

CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Regular Meeting
Wednesday, October 18, 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: The City offers two options for public comments:

1. Make public comments in-person
2. Submit public comments in writing

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

10/13/23
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 at the meeting. Parties submitting written public comments are requested, but not required, to identify themselves. Parties are advised that their names, email addresses, and any information submitted may be disclosed or become a matter of public record. No party should expect privacy of such information.

WATCH THIS MEETING ONLINE

This meeting will be live streamed on Zoom (audio and/or video).

- Visit www.zoom.us
- Click on “Join” toward the top right of the webpage
- Enter the following meeting ID: 841 8014 9510
- Open the Zoom application following the on-screen prompts
- Enter the following meeting password: 138386
- Enter a name and email address as required by Zoom

Please note that information you enter into Zoom will be visible to the City. No party should expect privacy of such information.

Public comments will be accepted in-person or in writing (refer to the “Options for Public Comments” box above).

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. 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

- 2.1 Certificate of Commendation for the Chinese American Club of Laguna Woods Village’s 2023 Mid-Autumn Festival
(agendized by Mayor Connors)

Recommendation: Approve and present the certificate of commendation.

- 4.2 Presentation Regarding Coyote Activity and Living with Wildlife – Laguna Beach/Laguna Woods Animal Services
(agendized by Councilmember Moore)

Recommendation: Receive and file.

- 4.3 Presentation Regarding Laguna Woods Mobility Technology Plan – Arcadis IBI Group, Inc.

Recommendation: Receive and file a presentation from Arcadis IBI Group, Inc. regarding the Mobility Technology Plan that was prepared for the City as part of the Southern California Association of Government’s 2020-2021 Sustainable Communities Program – Smart Cities & Mobility Innovations.

- 4.4 Quarterly Presentation Regarding Status of the Fiscal Years 2023-34 Capital Improvement Program – City staff

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. 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 September 20, 2023.

6.2 City Treasurer's Report

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

6.3 Warrant Register

Recommendation: Approve the warrant register dated October 18, 2023 in the amount of \$644,765.11.

6.4 Disability-related Complaints and Grievances Policy

Recommendation: Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING AMENDMENTS TO ADMINISTRATIVE POLICY 3.2 PERTAINING TO RECEIVING AND RESPONDING TO COMPLAINTS AND GRIEVANCES ALLEGING NON-EMPLOYMENT-RELATED DISCRIMINATION ON THE BASIS OF DISABILITY IN THE PROVISION OF

SERVICES, ACTIVITIES, PROGRAMS, OR BENEFITS BY
THE CITY OF LAGUNA WOODS

VII. PUBLIC HEARINGS

- 7.1 Conditional Use Permit CUP-2023-0003 to allow for the lease or rental of off-street parking spaces for motor vehicles, as well as modifications to the existing configuration and number of off-street parking spaces and addition of a new restroom and hand washing station, within an existing parking lot, at 23810 Via Campo Verde, Laguna Woods, CA 92637

Recommendation:

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2023-0003 TO ALLOW FOR THE LEASE OR RENTAL OF OFF-STREET PARKING SPACES FOR MOTOR VEHICLES, AS WELL AS MODIFICATIONS TO THE EXISTING CONFIGURATION AND NUMBER OF OFF-STREET PARKING SPACES AND

ADDITION OF A NEW RESTROOM AND HAND WASHING STATION, WITHIN AN EXISTING PARKING LOT, AT 23810 VIA CAMPO VERDE, LAGUNA WOODS, CA 92637, AND DETERMINING AND CERTIFYING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTIONS 15301 AND 15303 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

7.2 Zoning Code Amendments

Recommendation:

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTIONS 13.08.010, 13.10.020, 13.12.020, 13.13.020, AND 13.26.010 OF TITLE 13 (ZONING) OF THE LAGUNA WOODS MUNICIPAL CODE, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM

THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

7.3 Objective Design Standards

Recommendation:

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADDING CHAPTER 11.10 TO TITLE 11 (PLANNING AND DEVELOPMENT) OF THE LAGUNA WOODS MUNICIPAL CODE ESTABLISHING OBJECTIVE DESIGN STANDARDS FOR CERTAIN NEW DEVELOPMENT AND REDEVELOPMENT PROJECTS, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

VIII. CITY COUNCIL BUSINESS

8.1 Unfunded Retirement Liability

Recommendation: Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2023-25 BUDGET AND WORK PLAN FOR FISCAL YEAR 2023-24 COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND FISCAL YEAR 2024-25 COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025, RELATED TO LUMP SUM PAYMENTS TO PAY OFF CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) UNFUNDED ACCRUED LIABILITY, AND MAKING RELATED AUTHORIZATIONS

8.2 City Council Meeting Schedule

Recommendation: Schedule an adjourned regular meeting of the City Council for a date and time prior to October 26, 2023, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

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 Horne, Second Alternate: Mayor Connors
- 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 Other Comments and Reports

X. CLOSED SESSION

XI. CLOSED SESSION REPORT

XII. ADJOURNMENT

Next Regular Meeting: Wednesday, November 15, 2023 at 2 p.m.
Laguna Woods City Hall
24264 El Toro Road, Laguna Woods, California 92637

4.1

**CERTIFICATE OF COMMENDATION FOR THE
CHINESE AMERICAN CLUB OF LAGUNA
WOODS VILLAGE'S MID-AUTUMN FESTIVAL
(AGENDIZED BY MAYOR CONNERS)**

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Certificate of Commendation
City of Laguna Woods
Chinese American Club of Laguna Woods Village's
2023 Mid-Autumn Festival

WHEREAS, the Mid-Autumn Festival (also known as the Moon Festival or Mooncake Festival) is a traditional observance celebrated by Chinese throughout the world; and

WHEREAS, the Mid-Autumn Festival is one of the most important holidays in Chinese culture with its popularity on par with that of the Chinese New Year; and

WHEREAS, the Mid-Autumn Festival is held on the 15th day of the eighth month of the Chinese lunar calendar, when the moon is at its brightest and roundest, representing family reunion; and

WHEREAS, the Mid-Autumn Festival celebrates the fundamental concepts of Gathering, Giving Thanks, and Praying, with families and friends getting together to enjoy mooncakes, view the moon, give thanks for the abundant harvest, and pray for longevity and good fortune; and

WHEREAS, the Mid-Autumn Festival dates back over 3,000 years and the Chinese American Club of Laguna Woods Village has been celebrating the event in Laguna Woods for 25 years; and

WHEREAS, the Chinese American Club of Laguna Woods Village works throughout the year to promote peace and harmony, and contribute to harmonious cultural awareness, both amongst its large membership and in the Laguna Woods community as a whole.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby commend the Chinese American Club of Laguna Woods Village on the occasion of its 2023 Mid-Autumn Festival, as well as its accomplishments and ongoing contributions to the Laguna Woods community.

Dated this 18th day of October, 2023

Cynthia S. Conners
Mayor

Attest: Yolie Trippy, CMC
City Clerk

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4.2

**PRESENTATION REGARDING COYOTE
ACTIVITY AND LIVING WITH WILDLIFE
– LAGUNA BEACH/LAGUNA WOODS
ANIMAL SERVICES**

(AGENDIZED BY COUNCILMEMBER MOORE)

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Coyote Awareness

Like other communities located near wilderness areas, coyotes are a part of the local ecosystem. While most encounters with coyotes are non-threatening, coyotes can exhibit aggressive behavior and attack people and pets. Climate-related reductions in wilderness sources of food and water, as well as the presence of “attractants” such as off-leash dogs, free-roaming cats, pet food and water bowls left outside, and fallen fruit, may increase coyote activity in residential areas.

What is Being Done?

Laguna Beach/Laguna Woods Animal Services works throughout the year to prevent and respond to instances of aggressive coyote behavior. Our approach to coyote control is multifaceted and includes:

- ✓ **Public Education** – Animal Services Officers are available to speak with residents and businesses one-on-one, in-person or by telephone, as well as at club meetings or other gatherings. For more information, please call Laguna Beach/Laguna Woods Animal Services at **(949) 497-0701 (Press 0)** or email **coyotes@lagunabeachcity.net**.
- ✓ **Hazing** – Animal Services Officers use sound, visual, and tactile stimuli to frighten coyotes and discourage their presence.
- ✓ **Habitat Management** – Animal Services Officers work closely with private property owners to eliminate “layups,” dens, and other areas where coyotes might hide, lurk, rest, or breed.
- ✓ **Trapping** – Trapping and other methods of population control are employed as conditions warrant. Research shows that there is a fine line between effective and ineffective population control efforts. While targeted trapping can be effective in disrupting aggressive behavior, it is not undertaken, nor would it be successful, as a strategy for reducing long-term populations. Coyotes also learn to avoid and manipulate traps over-time, causing continual trapping to be both impractical and ineffective.



MYTH: Coyotes can be completely eradicated – It is not possible to eradicate all coyotes due to their breeding and territorial patterns, nor would it be wise given ecosystem implications. Research shows that, often times, when coyotes are aggressively eradicated, their reproductive rates increase, with breeding occurring earlier and in greater numbers.

MYTH: Coyotes can be controlled by poison or sterilization – It is generally illegal to use poisons or toxicants to control coyotes. Similarly, there is no practical and, perhaps, lawful, sterilization practice.

MYTH: Coyotes can be relocated – Trapped coyotes must be destroyed as relocation is generally illegal and would, in any case, involve an unacceptable level of risk and liability.

Our efforts are only as effective as residents are vigilant. Please do your part and follow the laws and recommendations described on the back of this flyer.

What Can Individuals Do?

- ✓ **OBEY LEASH LAWS** – Keep your dog on a leash when outdoors. Allowing dogs to be off-leash for even “just a moment” (e.g., while bringing in the mail, unloading groceries, or at the end of a walk) greatly increases the risk of a coyote attack. When returning home from a walk, do not remove your dog’s leash until you are inside with the door securely closed behind you. **Allowing dogs to be outdoors without a leash is illegal and carries fines and penalties!** (Laguna Woods Municipal Code Section 5.14.010)
- ✓ Walk your dog using a leash of six feet or less. The greater the distance between you and your dog, the more likely a coyote is to attack. **Walking dogs using a leash longer than six feet is illegal and carries fines and penalties!** (Laguna Woods Municipal Code Section 5.14.010)
- ✓ **WHEN YOU WALK, WALK SAFELY** – Walk your dog in groups, whenever possible, and carry a whistle, air horn, or other noisemaker to startle any coyotes you encounter. In addition, stand tall, shout, flail your arms in a defiant manner, and throw rocks or other small objects.
- ✓ **KEEP CATS INDOORS** – Free-roaming cats are easy prey for coyotes, no matter the size or breed. Keep your cat inside your home to ensure its safety and avoid emboldening coyotes.
- ✓ **KEEP PET FOOD AND WATER BOWLS INDOORS** – Pet bowls are convenient sources of food and water for coyotes. Keep pet bowls indoors at all times. Doing so has the added benefit of enhancing your pet’s safety while eating and drinking.
- ✓ **DO NOT FEED WILDLIFE** – Though often well intentioned, feeding wildlife draws coyotes closer to populated areas where they can lose their natural fear and caution, making them a threat to both people and pets. **Feeding wildlife is illegal and carries fines and penalties!** (Laguna Woods Municipal Code Section 5.20.070)
- ✓ **PICK-UP FALLEN FRUIT** – Coyotes are omnivores, which means that they eat both meat and vegetation. Pick up fallen fruit, and remove fruit hanging within three feet of the ground, to prevent fruit trees from becoming sources of food for coyotes.
- ✓ **REPORT AGGRESSIVE COYOTE BEHAVIOR** – Too often, residents fail to report encounters with aggressive coyotes or make their reports to entities other than Laguna Beach/Laguna Woods Animal Services. As your animal services provider, we are only able to act on reports that we actually receive.



DO NOT allow your dog to be off-leash.



Walk your dog in groups!



DO NOT feed wildlife.

If you encounter a coyote exhibiting aggressive behavior, off-leash dogs, or feeding of wildlife, please call Laguna Beach/Laguna Woods Animal Services
(949) 497-0701 (Press 0)

4.3
PRESENTATION REGARDING LAGUNA
WOODS MOBILITY TECHNOLOGY PLAN
– ARCADIS IBI GROUP, INC.

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: October 18, 2023 Regular Meeting

SUBJECT: Presentation Regarding Laguna Woods Mobility Technology Plan
– Arcadis IBI Group, Inc.

Recommendation

Receive and file a presentation from Arcadis IBI Group, Inc. regarding the Mobility Technology Plan that was prepared for the City as part of the Southern California Association of Government's 2020-2021 Sustainable Communities Program – Smart Cities & Mobility Innovations.

Introduction

In April 2021, the City submitted a proposal to the Southern California Association of Governments (“SCAG”) seeking to develop a Mobility Technology Plan as part of SCAG’s 2020 Sustainable Communities Program. SCAG received a total of 21 proposals and selected the City’s proposal and seven others for funding.

This project was funded entirely by SCAG and is now complete. A representative from Arcadis IBI Group, Inc. (the consultant that prepared the Mobility Technology Plan) will provide information on the project at today’s meeting. The Mobility Technology Plan’s executive summary is included as Attachment A. The final Mobility Technology Plan report is available at the link below and from City Hall.

Mobility Technology Plan

<https://www.cityoflagunawoods.org/wp-content/uploads/2023/10/2023-Mobility-Technology-Plan-Final-Report.pdf>

This project is a planning exercise only. It does not commit the City to implement any particular type of technology either now or in the future. Staff's expectation is that the Mobility Technology Plan will provide information that the City Council may refer to when making future decisions regarding transit and transportation infrastructure, including the emerging field of connected and automated vehicles.

The City Council previously received reports on, and discussed the preparation of the Mobility Technology Plan, on July 20, 2022 and April 19, 2023.

City staff and Arcadis IBI Group, Inc. have been invited to make a presentation to SCAG's Emerging Technologies Committee on October 26, 2023. Councilmember Moore serves on the Emerging Technologies Committee.

Attachment: A – Mobility Technology Plan: Executive Summary

Executive Summary

The *Laguna Woods Mobility Technology Plan* represents a strategic vision to harness cutting-edge technology for the benefit of the Laguna Woods community. The Plan offers a holistic approach to enhance mobility, eliminate accessibility barriers, introduce innovative transportation options, and elevate the overall transportation quality. It not only charts a path toward Connected and Autonomous Vehicle (CAV) readiness but also envisions the potential operation of an Autonomous Vehicle (AV) pilot program within the City, with scalability for similar municipalities within the Southern California Association of Governments (SCAG) region.

The proposed solutions and strategies have been crafted based on a understanding of the community's mobility needs, technological interests, and the practical feasibility established through comprehensive public engagement and extensive industry research. Through these avenues, we identified a strong interest in autonomous vehicles within the community while noting their successful deployment in comparable cities across the United States. A recurring theme emerged, emphasizing the critical need for accessible and reliable service, especially for individuals with limited mobility, older adults, and transit-dependent riders.

With that information, the project team has designed a multifaceted approach to prepare the City of Laguna Woods for CAV adoption in the future. This approach lays the groundwork for an AV pilot program that can evolve from a proof-of-concept state into a full-fledged mobility service tailored to the community's unique needs. This phased approach can be broadly categorized as follows:

Table 1. Summary of Phased Approach

PHASE	DESCRIPTION	INFRASTRUCTURE IMPROVEMENTS	TARGET GROUPS
Phase 1	CAV and AV preparedness and groundwork for an AV pilot program within the City of Laguna Woods in the future. Improvements in this phase provide independent value regardless of City-approved AV pilot service through improved infrastructure and other mobility improvements that would interface with AV operations.	<ul style="list-style-type: none"> • Mobility hubs • Roadway alterations • Mobility on demand platform • Enhanced network connectivity • Signal controllers and detectors 	<ul style="list-style-type: none"> • General road users • Future AV owners/operators
Phase 2	Operation of the City of Laguna Woods AV Pilot Program initiates small-scale, replicable AV services. Implementation of AV service is limited to two main arterial roadways within the City of Laguna Woods - El Toro Road and Moulton Parkway.	<ul style="list-style-type: none"> • Additional traffic control devices • Roadside units • High occupancy vehicle and bus-only lanes • Transit signal priority 	<ul style="list-style-type: none"> • Existing transit riders • Local residents
Phase 3	Expands the Phase 2 pilot to additional jurisdictions and use	<ul style="list-style-type: none"> • Additional roadside units as needed 	<ul style="list-style-type: none"> • Local residents

	<p>cases, including, but not limited to,</p> <ul style="list-style-type: none"> • first/last mile service within residential communities • expanded access to medical facilities • integrated trip planning 		<ul style="list-style-type: none"> • Visitors/tourists • Regional travelers
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Across all phases, several improvements to digital and physical transportation infrastructure can prepare the City for CAV operations. These can also be seen in **Table 1**.

Understanding that Phase 2 and 3 of the Plan would require system integration and data sharing across several platforms, the project team created a detailed list of data needs and flows between systems. Should the City pursue implementation of an AV pilot service, this should be a reference for what data would be involved in system operations and planning. If AV pilot operations are established, the City can also use the performance measurement framework presented in this plan, designed to measure the program’s effectiveness against several variables, including financial success, sustainability, safety, ridership, and more.

Overall, the *Mobility Technology Plan* outlines clear next steps for CAV readiness and AV pilot operations that can be implemented in Laguna Woods and replicated in similar regional municipalities.

4.4
QUARTERLY PRESENTATION REGARDING
STATUS OF THE FISCAL YEARS 2023-34
CAPITAL IMPROVEMENT PROGRAM
– CITY STAFF
(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: October 18, 2023 Regular Meeting

SUBJECT: Consent Calendar Summary

Recommendation

Approve all proposed actions on the October 18, 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 October 18, 2023 Consent Calendar contains the following items:

- 6.1 Approval of the City Council meeting minutes for the regular meeting on September 20, 2023.
- 6.2 Approval of a motion to receive and file the City Treasurer's Report for the month of September 2023. In response to discussion at the September 20, 2023 City Council meeting, staff plans to modify the format of the City Treasurer's Report beginning next month. In the meantime, please note the following distinctions regarding fund types:

- General Fund – The General Fund is the City’s primary operating fund and is used to account for the proceeds of revenue sources that are not legally restricted or committed to expenditures for specified purposes.
- Special Revenue Funds – Special Revenue Funds are used to account for the proceeds of revenue sources that are legally restricted or committed to expenditures for specified purposes.

- 6.3 Approval of the warrant register dated October 18, 2023 in the amount of \$644,765.11. 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 adopting amendments to Administrative Policy 3.2 pertaining to receiving and responding to complaints and grievances alleging non-employment-related discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City. The proposed resolution (Attachment A) would update the Disabilities-related Complaints and Grievances Policy, which was adopted by the City Council in 2010. The proposed policy (Exhibit A to Attachment A) is based on guidance provided by the California Joint Powers Insurance Authority and has been reviewed by the City Attorney’s Office. The existing policy is included as Attachment B.

6.1
CITY COUNCIL MINUTES

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

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**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
September 20, 2023
2:00 P.M.
Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637**

I. CALL TO ORDER

1.1 Call to Order

Mayor Conners called the Regular Meeting of the City Council of the City of Laguna Woods to order at 2:01 p.m.

1.2 Emergency Circumstances and Just Cause Teleconferencing – N/A

II. ROLL CALL

COUNCILMEMBER: PRESENT: Horne, Moore, Hatch, Conners
 ABSENT: McCary (joined the meeting at 2:46 p.m.)

All councilmembers participated in-person at the meeting locations.

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

All staff participated in-person at the meeting location.

III. PLEDGE OF ALLEGIANCE

Captain Cruz Alday, Chief of Police Services, led the pledge of allegiance.

IV. PRESENTATIONS AND CEREMONIAL MATTERS

4.1 Hunger Action Month – September 2023

City Clerk Trippy read the proclamation.

Malia Cary, Second Harvest Food Bank of Orange County, made comments.

Councilmembers made comments and Ms. Cary responded to questions.

Moved by Councilmember Moore, seconded by Councilmember Horne, and carried unanimously on a 4-0 vote with Councilmember McCary absent, to approve and present

the proclamation.

4.2 Fire Prevention Week – October 8 -14, 2023

City Clerk Trippy read the proclamation.

Captain Augie Romo, Orange County Fire Authority, made comments.

Councilmembers made comments and Captain Romo responded to questions.

Moved by Councilmember Horne, seconded by Councilmember Moore, and carried unanimously on a 4-0 vote with Councilmember McCary absent, to approve and present the proclamation.

4.3 City Hall/Public Library Project Update

City Manager Macon provided an update.

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Kimberlee Belli, on behalf of Orange County Supervisor Katrina Foley, shared information on the upcoming Senior Summit.

Councilmembers briefly discussed Ms. Belli’s comments.

Ro Kendall, resident, commented on a television program she produces and inquired about the City’s Regional Housing Needs Assessment (RHNA) allocation.

City Manager Macon briefly responded to Ms. Kendall’s comments.

VI. CONSENT CALENDAR

Councilmember Moore asked that Item 6.2 be pulled for separate discussion.

Councilmember Horne made comments regarding Item 6.5.

Moved by Councilmember Moore, seconded by Councilmember Horne, and carried unanimously on a 4-0 vote with Councilmember McCary absent, to approve Consent Calendar items 6.1 and 6.3 – 6.9.

6.1 City Council Minutes

Approved the City Council meeting minutes for the regular meeting on August 16, 2023.

6.3 Warrant Register

Approved the warrant register dated September 20, 2023 in the amount of \$933,040.60.

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

1. Adopted a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2023-25 BUDGET AND WORK PLAN FOR FISCAL YEAR 2023-24 COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND FISCAL YEAR 2024-25 COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025

AND

2. Adopted a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT (GANN LIMIT) FOR FISCAL YEAR 2023-24 COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024, IN ACCORDANCE WITH ARTICLE XIIB OF THE CALIFORNIA STATE CONSTITUTION

6.5 Investment of Financial Assets Policy

Adopted a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REVIEWING AND ADOPTING AN ANNUAL STATEMENT OF THE INVESTMENT POLICY, ADOPTING AN INVESTMENT POLICY, AND RENEWING THE CITY COUNCIL'S DELEGATION OF INVESTMENT AUTHORITY TO THE CITY TREASURER PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 53607

6.6 Workplace Violence Policy

Adopted a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING AMENDMENTS TO ADMINISTRATIVE POLICY 4.8 PERTAINING TO WORKPLACE VIOLENCE

6.7 Landscape Architecture and Landscape Plan Review Services

Approved an extension of the agreement with RJM Design Group, Inc. for landscape architecture and landscape plan review services and authorized the City Manager to execute the extension, subject to approval as to form by the City Attorney.

6.8 Catch Basin Maintenance Services

Approved an agreement with United Storm Water, Inc. for catch basin maintenance services and authorized the City Manager to execute the agreement, subject to approval as to form by the City Attorney.

6.9 El Toro Road and Moulton Parkway Water Quality Treatment Project

Rejected all bids received for the “El Toro Road and Moulton Parkway Water Quality Treatment Project” (bid opening date of August 31, 2023).

ITEMS PULLED FROM THE CONSENT CALENDAR

6.2 City Treasurer’s Report

City Manager Macon made comments and recommended amendments to the table at the bottom of page one.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Moore, seconded by Councilmember Horne, and carried unanimously on a 4-0 vote with Councilmember McCary absent, to receive and file the City Treasurer’s Report for the month of August 2023, with the table at the bottom of page one amended to read as follows:

	General Fund	Special Revenue Funds	Totals
Analyzed Checking Account	\$ (2,888,537)	\$ 3,560,280	\$ 671,744
Cash Balances, MBS Account	\$ 12,644	\$ -	\$ 12,644
Earned Interest in Transit and Accrued Interest, MBS Account	\$ 28,408	\$ -	\$ 28,408
Petty Cash	\$ 727	\$ -	\$ 727
LAIF	\$ 787,402	\$ -	\$ 787,402
OCIP	\$ 7,231,375	\$ -	\$ 7,231,375
Certificates of Deposit	\$ 5,251,355	\$ -	\$ 5,251,355
Laguna Woods Civic Support Fund Checking Account	\$ -	\$ 46,495	\$ 46,495
Totals	\$ 10,423,374	\$ 3,606,776	\$ 14,030,150

VII. PUBLIC HEARINGS

7.1 Cannabis Storefront Retailer Fees

City Manager Macon made a presentation.

Mayor Conners opened the public hearing.

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

Councilmembers discussed the item and staff answered related questions.

Councilmember McCary entered the meeting at 2:46 p.m.

Moved by Mayor Pro Tem Hatch, seconded by Councilmember Horne, and carried on a 4-1 vote with Councilmember Moore voting no, to adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING A NEW ANNUAL APPLICATION AND ROUTINE INSPECTION FEE FOR CANNABIS STOREFRONT RETAILERS APPLYING FOR A COMMERCIAL CANNABIS PERMIT; AND DETERMINING AND CERTIFYING THAT THE RESOLUTION IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

7.2 Electric Vehicle Charging Station Fees

City Manager Macon made a presentation.

Mayor Conners opened the public hearing.

Kathryn Freshley, resident, questioned the adequacy of the proposed fees and made comments regarding fee-related impacts of the cost of electricity.

City Manager Macon briefly responded to Ms. Freshley's comments.

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

Councilmembers discussed the item and staff answered related questions.

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING NEW ELECTRIC VEHICLE CHARGING FEES FOR USE OF CITY-OWNED ELECTRIC VEHICLE CHARGING STATIONS LOCATED AT LAGUNA WOODS CITY HALL, 24264 EL TORO ROAD, LAGUNA WOODS, CA 92637; AND DETERMINING AND CERTIFYING THAT THE RESOLUTION IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

VIII. CITY COUNCIL BUSINESS

8.1 Business Registration Ordinance
(agendized by Councilmember Moore)

Councilmember Moore introduced the item.

City Manager Macon made comments.

Councilmembers discussed the item and staff answered related questions.

An unidentified member of the public expressed support for the proposed ordinance and commented on confusion regarding the City’s boundaries with the City of Laguna Hills.

Moved by Councilmember Moore, seconded by Councilmember McCary, and carried unanimously on a 5-0 vote, to 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 – require businesses operating from a fixed location in Laguna Woods (excluding home-based businesses) to register with the City.

8.2 Street Racing and Excessive Vehicle-related Noise Ordinance
(agendized by Councilmember Moore)

Councilmember Moore introduced the item.

City Manager Macon made comments.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Moore, seconded by Mayor Pro Tem Hatch, and carried unanimously on a 5-0 vote, to 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 – prohibit street racing and excessive vehicle-related noise on public streets.

IX. CITY COUNCIL REPORTS AND COMMENTS

9.1 Coastal Greenbelt Authority

Councilmember McCary provided a report.

9.2 Orange County Fire Authority

No report.

9.3 Orange County Library Advisory Board

No report.

9.4 Orange County Mosquito and Vector Control District

No report.

9.5 San Joaquin Hills Transportation Corridor Agency

Mayor Connors provided a report.

9.6 South Orange County Watershed Management Area

No report.

9.7 Liaisons to Community Bridge Builders

Councilmember Horne provided a report.

9.8 Other Comments and Reports

Mayor Connors commented on the City of Laguna Hills' Heritage Day event.

Councilmember McCary reported on the recent California Joint Powers Insurance Authority ("CJPIA") Risk Management Educational Forum.

Mayor Connors briefly responded to Councilmember McCary's report.

Mayor Connors, Mayor Pro Tem Hatch, and Councilmember Moore reported on the recent CJPIA Risk Management Educational Forum.

Councilmember McCary apologized for being late to the meeting.

X. CLOSED SESSION – None

XI. CLOSED SESSION REPORT – None

XII. ADJOURNMENT

The meeting was adjourned at 4:10 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, October 18, 2023, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, CMC, City Clerk

Approved: October 18, 2023

CYNTHIA S. CONNERS, Mayor

6.2
CITY TREASURER'S REPORT

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

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City of Laguna Woods
City Treasurer's Report
 For the Month Ended September 30, 2023

ITEM 6.2

CASH AND INVESTMENTS

	Beginning Balances As of 8/31/23	Earnings & Receipts	Disbursements	Purchases, Transfers & Other Adjustments	Ending Balances As of 9/30/23	% of Total Cash & Investment Balances	Maximum % Allowed per Investment Policy
Cash and Cash Equivalents							
Analyzed Checking Account (Note 1)	\$ 671,744	\$ 547,389	\$ (644,838)	\$ -	\$ 574,294.80	4.12%	
Cash Balances, Multi-Bank Securities (MBS) Account (Note 2 and 4)	\$ 12,644	\$ 10,721	\$ (14,899)	\$ -	\$ 8,467	0.06%	
Earned Interest in Transit and Accrued Interest, MBS Account (Note 4)	\$ 28,408	\$ 10,089	\$ (10,721)	\$ -	\$ 27,776	0.20%	
Petty Cash	\$ 727	\$ 163	\$ (90)	\$ -	\$ 800	0.01%	
Laguna Woods Civic Support Fund Checking Account	\$ 46,495	\$ 0.19	\$ -	\$ -	\$ 46,495	0.33%	
Total Cash and Cash Equivalents	\$ 760,018	\$ 568,364	\$ (670,549)	\$ -	\$ 657,833	4.72%	100.00%
Pooled Money Investment Accounts							
Local Agency Investment Fund (LAIF - fair value) (Notes 2 and 3)	\$ 787,402	\$ -	\$ -	\$ -	\$ 787,402	5.64%	
Orange County Investment Pool (OCIP - fair value) (Notes 2 and 3)	\$ 7,231,375	\$ 23,954	\$ (327)	\$ -	\$ 7,255,001	52.01%	
Total Pooled Money Investment Accounts	\$ 8,018,776	\$ 23,954	\$ (327)	\$ -	\$ 8,042,403	57.65%	90.00%
Investments - Interest and Income Bearing							
Certificates of Deposit - non-negotiable (fair value) (Note 2)	\$ 5,251,355	\$ -	\$ -	\$ (2,260)	\$ 5,249,095	37.63%	
Total Investments - Interest and Income Bearing	\$ 5,251,355	\$ -	\$ -	\$ (2,260)	\$ 5,249,095	37.63%	90.00%
TOTAL	\$ 14,030,150	\$ 592,317	\$ (670,876)	\$ (2,260)	\$ 13,949,331	100.00%	

Summary of Total Cash, Cash Equivalents, and Investments:

	General Fund	Special Revenue Funds	Totals
Analyzed Checking Account	\$ (2,901,514)	\$ 3,475,809	\$ 574,295
Cash Balances, MBS Account	\$ 8,467	\$ -	\$ 8,467
Earned Interest in Transit and Accrued Interest, MBS Account	\$ 27,776	\$ -	\$ 27,776
Petty Cash	\$ 800	\$ -	\$ 800
LAIF	\$ 787,402	\$ -	\$ 787,402
OCIP	\$ 7,255,001	\$ -	\$ 7,255,001
Certificates of Deposit	\$ 5,249,095	\$ -	\$ 5,249,095
Laguna Woods Civic Support Fund Checking Account	\$ -	\$ 46,495	\$ 46,495
Totals	\$ 10,427,028	\$ 3,522,304	\$ 13,949,331

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



City of Laguna Woods
City Treasurer's Report
For the Month Ended September 30, 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
Money Funds and Certificate of Deposits (CDs, Federal Deposit Insurance Corporation [FDIC] Insured)														
61760ARV3	2018-7	MORGAN STANLEY PRIVATE BK NATL	60 months	11/06/18	11/15/18	245,000	244,388	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	239,153	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	244,094	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	244,816	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	244,792	245,000	5.100	Monthly	01/27/23	Green***	5.100	12/27/23
91334AAM5	2023-3	UNITED HERITAGE CR	12 months	03/07/23	03/21/23	200,000	199,906	200,000	5.200	Monthly	03/31/23	Green***	5.200	03/21/24
949763ZA7	2019-1	WELLS FARGO BK N A	60 months	04/09/19	04/10/19	245,000	241,648	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	240,690	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	242,922	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	232,434	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	94,470	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	235,305	245,000	3.100	Semi-Annual	11/25/22	Green*	3.100	05/27/25
75102EAP3	2023-6	RAIZ FED CR UN	24 months	05/17/23	05/24/23	245,000	242,785	245,000	5.050	Monthly	06/24/23	Yellow**	5.050	05/27/25
37424PAG9	2023-9	GESA CR UN	24 months	07/19/23	07/31/23	245,000	244,574	245,000	5.500	Monthly	08/31/23	Green***	5.500	07/31/25
59524LAA4	2023-1	MID CAROLINA CR UN	36 months	03/07/23	03/13/23	200,000	197,682	200,000	4.850	Monthly	04/13/23	Green***	4.850	03/13/26
23204HNV6	2023-4	CUSTOMERS BK	36 months	03/30/23	03/31/23	245,000	242,254	245,000	5.000	Semi-Annual	09/30/23	Green**	5.000	03/31/26
87868YAQ6	2023-7	TECHNOLOGY CR UN	36 months	05/19/23	05/30/23	245,000	242,241	245,000	5.000	Monthly	07/01/23	Green***	5.000	05/29/26
32022RRG4	2022-4	1ST FINL BK USA	48 months	06/15/22	06/24/22	245,000	230,758	245,000	3.150	Monthly	07/24/22	Green*	3.150	06/24/26
2546733P9	2023-5	DISCOVER BK	48 months	03/30/23	04/05/23	245,000	240,972	245,000	4.800	Semi-Annual	10/05/23	Green***	4.800	04/05/27
50625LBN2	2022-3	LAFAYETTE FED CR	60 months	05/24/22	06/15/22	245,000	228,186	245,000	3.250	Monthly	07/15/22	Green***	3.250	06/15/27
14042RUX7	2022-5	CAPITAL ONE NATL ASSN	60 months	10/06/22	10/13/22	245,000	238,368	245,000	4.500	Semi-Annual	04/13/23	Green*	4.500	10/13/27
90355GCE4	2023-2	UBS BANK USA	60 months	03/07/23	03/08/23	200,000	194,688	200,000	4.600	Monthly	04/08/23	Green*	4.600	03/08/28
89854LAD5	2023-8	TTCU FED CR UN	60 months	07/19/23	07/26/23	245,000	241,969	245,000	5.000	Monthly	08/26/23	Green***	5.000	07/26/28
Accrued Interest - Month End							27,776							
Total CDs						5,350,000	5,276,871	5,350,000						

(*) 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. The table 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.

Veribanc Rating System	
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	807,070	787,402	807,070	Note 3	Quarterly	N/A	N/A	N/A	N/A
N/A	N/A	Orange County Investment Pool (OCIP)	N/A	Various	Various	7,331,880	7,255,001	7,331,880	Note 3	Monthly	N/A	N/A	N/A	N/A
Total PMIA						8,138,950	8,042,403	8,138,950						

(See NOTES on Page 4 of 4)



City of Laguna Woods
City Treasurer's Report
For the Month Ended September 30, 2023

ITEM 6.2

CASH AND INVESTMENTS

	Beginning Balances As of 8/31/23	Contributions / (Withdrawals)	Administrative Fees & Investment Expense	Unrealized Gain / (Loss)	Ending Balances As of 9/30/23
Other Post-Employment Benefits (OPEB) Trust					
CalPERS California Employers' Retiree Benefit Trust (CERBT) (Note 2) <small>(CERBT holds all assets and administers the OPEB Trust)</small>	\$ 129,678	\$ -	\$ (9)	\$ (5,286)	\$ 124,383
Employer Pension Contributions Trust					
CalPERS California Employers' Pension Prefunding Trust (CEPPT) (Note 2) <small>(CEPPT holds all assets and administers the Employer Pension Contributions Trust)</small>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Funds - Held in Trust	<u>\$ 129,678</u>	<u>\$ -</u>	<u>\$ (9)</u>	<u>\$ (5,286)</u>	<u>\$ 124,383</u>

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



City of Laguna Woods
City Treasurer's Report
For the Month Ended September 30, 2023

CASH AND INVESTMENTS

Notes:

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

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

LAIF / The City made no deposits to or withdrawals from the LAIF account. The balance includes an adjustment in the amount of (\$19,668.21) to reflect the fair market value of the investment at June 30, 2023.

OCIP / The City made no deposits to or withdrawals from the OCIP account. The balance includes an adjustment in the amount of (\$76,879.24) to reflect the fair market value of the investment at June 30, 2023.

Investments / There were no maturities of investments. Investments were adjusted in the amount of (\$2,259.55) to report balances at fair market value as of September 30, 2023.

OPEB Trust / The City made no contributions to or withdrawals from the OPEB Trust. The OPEB Trust experienced a net loss of (\$5,294.79) in September 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 September 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	\$0.00	See Notes	See Notes	October 2023	Total pool interest yield for September 2023 was 3.534% and the City's yield will be slightly lower based on allocation ratios and administrative fees to be deducted.
OCIP	Monthly	\$23,953.78	June 2023	See Notes	December 2023	Interest is posted three months in arrears and fees are posted monthly. Accrued interest pending payment at September 30, 2023 was approximately \$75,760.06. September 30, 2023 interest rate was 4.074% and fees were 0.050%, for a net yield of 4.024%.

Note 4 - CDs / The stated earnings rate for CDs is a fixed rate for the full term. The City earned interest of \$10,721.46 and transferred out \$14,898.94 in cash balances to the City's checking account in September 2023. Cash balances to be invested or paid out are classified separately on page 1 of 4. The City's portfolio also has \$28,408.26 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: 2023.10.13
 12:46:36 -07'00'

Elizabeth Torres, City Treasurer

6.3 WARRANT REGISTER

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

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CITY OF LAGUNA WOODS

WARRANT REGISTER

October 18, 2023

ITEM 6.3

This Report Covers the Period 9/01/2023 through 9/30/2023

Date	Vendor Name	Description	Amount	
Debit	Automatic Bank Debits:			
09/05/2023	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / August 2023	1,935.77	
09/05/2023	AUTHORIZE.NET	Online Credit Card Processing Fees / August 2023	12.00	
09/05/2023	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / September 2023	472.44	
09/07/2023	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / September 2023	253,453.70	
09/07/2023	CALPERS - UAL / GASB 68	Annual GASB 68 Reporting Fee	700.00	
09/08/2023	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 7/28/23 & 08/11/2023 & 08/25/2023	662.85	
09/11/2023	NAVIA BENEFIT SOLUTIONS, INC	125 Cafeteria Plan Administration / August 2023	100.00	
09/11/2023	CALPERS - HEALTH	Employee Benefit Program / September 2023	7,846.79	
09/12/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/11/2023	3,516.10	
09/12/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/11/2023	1,864.35	
09/14/2023	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 09/08/2023	20,890.90	
09/14/2023	ADP TAX	Payroll Taxes / Pay Period Ended 09/08/2023	9,770.78	
09/15/2023	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 09/08/2023	2,270.00	
09/15/2023	U.S. BANK	Bank Service Charges / August 2023	129.42	
09/21/2023	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / September 2023	32.69	
09/25/2023	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / October 2023	472.44	
09/26/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/25/2023	3,475.05	
09/26/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/25/2023	1,864.35	
09/28/2023	ADP TAX	Payroll Taxes / Pay Period Ended 09/22/2023	9,576.89	
09/28/2023	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 09/22/2023	21,007.09	
09/29/2023	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 09/22/2023	1,520.00	
Check Number	Warrants:			
6930	09/01/2023	ACC BUSINESS	City Hall Internet Service / July 2023	608.66
6931	09/01/2023	AT&T	Telephone / 639-0500 / August 2023	229.64
6932	09/01/2023	AT&T	Telephone / 458-3487 / August 2023	51.00
6933	09/01/2023	AT&T	Telephone / 452-0600 / August 2023	2,426.41
6934	09/01/2023	BEAR ELECTRICAL SOLUTIONS, INC.	Traffic Signal Maintenance / July 2023	2,540.00
6935	09/01/2023	CMTA	Membership Dues / Fiscal Year 2023-24	95.00
6936	09/01/2023	DC PLUMBING, HEATING AND AIR CONDITIONING	City Hall Maintenance	2,790.75
6937	09/01/2023	SOUTHERN CALIFORNIA EDISON	Electric Services / June - July 2023	9,724.83
6938	09/01/2023	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / July 2023	2,568.60
6939	09/01/2023	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	956.26
6940	09/01/2023	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program / September 2023	129.57
6941	09/08/2023	360CIVIC	Website Hosting & Maintenance / July - August 2023	425.00
6942	09/08/2023	ANNIE MCCARY	CJPIA Annual Educational Forum Reimbursement	333.96
6943	09/08/2023	CAPTIONING UNLIMITED	Closed Captioning / August 2023	400.00
6944	09/08/2023	CYNTHIA CONNERS	CJPIA Annual Educational Forum Reimbursement	333.96
6945	09/08/2023	EPIC IO TECHNOLOGIES, INC.	City Hall Internet Service / September 2023	276.30
6946	09/08/2023	INTERPRETING SERVICES INTERNATIONAL, LLC	Translation Services	540.76
6947	09/08/2023	PASCO DOORS	City Hall Maintenance	385.00
6948	09/08/2023	PETTY CASH	Replenish Petty Cash / August 2023	-

CITY OF LAGUNA WOODS
WARRANT REGISTER
October 18, 2023

ITEM 6.3

This Report Covers the Period 9/01/2023 through 9/30/2023

Date	Vendor Name	Description	Amount	
6949	09/08/2023	SOUTHERN CALIFORNIA GAS COMPANY	Gas Service - City Hall / August 2023	14.30
6950	09/08/2023	STAPLES	Office Supplies	411.72
6951	09/08/2023	SWEEPING CORPORATION OF AMERICA	Street Sweeping Services / August 2023	4,350.00
6952	09/15/2023	ABOUND FOOD CARE	Edible Food Recovery Program Services / July - August 2023	761.84
6953	09/15/2023	ADT COMMERCIAL	City Hall Maintenance	523.25
6954	09/15/2023	ALPHA CARD SYSTEM, LLC	Senior Mobility Program Supplies	150.85
6955	09/15/2023	AT&T	White Pages / September 2023	4.28
6956	09/15/2023	AT&T	Telephone / 581-9821 / August 2023	57.84
6957	09/15/2023	AT&T	Telephone / 583-1105 / August 2023	26.20
6958	09/15/2023	COUNTY OF ORANGE	Automated Fingerprint ID System / September 2023	636.00
6959	09/15/2023	COUNTY OF ORANGE	NPDES Water Quality Support Annual Fee / Fiscal Year 2023-24	350.07
6960	09/15/2023	FRED FASHAMI	Waste Diversion Deposit Refund	250.00
6961	09/15/2023	INTERPRETING SERVICES INTERNATIONAL, LLC	Translation Services	648.34
6962	09/15/2023	ITERIS, INC	Traffic Engineering / August 2023	4,305.50
6963	09/15/2023	KONE INC.	City Hall Elevator Maintenance / September 2023	232.31
6964	09/15/2023	OMNI ENTERPRISE INC	Janitorial Services / August 2023	2,150.00
6965	09/15/2023	ORANGE COUNTY REGISTER-NOTICES	Public Notices / August 2023	2,218.65
6966	09/15/2023	PV MAINTENANCE INC	Code Enforcement Abatement Services	1,471.60
6967	09/15/2023	ROBERT NOEL HATCH	CJPIA Annual Educational Forum Reimbursement	333.93
6968	09/15/2023	SMART CITY ELECTRIC GROUP	City Hall Electric Vehicle Charging Infrastructure Project	1,585.00
6969	09/15/2023	SOUTHERN CALIFORNIA SHREDDING,	Shredding Services / July 2023	850.00
6970	09/15/2023	VERIZON WIRELESS	Building iPads Data Plans / August 2023	120.03
6971	09/15/2023	WM CURBSIDE, LLC	HHW & Sharps Program / August 2023	3,307.90
6972	09/22/2023	ADT COMMERCIAL	Fire & Security Monitoring / October - December 2023	261.60
6973	09/22/2023	AETNA BEHAVIORAL HEALTH, LLC	Employee Benefit Program / August - October 2023	41.76
6974	09/22/2023	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / August 2023	3,956.70
6975	09/22/2023	CITY OF LAGUNA BEACH	Animal Control & Shelter Services / July 2023	9,584.00
6976	09/22/2023	CIVIL SOURCE	Engineering Services / July - August 2023	88,768.75
6977	09/22/2023	VOID	VOID	-
6978	09/22/2023	DC PLUMBING, HEATING AND AIR CONDITIONING	City Hall Maintenance	7,091.63
6979	09/22/2023	DEPARTMENT OF JUSTICE	Fingerprinting Services	32.00
6980	09/22/2023	EL TORO WATER DISTRICT	Water Service / July 2023	4,108.91
6981	09/22/2023	FUSCOE ENGINEERING, INC.	Engineering Services	3,447.50
6982	09/22/2023	GEOSYNTEC CONSULTANTS, INC	Engineering Services	4,499.50
6983	09/22/2023	MARC DONOHUE	Administrative Services / September 2023	300.00
6984	09/22/2023	OCEAN BLUE ENVIRONMENTAL SERVICES, INC.	Crime Scene Cleanup	826.00
6985	09/22/2023	ORKIN	Pest Control Services	1,030.00
6986	09/22/2023	PRACTICAL DATA SOLUTIONS	IT Support Services / August 2023	4,518.54
6987	09/22/2023	RICOH USA, INC.	Copier Lease / October 2023	246.57
6988	09/22/2023	RJM DESIGN GROUP	Landscape Architectural Services / July - August 2023	14,890.36
6989	09/22/2023	SOUTHERN CALIFORNIA EDISON	Electric Services / July - August 2023	9,231.23
6990	09/22/2023	STEVEN MARSH	Building Permit Refund	217.00
6991	09/22/2023	TRIPEPI, SMITH AND ASSOCIATES, INC.	Broadcasting Services / August 2023	1,282.50
6992	09/22/2023	VCS COMMERCIAL, INC.	Waste Diversion Deposit Refund	900.00

CITY OF LAGUNA WOODS
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ITEM 6.3

This Report Covers the Period 9/01/2023 through 9/30/2023

Date	Vendor Name	Description	Amount	
6993	09/29/2023	AMAZON CAPITAL SERVICES	Office Supplies	309.11
6994	09/29/2023	BEAR ELECTRICAL SOLUTIONS, INC.	Traffic Signal Maintenance / August 2023	3,080.00
6995	09/29/2023	CALIFORNIA YELLOW CAB	Senior Mobility Program Transportation Services / August 2023	15,999.40
6996	09/29/2023	CAPTIONING UNLIMITED	Closed Captioning / September 2023	300.00
6997	09/29/2023	COASTAL CURRENT ELECTRIC	Cancelled Permit Refund	289.00
6998	09/29/2023	FOREVER SOLAR ELECTRIC	Cancelled Permit Refund	99.00
6999	09/29/2023	FOSTER & FOSTER CONSULTING ACTUARIES, INC.	GASB 68 & 75 Reports / Fiscal Year 2022-23	4,100.00
7000	09/29/2023	HINDERLITER DE LLAMAS & ASSOCIATES	Sales & Use Tax Consulting Services / July - September 2023	750.00
7001	09/29/2023	IBUILD SPECTRUM INC.	City Hall/Public Library Project	55,499.77
7002	09/29/2023	PETTY CASH	Replenish Petty Cash / September 2023	-
7003	09/29/2023	PV MAINTENANCE INC	Street, City Hall & Park Maintenance / August 2023	12,606.03
7004	09/29/2023	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / August 2023	2,443.16
7005	09/29/2023	THE AWNING COMPANY	Cancelled Permit Refund	244.00
7006	09/29/2023	THOMAS MURPHY	Cancelled Permit Refund	359.00
7007	09/29/2023	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 4)	2,083.32
7008	09/29/2023	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program / October 2023	129.57
			Total Bank Debits and Warrants:	\$ 644,674.83

Petty Cash Expenditures Paid Out (See Note 2)

Dollar Tree	Supplies for ADA Pedestrian Accessibility Improvement Project: Phase 7	\$3.75
Home Depot	Code Enforcement Abatement Services	\$27.98
Home Depot	City Hall Maintenance	\$38.50
Home Depot	City Hall Maintenance	\$20.05
		Total Petty Cash:
		\$90.28

TOTAL \$ 644,765.11

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 September 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 #6939 to U.S. Bank totaling \$956.26:

Zoom	Video Conferencing	\$31.98
Stamps.com	Online Postage Printing Service & Supplies	\$542.32
Stater Brothers	Breakroom Supplies	\$17.42
Home Depot	City Hall Maintenance	\$188.41
Displays2Go	Office Supplies	\$53.42
UPS Store	Printing Services	\$6.44
Sabrosada	Breakfast for Counter Staff	\$66.27
Willow Tree Cleaners	Office Supplies	\$50.00
		Total Credit Card Reimbursement:
		\$956.26

**CITY OF LAGUNA WOODS
WARRANT REGISTER
October 18, 2023**


This Report Covers the Period 9/01/2023 through 9/30/2023

Date	Vendor Name	Description	Amount
Note 4 - The table below summarizes credit card expenditures paid via Check #7007 to U.S. Bank totaling \$2,083.32:			
	Microsoft	Office 365 Subscription	\$162.00
	Microsoft	Office 365 Subscription	\$475.00
	Zoom	Video Conferencing	\$31.98
	Zoom	Video Conferencing / Webinar Annual Subscription	\$690.00
	Zoom	Video Conferencing / Video Conferencing Annual Subscription	\$149.90
	Stamps.com	Online Postage Printing	\$300.00
	Stamps.com	Online Monthly Fee	\$19.99
	FedEx	Postage	\$92.86
	CMTA	Membership Dues / Fiscal Year 2023-24	\$95.00
	Diversions Lounge	Lunch with Governor's Regional Office Staff	\$66.59
Total Credit Card Reimbursement:			<u>\$2,083.32</u>

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: 2023.10.13
 12:49:30 -07'00'

Elizabeth Torres, Administrative Services Director/City Treasurer

6.4 DISABILITY-RELATED COMPLAINTS AND GRIEVANCES POLICY

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

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RESOLUTION NO. 23-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING AMENDMENTS TO ADMINISTRATIVE POLICY 3.2 PERTAINING TO RECEIVING AND RESPONDING TO COMPLAINTS AND GRIEVANCES ALLEGING NON-EMPLOYMENT-RELATED DISCRIMINATION ON THE BASIS OF DISABILITY IN THE PROVISION OF SERVICES, ACTIVITIES, PROGRAMS, OR BENEFITS BY THE CITY OF LAGUNA WOODS

WHEREAS, the City’s disability-related complaints and grievances policy is contained in Administrative Policy 3.2, which was last amended by the City Council on March 17, 2010; and

WHEREAS, staff has prepared amendments to Administrative Policy 3.2 (incorporated into the administrative policy attached hereto as Exhibit A), for consideration by the City Council.

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

SECTION 1. That the administrative policy attached hereto as Exhibit A is adopted and is a statement of the City’s disability-related complaints and grievances policy. The administrative policy attached hereto as Exhibit A replaces and supersedes all previous versions of Administrative Policy 3.2.

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

PASSED, APPROVED AND ADOPTED on this XX day of XX 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:
ABSTAIN: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, CMC, City Clerk

**CITY OF LAGUNA WOODS
ADMINISTRATIVE POLICY 3.2**

DISABILITY-RELATED COMPLAINTS AND GRIEVANCES

3.2.01. Statement of Purpose.

This Administrative Policy is intended to meet the requirements of the Americans with Disabilities Act of 1990 (“ADA”) and Section 504 of the federal Rehabilitation Act of 1973, as amended, by establishing a standardized and efficient process for receiving and responding to complaints and grievances alleging non-employment-related discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Laguna Woods.

3.2.02. Scope.

This Administrative Policy, and the process outlined herein, applies to the receipt of, and response to, all complaints or grievances filed by any person alleging non-employment-related discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City.

This Administrative Policy does not apply to City employees who wish to file an employment-related complaint or grievance alleging discrimination on the basis of disability. Administrative Policy 4.7 (Harassment, Discrimination, and Retaliation) applies to claims of employment-related discrimination.

3.2.03. Designation of ADA Coordinator.

While the ADA requires only public entities that employ 50 or more persons to designate one or more employees to coordinate efforts to comply with and carry out responsibilities under the ADA, the City has elected to make such a designation.

The City Manager is designated as the City’s ADA Coordinator.

*Christopher Macon
ADA Coordinator & City Manager
24264 El Toro Road, Laguna Woods, CA 92637
cmacon@cityoflagunawoods.org
(949) 639-0500
California Relay Service: dial 711*

3.2.04. Reporting Disability-related Complaints and Grievances.

The City strongly encourages the reporting of complaints and grievances alleging any form of non-employment-related discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City.

The City requests that disability-related complaints and grievances be reported as soon as possible, preferably no later than 60 calendar days following the alleged discrimination. Timely reporting is essential as the City cannot respond to complaints or grievances unless it knows about them.

Any person can contact the ADA Coordinator with a complaint without filing a formal grievance. Such complaints may be reported verbally or in writing, and may be made anonymously if desired.

Any person can file a formal grievance by completing the City's Disability-related Grievance Form (Attachment A) and submitting it to the ADA Coordinator. Formal grievances may also be filed by letter, email, or other written document submitted to the ADA Coordinator.

The City will make alternative means of filing formal grievances (e.g., personal interviews or audio recordings, conducted in-person or remotely) available for any person with a disability who requests reasonable accommodations from the ADA Coordinator. The City requests at least two business days' notice in order to effectively facilitate the provision of reasonable accommodations.

For all complaints, as well as all formal grievances filed in a manner other than by completing the Disability-related Grievance Form, the City requests the following minimum information to assist in responding:

1. The name(s) and contact information for the complainant(s);
2. The location(s), date(s), and a description of the alleged discrimination, including the name(s) of persons involved and any witnesses, if known; and
3. Whether any other efforts have been made to resolve the matter.

The City's ability to respond to complaints and formal grievances may be limited if insufficient information is received or if complaints are made anonymously.

3.2.05. City Response to Complaints.

Response

Within 30 calendar days after receipt of a disability-related complaint or grievance, the ADA Coordinator or his/her/their designee will meet with the complainant(s) to discuss the matter and possible resolutions. Within 30 calendar days of the meeting the ADA Coordinator or his/her/their designee will respond in writing, and where appropriate, in a format accessible to the complainant(s) (e.g., large print, Braille, or audio recording). The response will explain the City’s position and, when applicable, offer options for substantive resolution of the complaint or grievance.

The ADA Coordinator or his/her/their designee shall consult with the City Attorney and California Joint Powers Insurance Authority in reviewing the disability-related complaint or grievance and considering possible resolutions.

The decision of the ADA Coordinator or his/her/their designee is final.

Confidentiality

Any investigation related to a disability-related complaint or grievance under this Administrative Policy will be conducted with as much confidentiality as the City determines is legally possible and with respect for the rights of all individuals involved, and except as disclosure may be otherwise required by law. Information related to the investigation will generally be provided on a “need to know” basis. The confidential nature of the complaint and investigation is vital in protecting the privacy rights of all individuals involved and encouraging the reporting of disability-related complaints and grievances.

Document Retention

All written complaints received by the ADA Coordinator or his/her/their designee, appeals to the City Manager or his/her/their designee shall be retained by the City for at least the remainder of the calendar year in which they were received or generated, and three calendar years thereafter.

3.2.06. City Manager’s Authority.

In addition to all other authority provided by state law, the City Council, and this Administrative Policy, the City Manager shall have the authority to update Section

3.2.03 and the Disability-related Grievance Form to reflect future changes in the name of the ADA Coordinator and his/her/their contact information. The City Manager shall also have the authority to modify and reformat the Disability-related Grievance Form for clarity and ease of use including, but not limited to, creating substantially equivalent means of electronic submission.

3.2.07. Relationship to Federal and State Laws.

Where federal or state laws are more restrictive than or contradict this Administrative Policy, such laws shall take precedence. Where this Administrative Policy is more restrictive than federal or state laws, this Administrative Policy shall take precedence.

3.2.08. Attachments.

Attachment A, “Disability-related Grievance Form,” is incorporated by reference.

City Council Adoption: October XX, 2023

Attachment A, “Disability-related Grievance Form”

**City of Laguna Woods
Americans with Disabilities Act and
Section 504 of the Rehabilitation Act of 1973
Disability-related Grievance Form**

Instructions: Please return this form to the City’s ADA Coordinator at City of Laguna Woods, Attn: Christopher Macon, 24264 El Toro Road, Laguna Woods, CA 92637 or cmacon@cityoflagunawoods.org.

If you need an accommodation to complete or submit this form, please contact the ADA Coordinator at (949) 639-0500 or California Relay Service: dial 711, or the address or email address listed above.

The information this form requests will assist the City in completing its investigation, but you are not required to complete all of the fields. You are welcome to leave fields blank, mark fields as “N/A,” or respond that the information the field seeks is “unknown.” You are also welcome to submit your grievance in an alternate form (e.g., a letter, email, or other written document).

1. Complainant’s information

Legal Name: _____
Mailing Address: _____
City, State and Zip Code: _____
Primary Telephone Number: _____
Alternate Telephone Number: _____
Email Address: _____

2. Person allegedly discriminated against (if other than the complainant)

Legal Name: _____
Mailing Address: _____
City, State and Zip Code: _____
Primary Telephone Number: _____
Alternate Telephone Number: _____
Email Address: _____

3. City department or person which you believe has discriminated (if known)

Legal Name: _____

Mailing Address: _____

City, State and Zip Code: _____

Primary Telephone Number: _____

Alternate Telephone Number: _____

Email Address: _____

4. When did the alleged discrimination occur? Date: _____

5. Where did the alleged discrimination occur? _____

6. Describe the alleged discrimination, providing the name(s) where possible of the individuals who allegedly discriminated and any witnesses to the alleged discrimination (attach pages as necessary): _____

7. Have any other efforts been made to resolve this matter? Yes _____ No _____

If yes: what efforts have been taken and what is the status of the grievance (attach pages as necessary)? _____

8. Additional comments or information (attach pages as necessary): _____

Complainant's Signature

Date

CITY OF LAGUNA WOODS

**ADMINISTRATIVE POLICY 3.2
ADA ACCESSIBILITY AND GRIEVANCE POLICY**

3.2.01 PURPOSE

To assist the City in complying with the Americans with Disability Act (ADA), 28 CFR Part 35.107 by:

- A. Assuring that grievances and complaints of alleged discriminatory acts are promptly and properly acknowledged, received, and equitably resolved; and
- B. Establishing procedures for the resolution of complaints alleging any action which discriminates on the basis of disability in any service, program, or activity made available by the City.

3.2.02 GENERAL POLICY

Any person who believes that a City service, program, or activity discriminates against him or her, or against any other person, because of a disability shall report the discriminatory act by using the procedures contained in this policy so that an equitable resolution may be reached.

3.2.03 ADA COORDINATOR

The City Manager or his his/her designee shall serve as the ADA Coordinator.

3.3.04 COMPLAINT PROCEDURE

- A. To register a grievance or complaint regarding City facilities, services or infrastructure, an individual, association/group, or proxy should complete and ADA Accessibility Grievance Complaint Form and hand-deliver or mail it to:

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

An alternative means of filing a complaint, such as a personal interview, use of a TDD, or a tape recording of the complaint, will be made available for persons with disabilities upon request.

- B. Within 15 calendar days after receipt of the complaint, the ADA Coordinator or his/her designee will schedule a meeting with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of this meeting, the ADA Coordinator or his/her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the City and, if appropriate, offer options for substantive resolution of the complaint.
- C. If the response by the ADA Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision to the City Council. The request for appeal must be submitted to the City Clerk within 15 calendar days after receipt of the response from the ADA Coordinator. Upon receipt of a request for appeal, the City Clerk shall schedule a hearing on the agenda of next available regularly scheduled City Council regular meeting. The determination on the appeal by the City Clerk shall be final.
- D. A written record of the action taken on each grievance or complaint shall be maintained together with the ADA Coordinator's records in the Office of the City Clerk in accordance with City records retention schedules.

3.3.05 OTHER REMEDIES

A complainant's right to a prompt and equitable resolution of a grievance and complaint will not be affected by the complainant's pursuit of other remedies, such as the filing of a grievance or complaint with the Department of Justice or other appropriate federal agency, or the filing of a suit in state or federal court.

Adopted by the City Council: March 17, 2010

7.1

**CONDITIONAL USE PERMIT CUP-2023-0003
TO ALLOW FOR THE LEASE OR RENTAL OF
OFF-STREET PARKING SPACES FOR MOTOR
VEHICLES, AS WELL AS MODIFICATIONS TO
THE EXISTING CONFIGURATION AND
NUMBER OF OFF-STREET PARKING SPACES
AND ADDITION OF A NEW RESTROOM AND
HAND WASHING STATION, WITHIN AN
EXISTING PARKING LOT, AT 23810 VIA
CAMPO VERDE, LAGUNA WOODS, CA 92637**

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: October 18, 2023 Regular Meeting

SUBJECT: Conditional Use Permit CUP-2023-0003 to allow for the lease or rental of off-street parking spaces for motor vehicles, as well as modifications to the existing configuration and number of off-street parking spaces and addition of a new restroom and hand washing station, within an existing parking lot, at 23810 Via Campo Verde, Laguna Woods, CA 92637

Recommendation

1. Receive staff report.
AND
2. Open public hearing.
AND
3. Receive public testimony.
AND
4. Close public hearing.
AND
5. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA

WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2023-0003 TO ALLOW FOR THE LEASE OR RENTAL OF OFF-STREET PARKING SPACES FOR MOTOR VEHICLES, AS WELL AS MODIFICATIONS TO THE EXISTING CONFIGURATION AND NUMBER OF OFF-STREET PARKING SPACES AND ADDITION OF A NEW RESTROOM AND HAND WASHING STATION, WITHIN AN EXISTING PARKING LOT, AT 23810 VIA CAMPO VERDE, LAGUNA WOODS, CA 92637, AND DETERMINING AND CERTIFYING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTIONS 15301 AND 15303 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

Overview

Age Well Senior Services, Inc. (“Applicant”) has submitted a land use application seeking approval of Conditional Use Permit CUP-2023-0003, to allow for the lease or rental of off-street parking spaces for motor vehicles, as well as modifications to the existing configuration and number of off-street parking spaces and addition of a new restroom and hand washing station, within an existing parking lot, at 23810 Via Campo Verde, Laguna Woods, CA 92637. The application was submitted with the approval of the property owner (Golden Rain Foundation of Laguna Hills).

The project location is within the Laguna Woods Village Maintenance Center, west of Moulton Parkway and south of El Toro Road at the western terminus of Via Campo Verde. The parking lot referenced is the paved parking lot located to the left – across from the Laguna Woods Village Broadband Services Building – when traveling west on Via Campo Verde from Moulton Parkway.

A vicinity map is included as Attachment B.

Surrounding land uses are listed in Table 1.

Table 1: Surrounding Land Uses

General Location	General Plan Land Use Designation	Land Use
North	Open Space	Laguna Woods Village Via Campo Verde (private road)
South	City of Aliso Viejo	Aliso Viejo Country Club

East	Open Space	Laguna Woods Village undeveloped property and mulch facility
West	Residential Community-Maintenance	Laguna Woods Village Maintenance Center

The project location is within the Residential Community-Maintenance (RC-MT) overlay zoning district. RC-MT designates areas to “provide for the continued development and preservation of specialized maintenance and operational support facilities that provide services to the base Residential Community (RC) zoning district, and to prohibit incompatible uses. Specialized maintenance and operational support facilities were developed with the initial development of the planned unit development located within the RC zoning district (formerly Rossmoor Leisure World Planned Community, now Laguna Woods Village), and have continued to be maintained and developed since then. Such facilities, and the direct services that they allow for, further the RC zoning district’s purpose and intent of providing for the ‘development and preservation of planned unit developments’” (Laguna Woods Municipal Code Section 13.08.040).

Conditional use permits (also referred to as “CUPs”) are intended to “provide for the public review of detailed final plans for a proposed use” (Laguna Woods Municipal Code Section 13.24.020). The City Council is responsible for approving or denying conditional use permits and subsequent amendments, subject to certain findings set forth in the Laguna Woods Municipal Code.

Discussion

The City Council is asked to conduct a public hearing on the application for Conditional Use Permit CUP-2023-0003 and, thereafter, consider approval of the same (Attachment A). Staff recommends approval of the conditional use permit, subject to proposed conditions of approval (Exhibit A to Attachment A). The proposed conditions of approval would regulate the proposed project in manners consistent with the Laguna Woods Municipal Code.

Laguna Woods Municipal Code Section 13.18.030 allows off-street parking facilities to be leased or rented subject to the approval of a discretionary permit (a permit issued or approved by the City as the result of an application wherein the City retains the right to approve or disapprove). The lease or rental of off-street parking facilities is regulated by the City due to properties having been built with a certain number of required parking spaces and the lease or rental of such parking

spaces potentially affecting the availability thereof which, in turn, might affect adjacent properties or otherwise create conditions inconsistent with the Laguna Woods Municipal Code. Conditional Use Permit CUP-2023-0003 would serve as that discretionary permit if the City Council approves the Applicant's proposal to lease or rent off-street parking spaces at the project location.

To enable the proposed lease or rental of off-street parking facilities, Conditional Use Permit CUP-2023-0003 also includes retroactive approval of (1) restriping that occurred at the project location to increase the total number of parking spaces and accommodate the Applicant's previous use of the parking lot under now-expired temporary use permits, and (2) the addition of a restroom exclusively available to persons using the off-street parking spaces. For enhanced sanitation, Conditional Use Permit CUP-2023-0003 would require a hand washing station within or near the restroom. The restroom and hand washing station would be portable in nature with additional City review and approvals required in the future should the property owner or Applicant wish to construct permanent fixed facilities.

The Laguna Woods Village Maintenance Center currently has a total of 557 off-street parking spaces. Of the 557 off-street parking spaces, 258 are located within the existing parking lot at the project location. The property owner (Golden Rain Foundation of Laguna Hills) has indicated that seven of the 258 parking spaces were added approximately three years ago to help accommodate the Applicant's previous temporary use of the parking lot (identified on Exhibit B to Attachment A as parking spaces "AW 01" through "AW 07"). Even with the proposed lease or rental of off-street parking facilities, sufficient parking to accommodate the existing Laguna Woods Village Maintenance Center uses would exist to comply with previous land use approvals and current off-street parking standards.

To further conformance with the purpose and intent of the Residential Community-Maintenance (RC-MT) zoning overlay district, Conditional Use Permit CUP-2023-0003 is intentionally narrow and would only approve the lease or rental of parking spaces for motor vehicles used to provide transportation to medical appointments, and for health, human, and social service purposes, for persons living in the base Residential Community (RC) zoning district and others. The Applicant describes its existing needs as relating to the parking of buses and minivans that are used to provide non-emergency medical transportation to seniors in South Orange County. With Laguna Woods Village being an age-restricted community for adults at least 55 years of age, and documentation provided by the Applicant stating that 22% of its riders in Fiscal Year 2022-23 (237) were residents of Laguna Woods Village,

staff recommends that Conditional Use Permit CUP-2023-0003, as conditioned, be found consistent with purpose and intent of the RC-MT zoning overlay district.

Conditional Use Permit CUP-2023-0003 would apply to the property owner's use and applicant's proposed accessory use (lease or rental of off-street parking spaces to Age Well Senior Services, Inc., a nonprofit corporation), as well as eligible successors, at the project location.

Environmental Review

The City Council is asked to find that this project is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of permitting and other approvals, as well as the minor alteration of existing private facilities, involving negligible expansion of former use. Specifically, this project includes only exterior alterations involving such things as reorganization and restriping of circulation and parking to accommodate the lease or rental of off-street parking spaces for motor vehicles. The project location is located within the Residential Community-Maintenance (RC-MT) overlay zoning district, which specifically contemplates a broad range of maintenance and operational support facilities that provide services to the base Residential Community (RC) zoning district such as parking. While the proposed lease or rental of off-street parking spaces would be to a third-party not directly affiliated with the property owner, the nature of the proposed lease or rental for which approval is sought is specific to motor vehicles used to provide transportation to medical appointments, and for health, human, and social service purposes, for persons living in the base Residential Community (RC) zoning district and others; the project is proposed to be conditioned accordingly.

The City Council is also asked to find that this project is categorically exempt from the CEQA pursuant to Section 15303 of Title 14 of the California Code of Regulations, in that the only new facilities or structures included in this project are accessory (appurtenant) to the off-street parking use (a new restroom and hand washing station for persons using the off-street parking spaces). The off-street parking use is existing with the proposed additional facilities involving negligible expansion of former use.

The approval of the rent or lease of off-street parking facilities is explicitly permitted with an approved discretionary permit by Laguna Woods Municipal Code Section 13.18.030(c)(2).

Fiscal Impact

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

Documents Available for Review

Related documents – including the Applicant's application – are available for public review at City Hall during normal working hours.

Report Prepared With: Rebecca M. Pennington, Development Administrator

- Attachments: A – Proposed Resolution
Exhibit A – Proposed Conditions of Approval
Exhibit B – Proposed Site Plan
B – Vicinity Map
C – National Council on Aging. Get the Facts on Healthy Aging. Mar. 13, 2023
(this document is incorporated by reference in Attachment A)

RESOLUTION NO. 23-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2023-0003 TO ALLOW FOR THE LEASE OR RENTAL OF OFF-STREET PARKING SPACES FOR MOTOR VEHICLES, AS WELL AS MODIFICATIONS TO THE EXISTING CONFIGURATION AND NUMBER OF OFF-STREET PARKING SPACES AND ADDITION OF A NEW RESTROOM AND HAND WASHING STATION, WITHIN AN EXISTING PARKING LOT, AT 23810 VIA CAMPO VERDE, LAGUNA WOODS, CA 92637, AND DETERMINING AND CERTIFYING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTIONS 15301 AND 15303 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

WHEREAS, Age Well Senior Services, Inc. (“Applicant”) submitted an application for Conditional Use Permit CUP-2023-0003 to allow for the lease or rental of off-street parking spaces for motor vehicles, as well as modifications to the existing configuration and number of off-street parking spaces and addition of a new restroom and hand washing station, within an existing parking lot, at 23810 Via Campo Verde, Laguna Woods, CA 92637 in the Residential Community-Maintenance (RC-MT) overlay zoning district; and

WHEREAS, on October 18, 2023, the City Council of the City of Laguna Woods, after giving notice thereof as required by law, held a public hearing regarding Conditional Use Permit CUP-2023-0003; and

WHEREAS, the City Council has carefully considered all pertinent testimony, as well as all information contained in the agenda report prepared for Conditional Use Permit CUP-2023-0003, as presented at the public hearing; and

WHEREAS, staff has reviewed the environmental form submitted by the Applicant in accordance with the City’s procedures. Based upon the information received and staff’s assessment of the information, Conditional Use Permit CUP-2023-0003 has been determined to be categorically exempt pursuant to sections 15301 (Existing Facilities) and 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act (“CEQA”); and

WHEREAS, all legal prerequisites have occurred prior to the adoption of

this resolution; and

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

Findings for All Discretionary Permits

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

The proposed project is consistent with the Residential Community land use designation of the General Plan, which is intended to “*[integrate] a mix of single-family detached, single-family attached, two family, and multi-family residential, with supporting country clubs, parks, community services, local-serving noncommercial services, and open spaces.*” The proposed lease or rental of off-street parking facilities would aid in the provision of local-serving noncommercial services by providing parking for motor vehicles used to provide transportation to medical appointments, and for health, human, and social service purposes, for persons living in the base Residential Community (RC) zoning district and others. The project does not include any change in the existing number of dwelling units that would implicate the General Plan’s maximum dwelling density for the applicable Residential Community Planning Unit. Objective I of the General Plan Land Use Element is to “*promote land uses that accommodate the diverse needs of City of Laguna Woods residents.*” Objective III of the General Plan Land Use Element is to “*promote innovation in design and development of properties that reflects the unique needs of the City of Laguna Woods market.*” The proposed project would facilitate the provision of services related to medical, health, human, and social service needs. With the base RC zoning district consisting of an age-restricted community for adults at least 55 years of age, the need for such services is well-established¹.

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

The approval of the rent or lease of off-street parking facilities is explicitly permitted with an approved discretionary permit by Laguna Woods Municipal Code Section 13.18.030(c)(2). Surface parking, restrooms, and

¹ Incorporated by Reference: National Council on Aging. Get the Facts on Healthy Aging. Mar. 13, 2023. Found on the internet at <https://www.ncoa.org/article/get-the-facts-on-healthy-aging>.

hand washing stations are permitted as accessory uses in the Residential Community-Maintenance (RC-MT) overlay zoning district. As the proposed use would facilitate the provision of services related to medical, health, human, and social service needs for persons living in the base Residential Community (RC) zoning district and others, it is consistent with the purpose and intent of the Residential Community-Maintenance (RC-MT) overlay zoning district, which is to *“provide for the continued development and preservation of specialized maintenance and operational support facilities that provide services to the base Residential Community (RC) zoning district, and to prohibit incompatible uses.”* With the conditions of approval, several of which address public health, safety, and general welfare as further discussed in Finding #5 below, the proposed use would be compatible with surrounding open space and residential community-maintenance uses.

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

Based on the information received from the Applicant and staff’s assessment of the same, the proposed project has been determined to be categorically exempt from CEQA pursuant to sections 15301 (Existing Facilities) and 15303 (New Construction or Conversion of Small Structures) of Title 14 of the California Code of Regulations. Additional information is contained in Section 2 of this resolution and incorporated herein by this reference.

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

The proposed project would occur in an existing parking lot within the existing Laguna Woods Village Maintenance Center. The project location contains more than 550 off-street parking spaces, including those for which lease or rental is proposed. The project location and all surrounding parcels located within the city of Laguna Woods are under the control of the Golden Rain Foundation of Laguna Woods and operated for benefit of the Laguna Woods Village private community. The proposed project would not expand the physical footprint of the existing parking lot including, but not limited to, in the southerly direction of the adjacent Aliso Viejo Country Club in the city of Aliso Viejo. The proposed project includes only exterior alterations involving such things as reorganization and restriping of circulation and parking, as well as the addition of a portable restroom and hand washing

station. Ingress and egress to the project location are provided via an existing private road accessible from Moulton Parkway, neither of which would be modified, or require modification, as a result of the proposed project. Even with the lease or rental of off-street parking facilities, sufficient parking to accommodate the existing Laguna Woods Village Maintenance Center use is provided within existing off-street parking areas to comply with previous land use approvals and current off-street parking standards. The proposed project is substantially similar to the Applicant's previous use of the project location under 18-months of now-expired temporary use permits. During the effectiveness of those temporary use permits, the City received no complaints or indications that the use created conditions or situations that were incompatible with other permitted uses in the vicinity.

Conditions of approval are included to ensure that appropriate measures are taken to avoid conditions or situations that may be incompatible with other permitted uses in the vicinity. For example: Condition of Approval #4 requires the project to “comply with all then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations...”

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

The project would be subject to conditions of approval which would regulate the use in manners consistent with the Laguna Woods Municipal Code. Several of the conditions of approval related to public health, safety, and general welfare including, but not limited to, reservation of the City's rights to require additional security or safety measures, if warranted, and provisions related to the abatement of graffiti. Such conditions would assist in protecting the public from potential risk or danger. The conditions of approval also explicitly require the project to comply with all applicable, then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations.

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

The proposed project has been evaluated against all City regulations through

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

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

SECTION 1. The above recitals are true and correct.

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that this project is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of permitting and other approvals, as well as the minor alteration of existing private facilities, involving negligible expansion of former use. Specifically, this project includes only exterior alterations involving such things as reorganization and restriping of circulation and parking to accommodate the lease or rental of off-street parking spaces for motor vehicles. The project location is located within the Residential Community-Maintenance (RC-MT) overlay zoning district, which specifically contemplates a broad range of maintenance and operational support facilities that provide services to the base Residential Community (RC) zoning district such as parking. While the lease or rental of off-street parking spaces would be to a third-party not directly affiliated with the property owner, the nature of the lease or rental approved in this conditional use permit is specific to motor vehicles used to provide transportation to medical appointments, and for health, human, and social service purposes, for persons living in the base Residential Community (RC) zoning district and others; the project is conditioned accordingly.

After reviewing the entire project record, the City Council also hereby determines and certifies that this project is categorically exempt from the CEQA pursuant to Section 15303 of Title 14 of the California Code of Regulations, in that the only new facilities or structures included in this project are accessory (appurtenant) to the off-street parking use (a new restroom and hand washing station for persons using the off-street parking spaces). The off-street parking use is existing with the proposed additional facilities involving negligible expansion of former use.

The approval of the rent or lease of off-street parking facilities is explicitly permitted with an approved discretionary permit by Laguna Woods Municipal

Code Section 13.18.030(c)(2).

SECTION 3. The City Council hereby approves Conditional Use Permit CUP-2023-0003, subject to the conditions of approval attached to this resolution as Exhibit A and the site plan attached to this resolution as Exhibit B, both of which are incorporated herein by this reference.

SECTION 4. 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:
ABSTAIN: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, CMC, City Clerk

Exhibit A to Resolution No. 23-XX

City of Laguna Woods

Conditions of Approval for Conditional Use Permit CUP-2023-0003

1. The project shall be constructed, developed, used, operated, and permanently maintained in accordance with the terms of the application, plans, drawings, and conditions imposed herein.
2. This approval is for the lease or rental of off-street parking spaces for motor vehicles, as well as modifications to the existing configuration and number of off-street parking spaces and addition of a new restroom and hand washing station, within an existing parking lot, at 23810 Via Campo Verde, Laguna Woods, CA 92637.
3. The Applicant(s)/Owner(s) shall comply with all of the conditions of approval as part of Conditional Use Permit CUP-2023-0003 (“conditional use permit”). Failure to comply with any one or more of the conditions imposed herein constitute grounds for revocation of said conditional use permit by the City Council.
4. The Applicant(s)/Owner(s) shall comply with all then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations, as they pertain to the improvements and uses sought in this application, and such requirements are made a condition of this approval. These include, but are not limited to, all requirements related to building permits, grading permits, and encroachment permits; engineering review, landscaping review, water quality review, and plan review, generally, of proposed construction plans; accessibility, including accessibility required by the federal Americans with Disabilities Act; best management practices and other actions or improvements required by National Pollutant Discharge Elimination System permit(s); and, restrictions on parking, circulation, lighting, and noise.
5. Landscaping for the project shall be designed to comply with the City’s Water Efficient Landscape Ordinance and with the Guidelines for Implementation of the Water Efficient Landscape Ordinance. This approval does not include any approval for landscaping of any kind, nor does it represent or imply that any landscaping proposed in connection with this application, or at any time

ITEM 7.1 – Exhibit A to Attachment A

in the future, will or will not be approved by the City.

6. Grading for the project shall comply with the Laguna Woods Municipal Code and other applicable laws, rules, and regulations. This approval does not include any approval for grading of any kind, nor does it represent or imply that any grading proposed in connection with this application, or at any time in the future, will or will not be approved by the City.
7. This approval does not eliminate the need for building permits, grading permits, or encroachment permits or include any action or finding as to compliance or approval of any other applicable federal, state or local ordinance, regulation, rule, or requirement.
8. As of the date of this approval, the total number of off-street parking spaces required for the Laguna Woods Village Maintenance Center (of which this project location is a part), as a result of prior land use approvals, is 429. City staff conducted an existing parking count of the Laguna Woods Village Maintenance Center and identified a total of 557 off-street parking spaces, which include seven off-street parking spaces that were previously added without City approval. City staff also reviewed the existing uses and building square footages within the Laguna Woods Village Maintenance Center and determined that if the facilities were built today with 429 off-street parking spaces, there would be a surplus of off-street parking spaces based on existing Laguna Woods Municipal Code requirements. The Owner(s) acknowledge and agree with the parking analysis described in this condition of approval, and acknowledge and agree that any prospective increase in building size, change in use, or modification of these or other conditions of approval affecting the Laguna Woods Village Maintenance Center (or successor use(s) or occupant(s)) would warrant revaluation and potential modification of off-street parking requirements.
9. Off-street parking spaces leased or rented in accordance with this conditional use permit are limited to the 26 parking spaces identified on the site plan attached to Resolution No. 23-XX as Exhibit B. Such parking spaces may only be leased or rented for motor vehicles used to provide non-commercial transportation to medical appointments, and for health, human, and social service purposes, for persons living in the base Residential Community (RC) zoning district and others. The Applicant(s)/Owner(s) may request changes in the location and size of parking spaces within the same parcel, which the City Manager may approve, provided there is no net reduction in parking spaces

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existing as of the date of this approval, and such changes would not conflict with any other land use approval or the Laguna Woods Municipal Code.

10. The surface of the 26 off-street parking spaces that may be leased or rented in accordance with this conditional use permit shall be painted with a marking, at least 1 foot by 1 foot, visually differentiating those spaces from other, non-leased or rented parking spaces. Such painted marking shall be subject to the approval of the City Manager but is limited to white or a single color that contrasts with the underlying surface(s).
11. The restroom and hand washing station approved by this conditional use permit shall be portable in nature and collectively occupy no more than 25 square feet of surface area. This approval does not include the construction of any permanent restrooms or hand washing stations. For the purpose of this condition of approval, “portable” shall mean that the restroom or hand washing station is (i) placed on a parking lot surface rather than a building foundation, (ii) not connected to sewer facilities, and (iii) not connected to electricity except as may be required to operate the hand washing station. This approval does not approve any deviation or exception from the City’s noise restrictions nor does it approve the use of generators or other on-site power supplies apart from what may be self-contained within the hand washing station.
12. The hand washing station approved by this conditional use permit shall either be contained within the restroom or located within 10 feet of the restroom, as measured in a straight line from the nearest point on each facility. The hand washing station shall comply with California Code of Regulations, Title 8, Section 8397.4, as amended from time to time or replaced with a successor statute.
13. Neither the restroom nor hand washing station shall be placed in a manner that obstructs any off-street parking space, or access, circulation, or clearances associated therewith, pursuant to then-current requirements of the California Building Standards Code or Laguna Woods Municipal Code.
14. The restroom shall be available only to persons using the off-street parking spaces. For the purpose of this condition of approval, “persons using the off-street parking spaces” shall mean only employees and agents of the property owner or employees or agents of parties for whom the property owner has entered into a lease or rental agreement for use of off-street parking spaces in

ITEM 7.1 – Exhibit A to Attachment A

accordance with these conditions of approval.

15. The restroom shall be locked at all times when not in use. For the purpose of this condition of approval, “locked” shall mean that points of entry shall not be operable without a key, access code, or similar token that is not available except to persons using the off-street parking spaces. For the purpose of this condition of approval, “persons using the off-street parking spaces” shall mean only employees and agents of the property owner or employees or agents of parties for whom the property owner has entered into a lease or rental agreement for use of off-street parking spaces in accordance with these conditions of approval.
16. The restroom and hand washing station shall be serviced at least once per week and as necessary to maintain a clean and sanitary condition free of litter, dumping, spillage, or leakage, as well as odors detectable more than two feet from either. Should they occur despite Applicant(s)/Owner(s) efforts to control the same, litter, dumping, spillage, and leakage shall be removed, and odors abated, at the Applicant(s)'/Owner(s)' expense within 24 hours.
17. To assist with observing and enforcing compliance with the conditions set forth herein, the Applicant(s)/Owner(s) agree to provide the City Manager with unredacted copies of active lease or rental agreements for off-street parking spaces within five business days of written request. Applicant(s)/Owner(s) acknowledge and agree that, upon City’s receipt, such agreements will become records subject to public disclosure under the California Public Records Act.
18. The Applicant(s)/Owner(s) may remove the restroom and hand washing station, either temporarily, intermittently, or permanently, without imperiling the effectiveness of this approval. However, in no event may the hand washing station be removed or not provided when the restroom is provided.
19. Graffiti on the property shall be removed at the Applicant(s)'/Owner(s)' expense within 24 hours.
20. In the event of repeated or disproportionately high numbers of calls for law enforcement or other public safety service, or based upon input from the Orange County Sheriff’s Department (or successor law enforcement agency) or surrounding residents or businesses, the City Manager may require, at his/her/their discretion, that the Applicant(s)/Owner(s) provide additional on-

ITEM 7.1 – Exhibit A to Attachment A

site security and/or safety measures at the property, as may be reasonably calculated to address situations or circumstances leading to or causing such increased calls for service, or complaints or comments from surrounding residents or businesses.

21. City staff, or their authorized representatives, shall have the right to access and enter the property to make reasonable Applicant- or Owner-authorized scheduled inspections, or unscheduled inspections in areas otherwise open to the public, to observe and enforce compliance with applicable laws and the conditions set forth herein.
22. In accordance with policies adopted by the City, the Applicant(s)/Owner(s) shall be responsible for any cost incurred as a result of local law enforcement, public safety, or code enforcement investigation/inspection that results in a finding of violation of any applicable laws and/or conditions of approval.
23. Any request to modify the conditions of approval contained herein shall require review and authorization by the City Manager. The City Manager may require the submission of such documentation or reporting, or the conduct of such studies or analysis, as he/she/they deems necessary to evaluate a request for modification. The City Manager may in his/her/their discretion refer such decision to the City Council.
24. This approval may be modified or revoked by the City Council, after applicable notice and public hearing procedures have been satisfied, should it be determined, within the City’s jurisdictional authority, that the conditions under which the project has been operated or maintained are detrimental to the public health, safety or welfare, or materially injurious to property or animals in the vicinity; or if the project is operated or maintained so as to constitute a public nuisance, or if the project is operated or maintained in violation of any of the conditions of approval set forth herein, or for any other reason permitted by law.
25. Transfer:

In the event of transfer of the property to which this approval pertains, the transferee shall, prior to exercising the rights granted hereunder, arrange and attend a conference with the City to review these conditions of approval, and document the manner in which activities will occur and the manner in which these conditions of approval will be met.

26. Termination:

Upon approval, this conditional use permit shall become null and void (A) upon the expiration of building permits, due to inactivity, obtained to construct this project, or (B) after the project has been constructed, 180 calendar days after such time the approved use at the approved location ceases to be operated as noted by lapse of City business license, lapse of California Department of Tax & Fee Administration (or successor agency) permit or license, or date noted by City official with proper site verification of abandonment or discontinuance.

The City Manager may in his/her/their discretion refer decision regarding termination to the City Council.

This conditional use permit shall be deemed immediately terminated should the approved location be occupied by a use not in accord with this approval, subject to written notice to the Owner(s) with 10 calendar days to cure.

Refer also to Condition of Approval #18.

27. The Applicant(s)/Owner(s), or successor in interest, shall as a condition of issuance of this approval, at its sole expense, defend, indemnify, and hold harmless the City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers from any claim, action, or proceeding against the City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers to attach, set aside, void or annul an approval of the City Council or other decision-making body, or staff action concerning this conditional use permit approval, or its implementation. The Applicant(s)/Owner(s) shall pay all of the City's defense costs incurred by counsel of the City's choosing, and shall reimburse the City for any and all court costs and other parties' attorney fees that the City may be required by a court to pay as a result of such defense. The Applicant(s)/Owner(s) may at its sole discretion participate in the defense of any such action under this condition, with its own counsel.

28. Prior to the overnight parking of motor vehicles parking on the property as a result of a lease or rental agreement, the Owner(s) shall sign and have notarized (acknowledgement) the "Owner(s) Acknowledgement of Conditions of Approval for Conditional Use Permit CUP-2023-0003" and return one wet-signed original to the City Manager with a copy of a recordable

ITEM 7.1 – Exhibit A to Attachment A
legal description of all affected properties in form acceptable to the City
Manager.

[SIGNATURES ON NEXT PAGE]

ITEM 7.1 – Exhibit A to Attachment A

**OWNER(S) ACKNOWLEDGEMENT OF CONDITIONS OF APPROVAL FOR
CONDITIONAL USE PERMIT CUP-2023-0003 (“ACKNOWLEDGEMENT”)**

1. *ACKNOWLEDGEMENT OF CONDITIONS OF APPROVAL.* The person or persons executing this ACKNOWLEDGEMENT on behalf of the respective Owner(s) has reviewed all Conditions of Approval for Conditional Use Permit CUP-2023-0003 and has had the opportunity to consult with legal counsel regarding them as the Owner(s) has deemed appropriate.
2. *PURPOSE.* The purpose of this ACKNOWLEDGEMENT is to ensure the Owner(s) are aware of the Conditions of Approval for Conditional Use Permit CUP-2023-0003, which “run with the land.” References to “Applicant(s)/Owner(s)” in the Conditions of Approval for Conditional Use Permit CUP-2023-0003 are not intended to, and will not be interpreted by the City as, conferring any additional legal responsibility or liability upon the Owner(s) beyond that which otherwise exists in applicable law, or otherwise changing the Owner(s) existing legal obligations.
3. *RECORDATION.* The person or persons executing this ACKNOWLEDGEMENT on behalf of the respective Owner(s) consents to the recordation of the Conditions of Approval for Conditional Use Permit CUP-2023-0003, including this ACKNOWLEDGEMENT, in the office of the Clerk-Recorder for the County of Orange.
4. *AUTHORITY TO EXECUTE.* The person or persons executing this ACKNOWLEDGEMENT on behalf of the respective Owner(s) represents and warrants that he/she/they has/have the authority to so execute this ACKNOWLEDGEMENT and to bind the respective Owner(s) to its obligations hereunder.
5. *SEVERABILITY.* If any term, condition or covenant of this ACKNOWLEDGEMENT is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this ACKNOWLEDGEMENT shall not be affected thereby and the ACKNOWLEDGEMENT shall be read and construed without the invalid, void or unenforceable provision(s).

Property Owner – Golden Rain Foundation of Laguna Hills

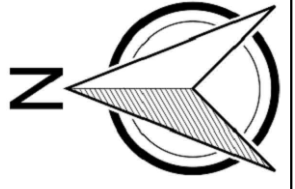
Signature: _____ Date: _____

Full Name: _____ Title: _____

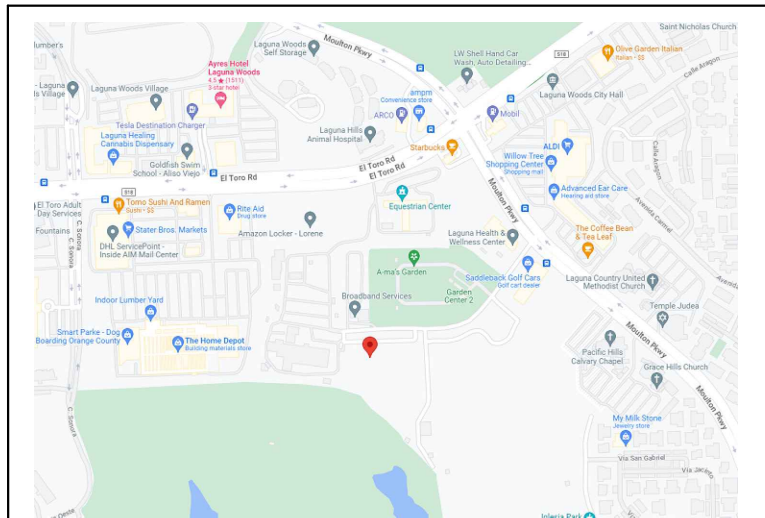
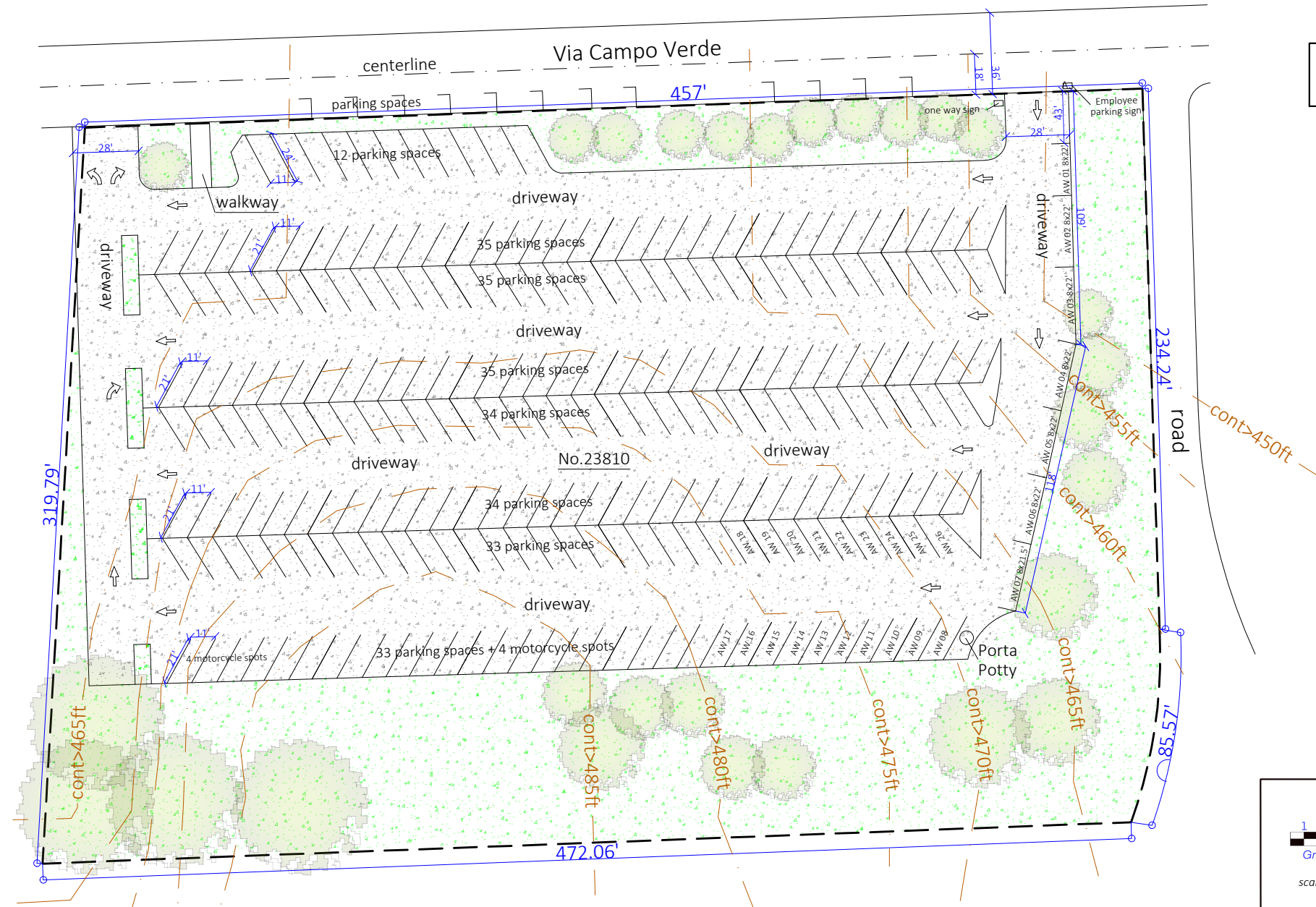
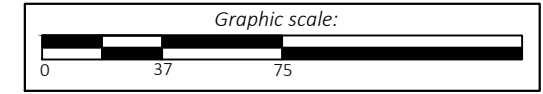
SIGNATURE MUST BE NOTARIZED; ATTACH ACKNOWLEDGEMENT.

SITE PLAN

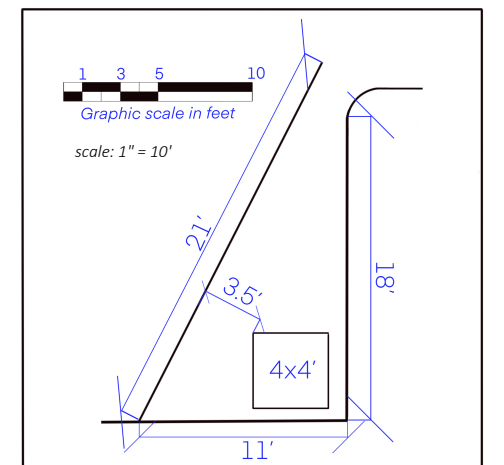
23810 Via Campo Verde
 Laguna Woods, CA 92637
 Parcel ID: 621-131-23
 Lot area: 3.39 Acres



scale 1"=60'



VICINITY MAP



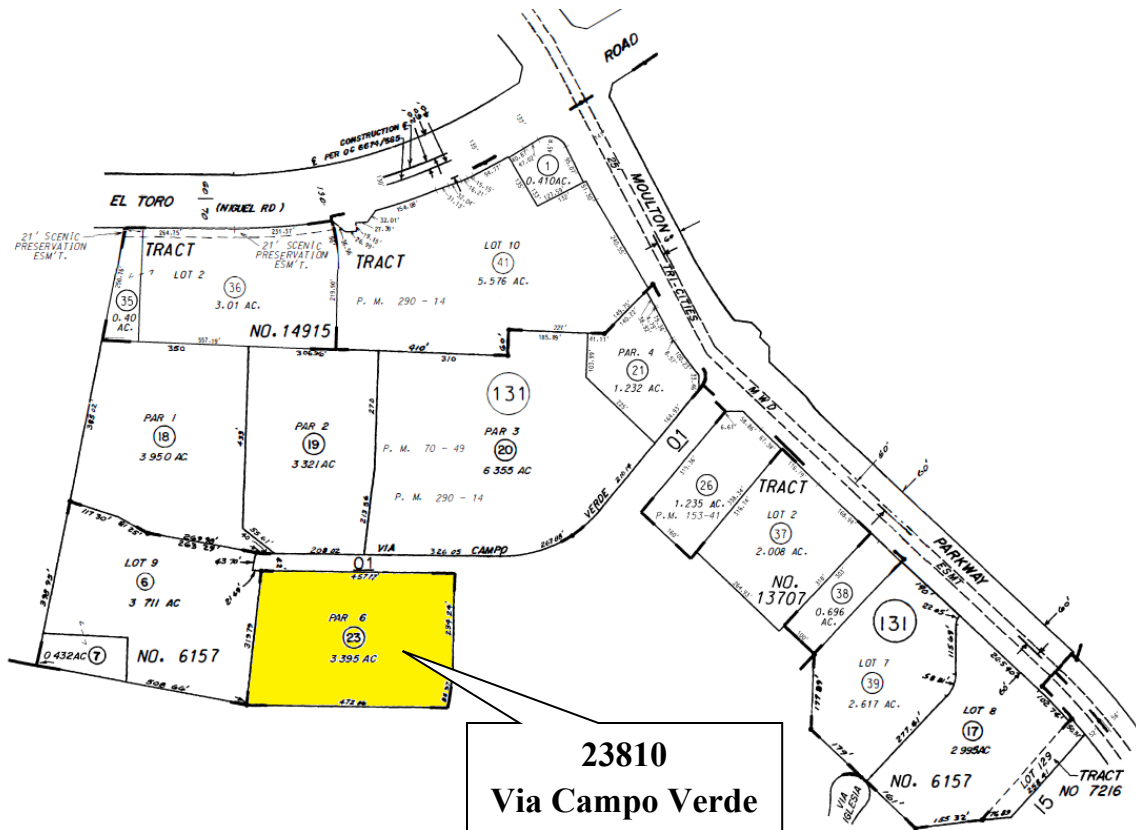
Detail of Remnant Corner with Porta-Potty
 Shortest distance between porta-potty and paint line = 3.5'

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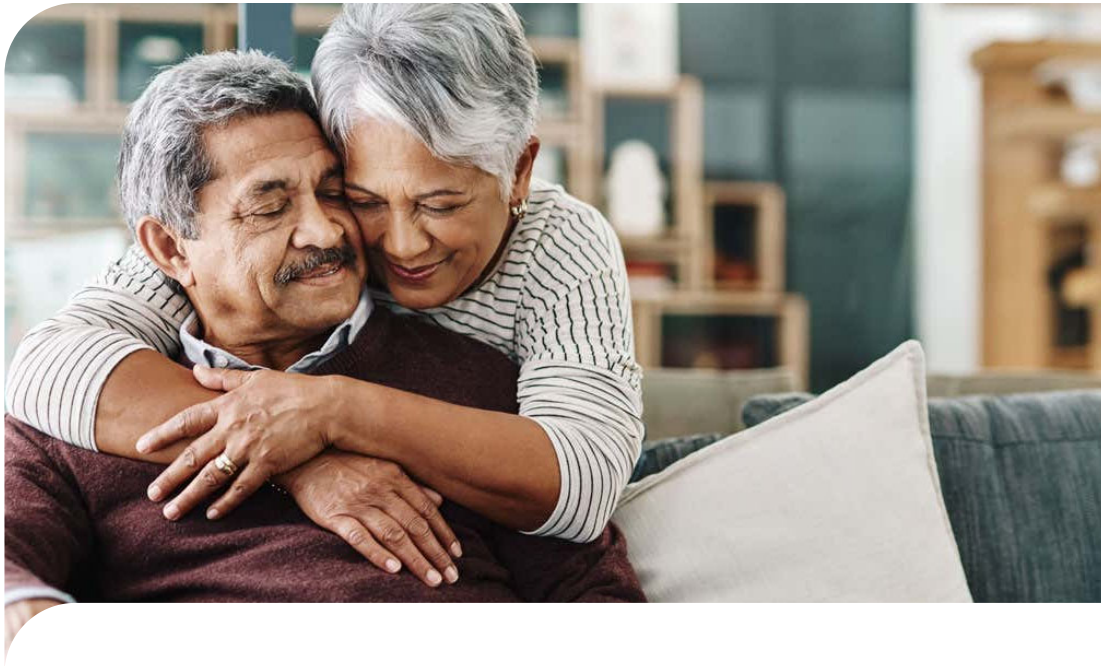
Vicinity Map

23810 Via Campo Verde, Laguna Woods, CA 92637

Project Area



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Aging in America for Advocates

Get the Facts on Healthy Aging

Mar 13, 2023 | 9 min read

Key Takeaways

For most older adults, good health ensures independence, security, and productivity as they age.

Yet millions struggle every day with health and safety challenges such as chronic disease, falls, and mental health issues—all of which can severely impact quality of life.

Get the facts on healthy aging and older adults.

Nearly 56 million Americans are 65 and older, with projections estimating that the population of older adults will grow to 94.7 million in 2060.¹ On average, a 65-year old can expect to live another 17 years.² For most older adults, good health ensures independence, security, and productivity as they age. Unfortunately, millions struggle every day with challenges such as chronic diseases, falls, physical inactivity, oral health concerns, and behavioral health issues—all of which can severely impact quality of life.

Chronic Diseases

- Older adults are disproportionately affected by **chronic conditions** <https://www.ncoa.org/older-adults/health/physical-health/chronic-disease>, such as diabetes, arthritis, and heart disease. Nearly 95% have at least one chronic condition, and nearly 80% of have two or more.³
- The leading causes of death among older adults in the U.S. are heart disease, cancer, COVID-19, stroke, chronic lower respiratory diseases, Alzheimer's disease, and diabetes.⁴
- Chronic diseases can limit a person's ability to perform daily activities, cause them to lose their independence, and result in the need for institutional care, in-home caregivers, or other long-term services and supports.⁵
- Multiple chronic diseases account for two-thirds of all health care costs⁵ and 93% of Medicare spending.⁶ Yet, less than 3% of U.S. health care dollars is spent on prevention to improve overall health.⁷

Falls

- More than one out of four older adults **falls** <https://www.ncoa.org/article/get-the-facts-on-falls-prevention> each year.⁸
- 3 million adults 65+ are treated in emergency departments for unintentional fall injuries each year.^{8a}

- As a result of falls, every 11 seconds, an older adult is treated in the emergency room; every 19 minutes, an older adult dies.⁹
- Falls are the leading cause of fatal and nonfatal injuries among older adults, causing hip fractures, head trauma, and death.⁹
- Older adults are hospitalized for fall-related injuries five times more often than for injuries from other causes.⁹
- Between 2000 and 2020, rates of deadly falls increased for all older adults, with the greatest increase among those age 85 and older. For adults 85+, the rate tripled among women from 99.2 per 100,000 population in 2000 to 269.8 in 2020 and doubled among men from 145.4 in 2000 to 329.6 in 2020.^{8a}
- The nation spends \$50 billion a year treating older adults for the effects of falls, 75% of which is paid for by **Medicare** and Medicaid.¹⁰ If falls rates are not reduced, direct treatment costs are projected to reach \$101 billion by 2030.¹¹
- Fear of falling can lead older adults to limit their activities, which can result in more falls, further physical decline, depression, and social isolation.^{12, 13}

Physical Activity

- Regular exercise can help older adults stay independent and prevent many health problems that come with age. According to the 2018 Physical Activity Guidelines for Americans, older adults should do two types of physical activities each week to improve their health— aerobic and muscle-strengthening.¹⁴
- These guidelines recommend that older adults engage in at least 150 minutes of moderate-intensity or 75 minutes of vigorous aerobic activity a week and muscle strengthening activities on two or more days a week.¹⁴
- A 2014 study found that 28% of adults aged 50 and over surveyed reported no physical activity, aside from their regular job, over the past month.¹⁵

Oral Health

- Oral health is important for overall health and well-being, but 35% of older adults have not seen a dentist in the last year.¹⁶
- About 17% of older adults no longer have any natural teeth.¹⁷
- Of those with teeth, about 16% of older adults have untreated tooth decay,¹⁷ and over 70% have periodontal (gum) disease.¹⁸
- Poor oral health can negatively impact nutrition and proper management of chronic conditions.

Behavioral Health

- One in four older adults experiences a **behavioral health** <<https://www.ncoa.org/older-adults/health/behavioral-health>> problem such as depression, anxiety, or substance abuse.¹⁹
- These problems can complicate the treatment of other medical conditions, reduce quality of life, increase use of health care services, and lead to premature death.¹⁹
- In 2020, nearly 14,500 people 60+ died by suicide. Men aged 85+ have a suicide rate that is about four times higher than the rate for all ages.²⁰
- Excessive alcohol use accounts for more than 23,000 deaths among older Americans each year.²¹
- Depression and other behavioral health problems are not a normal part of aging and can be treated. Despite the availability of effective interventions, 66% of older adults are not receiving the care they need.²²

Infectious Disease Prevention

- Nearly nine in 10 deaths from COVID are among people 65 and over, and 70-85% of seasonal flu-related deaths occur in older adults, according to the U.S. Centers for Disease Control and Prevention.²³
- While lifesaving vaccines are available, research shows COVID vaccine uptake has slowed among older adults.
- New research shows that older adults may be at a higher risk of Long COVID, a post-COVID condition in which virus symptoms persist, return or develop. According to the National Institutes of Health (NIH), possible risk factors include older age and preexisting health conditions.²⁴

National Council on Aging's Role

The National Council on Aging's (NCOA) **Center for Healthy Aging** believe that every person has a right to age well and focuses on improving the lives of older adults by producing solutions that address social and behavioral determinants of health and wellbeing. The Center houses three National Resource Centers funded by the U.S. Administration for Community Living's Administration on Aging.

Chronic Disease Management

NCOA's **National Chronic Disease Self-Management Education Resource Center** provides leadership, technical assistance, and resources to support state and community-based partners in expanding and sustaining evidence-based programs, including the suite of Chronic Disease Self-Management Education Programs, originally developed by Stanford University. These programs, which are available in the community and online, help older adults better manage their chronic conditions and improve their quality of life.

Falls Prevention

NCOA's **National Falls Prevention Resource Center** serves as a national clearinghouse for information on falls prevention and supports the implementation and sustainability of evidence-based Falls Prevention Programs. The Falls Free® Initiative, a national effort,

includes State Coalitions and the 2015 Falls Free® National Action Plan to reduce falls and fall-related injuries among older adults.

Modernizing Senior Centers Resource Center

The **Modernizing Senior Centers Resource Center**

<<https://www.ncoa.org/professionals/senior-centers/modernizing-senior-centers-resource-center>> helps senior centers address their challenges and amplify their successes as they strive to meet the ever-changing needs of older adults. The overarching goal of the new Resource Center is to ensure that senior centers have the capacity, tools, and resources necessary to develop and implement programs and services that meet the current and future needs of diverse older adults.

Other Initiatives

- NCOA promotes physical activity, behavioral health, and other evidence-based programs.
- NCOA implements the **Ageing Mastery Program®**, an in-person and online education and behavior change incentive program to help older adults age well.
- **COVID-19 and Influenza Vaccine Uptake Initiative:**
<<https://www.ncoa.org/page/covid-19-and-influenza-vaccine-uptake-initiative>> NCOA has received a \$50 million grant from the U.S. Administration for Community Living to implement a nationwide campaign to ensure older adults and people with disabilities get the latest COVID and flu vaccines.

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7.2
ZONING CODE AMENDMENTS

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: October 18, 2023 Regular Meeting
SUBJECT: Zoning Code Amendments

Recommendation

1. Receive staff report.

AND
2. Open public hearing.

AND
3. Receive public testimony.

AND
4. Close public hearing.

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTIONS 13.08.010, 13.10.020, 13.12.020, 13.13.020, AND 13.26.010 OF TITLE 13 (ZONING) OF THE LAGUNA WOODS MUNICIPAL CODE, AND DETERMINING AND

CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Background

Title 13 of the Laguna Woods Municipal Code contains the Laguna Woods Zoning Code. Per Laguna Woods Municipal Code Section 13.02.010, the Zoning Code is “adopted pursuant to Section 11 of Article XI of the California Constitution, the State Planning and Zoning Law (Government Code § 65000 et esq.), the California Environmental Quality Act (Public Resources Code § 21000 et seq.), and other applicable State laws” with a purpose to “promote the public health, safety and general welfare in the City of Laguna Woods.”

The current General Plan Housing Element was adopted by the City Council on August 16, 2023 (available on the City’s website (www.cityoflagunawoods.org) or at or from City Hall). The Housing Element contain numerous programs that the City is required to implement to comply with state housing element law.

Discussion

Today’s meeting is an opportunity for City Council action, as well as public input, on proposed amendments of the Laguna Woods Zoning Code (Attachment A). Staff recommends that the City Council conduct a public hearing and initiate the adoption process for the proposed amendments in order to ensure that the Zoning Code is clear and consistent with applicable law and the General Plan.

While additional Zoning Code amendments will be required in the future to implement the Housing Element, the proposed amendments would complete the implementation of Housing Element programs H-1.2.6 and H-1.3.4.

Housing Element programs H-1.2.6 and H-1.3.4 are copied below for ease of reference. A table identifying the rationale for each proposed amendment follows.

Housing Element Program H-1.2.6

Amend various, existing housing-related provisions of the Laguna Woods Municipal Code to promote regulatory clarity.

- Section 13.23.030(a)(2)c. Delete “private living space.”

Note: The language identified for deletion is duplicative within Laguna Woods Municipal Code Chapter 13.23 and is not intended to constrain the development of emergency shelters in a manner that would conflict with Assembly Bill 139 (2019).

- Section TBD. Explicitly identify that low barrier navigation centers are permitted by right in zoning districts where multifamily and mixed uses are permitted, including nonresidential zoning districts permitting multifamily uses pursuant to California Government Code Section 65660.

Note: The City is required to comply with California Government Code Section 65660 irrespective of whether explicit language is adopted as part of the Laguna Woods Municipal Code.

- Section TBD. Explicitly identify that zoning is consistent with the Employee Housing Act (California Health and Safety Code Section 17000 et seq.), specifically sections 17021.5 and 17021.6.

Note: The City is required to comply with the Employee Housing Act irrespective of whether explicit language is adopted as part of the Laguna Woods Municipal Code.

- Section 13.15.016(5). Explicitly identify that the required finding for applications for reasonable accommodations to not “result in a direct threat to the health and safety of other individuals or substantial physical damage to the property of others” is to be interpreted consistent with 42 U.S.C. § 3604(f)(9).

Note: The City is required to comply with 42 U.S.C. § 3604(f)(9) irrespective of whether explicit language is adopted as part of the Laguna Woods Municipal Code.

Primary Responsibility: Planning & Environmental Services Department

Anticipated Timeline: Calendar Year 2023

Anticipated Funding: General Fund

Quantified Objectives: Conforming Ordinance

Housing Element Program H-1.3.4

Amend various, existing housing-related provisions of the Laguna Woods Municipal Code to conform to applicable law.

- Section 13.26.070. Remove the conditional use permit requirement for community care facilities serving seven to 12 persons located in areas

where residential uses are permitted.

- Section 13.06.010(d)(395). Revise the zoning definition of “family” to address inconsistencies with state law related to the occupants of community care facilities.
- Sections 13.15.015 and 13.15.017. Remove the public noticing requirements for applications for reasonable accommodations.

Primary Responsibility: Planning & Environmental Services Department

Anticipated Timeline: Calendar Year 2023

Anticipated Funding: General Fund

Quantified Objectives: Conforming Ordinance

Table 1: Rational for Proposed Amendments

Laguna Woods Municipal Code Section	Rationale
13.08.010	Housing Element Program H-1.2.6 (third bullet)
13.10.020	Housing Element Program H-1.2.6 (third bullet)
13.12.020 (first instance)	Housing Element Program H-1.2.6 (third bullet); “residential uses” explicitly prohibited in the Open Space-Passive zoning district and permitted only as an accessory to a principal use on a site in the Open Space-Recreation zoning district to memorialize interpretations under Laguna Woods Municipal Code Section 13.02.060 (“Land uses not listed”)
13.12.020 (second instance)	Housing Element Program H-1.2.6 (third bullet)
13.13.020	Housing Element Program H-1.2.6 (third bullet)
13.26.010(d) (to add (38))	Housing Element Program H-1.2.6 (third bullet)
13.26.010(d) (to add (383))	Housing Element Program H-1.2.6 (third bullet)
13.26.010(d) (to add (523))	Housing Element Program H-1.2.6 (second bullet)
13.26.010(d)(5)	Housing Element Program H-1.3.4 (second bullet)

If the recommended action is taken at today’s meeting, staff anticipates scheduling the second reading and consideration of adoption of the proposed ordinance for the

City Council's next regular meeting on November 15, 2023.

Environmental Review

The City Council is asked to find that this project is not subject to further environmental review under the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and section 15060(c)(3) (the activity is not a "project" as defined in Section 15378). CEQA Guidelines section 15378(b)(2) and (5) exclude "[c]ontinuing administrative ... activities" and "administrative activities of governments that will not result in direct or indirect physical changes to the environment" from its definition of "project."

The City Council is also asked to find that, even if this item were a "project," it would be exempt from environmental review under CEQA Guidelines Section 15061(b)(3)'s "general rule" that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Here, it can be seen with certainty that there is no possibility that this item, in and of itself, will have a significant effect on the environment. On its own, this action will not result in any physical changes to the environment.

Fiscal Impact

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

Documents Available for Review

Related documents – including the existing and proposed ordinances, General Plan, Laguna Woods Municipal Code, and findings letters from the California Department of Housing and Community Development – are available for public review at or from City Hall during normal working hours. The General Plan and Laguna Woods Municipal Code are also available for review at www.cityoflagunawoods.org.

Attachment: A – Proposed Ordinance
Exhibit A – Proposed Code Amendments

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ORDINANCE NO. 23-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTIONS 13.08.010, 13.10.020, 13.12.020, 13.13.020, AND 13.26.010 OF TITLE 13 (ZONING) OF THE LAGUNA WOODS MUNICIPAL CODE, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, Title 13 of the Laguna Woods Municipal Code contains the Laguna Woods Zoning Code; and

WHEREAS, staff has recommended amendments of sections 13.08.010, 13.10.020, 13.12.020, 13.13.020, and 13.26.010 of the Laguna Woods Municipal Code (“Code Amendments”) in order to ensure that the Zoning Code is clear and consistent with applicable law and the General Plan; and

WHEREAS, on October 18, 2023, the City Council held a duly noticed public hearing on this Ordinance at which it considered all of the information, evidence, and testimony presented, both written and oral.

THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

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

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that this Ordinance is not subject to further environmental review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and section 15060(c)(3) (the activity is not a “project” as defined in Section 15378). CEQA Guidelines section 15378(b)(2) and (5) exclude “[c]ontinuing administrative ... activities” and “administrative activities of governments that will not result in

direct or indirect physical changes to the environment” from its definition of “project.”

After reviewing the entire project record, the City Council also hereby determines and certifies that, even if this Ordinance were a “project,” it would be exempt from environmental review under CEQA Guidelines Section 15061(b)(3)’s “general rule” that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Here, it can be seen with certainty that there is no possibility that this Ordinance, in and of itself, will have a significant effect on the environment. On its own, this Ordinance will not result in any physical changes to the environment.

SECTION 3. Sections 13.08.010, 13.10.020, 13.12.020, 13.13.020, and 13.26.010 of the Laguna Woods Municipal Code are hereby amended to read as set forth in Exhibit A, attached to this Ordinance and incorporated herein by this reference.

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

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

SECTION 6. The Mayor shall sign this Ordinance.

SECTION 7. The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

SECTION 8. All of the above-referenced documents and information have been and are on file with the City Clerk of the City.

[SIGNATURES ON NEXT PAGE]

PASSED, APPROVED AND ADOPTED this XX day of XX 2023.

CYNTHIA S. CONNERS, Mayor

ATTEST:

YOLIE TRIPPY, CMC, City Clerk

APPROVED AS TO FORM:

ALISHA PATTERSON, City Attorney

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Ordinance No. 23-XX** was duly introduced and placed upon its first reading at a regular meeting of the City Council on the XX day of XX 2023, and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the XX day of XX 2023 by the following vote to wit:

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

YOLIE TRIPPY, CMC, City Clerk

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**EXHIBIT A
CODE AMENDMENTS**

The permitted residential uses table in Section 13.08.010 (“Intent and permitted uses”) of Chapter 13.08 (“Residential Districts”) of Title 13 (“Zoning”) of the Laguna Woods Municipal Code is amended to add the following rows in alphabetical order by “Land Use Types” (additions shown with underlining):

	Districts			
Land Use Types	RMF	RC	RT	Code References
<u>Agricultural</u> <u>Employee Housing</u>	<u>X</u>	<u>X</u>	<u>X</u>	
<u>Agricultural Uses</u>	<u>X</u>	<u>X</u>	<u>X</u>	
<u>Employee Housing</u>	<u>P</u>	<u>P</u>	<u>P</u>	

The permitted commercial uses table in Section 13.10.020 (“Table of permitted uses”) of Chapter 13.10 (“Commercial Districts”) of Title 13 (“Zoning”) of the Laguna Woods Municipal Code is amended to add the following row in alphabetical order by “Land Use Types” (additions shown with underlining):

	Districts			
Land Use Types	NC	CC	PA	Code References
<u>Agricultural</u> <u>Employee Housing</u>	<u>X</u>	<u>X</u>	<u>X</u>	
<u>Agricultural Uses</u>	<u>X</u>	<u>X</u>	<u>X</u>	
<u>Employee Housing</u>	<u>X</u>	<u>X</u>	<u>X</u>	

The permitted open space uses table in Section 13.12.020 (“Table of permitted uses”) of Chapter 13.12 (“Open Space Districts”) of Title 13 (“Zoning”) of the Laguna Woods Municipal Code is amended to add the following rows in alphabetical order by “Land Use Types” (additions shown with underlining):

	Districts		
Land Use Types	OS-P	OS-R	Code References
<u>Agricultural</u> <u>Employee Housing</u>	<u>X</u>	<u>X</u>	
<u>Agricultural Uses</u>	<u>X</u>	<u>X</u>	

<u>Employee Housing</u>	<u>X</u>	<u>A</u>	
<u>Residential Uses</u>	<u>X</u>	<u>A</u>	

The permitted open space uses table in Section 13.12.020 (“Table of permitted uses”) of Chapter 13.12 (“Open Space Districts”) of Title 13 (“Zoning”) of the Laguna Woods Municipal Code is amended to read as follows (deletions shown with ~~strike through~~) and reordered alphabetically:

	Districts		
Land Use Types	OS-P	OS-R	Code References
Agricultural Use and Produce Stands	X	T/SE	13.26.180

The permitted community facility uses table in Section 13.13.020 (“Table of permitted uses”) of Chapter 13.13 (“Community Facilities Districts”) of Title 13 (“Zoning”) of the Laguna Woods Municipal Code is amended to add the following row in alphabetical order by “Land Use Types” (additions shown with underlining):

	Community Facilities		
Land Use Types	Public/Institutional	Private	Code References
<u>Agricultural</u>	<u>X</u>	<u>X</u>	
<u>Employee Housing</u>			
<u>Agricultural Uses</u>	<u>X</u>	<u>X</u>	
<u>Employee Housing</u>	<u>A</u>	<u>A</u>	

Section 13.26.010(d) (“Definitions” > “Specific terms”) of Chapter 13.26 (“Special Regulations”) of Title 13 (“Zoning”) of the Laguna Woods Municipal Code is amended to add the following section (additions shown with underlining):

(38) Agricultural employee housing: Shall mean any employee housing consisting of no more than 36 beds in a group quarters or 12 units or spaces designed for use by a single family or household, pursuant to California Health and Safety Code Section 17021.6. For the purpose of this Code, “agricultural employee housing” shall be regulated in a manner consistent

with the Employee Housing Act (California Health and Safety Code Section 17000 et seq.) and shall not be deemed a use that implies that the employee housing is an activity that differs in any other way from an agricultural use.

Section 13.26.010(d) (“Definitions” > “Specific terms”) of Chapter 13.26 (“Special Regulations”) of Title 13 (“Zoning”) of the Laguna Woods Municipal Code is amended to add the following section (additions shown with underlining):

(383) Employee housing: Shall mean any employee housing providing accommodations for six or fewer employees, pursuant to California Health and Safety Code Section 17021.5. For the purpose of this Code, “employee housing” shall be regulated in a manner consistent with the Employee Housing Act (California Health and Safety Code Section 17000 et seq.) and shall not be deemed as being within the definition of a boarding house, rooming house, hotel, dormitory, or other similar term that implies that the employee housing is a business run for profit or differs in any other way from a family dwelling.

Section 13.26.010(d) (“Definitions” > “Specific terms”) of Chapter 13.26 (“Special Regulations”) of Title 13 (“Zoning”) of the Laguna Woods Municipal Code is amended to add the following section (additions shown with underlining):

(523) Low barrier navigation center: Shall have the same meaning as the term is defined in the California Government Code, as amended from time to time or replaced with a successor statute. As of the date this definition was adopted, the definition of “low barrier navigation center” was set forth in California Government Code Section 65660.

Section 13.26.010(d)(395) (“Definitions” > “Specific terms” > “Family”) of Chapter 13.26 (“Special Regulations”) of Title 13 (“Zoning”) of the Laguna Woods Municipal Code is amended to read as follows (additions shown with underlining and deletions shown with ~~strike-through~~):

(395) Family: One or more persons occupying one dwelling unit. ~~The term “family” includes the occupants of community care facilities serving six or~~

ITEM 7.2 – Exhibit A to Attachment A

~~fewer persons that are permitted or licensed by the State.~~ The term “family” does not include occupants of a community care facility, fraternity, sorority, boardinghouse, lodginghouse, club, or motel.

7.3 OBJECTIVE DESIGN STANDARDS

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: October 18, 2023 Regular Meeting

SUBJECT: Objective Design Standards

Recommendation

1. Receive staff report.

AND
2. Open public hearing.

AND
3. Receive public testimony.

AND
4. Close public hearing.

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADDING CHAPTER 11.10 TO TITLE 11 (PLANNING AND DEVELOPMENT) OF THE LAGUNA WOODS MUNICIPAL CODE ESTABLISHING OBJECTIVE DESIGN

STANDARDS FOR CERTAIN NEW DEVELOPMENT AND REDEVELOPMENT PROJECTS, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Background

The Fiscal Years 2023-25 Budget & Work Plan includes the following significant work plan item:

“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).”

California Government Code sections 65913.4 and 66300(a)(7) generally define objective design standards as standards that involve no personal or subjective judgment by [cities] and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the [city] before submittal.

State legislation, including California Senate Bill 35 (Wiener, Chapter 366, Statutes of 2017), California Senate Bill SB 330 (Skinner, Chapter 654, Statutes of 2019), and California Senate Bill 9 (Atkins, Chapter 162, Statutes of 2021) prevent cities from applying non-objective design standards to housing development projects.

Discussion

Today’s meeting is an opportunity for City Council action, as well as public input, on proposed amendments of the Laguna Woods Municipal Code that would establish objective design standards for certain new development and redevelopment projects (Attachment A). Staff recommends that the City Council conduct a public hearing and initiate the adoption process for the proposed amendments in order to establish uniform and predictable expectations for the design of development projects, including expectations that can be lawfully applied to qualifying housing developments pursuant to applicable state legislation.

The proposed amendments represent only a first step in the process of

establishing objective design standards. Staff recognizes that much remains to be done to fully capture and codify the City’s design expectations. As was discussed during the most recent budget development process, an architect will be retained to assist with the development of comprehensive objective design standards.

The proposed amendments are intended to serve an interim purpose of establishing baseline (or, “starter”) objective design standards for use during the development of comprehensive objective design standards. Staff believes this is a critical step for the City as new development projects may arise at any time and the process of developing comprehensive objective design standards is likely to be lengthy.

If the recommended action is taken at today’s meeting, staff anticipates scheduling the second reading and consideration of adoption of the proposed ordinance for the City Council’s next regular meeting on November 15, 2023. The regulations would take effect 30 days thereafter.

Environmental Review

The City Council is asked to find that this action is not subject to the California Environmental Quality Act of 1970, Public Resources Code Section 21000, et. seq., as amended and implementing State CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations (collectively “CEQA”) pursuant to sections 15060(c)(2) (the activities will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activities are not a project as defined in section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3.

The City Council is also asked to find that, even if this action were subject to CEQA, it would be exempt based on CEQA Guideline section 15061(b)(3) because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

Fiscal Impact

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

Documents Available for Review

Related documents – including the proposed ordinance and Laguna Woods

Municipal Code – are available for public review at or from City Hall during normal working hours. The Laguna Woods Municipal Code is also available for review at www.cityoflagunawoods.org.

Attachment: A – Proposed Ordinance
Exhibit A – Proposed Code Amendments

ORDINANCE NO. 23-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADDING CHAPTER 11.10 TO TITLE 11 (PLANNING AND DEVELOPMENT) OF THE LAGUNA WOODS MUNICIPAL CODE ESTABLISHING OBJECTIVE DESIGN STANDARDS FOR CERTAIN NEW DEVELOPMENT AND REDEVELOPMENT PROJECTS, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, Title 11 (Planning and Development) of the Laguna Woods Municipal Code contains the Laguna Woods Zoning Code; and

WHEREAS, staff has recommended adding a new Chapter 11.10 to Title 11 of the Laguna Woods Municipal Code (“Code Amendments”) to establish objective design standards for certain new development and redevelopment projects. The objective design standards are intended to establish uniform and predictable expectations for the design of development projects, including expectations that can be lawfully applied to qualifying housing developments pursuant to applicable state legislation; and

WHEREAS, on October 18, 2023, the City Council held a duly noticed public hearing on this Ordinance at which it considered all of the information, evidence, and testimony presented, both written and oral.

THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

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

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that this Ordinance is not subject to the California Environmental Quality Act of 1970, Public Resources Code Section 21000, et.

seq., as amended and implementing State CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations (collectively “CEQA”) pursuant to sections 15060(c)(2) (the activities will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activities are not a project as defined in section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3.

After reviewing the entire project record, the City Council also hereby determines and certifies that that, even if this Ordinance were subject to CEQA, it would be exempt based on CEQA Guideline section 15061(b)(3) because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

SECTION 3. Chapter 11.10 is hereby added to Title 11 (Planning and Development) of the Laguna Woods Municipal Code as set forth in Exhibit A, attached to this Ordinance and incorporated herein by this reference.

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

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

SECTION 6. The Mayor shall sign this Ordinance.

SECTION 7. The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

SECTION 8. All of the above-referenced documents and information have been and are on file with the City Clerk of the City.

[SIGNATURES ON NEXT PAGE]

PASSED, APPROVED AND ADOPTED this XX day of XX 2023.

CYNTHIA S. CONNERS, Mayor

ATTEST:

YOLIE TRIPPY, CMC, City Clerk

APPROVED AS TO FORM:

ALISHA PATTERSON, City Attorney

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Ordinance No. 23-XX** was duly introduced and placed upon its first reading at a regular meeting of the City Council on the XX day of XX 2023, and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the XX day of XX 2023 by the following vote to wit:

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

YOLIE TRIPPY, CMC, City Clerk

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**EXHIBIT A
CODE AMENDMENTS**

Chapter 11.10 (“Objective Design Standards”) is hereby added to Title 11 (“Planning and Development”) of the Laguna Woods Municipal Code to read as follows:

CHAPTER 11.10. - OBJECTIVE DESIGN STANDARDS

Sec. 11.10.010 - Purpose and intent.

The purpose and intent of this chapter is to establish design standards that (i) involve no personal or subjective judgment by the City of Laguna Woods, (ii) are uniformly verifiable by reference to an external and uniform benchmark or criterion available, and (iii) are knowable by development applicants, project proponents, and the City of Laguna Woods before submittal. The design standards set forth herein are specifically intended to foster development within the City of Laguna Woods that enhances the area’s aesthetics, character, and sense of place.

Sec. 11.10.020 - Definitions.

For purposes of this chapter only, the following definitions shall apply, in addition to those set forth in Chapter 1.02 of this Code:

(05) *Arched* shall mean having a vertical curve where the height of the curve is either (1) exactly half of the width of the curve, or (2) shorter in height than the actual curve.

(10) *Awning* shall mean an architectural projection that provides weather projection, building identity, or decoration, and is wholly supported by the building to which it is attached. An awning is often comprised of a lightweight frame structure over which a cover is attached.

(15) *Balcony* shall mean an external extension of an upper floor of a building, enclosed by a screen, balusters, or railings.

(20) *Balustrade* shall mean multiple balusters supporting a railing on a balcony.

(25) *Baluster* shall mean a post, upright support, or vertical piece that supports a railing on a balcony.

(30) *Building* shall have the same meaning as the term is defined in Section 13.06.010(c)(130) of this Code, as amended from time to time or replaced with a successor statute.

(35) *Cavity wall* shall mean a wall built of masonry units or of concrete, or a combination of these materials, arranged to provide an airspace within the wall, and in which the inner and outer parts of the wall are tied together with metal ties

(40) *Clerestory* shall mean an upper story or row of windows rising above the adjoining parts of the roof, designed to admit light into the inner space of a building.

(45) *Cornice* shall mean the uppermost division of an entablature; a projecting shelf along the top of a wall supported by a series of brackets; the exterior trim at the meeting of a roof and wall, consisting of soffit, fascia, and crown molding.

(50) *Dry-stacked, surface-bonded wall* shall mean a wall built of concrete masonry units where the units are stacked dry, without mortar on the bed or head joints, and where both sides of the wall are coated with a surface-bonding mortar.

(55) *Exterior* shall mean any outer surface that is or would be visible from any point outside the parcel on which it is located assuming topography was flat and no other buildings, structures, fences, walls, landscaping, or similar visual obstructions were present.

(60) *Façade* shall mean any single face of a building.

(65) *Glass curtain walls* shall mean aluminum- or other metal-framed window systems that are non-structural and house glass panels.

(70) *Gross floor area* shall have the same meaning as the term is defined in Section 13.06.010(c)(420) of this Code, as amended from time to time or replaced with a successor statute.

(75) *Landscape professional* shall mean a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape pursuant to sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the California Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, or Section 6721 of the California Food and Agriculture Code, as amended from time to time or replaced with a successor statute

(80) *Light box sign* shall mean an illuminated sign that contains mechanisms to encapsulate, suspend, protect and/or display a discrete sheet of backlit film which may include images and/or text, and which is designed to transmit light through the film for increased image brightness, contrast, and/or color saturation.

(85) *Neutral color* shall mean a color that is not considered a primary color on any one or more of the following color models: CIE, CMYK, HEX, HSB, HSL, or RGB.

(90) *Parapet* shall mean a low protective wall or railing along the edge of a roof, balcony, or similar structure; in an exterior wall, the part entirely above the roof.

(95) *Pilaster* shall mean a partial pier or column, often with a base, shaft, and capital, that is embedded in a flat wall and projects slightly; may be constructed as a projection of the wall itself.

(100) *Roof deck* shall mean the flat or sloped surface constructed on top of the exterior walls of a building or other supports for the purpose of enclosing the story below, or sheltering an area, to protect it from the elements, not including its supporting members or vertical supports.

(105) *Roof covering* shall mean the covering applied to the roof deck for weather resistance, fire classification, or appearance.

(110) *Structure* shall have the same meaning as the term is defined in Section 13.06.010(c)(790) of this Code, as amended from time to time or replaced with a successor statute.

(115) *Wall* shall mean a vertical element with a horizontal length-to-thickness ratio greater than three, used to enclose space, whether load bearing or not. “Wall” specifically includes, but is not limited to, cavity walls, dry-stacked, surface-bonded walls, and parapets.

(120) *Wall plane* shall mean the surface area that extends from the ground to the top of each wall. “Wall plane” specifically includes, but is not limited to, portions of walls located under eaves and overhangs. Where a single building has multiple wall planes along a single façade, the wall planes are additive and shall be considered a single wall plane.

Sec. 11.10.030 - Applicability.

(a) This chapter shall apply to the following projects:

- (1) New construction of any building or structure with a gross floor area equal to or in excess of 25 square feet.
- (2) New construction of any trash enclosure, or expansion of any existing trash enclosure equal to or in excess of 25 square feet.
- (3) New construction of any generator or similar on-site energy source, or expansion of any existing structure housing a generator or similar on-site energy source equal to or in excess of 10 square feet.
- (4) “Developments” as that term is used in California Government Code Section 65913.4, as amended from time to time or replaced with a successor statute.
- (5) “Housing development projects” as that term is used in California Government Code Section 65589.5, as amended from time to time or replaced with a successor statute.

(b) This chapter shall not apply to the following projects:

- (1) Projects not listed in subsection (a) above.

(2) Wireless facilities subject to Section 13.26.210 of this Code.

(3) Projects undertaken by an independent special district, school district, or other governmental agency when applicable law precludes the applicability of objective design standards.

Sec. 11.10.040 - Measurements.

(1) Where this chapter references distances between or within parcels, the distance shall be measured from the outermost boundary lines of the closest parcels.

(2) Where this chapter references distances between or within buildings, the distance shall be measured from the outermost wall of the closest points of each building.

(3) Where this chapter identifies a setback from any parcel, the distance shall be measured from the outermost boundary line of the parcel to the closest point of the design feature or equipment setback which, for parking areas, shall be the edge of the asphalt, paving, or other parking surface closest to the parcel.

(4) Where this chapter identifies a setback from any public street easement or right-of-way, the distance shall be measured from the outermost boundary line of the public street easement or right-of-way to the closest point of the design feature or equipment setback which, for parking areas, shall be the edge of the asphalt, paving, or other parking surface closest to the parcel.

(5) Where this chapter identifies a percentage of landscape screening, the percentage shall be calculated by estimating the expected size and growth of the plantings at 12 months (365 days) after the initial date of planting, as attested to by a landscape professional. Fractional values shall be rounded to the next highest whole number.

(6) Where this chapter identifies the height of any wall or fence, the height shall be measured as set forth in Section 13.16.230 of this Code, as amended from time to time or replaced with a successor statute.

(7) Where this chapter identifies the height of any clerestory, the height shall be measured from the exterior base of the wall on which the clerestory is located to the base of the clerestory frame.

(8) Where this chapter identifies the height of any balcony's balustrade or balusters, or openings therein, the height shall be measured from the exterior base of the balustrade or balusters to the top of the balustrade or balusters, or openings therein, as may apply, on the exterior side.

(9) Where this chapter identifies a percentage of roof or wall cover, or number of windows or other design elements, fractional values shall be rounded to the next highest whole number.

(10) Where this chapter identifies a required overhanging eave, the overhang shall be measured from the point the roof extends past the wall plane to the outermost edge of the eave.

(11) Where this chapter identifies a required arched opening, the vertical curve of the arch opening shall be measured from the point the opening begins to curve.

(12) Where this chapter identifies the size of open air gaps in the design of trash enclosures, the gap shall be measured as the area which encloses, with four, six, or eight perpendicular lines, all points from any angle through which an object measuring more than one inch in length by one inch in width can be placed.

Sec. 11.10.050 - Prohibited design elements.

The following design elements are prohibited:

(1) Bars installed on the exterior of a building or structure, when such bars (i) are located on or extend over any door, window, gate, or other openable, transparent, semi-transparent, or not fully opaque fixture or surface, and (ii) are spaced less than 10 inches apart.

(2) Roll-up or rolling exterior doors, except when used for vehicular points of ingress or egress (e.g., entrances to parking garages) or for facilities located in the Residential Community-Maintenance overlay

zoning district.

(3) Chain link, plastic, vinyl, or woven wire fencing or gates including, but not limited to, fencing or gates of any kind with plastic or vinyl privacy inserts, except for temporary fencing during construction when permitted by the City.

(4) Barbed tape, barbed wire, wire, razor wire, and similar security treatments on the exterior of a building or structure, or used with or for fencing or gates, except when used in connection with a civic, fire, or police building or structure.

(5) Electrical conduits or raceways visible from the exterior of a building or structure, whether such electrical conduits or raceways are located on the interior or exterior of a building or structure.

(6) Unfinished metal or wood surfaces (e.g., plywood) on the exterior of a building or structure, or used with or for fencing or gates.

(7) Fluorescent, luminescent, neon, or sparking paint or similar adhesive, dye, or pigment that, after application to a material, adds color, on the exterior of a building or structure, or used with or for fencing or gates.

(8) More than two colors of paint or similar adhesive, dye, or pigment that, after application to a material, adds color, on any single exterior wall pane, including all doors, windows, and surfaces on that wall, or any single fence or gate.

(9) More than one color of glass within any single exterior window on a building or structure (gradients of color shall be considered multiple colors), or more than two colors of glass within all exterior windows on any single exterior wall pane.

(10) Light box signs installed on the exterior of a building or structure, except for light box signs that are not visible from public right-of-way or located within 40 feet of any residential zoned parcel.

(11) Glass curtain walls installed as part of any exterior wall system.

(12) Wood shingle or shake roofs.

Sec. 11.10.060 - Design standards for all projects.

In addition to the objective design standards found elsewhere in this chapter, the following shall apply to all projects:

(1) *Driveways; Public Streets.* Driveways providing ingress or egress to public streets, if any, shall be constructed in accordance with County of Orange OC Public Works Department Standard Plan #1209, as may be amended from time to time or replaced with a successor standard plan. To the extent that reconstruction of driveways and/or adjacent sidewalks is required to comply with this subsection, such reconstruction shall be undertaken (i) at no cost to the City, (ii) after obtaining all necessary City permits and permits from other government agencies, and (iii) in accordance with the terms and conditions of all City permits required to conduct work on, or reconstruct, property under the control, operation, or management of the City (if applicable). To the extent that such reconstruction results in all or a portion of any driveway or adjacent sidewalk extending beyond the City's existing public street easements or right-of-way, the property owner of record of the applicable parcel(s) shall grant to the City an irrevocable public street easement for that part of the driveway and adjacent sidewalk prior occupying any newly constructed or expanded buildings or structures the result of which requires compliance with this chapter.

(2) *Flat Roofs.* Parapets measuring at least 36 inches in height, shall be provided around the perimeter of flat roofs. Interior sides of parapets shall (1) not be visible from public right-of-way and (2) be finished in the same color and material as the exterior sides thereof.

(3) *Scale.* For buildings greater than two stories, the wall planes of the third and subsequent stories shall be recessed at least five feet from the wall plane of the second story.

(4) *Windows; Privacy.* Where windows are located within 10 feet of one another on separate buildings, they shall be (1) not capable of opening or (2) clerestory with a minimum height of six feet.

Sec. 11.10.070 - Design standards for balconies.

In addition to the objective design standards found elsewhere in this chapter, the following shall apply to balconies:

(1) *Opacity.* The lowest 36 inches of a balcony's balustrade or balusters shall be opaque, except that permanent openings may exist in the lowest four inches of a balustrade or balusters for the purpose of drainage, provided such openings measure no more than four inches in height.

(2) *Setbacks.* Balconies shall be set back at least 40 feet from any open space-passive or residential zoned parcel.

Sec. 11.10.080 - Design standards for generators; on-site energy sources.

In addition to the objective design standards found elsewhere in this chapter, the following shall apply to generators and similar on-site energy sources:

(1) *Screening.* Generators and similar on-site energy source equipment shall not be visible from public right-of-way. This may be accomplished with the use of landscaping, topography, roofs, or walls.

(2) *Setbacks.* Generators and similar on-site energy sources shall be set back at least 40 feet from any open space-passive or residential zoned parcel, at least 20 feet from any non-residential zoned parcel, and at least 10 feet from any public street easement or right-of-way.

(3) *Roofs.* Roof coverings shall be the same color and material as any of the other roof on any building or structure on the parcel, or shall be made of solid corrugated metal painted with a single-color rust-inhibitive paint (gradients of colors shall be considered multiple colors).

(4) *Walls and Doors.* Walls shall be made of solid, split face or stuccoed, concrete masonry units that are the same color and material as any of the fences or other walls on the parcel. When walls are used to enclose all sides of generators or similar on-site energy source equipment, doors that are capable of locking shall be installed to prevent unauthorized entry, and, within three seconds of opening,

shall activate an interior (under roof) motion activated light-emitting diode (LED) light. Doors shall be the same color as any of the other exterior doors on the parcel. Landscaping shall be used to screen at least 60 percent of walls over 30 inches in height, except when surrounded on all sides by parking facilities.

Sec. 11.10.090 - Design standards for non-residential projects.

Reserved.

Sec. 11.10.100 - Design standards for residential projects.

In addition to the objective design standards found elsewhere in this chapter, the following shall apply to residential developments and housing developments:

(1) *Roofs*. At least 60 percent of roof decks shall include a roof covering of clay or terracotta tile in either a Spanish (S-shaped) or Mission (half cylinder) shape, with overhanging eaves of at least 24 inches.

(2) *Walls*. At least 80 percent of walls shall include an outer surface of stucco or plaster siding, in a neutral color. No wall shall extend horizontally more than 40 feet in length without (1) at least a two-foot variation in depth in the wall plane; which may be met through the use of design features including, but not limited to, bays, fireplaces, overhangs, porches, stoops, and trellises, and (2) the use of one or more articulating design features that are projected or recessed from the wall plane by at least one foot; which may be met through the use of design features including, but not limited to, arches, canopies, columns, cornices, glazing, overhangs, pilasters, and trellises.

(3) *Windows*. Exterior windows shall be recessed at least two inches from the wall plane on which they are located. At least 30 percent of exterior windows (excluding clerestory) on each wall pane shall be contained within arched openings.

(4) *Wood Elements*. The outer surface of wood elements (e.g., rafter tails) shall be in a darker shade of color than any outer surface of the stucco or plaster siding on directly abutting or adjoining walls.

Sec. 11.10.110 - Design standards for trash enclosures.

In addition to the objective design standards found elsewhere in this chapter, the following shall apply to trash enclosures:

(1) *Accessible Path of Travel.* An accessible path of travel that complies with California Building Standards Code requirements shall be provided between trash enclosures and the buildings served.

(2) *Open Air Gaps.* Trash enclosures may have open air gaps between roofs and underlying walls/doors/access points provided any such gap does not exceed 14 inches. For the purpose of this subsection, metal screens and similar stationary, non-opaque elements installed between roofs and underlying walls/door/access points shall not be considered open air gaps when the openings in such stationary, non-opaque elements do not exceed 1 inch in length by 1 inch in width.

(3) *Roofs.* Roof coverings shall be the same color and material as any of the other roof on any building or structure on the parcel, or shall be made of solid corrugated metal painted with a single-color rust-inhibitive paint (gradients of colors shall be considered multiple colors).

(4) *Screening.* Trash enclosures shall be enclosed by a roofed structure with opaque walls and access point(s).

(5) *Walls and Doors.* Walls shall be made of solid, split face or stuccoed, concrete masonry units that are the same color and material as any of the fences or other walls on the parcel. All doors and other access points shall be capable of locking to prevent unauthorized entry and, within three seconds of opening, shall activate an interior (under roof) motion activated light-emitting diode (LED) light. Doors and other access points shall be the same color as any of the other exterior doors on the parcel. Landscaping shall be used to screen at least 60 percent of walls, except when surrounded on all sides by parking facilities.

Sec. 11.10.120 - Design standards for vehicle parking areas.

In addition to the objective design standards found elsewhere in this chapter, the following shall apply to vehicle parking areas:

(1) *Roofs*. Roof coverings shall be the same color and material as any of the other roof on any building or structure on the parcel, or shall be made of solid corrugated metal painted with a single-color rust-inhibitive paint (gradients of colors shall be considered multiple colors).

(2) *Vehicle Light Intrusion*. Where vehicle parking spaces are located within 20 feet of any open space-passive or residential zoned parcel, they shall be screened from the open space-passive or residential zoned parcel by an opaque wall a minimum of six feet in height; which may be met through the use of design features including, but not limited to, carports or garages. Landscaping shall be used to screen at least 60 percent of walls, except when surrounded on all sides by parking facilities.

Sec. 11.10.130 - Alternative design standards.

Alternative provisions to any of the objective design standards established by this chapter may be permitted subject to the approval of a use permit application approved in compliance with the provisions of this Code.

Sec. 11.10.140 - Relationship to other standards.

If there is any conflict between this chapter and any other provision of the Laguna Woods Municipal Code, this chapter shall prevail except in the event of a conflict with any provision of the California Building Standards Code or state law incorporated by reference, in which case the provisions of the California Building Standards Code or state law shall prevail.

Sec. 11.10.150 - Compliance disclaimer.

This chapter is not intended to be exclusive and compliance with its provisions shall not excuse noncompliance with any federal, state, or other local laws.

8.1
UNFUNDED RETIREMENT LIABILITY

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: October 18, 2023 Regular Meeting

SUBJECT: Unfunded Retirement Liability

Recommendation

Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2023-25 BUDGET AND WORK PLAN FOR FISCAL YEAR 2023-24 COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND FISCAL YEAR 2024-25 COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025, RELATED TO LUMP SUM PAYMENTS TO PAY OFF CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) UNFUNDED ACCRUED LIABILITY, AND MAKING RELATED AUTHORIZATIONS

Background

Like many local governments in California, the City contracts with the California Public Employees' Retirement System ("CalPERS") to provide pension benefits for employees. The City is required to make annual contributions to CalPERS that are based on a variety of assumptions including, but not limited to, rates of return on pooled investments managed by CalPERS. The difference between the sum of the City's accumulated plan assets and the total projected cost of earned pension benefits is referred to as "unfunded accrued liability."

On July 19, 2023, CalPERS reported a preliminary 5.8% net return on investments

for the fiscal year ended June 30, 2023, 1.0% below CalPERS' discount rate (assumed rate of return) of 6.8%. According to CalPERS, "While a single year's investment returns are an important marker, long-term return rates provide a more comprehensive look at efforts to secure the future needs of public sector retirees. Total fund annualized returns for the five-year period ending June 30, 2023, stood at 6.1%, the 10-year period at 7.1%, the 20-year period at 7%, and the 30-year period at 7.5%.¹"

City Administrative Policy 2.9 (Budgeting, Reserves, and Reporting) contains the following provision related to unfunded accrued liabilities:

"2.9.07. Unfunded Accrued Liability for Retirement Plans. The City shall consider making lump sum payments to reduce unfunded accrued liability for California Public Employees' Retirement System (CalPERS) pension plans at least as frequently as each biennial budget development process. The City shall strive to maintain an at least 80% funded level for all CalPERS pension plans."

On May 17, 2017, the City Council approved lump sum payments to pay off then-current total unfunded accrued liability in the amount of \$483,218.

On September 26, 2018, the City Council approved lump sum payments to pay off then-current total unfunded accrued liability in the amount of \$137,455.

On October 16, 2019, the City Council approved lump sum payments to pay off then-current total unfunded accrued liability in the amount of \$101,092.

On October 21, 2020, the City Council approved lump sum payments to pay off then-current total unfunded accrued liability in the amount of \$29,970.

No additional lump sum payments were necessary after the payments approved on October 21, 2020, due to the City's total liability being more than fully funded as a result of investment performance and prior contributions.

Discussion

Today's meeting is an opportunity for City Council action, as well as public input, on proposed lump sum payments to pay off the CalPERS total unfunded accrued

¹ "CalPERS Reports Preliminary 5.8% Investment Return for 2022-23 Fiscal Year." *CalPERS*, 19 July 2023, www.calpers.ca.gov/page/newsroom/calpers-news/2023/calpers-preliminary-investment-return-fiscal-year-2022-23.

liability. Assuming that such payments were made by October 19, 2023, they would total \$306,925 and cause the City's pension plans to be fully funded according to the most current actuarial projections. They would also help to reduce annual required contributions beginning in Fiscal Year 2024-25 and mitigate potential future impacts of reductions in or variances from CalPERS' discount rate.

Fiscal Impact

Sufficient funds to make the proposed lump sum payments are available within the unassigned General Fund balance, which currently totals approximately \$7 million. The proposed resolution (Attachment A) would increase appropriations in the Fiscal Year 2023-24 Budget by \$306,925 and make authorizations related to the proposed lump sum payments.

Report Prepared With: Liz Torres, Administrative Services Director/City Treasurer

Attachment: A – Proposed Resolution

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RESOLUTION NO. 23-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2023-25 BUDGET AND WORK PLAN FOR FISCAL YEAR 2023-24 COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND FISCAL YEAR 2024-25 COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025, RELATED TO LUMP SUM PAYMENTS TO PAY OFF CALIFORNIA PUBLIC EMPLOYEES’ RETIREMENT SYSTEM (CALPERS) UNFUNDED ACCRUED LIABILITY, AND MAKING RELATED AUTHORIZATIONS

WHEREAS, the Fiscal Years 2023-25 Budget (“Budget”) was adopted by the City Council on June 28, 2023; and

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

WHEREAS, the City contracts with the California Public Employees’ Retirement System (“CalPERS”) to provide pension benefits for employees; and

WHEREAS, as of September 22, 2023, CalPERS has projected the City’s total unfunded accrued liability as of June 30, 2024 to be \$321,352, inclusive of both the “classic” and California Public Employees’ Pension Reform Act (“PEPRA”) plans; and

WHEREAS, making lump sum payments totaling \$306,925 by October 19, 2023 would cause the City’s pension plans to be fully funded according to the most current actuarial projections and result in both near- and long-term savings; and

WHEREAS, it is necessary for the City Council to increase Fiscal Year 2023-24 appropriations for the General Fund in the amount of \$306,925, with the appropriation drawn from the unassigned General Fund balance, to allow for the lump sum payments to pay off the City’s CalPERS unfunded accrued liability; and

WHEREAS, the unassigned General Fund balance has sufficient funds to accommodate the increased appropriations.

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

SECTION 1. Section 2 of Resolution No. 23-16, as previously amended by Resolution No. 23-25, is hereby amended, in its entirety, to read as follows:

The budget revenue projections are:

	<i>Fiscal Year 2023-24</i>	<i>Fiscal Year 2024-25</i>
General Fund		
Property Tax	\$3,297,700	\$3,405,200
Property Transfer Tax	\$112,000	\$114,900
Sales Tax	\$1,196,000	\$1,233,000
Franchise Fees	\$751,800	\$753,100
Transient Occupancy Tax	\$604,000	\$620,000
Developing Processing Fees	\$814,400	\$827,400
Interest	\$352,000	\$340,000
Miscellaneous	\$207,700	\$213,800
SUBTOTAL	\$7,335,600	\$7,507,400
Capital Projects Fund		
Intergovernmental	\$0	\$0
Interest	\$0	\$0
SUBTOTAL	\$0	\$0
Fuel Tax	\$492,800	\$503,700
Road Maintenance & Rehabilitation Program	\$435,300	\$465,600
Measure M2 (OC Go)	\$336,000	\$348,600
Service Authority for Abandoned Vehicles	\$0	\$0
Supplemental Law Enforcement Services	\$167,800	\$169,600
Mobile Source Reduction	\$72,000	\$22,000
PEG/Cable Television	\$18,400	\$18,800
Senior Mobility	\$140,700	\$145,700
Community Development Block Grant (CDBG)	\$500,000	\$150,000
Federal Grants	\$1,618,278	\$782,869
State of California Grants	\$239,800	\$0
Miscellaneous Special Revenue	\$0	\$0
Laguna Woods Civic Support Fund	\$0	\$0

The budget appropriations authorized, on a fund level, are:

	<i>Fiscal Year 2023-24 Adopted Budget</i>	<i>Fiscal Year 2023-24 Carryover Appropriations</i>	<i>Fiscal Year 2023-24 Budget Amendments</i>	<i>Fiscal Year 2023-24 Amended Budget</i>
General Fund	\$7,730,079 ^A (includes transfers to Capital Projects Fund of \$608,250)	\$8,544	\$306,925 ^A	\$8,045,548 (includes transfers to Capital Projects Fund of \$608,250)
Capital Projects Fund	\$608,250	\$130,535	-	\$738,785
Fuel Tax	\$395,000	-	-	\$395,000
Road Maintenance & Rehabilitation Program	\$325,821	-	-	\$325,821
Measure M2 (OC Go)	\$285,700	-	-	\$285,700
Service Authority for Abandoned Vehicles	\$0	-	-	\$0
Supplemental Law Enforcement Services	\$176,100	-	-	\$176,100
Mobile Source Reduction	\$0	\$12,811	-	\$12,811
PEG/Cable Television	\$15,000	-	-	\$15,000
Senior Mobility	\$207,000	-	-	\$207,000
Community Development Block Grant (CDBG)	\$150,000	\$307,528	-	\$457,528
Federal Grants	\$719,145	\$1,006,869	-	\$1,726,014
State of California Grants	\$0	\$221,898	-	\$221,898
Miscellaneous Special Revenue	\$0	-	-	\$0
Laguna Woods Civic Support Fund	\$48,810	-	-	\$48,810
TOTAL	\$10,052,655	\$1,688,185	\$306,925	\$12,047,765

^A Fund Budget Adjustment CC-23/24-01: CalPERS Lump Sum Payments, +\$306,925 (R 23-XX)

[CONTINUED ON NEXT PAGE]

	<i>Fiscal Year 2024-25 Adopted Budget</i>	<i>Fiscal Year 2024-25 Carryover Appropriations</i>	<i>Fiscal Year 2024-25 Budget Amendments</i>	<i>Fiscal Year 2024-25 Amended Budget</i>
General Fund	\$7,287,511 (includes transfers to Capital Projects Fund of \$0)	-	-	\$7,287,511 (includes transfers to Capital Projects Fund of \$0)
Capital Projects Fund	\$0	-	-	\$0
Fuel Tax	\$425,000	-	-	\$425,000
Road Maintenance & Rehabilitation Program	\$195,795	-	-	\$195,795
Measure M2 (OC Go)	\$290,700	-	-	\$290,700
Service Authority for Abandoned Vehicles	\$0	-	-	\$0
Supplemental Law Enforcement Services	\$176,100	-	-	\$176,100
Mobile Source Reduction	\$0	-	-	\$0
PEG/Cable Television	\$15,000	-	-	\$15,000
Senior Mobility	\$227,000	-	-	\$227,000
Community Development Block Grant (CDBG)	\$150,000	-	-	\$150,000
Federal Grants	\$782,869	-	-	\$782,869
State of California Grants	\$0	-	-	\$0
Miscellaneous Special Revenue	\$0	-	-	\$0
Laguna Woods Civic Support Fund	\$300	-	-	\$300
TOTAL	\$9,550,275	-	-	\$9,550,275

The budget appropriations authorized by this section reflect the Fiscal Years 2023-25 adopted budgets, plus authorized budget adjustments approved between July 1, 2023 and the date of this amendment. The budget appropriations authorized by this section also include carryovers of approved, but unspent, budget appropriations from prior fiscal years. Such carryovers were approved by the City Council with the adoption of the current budget and/or pursuant to Administrative Policy 2.9.

SECTION 2. The increased General Fund appropriations adopted as part of this resolution shall be considered “non-operating” and shall be used to make lump

sum payments to pay off CalPERS unfunded accrued liability for both the “classic” and California Public Employees’ Pension Reform Act (“PEPRA”) plans, no later than October 19, 2023. The City Manager and Administrative Services Director/City Treasurer are hereby authorized to cause such payments to be made and to execute agreements, documents, and certifications necessary to do so.

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:
ABSTAIN: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, CMC, City Clerk

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8.2
CITY COUNCIL MEETING SCHEDULE
(NO REPORT)