part of complying with the California Integrated Waste Management Act of 1989 (California Assembly Bill 939; Sher, Chapter 1095, Statutes of 1989), which declares that the responsibility for solid waste management is shared between the state and local governments. The California Integrated Waste Management Act of 1989 requires cities to make adequate provision for solid waste handling both within their jurisdiction and in response to regional

needs. In doing so, cities are also required to comply with laws including:

- Federal Resource Conservation and Recovery Act
- California Assembly Bill 341 (Chesbro, Chapter 476, Statutes of 2011) – commercial recycling
- California Assembly Bill 1826 (Chesbro, Chapter 727, Statutes of 2014) – commercial organic recycling
- California Senate Bill 1383 (Lara, Chapter 395, Statutes of 2016) – residential organic recycling

SIGNIFICANT CHANGES IN SERVICE LEVELS

The following significant changes in service levels will be made beginning in Fiscal Year 2023-24:

- The **Senior Mobility Program** will transition to a new service delivery model that operates on a two-fiscal-year cycle, eliminates the use of vouchers, allows residents to travel to and from John Wayne Airport, eliminates the annual enrollment fee, and revises resident costs.
- The anticipated opening of the new Public Library Building's **outdoor activity room** in summer 2023 will increase the City's capacity to host community functions and programming. Use of the outdoor activity room will be guided by facility use policies adopted by the City Council and the City's lease agreement with the County of Orange.

Additional changes in service levels are described in the Significant Work Plan Items tables beginning on page 7.0-5, as well as in the City Capital Projects chapter beginning on page 8.0-1.

SIGNIFICANT WORK PLAN ITEMS

For ease of reference and to assist with implementation, programs, projects, and services that represent significant new and/or limited-term undertakings by the City are presented in tables beginning on page 7.0-5.

The following information is included in the Significant Work Plan Items tables:

- ID – A numerical designation for reference purposes only
- Description – A brief summary of the significant work plan item

- Priority Alignment – A visual representation of the City Council's priority focus areas that are addressed by the significant work plan item; while many priority focus areas may be directly or indirectly addressed by a single significant work plan item, only the primary priority focus areas are shown in the table
- Lead Department – Designation of the City personnel who are primarily responsible for implementing the significant work plan item
- Scheduling Consideration – Notes regarding any timing requirements or other factors that affect when a significant work plan item must be undertaken or completed

The Significant Work Plan Items tables are presented alphabetically by lead department. Where the Planning & Environmental Services Department is the lead department, the Significant Work Plan Items tables are further presented alphabetically by primary service area – building, planning, waste, or water.

This work plan does not limit the City Manager's ability to undertake or cause to be undertaken such work as may be necessary or advantageous for the City, or as may change from time-to-time.







This work plan does not limit the City Manager's ability to schedule, manage, or assign work as may be necessary or advantageous for the City, or as may change from time-to-time.


The City Manager is authorized to pursue funding to implement this work plan and other work as may be necessary or advantageous for the City, or as may change from time-to-time.


The City Council retains the ability to modify this work plan at its discretion.


This work plan replaces all previous work plans approved for the City.


[Significant Work Plan Items]


<p align="center">Priority Alignment Legend THE CITY OF LAGUNA WOODS SEEKS TO CREATE A CITY THAT IS...</p>					
 Healthy and safe	 High in quality of life	 Environmentally conscious	 Economically prosperous	 Fiscally responsible	 Professionally and efficiently served


ID	Description	Priority Alignment
1	<p>Personnel Policies and Workplace Safety Programs Update – Review and update the City's personnel policies and workplace safety programs in order to align the same with recommendations from the California Joint Powers Insurance Authority. This item will address matters related to both City employees and volunteers.</p>	
Lead Department:		Administrative Services
Scheduling Consideration:		-


ID	Description	Priority Alignment
2	<p>Document Retention Policy Update – Review and update the City's document retention policy in order to efficiently and effectively manage the maintenance, preservation, and disposal of City records in a manner that complies with applicable federal, state, and local laws, as well as contractual obligations.</p>	
Lead Department:		City Clerk's Office
Scheduling Consideration:		-


ID	Description	Priority Alignment
3	<p>Requests for Proposals – Conduct competitive processes to select contract providers for the following services:</p> <p><u>Fiscal Year 2023-24</u></p> <ul style="list-style-type: none"> • Annual Audit Services • Catch Basin Maintenance Services • City Engineering Services • City Hall and Public Library Building Janitorial Services • Landscape Architecture and Landscape Plan Review Services • Landscape Maintenance Services • Tree Pruning and Removal Services <p><u>Fiscal Year 2024-25</u></p> <ul style="list-style-type: none"> • Building Official, Permit Counter, and Inspection Services • Building Plan Review and Certified Access Specialist (CASP) Services • Code Enforcement Services • Tree Pruning and Removal Services 	
Lead Department:	City Manager's Office	
Scheduling Consideration:	See "Description" above	


ID	Description	Priority Alignment
4	<p>Accessibility Improvement Reimbursement Program – Develop and launch a program to provide financial assistance to lower income, senior households that make accessibility improvements inside their homes. Reimbursements will be funded using State of California Permanent Local Housing Allocation ("PLHA") monies.</p>	
Lead Department:	City Manager's Office	
Scheduling Consideration:	-	


ID	Description	Priority Alignment
5	Active Transportation Plan Development – Pursue funding to develop an active transportation plan focused on improving bicycle and pedestrian connectivity and safety on public streets (El Toro Road, Moulton Parkway, Ridge Route Drive, and Santa Maria Avenue). This item includes plan development, if funding is obtained.	
Lead Department:		Engineering & Infrastructure Services
Scheduling Consideration:		-


ID	Description	Priority Alignment
6	Engineering and Traffic Survey for Speed Limits – Complete the periodic review of speed limits required by the California Vehicle Code and adopt and implement any necessary changes to speed limits. This item applies to all public streets (El Toro Road, Moulton Parkway, Ridge Route Drive, and Santa Maria Avenue).	
Lead Department:		Engineering & Infrastructure Services
Scheduling Consideration:		No later than September 2024


ID	Description	Priority Alignment
7	Maintenance Inspection and Repair Programs Update – Review and update the City's maintenance inspection and repair programs in order to align the same with recommendations from the California Joint Powers Insurance Authority. This item will address matters related to both City property and equipment.	
Lead Department:		Engineering & Infrastructure Services
Scheduling Consideration:		-


ID	Description	Priority Alignment
8	Pavement Management Plan Update for Fiscal Years 2024-34 – Review and update the City’s Pavement Management Plan in order to plan for and manage the long-term preservation, rehabilitation, and maintenance of public streets. This item is also a biennial requirement for the receipt of Measure M2 (OC Go) funds.	
Lead Department:		Engineering & Infrastructure Services
Scheduling Consideration:		No later than June 30, 2024


ID	Description	Priority Alignment
9	Voice over Internet Protocol Implementation – Transition City Hall’s voice communications system to Voice over Internet Protocol (“VoIP”) (including cloud-based Private Branch Exchange (“PBX”)), which allows calls to be placed and received over Internet connections rather than telephone lines.	
Lead Department:		Engineering & Infrastructure Services
Scheduling Consideration:		-


ID	Description	Priority Alignment
10	Building Permitting Records Digitization – Convert paper records to digital files in order to enhance long-term preservation, improve ease of reference, and reduce physical storage needs. While the City’s digitization goals extend to all departments, the current work effort is focused on building permitting records.	
Lead Department:		Planning & Environmental Services (Building)
Scheduling Consideration:		-


ID	Description	Priority Alignment
11	Building Permitting Software and Electronic Plan Review Enhancements – Enhance existing building permitting software in order to increase operational efficiencies, automate workflows, add new internal controls, offer expanded online customer self-service opportunities, and implement electronic plan review.	
Lead Department:		Planning & Environmental Services (Building)
Scheduling Consideration:		-


ID	Description	Priority Alignment
12	Commercial Zoning Regulations – Review and update the City’s commercial zoning regulations in order to better align zoning districts with local needs, permitted uses, and off-street parking standards. This item is consistent with the City’s goal of providing residents with access to high quality goods and services close to home.	
Lead Department:		Planning & Environmental Services (Planning)
Scheduling Consideration:		-

ID	Description	Priority Alignment
13	County Easement and City Boundary Clarification – Review and correct property records for easements that were transferred from the County of Orange to the City upon incorporation. Adjust City boundaries to improve the provision of maintenance services. This item may also include the vacation or transfer of easements.	
Lead Department:		Planning & Environmental Services (Planning)
Scheduling Consideration:		-


ID	Description	Priority Alignment
14	Discretionary Zoning Permits and Procedures Regulations – Review and update the City’s discretionary zoning permits and procedures regulations in order to better align zoning activities with local needs, as well as to enhance the efficiency and effectiveness of the discretionary review and permitting process.	
Lead Department:		Planning & Environmental Services (Planning)
Scheduling Consideration:		-


ID	Description	Priority Alignment
15	General Plan Housing Element Implementation – Implement the City’s 6 th Cycle Housing Element in a manner consistent with the goals, policy objectives, and programs identified therein. Most of the Housing Element’s 32 programs are “ongoing” or include anticipated completion dates prior to June 30, 2025.	
Lead Department:		Planning & Environmental Services (Planning)
Scheduling Consideration:		See General Plan Housing Element


ID	Description	Priority Alignment
16	General Plan Update – Review and update the City’s General Plan to establish a long-range vision for the future of Laguna Woods. The General Plan is required by state law and reflects the community’s intentions about land use and its relationship to conservation, housing, mobility, noise, open space, and safety.	
Lead Department:		Planning & Environmental Services (Planning)
Scheduling Consideration:		-


ID	Description	Priority Alignment
17	Local California Environmental Quality Act Guidelines Update – Review and update the City’s Local California Environmental Quality Act (“CEQA”) Guidelines in order to ensure compliance with state law, create new public education materials, and promote the efficient, effective, and economical conduct of City business.	
Lead Department:		Planning & Environmental Services (Planning)
Scheduling Consideration:		-


ID	Description	Priority Alignment
18	Objective Design and Development Regulations – Adopt objective design and development regulations for new and redevelopment projects (e.g., architectural and landscape standards). Regulations applicable to housing projects will not conflict with California Senate Bill 9 (Atkins, Chapter 162, Statutes of 2021).	
Lead Department:		Planning & Environmental Services (Planning)
Scheduling Consideration:		October 31, 2023 adoption goal


ID	Description	Priority Alignment
19	Construction and Demolition Materials Management Regulations – Review and update the City’s construction and demolition materials management regulations in order to enhance the efficiency and effectiveness of the permitting process for covered projects, as well as to ensure compliance with state law.	
Lead Department:		Planning & Environmental Services (Waste)
Scheduling Consideration:		-


ID	Description	Priority Alignment
20	State Trash Orders Compliance – Take actions necessary to comply with the State Water Resources Control Board’s Statewide Water Quality Control Plans for Trash, which generally require the installation, operation, and maintenance of full capture systems for all storm drains that capture stormwater runoff from priority land uses.	
Lead Department:		Planning & Environmental Services (Water)
Scheduling Consideration:		Regional Water Quality Control Board orders


ID	Description	Priority Alignment
21	Animal Regulations – Review and update the City’s animal regulations in order to strengthen enforcement related to nuisance, potentially dangerous, and vicious animals, as well as feeding of wildlife. Animal regulations will also be reviewed and updated as necessary to ensure efficiency and effectiveness.	
Lead Department:		Public Safety Services
Scheduling Consideration:		-

ID	Description	Priority Alignment
22	Crime Prevention through Environmental Design Regulations – Adopt Crime Prevention through Environmental Design (“CPTED”) regulations related to the design and maintenance of the built environment (new development, redevelopment, and existing properties) in order to prevent criminal activity and enhance quality of life.	
Lead Department:		Public Safety Services
Scheduling Consideration:		-

ID	Description	Priority Alignment
23	Emergency Operations Plan Update – Review and update the City's Emergency Operations Plan in order to enhance collaboration with public and private stakeholders, incorporate the City's Local Hazard Mitigation Plan, prepare for updates in the City's Climate Adaptation Plan, and reflect organizational changes.	
Lead Department:		Public Safety Services
Scheduling Consideration:		-

ID	Description	Priority Alignment
24	Local Hazard Mitigation Plan Update – Review and update the City's Local Hazard Mitigation Plan in order to further a long-term strategy to reduce disaster losses and prevent cycles of disaster damage, reconstruction, and repeated damage. This item is also a requirement for the receipt of certain federal disaster assistance funds.	
Lead Department:		Public Safety Services
Scheduling Consideration:		-

ID	Description	Priority Alignment
25	Potential New Fire Station – Continue to analyze and take actions related to the potential long-term lease of approximately 0.32 acres of the City Centre Park property for use as a new Orange County Fire Authority fire station. This item includes the actions approved by the City Council on September 21, 2022.	
Lead Department:		Public Safety Services
Scheduling Consideration:		-

ID	Description	Priority Alignment
26	<p>Sidewalk Vending Regulations – Adopt sidewalk vending regulations in order to promote health, safety, and welfare, as well as for other purposes authorized by California Senate Bill 946 (Lara, Chapter 459, Statutes of 2018). The City is unable to regulate sidewalk vending except as authorized by Senate Bill 946.</p>	
Lead Department:		Public Safety Services
Scheduling Consideration:		-

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