

CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Regular Meeting
Wednesday, December 17, 2025
2:00 p.m.

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

Shari L. Horne
Mayor

Annie McCary
Mayor Pro Tem

Cynthia Conners
Councilmember



Pearl Lee
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/Testimony: Public comments/testimony are accepted in-person and 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 of Laguna Woods 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 or the California Relay Service at (800) 735-2929/TTY (800) 735-2922. The City of Laguna Woods 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, the City of Laguna Woods posts agendas at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637; on the City of Laguna Woods’ website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 24-08, 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 of Laguna Woods’ 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 except when prohibited by law.

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

AGENDA DISTRIBUTION LISTS

Electronic Distribution: The City of Laguna Woods provides notification of agenda posting and availability via email. To sign up for email notifications, visit www.cityoflagunawoods.org/email-notifications, email cityhall@cityoflagunawoods.org, or contact the City Clerk’s Office at (949) 639-0500. Please note that the City of Laguna Woods is not responsible for, and makes no guaranties or warranties related to, the transmission or receipt of email notifications.

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FOR ADDITIONAL INFORMATION

For additional information regarding this agenda, please contact the City Clerk’s Office at (949) 639-0500, cityhall@cityoflagunawoods.org, or 24264 El Toro Road, Laguna Woods, CA 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, CA 92637; on the City’s website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 24-08, pursuant to California Government Code Section 54954.2.

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

12/12/25 _____
Date

OPTIONS FOR PUBLIC COMMENTS/TESTIMONY

1. In Person

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 by submitting a speaker card to City staff or proceeding to the podium, one-by-one, at the time an item is considered.

Members of the public wishing to address the City Council on items *not* appearing on this agenda may do so during Item V.

Each speaker will have the opportunity to speak for up to three minutes once per agenda item, unless otherwise allowed by the City Council.

To ensure each speaker is provided with an uninterrupted opportunity to speak for the full time allotted, members of the City Council and City staff are asked to reserve any responses they wish to make to public comments until after each speaker has completed their comments.

Speakers are requested, but not required, to identify themselves, both on any speaker cards and in comments/testimony. Speakers are advised that their names and any information submitted on speaker cards or otherwise provided in writing to the City may be disclosed or become a matter of public record. No speaker should expect privacy of such information.

2. In Writing

Written public comments/testimony should be clearly marked as such and may be mailed or delivered to Laguna Woods City Hall (24264 El Toro Road, Laguna Woods, CA 92637) or sent via email (cityhall@cityoflagunawoods.org) provided that they are received by the City of Laguna Woods prior to 2:00 p.m. on the day of this meeting.

Written public comments/testimony will be provided to the Laguna Woods City Council and included in the City Clerk's written record of this meeting.

Parties submitting written public comments/testimony are requested, but not required, to identify themselves. Parties are advised that their names, email addresses, and any information submitted in writing to the City of Laguna Woods may be disclosed or become a matter of public record. No party should expect privacy of such information.

REMOTE VIEWING AND/OR LISTENING OPPORTUNITIES

The City of Laguna Woods plans to offer the following remote viewing and/or listening opportunities as a courtesy for this meeting. These opportunities are not guaranteed to be operable, technically feasible, or uninterrupted. The instructions provided are not guaranteed to be correct or all-inclusive as Zoom and YouTube may modify interfaces and interfaces may differ by device or application. Members of the public who wish to ensure that they are able to view and/or listen to this meeting should attend in person.

1. Zoom (on a computer)

The City of Laguna Woods plans to live stream this meeting on Zoom (audio and/or video). **Public comments/testimony will not be accepted via Zoom.**

- Visit www.zoomgov.com
- Click on “Join” (if given an option select “by meeting ID”)
- Enter the following meeting ID: 161 548 2089
- Click on “Join”
- Open the Zoom application following the on-screen prompts
- Enter the following meeting passcode: 24264
- Follow any additional prompts and enter information as required by Zoom

Parties are advised that information they provide to Zoom may be publicly visible and/or visible to the City of Laguna Woods and others. No party should expect privacy of such information.

2. Zoom (on a telephone)

The City of Laguna Woods plans to live stream this meeting on Zoom (audio and/or video). **Public comments/testimony will not be accepted via Zoom.**

- Call (669) 216-1590
- Follow the prompts and provide the information required by Zoom
- When prompted for a meeting ID enter 161 548 2089
- There is no participant ID; follow prompts to bypass
- If asked for a passcode enter 24264

Parties are advised that their telephone number and information provided to Zoom may be publicly visible and/or visible to the City of Laguna Woods and others. No party should expect privacy of such information.

3. YouTube

The City of Laguna Woods plans to live stream this meeting on YouTube (audio and/or video). **Public comments/testimony will not be accepted via YouTube.**

- Visit www.youtube.com/@cityoflagunawoods
- Click on “Live”
- Click on “Laguna Woods Channel 3”

Parties are advised that information they provide to YouTube may be publicly visible and/or visible to the City of Laguna Woods and others. No party should expect privacy of such information.

4. Cable Television

The City of Laguna Woods plans to broadcast this meeting on cable television Channel 3 within Laguna Woods Village (audio and/or video). **Public comments/testimony will not be accepted via cable television Channel 3.**

I. CALL TO ORDER

Introductory Notes: 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 by submitting a speaker card to City staff or proceeding to the podium, one-by-one, at the time an item is considered.

Members of the public wishing to address the City Council on items *not* appearing on this agenda may do so during Item V.

Each speaker will have the opportunity to speak for up to three minutes once per agenda item, unless otherwise allowed by the City Council.

To ensure each speaker is provided with an uninterrupted opportunity to speak for the full time allotted, members of the City Council and City staff are asked to reserve any responses they wish to make to public comments until after each speaker has completed their comments.

Speakers are requested, but not required, to identify themselves, both on any speaker cards and in comments/testimony. Speakers are advised that their names and any information submitted on speaker cards or otherwise provided in writing to the City may be disclosed or become a matter of public record. No speaker should expect privacy of such information.

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATIONS AND CEREMONIAL MATTERS

4.1 Marcia Milchiker – 40th Anniversary, South Orange County Community College District Board of Trustees
(agendized by Mayor Horne)

Recommendation: Approve and present the commendation.

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. As a reminder, each speaker will have the opportunity to speak once for up to three minutes, unless otherwise allowed by the City Council.

To ensure each speaker is provided with an uninterrupted opportunity to speak for the full time allotted, members of the City Council and City staff are asked to reserve any responses they wish to make to public comments until after each speaker has completed their comments.

Please note that, pursuant to state law, the City Council is unable to take action on items not appearing on this agenda, but may ask clarifying questions of the speaker, engage in brief discussion, refer items to City staff, and/or schedule items for consideration at future meetings.

VI. CITY TREASURER’S REPORT

6.1 City Treasurer’s Report

Recommendation: Receive and file the City Treasurer’s Report for the month of November 2025.

VII. CONSENT CALENDAR

About the Consent Calendar: All items appearing on the Consent Calendar are considered by the City Manager to be routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council or City staff requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

Members of the public may address the City Council on any item appearing on the Consent Calendar at the time the item is considered, regardless of whether or not the item has been removed from the Consent Calendar.

Items that are removed from the Consent Calendar will be considered after the items remaining on the Consent Calendar.

7.1 City Council Minutes

Recommendation: Approve the City Council meeting minutes for the regular meeting on November 19, 2025.

7.2 Payment Register

Recommendation: Approve the payment register dated December 17, 2025 in the amount of \$924,033.44.

7.3 Fiscal Years 2025-27 Budget Adjustments

Recommendation: Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2025-27 BUDGET AND WORK PLAN FOR FISCAL YEAR 2025-26 COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026, AND FISCAL YEAR 2026-27 COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027, INCREASING CAPITAL PROJECTS FUND APPROPRIATIONS TO RETURN (TRANSFER) UNSPENT FUNDS TO THE GENERAL FUND AND UNASSIGNING THE UNSPENT FUNDS

7.4 Solid Waste Handling Services

Recommendation: Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING AND AUTHORIZING THE EXECUTION OF A FIFTH AMENDMENT OF THE AGREEMENT WITH CR&R INCORPORATED FOR SOLID WASTE HANDLING SERVICES, AND DETERMINING AND CERTIFYING THAT THE FIFTH AMENDMENT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

7.5 Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope

1. Approve the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope” specifications as prepared by the project engineer.

AND

2. Approve a notice of exemption for the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope” finding that the project is categorically exempt from the California Environmental Quality Act (CEQA) and authorize the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

3. Award a contract agreement to Bear Electrical Solutions, LLC for the

construction of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope”, including all four alternative bid items included in the bid solicitation, in the amount of \$180,775.00, plus authorized change orders not to exceed 20% (\$36,155.00) of the base amount; and authorize the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

7.6 Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway)

1. Approve the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) specifications as prepared by the project engineer.

AND

2. Approve a notice of exemption for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) finding that the project is categorically exempt from the California Environmental Quality Act (CEQA) and authorize the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

3. Approve a cooperative agreement for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) with the City of Laguna Hills, and authorize the City Manager to execute the cooperative agreement, subject to approval as to form by the City Attorney.

AND

4. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2025-27 BUDGET AND WORK PLAN FOR FISCAL YEAR 2025-26 COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026, AND FISCAL YEAR 2026-27 COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027, INCREASING GENERAL FUND AND CAPITAL

PROJECTS FUND APPROPRIATIONS FOR THE “PAVEMENT MANAGEMENT PLAN PROJECT (EASTBOUND SANTA MARIA AVENUE BETWEEN SANTA VITTORIA DRIVE AND MOULTON PARKWAY)”

AND

5. Award a contract agreement to Hardy & Harper, Inc. for the construction of the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway), including all six alternative bid items included in the bid solicitation, in the amount of \$467,200.00, plus authorized change orders not to exceed 20% (\$93,440.00) of the base amount; and authorize the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

7.7 Measure M2 (OC Go) Expenditure Report

Recommendation: Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING AND CONCERNING THE MEASURE M2 EXPENDITURE REPORT FOR FISCAL YEAR 2024-25 COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025

VIII. PUBLIC HEARINGS

- 8.1 Conditional Use Permit CUP-2025-0003, a request by The Camino School/St. Nicholas Catholic Church for approval of a conditional use permit amending Conditional Use Permit CUP-291 to allow for the establishment of an educational institution use, alternative provisions to off-street parking regulations resulting in a reduction in available off-street parking stalls during certain hours, and installation of an outdoor shed at the property located at 24252 El Toro Road, Laguna Woods, CA 92637

Recommendation: Cancel the public hearing.

(Note: This item will instead be considered at the City Council’s meeting on January 21, 2026 at 2 p.m. at Laguna Woods City Hall 24264 El Toro Road, Laguna Woods, CA 92637.)

8.2 Community Development Block Grant (CDBG) Public Facilities & Improvements Project Proposals

Recommendation:

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Ratify the City Manager’s submittal of a proposal to the County of Orange requesting \$500,000 in Community Development Block Grant (CDBG) funds under the Fiscal Year 2026-27 Public Facilities & Improvements grant program (County of Orange RFA #012-000089-NC) to support the “Pedestrian Accessibility Improvement Project: Phase 10”, which generally consists of:

- A \$250,000 primary project involving the reconstruction of two driveway crossings (one on Moulton Parkway generally south of the Mobil Station and one on Moulton Parkway south of The Coffee Bean and Tea Leaf before Laguna Country United Methodist Church); and
- A \$250,000 waitlist/expanded scope project involving the installation of two new safety lights at two intersections (El Toro Road/Canyon Wren Lane and El Toro Road/Calle Corta).

AND

6. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RATIFYING THE SUBMITTAL OF A PROPOSAL

TO THE COUNTY OF ORANGE FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS, PROSPECTIVELY ACCEPTING THE AWARD OF SUCH CDBG FUNDS, MAKING RELATED AUTHORIZATIONS RELATED TO THE FISCAL YEAR 2026-27 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFA #012-000089-NC), AND DETERMINING AND CERTIFYING THAT THE SUBMITTAL OF A PROPOSAL AND ACCEPTANCE OF THE AWARD OF FUNDS IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

IX. CITY COUNCIL BUSINESS

9.1 Fiscal Year 2024-25 Annual Comprehensive Financial Report and Various Fiscal Year 2024-25-related Reports and Statements from Independent Auditors/Accountants

Recommendation: Receive and file the following documents pertaining to Fiscal Year 2024-25:

- Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025 (Fiscal Year 2024-25); and
- Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards; and
- Independent Auditor's Statements on Auditing Standards 114 Letter: The Auditor's Communication with Those Charged with Governance; and
- Independent Accountants' Report on Agreed-Upon Procedures Applied to Appropriations Limit Worksheet No. 6 for the Fiscal Year Ended June 30, 2025; and
- Independent Accountants' Report on the Alternative Compliance Examination Engagement for Recipients That Would Otherwise be Required to Undergo a Single Audit or Program-Specific Audit as a Result of Receiving Coronavirus State and Local Fiscal Recovery Funds for the Fiscal Year Ended June 30, 2025.

9.2 California Employers' Pension Prefunding Trust Fund

Recommendation:

1. Approve a contribution of \$262,828 to the California Employers'

Pension Prefunding Trust Fund (“CEPPT”) for investment in the CEPPT Strategy 1 portfolio and authorize the City Manager and Administrative Services Director/City Treasurer to cause such contribution to be made and to execute agreements, documents, and certifications necessary to do so.

AND

2. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2025-27 BUDGET AND WORK PLAN FOR FISCAL YEAR 2025-26 COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026, AND FISCAL YEAR 2026-27 COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027, INCREASING GENERAL FUND APPROPRIATIONS FOR A CONTRIBUTION TO THE CALIFORNIA EMPLOYERS’ PENSION PREFUNDING TRUST FUND (“CEPPT”), AND MAKING RELATED AUTHORIZATIONS

9.3 Public Safety Grant Program

Recommendation: Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING ADMINISTRATIVE POLICY 5.1 PERTAINING TO THE ESTABLISHMENT OF A PUBLIC SAFETY GRANT PROGRAM AND RELATED FUNDING PROGRAMS, AND ALLOCATING EXISTING FISCAL YEARS 2025-26 AND 2026-27 GENERAL FUND BUDGET APPROPRIATIONS TO FUNDING PROGRAMS

9.4 Potential lease of a portion of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637

Recommendation: Approve a ground lease agreement with the Orange County Fire Authority for the lease of a portion of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637 (Orange County Assessor’s Parcel Number 616-012-18) to the Orange County Fire Authority for the construction, operation, and maintenance of a new fire station and for public safety purposes, and authorize the City Manager to execute the ground lease agreement, subject to approval as to form by the City Attorney.

9.5 City Council Salary
(agendized by Mayor Horne)

Recommendation: Direct staff to draft an ordinance for future consideration by the City Council that would – if adopted by the City Council – increase the salary that each member of the City Council is eligible to receive beginning with salaries paid for January 2027.

X. 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 of Laguna Woods and meetings attended at the expense of the City of Laguna Woods pursuant to California Government Code Section 53232.3. Members of the City Council may also make other comments and announcements.

10.1 Coastal Greenbelt Authority
Mayor Pro Tem McCary, First Alternate: Councilmember Lee, Second Alternate: Councilmember Conners

10.2 Orange County Fire Authority
Mayor Horne

10.3 Orange County Library Advisory Board
Councilmember Moore; Alternate: Mayor Pro Tem McCary

10.4 Orange County Mosquito and Vector Control District
Councilmember Lee

10.5 San Joaquin Hills Transportation Corridor Agency
Councilmember Conners; Alternate: Councilmember Lee

10.6 South Orange County Watershed Management Area
Councilmember Moore; Alternate: Mayor Pro Tem McCary

10.7 Liaisons to Laguna Woods Community Bridge Builders
Mayor Horne and Mayor Pro Tem McCary

10.8 Other Comments and Reports

4.1

**MARCIA MILCHIKER – 40TH ANNIVERSARY,
SOUTH ORANGE COUNTY COMMUNITY
COLLEGE DISTRICT BOARD OF TRUSTEES
(AGENDIZED BY MAYOR HORNE)**

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City of Laguna Woods

Commendation

MARCIA MILCHIKER

40th Anniversary

**South Orange County Community College District
Board of Trustees**

On behalf of the City of Laguna Woods, it is an honor and a pleasure to extend this commendation to Marcia Milchiker in recognition of her 40 years of service as a member of the South Orange County Community College District Board of Trustees. Your dedication to your post and commitment to lifelong learning and education, including your continuing support for the Saddleback College Emeritus Institute, is deeply appreciated.

Dated this 17th day of December 2025

Shari L. Horne
Mayor

Attest: Yolie Trippy
City Clerk

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6.1
CITY TREASURER'S REPORT

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City Treasurer's Report Monthly Financial Snapshot

Financial Assets IN THE BANK as of November 30, 2025

BY FUND

General Fund (Operating) \$5,941,939

General Fund (Reserves) \$4,651,600

The General Fund is the City of Laguna Woods' 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. Reserves for paid leave, self-insurance, and general contingencies are also included in the General Fund.

Special Revenue Funds \$3,116,646

These funds are used to account for the proceeds of revenue sources that are legally restricted or committed to expenditures for specified purposes. Most of these funds are legally restricted for public street purposes.

Total (All Funds) \$13,710,185

BY INVESTMENT TYPE

Cash and Cash Equivalents \$710,937
5.19% of portfolio

Pooled Money Investment Accounts \$6,182,382
45.09% of portfolio

This includes investments in a state government investment pool and in the California Asset Management Program pool.

Investments - Earning \$6,816,866
49.72% of portfolio

This includes certificates of deposit.

Total (All Funds) \$13,710,185

Financial Assets HELD IN TRUST FUNDS as of November 30, 2025

California Employers' Pension Prefunding Trust Fund (CEPPT) \$315,666

• **New Contributions \$0**

• **Gain/(Loss) from Month Prior \$1,905**

The CEPPT is used to prefund employee pension obligations.

California Employers' Retiree Benefit Trust Fund (CERBT) \$159,948

• **New Contributions \$0**

• **Gain/(Loss) from Month Prior \$922**

The CERBT is used to prefund statutorily required retiree medical benefits.

Notes: The City of Laguna Woods uses a modified accrual basis of accounting, which generally means that revenues are recognized when a transaction occurs, and expenditures are recognized when obligations are created. As such, this monthly financial snapshot reflects only revenue known and expenditures paid for the month referenced as of the date prepared. In some cases, financial statements from financial dealers, depositories, and institutions may not have been received as of the date prepared and, therefore, some revenue and expenditures may not be reflected. Certificates of deposit may also have accrued interest that is not reflected because it is not yet vested. For more information on the specific information included in this monthly financial snapshot, please refer to the full City Treasurer's Report.

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City of Laguna Woods

City Treasurer's Report

For the Month Ended November 30, 2025

CASH AND INVESTMENTS

	Beginning Balances As of 10/31/25	Earnings & Receipts	Disbursements	Purchases, Transfers & Other Adjustments	Ending Balances As of 11/30/25	% of Total Cash & Investment Balances	Maximum % Allowed per Investment Policy
Cash and Cash Equivalents							
Analyzed Checking Account (Note 1)	\$ 454,793	\$ 867,493	\$ (923,865)	\$ 255,000	\$ 653,420	4.77%	
Money Market Funds, Multi-Bank Securities (MBS) Account (Note 4)	\$ 32,763	\$ 19,251	\$ (34,555)	\$ -	\$ 17,459	0.13%	
Earned Interest in Transit and Accrued Interest, MBS Account (Note 4)	\$ 35,543	\$ 21,720	\$ (19,251)	\$ -	\$ 38,012	0.28%	
Petty Cash	\$ 800	\$ -	\$ (168)	\$ -	\$ 632	0.00%	
Laguna Woods Civic Support Fund Checking Account	\$ 1,439	\$ -	\$ (25)	\$ -	\$ 1,414	0.01%	
Total Cash and Cash Equivalents	\$ 525,338	\$ 908,463	\$ (977,864)	\$ 255,000	\$ 710,937	5.19%	100.00%
Pooled Money Investment Accounts							
Local Agency Investment Fund (LAIF - fair value) (Notes 2 and 3)	\$ 3,048,634	\$ -	\$ -	\$ (500,000)	\$ 2,548,634	18.59%	
California Asset Management Program (CAMP - fair value) (Notes 2 and 3)	\$ 3,621,552	\$ 12,196	\$ -	\$ -	\$ 3,633,747	26.50%	
Total Pooled Money Investment Accounts	\$ 6,670,186	\$ 12,196	\$ -	\$ (500,000)	\$ 6,182,382	45.09%	90.00%
Investments - Interest and Income Bearing							
Certificates of Deposit - non-negotiable (fair value) (Note 2)	\$ 6,583,086	\$ -	\$ -	\$ 233,780	\$ 6,816,866	49.72%	
Total Investments - Interest and Income Bearing	\$ 6,583,086	\$ -	\$ -	\$ 233,780	\$ 6,816,866	49.72%	90.00%
TOTAL	\$ 13,778,610	\$ 920,658	\$ (977,864)	\$ (11,220)	\$ 13,710,185	100.00%	

Summary of Total Cash, Cash Equivalents, and Investments:

	General Fund	Special Revenue Funds	Totals
Analyzed Checking Account	\$ (2,461,811)	\$ 3,115,231	\$ 653,420
Money Market Funds, MBS Account	\$ 17,459	\$ -	\$ 17,459
Earned Interest in Transit and Accrued Interest, MBS Account	\$ 38,012	\$ -	\$ 38,012
Petty Cash	\$ 632	\$ -	\$ 632
LAIF	\$ 2,548,634	\$ -	\$ 2,548,634
CAMP	\$ 3,633,747	\$ -	\$ 3,633,747
Certificates of Deposit	\$ 6,816,866	\$ -	\$ 6,816,866
Laguna Woods Civic Support Fund Checking Account	\$ -	\$ 1,414	\$ 1,414
Totals	\$ 10,593,539	\$ 3,116,645	\$ 13,710,185

(See NOTES on Page 4 of 4)



City of Laguna Woods
City Treasurer's Report
For the Month Ended November 30, 2025

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	
Certificate of Deposits (CDs, Federal Deposit Insurance Corporation [FDIC] Insured)															
130162BJ8	2023-12	CALIFORNIA CR UN	24 months	12/06/23	12/15/23	245,000	245,039	245,000	5.150	Semi-Annual	06/15/24	Green***	5.150	12/15/25	
00782JAD4	2023-13	ADVIA CR UN	24 months	12/22/23	12/29/23	245,000	245,093	245,000	4.800	Semi-Annual	06/29/24	Green***	4.800	12/29/25	
59524LAA4	2023-1	MID CAROLINA CR UN	36 months	03/07/23	03/13/23	200,000	200,650	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	245,867	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	246,485	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	244,101	245,000	3.150	Monthly	07/24/22	Green*	3.150	06/24/26	
15643VAH5	2025-9	CENTRIS FED CR UN	12 months	09/26/25	10/03/25	245,000	245,203	245,000	3.900	Monthly	11/03/25	Green*	3.900	10/05/26	
2546733P9	2023-5	CAPITAL ONE NATL ASSN (Note 4)	48 months	03/30/23	04/05/23	245,000	248,327	245,000	4.800	Semi-Annual	10/05/23	Green***	4.800	04/05/27	
06051XSZ6	2025-2	BANK OF AMERICA NA	24 months	04/04/25	04/10/25	245,000	245,838	245,000	4.000	Semi-Annual	10/10/25	Green*	4.000	04/12/27	
84464PCD7	2025-4	SOUTHPOINT BK	24 months	04/24/25	04/29/25	235,000	235,825	235,000	4.000	Monthly	05/29/25	Green***	4.000	04/29/27	
50625LBN2	2022-3	LAFAYETTE FED CR	60 months	05/24/22	06/15/22	245,000	243,221	245,000	3.250	Monthly	07/15/22	Green***	3.250	06/15/27	
33715LFS4	2024-7	FIRST TECHNOLOGY FED CR UN	36 months	08/13/24	08/21/24	245,000	246,548	245,000	4.100	Monthly	09/21/24	Green***	4.100	08/21/27	
05612LED0	2025-3	BMW BK NORTH AMERICA	30 months	04/04/25	04/11/25	245,000	246,227	245,000	4.000	Semi-Annual	10/11/25	Green***	4.000	10/12/27	
14042RUX7	2022-5	CAPITAL ONE NATL ASSN	60 months	10/06/22	10/13/22	245,000	248,349	245,000	4.500	Semi-Annual	04/13/23	Green*	4.500	10/13/27	
22282XAB6	2024-1	COVANTAGE CR UN	48 months	01/12/24	01/24/24	245,000	246,605	245,000	4.050	Quarterly	04/24/24	Green***	4.050	01/24/28	
90355GCE4	2023-2	UBS BANK USA	60 months	03/07/23	03/08/23	200,000	203,826	200,000	4.600	Monthly	04/08/23	Green*	4.600	03/08/28	
919853JQ3	2025-5	VALLEY NATL BK	36 months	05/08/25	05/13/25	245,000	246,595	245,000	4.000	Semi-Annual	11/13/25	Green***	4.000	05/15/28	
89854LAD5	2023-8	TTCU FED CR UN	60 months	07/19/23	07/26/23	245,000	252,891	245,000	5.000	Monthly	08/26/23	Green***	5.000	07/26/28	
01882MAH5	2023-10	ALLIANT CR UN	60 months	11/07/23	11/15/23	245,000	256,123	245,000	5.350	Monthly	12/15/23	Green***	5.350	11/15/28	
61690DMB1	2024-2	MORGAN STANLEY BANK NA	60 months	03/14/24	03/18/24	245,000	249,050	245,000	4.300	Semi-Annual	09/13/24	Green***	4.300	03/13/29	
88241TVY3	2025-7	TEXAS EXCHANGE BK	48 months	05/08/25	05/16/25	245,000	246,813	245,000	4.000	Monthly	06/16/25	Green*	4.000	05/23/29	
89235MPP0	2024-4	TOYOTA FINL SVGS BK	60 months	06/04/24	06/13/24	245,000	251,914	245,000	4.650	Semi-Annual	12/13/24	Green*	4.650	06/13/29	
52171MAN5	2024-8	LEADERS CR UN	60 months	08/13/24	08/30/24	245,000	246,752	245,000	4.000	Monthly	09/30/24	Green***	4.000	08/30/29	
02589AGD8	2025-1	AMERICAN EXPRESS NATL BK	60 months	01/23/25	01/29/25	245,000	248,386	245,000	4.200	Semi-Annual	07/29/25	Green***	4.200	01/29/30	
05584CXB7	2025-6	BNY MELLON NATL ASSN	60 months	05/08/25	05/14/25	245,000	245,630	245,000	3.900	Semi-Annual	11/14/25	Green***	3.900	05/14/30	
58404DXQ9	2025-8	MEDALLION BK	60 months	05/12/25	05/22/25	245,000	247,171	245,000	4.050	Monthly	06/22/25	Green***	4.050	05/22/30	
38151PAL5	2025-10	GOLDMAN SACHS BK	60 months	09/30/25	10/08/25	245,000	243,907	245,000	3.750	Semi-Annual	04/08/26	Green*	3.750	10/08/30	
61776NE82	2025-11	MORGAN STANLEY PRIVATE BANK	60 months	11/13/25	11/19/25	245,000	244,429	245,000	3.800	Semi-Annual	05/19/25	Green***	3.800	11/19/30	
Accrued Interest - Month End							38,012								
Total CDs						6,760,000	6,854,878	6,760,000							

(*) 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	2,539,360	2,548,634	2,539,360	Note 3	Quarterly	N/A	N/A	N/A	N/A
N/A	N/A	California Asset Management Program (CAMP)	N/A	Various	Various	3,633,747	3,633,747	3,633,747	Note 3	Monthly	N/A	N/A	N/A	N/A
Total PMIA						6,173,108	6,182,382	6,173,108						



City of Laguna Woods
City Treasurer's Report
For the Month Ended November 30, 2025

ITEM 6.1

CASH AND INVESTMENTS

	Beginning Balances As of 10/31/25	Contributions / (Withdrawals)	Administrative Fees & Investment Expense	Unrealized Gain / (Loss)	Ending Balances As of 11/30/25
Other Post-Employment Benefits (OPEB) Trust					
CalPERS California Employers' Retiree Benefit Trust (CERBT) (Note 2) (CERBT holds all assets and administers the OPEB Trust)	\$ 159,027	\$ -	\$ (9)	\$ 931	\$ 159,948
Employer Pension Contributions Trust					
CalPERS California Employers' Pension Prefunding Trust (CEPPT) (Note 2) (CEPPT holds all assets and administers the Employer Pension Contributions Trust)	\$ 313,762	\$ -	\$ (59)	\$ 1,964	\$ 315,666
Total Other Funds - Held in Trust	<u>\$ 472,788</u>	<u>\$ -</u>	<u>\$ (68)</u>	<u>\$ 2,895</u>	<u>\$ 475,615</u>

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



City of Laguna Woods
City Treasurer's Report
For the Month Ended November 30, 2025

CASH AND INVESTMENTS

Notes:

Note 1 - Analyzed Checking Account / Monthly activity reported does not reflect November 2025 vendor invoicing processed after the date of this report.

Note 2 - During November 2025, transaction activity in pooled money investment accounts, investment accounts and fiduciary trusts included:

LAIF / The City made no deposits to the LAIF account and withdrew \$500,000, which was transferred to the City's checking account for the purchase of one Certificate of Deposit and for cash flow purposes. The balance includes an adjustment in the amount of \$9,273.96 to reflect fair market value of the investment at June 30, 2025.

CAMP / The City made no deposits to or withdrawals from the CAMP account. Interest earned and posted in November 2025 was \$12,195.52.

Investments / There were no maturities of investments. The City invested \$245,000 cash balance in the Morgan Stanley Private Bank Certificate of Deposit for a 60-month term at a 3.800% yield rate. Investments were adjusted in the amount of (\$11,220.40) to report balances at fair market value as of November 30, 2025.

OPEB Trust / The City made no contributions to or withdrawals from the OPEB Trust. The OPEB Trust experienced a net gain of \$921.86 in November 2025.

Employer Pension Contributions Trust / The City made no contributions to or withdrawals from the CEPPT account. The Trust experienced a net gain of \$1,904.78 in November 2025.

Note 3 - Investment earnings on pooled money investment accounts deposited and reported in November 2025 net of related fees were:

Pool	Earnings Post	Prior Period Earnings Deposited	Deposit for Period Ended	Current Month Gross Yield	Current Month / Quarter Earnings Will Post	Notes
LAIF	Quarterly	\$0.00	See Notes	4.096%	January 2026	The pool interest yield for November 2025 was 4.096% and the City's yield will be slightly lower based on allocation ratios and administrative fees to be deducted.
CAMP	Monthly	\$12,195.52	November 30, 2025	4.100%	December 2025	The monthly distribution yield for November 2025 was 4.100%. Earnings are paid on a monthly basis.

Note 4 - CDs / The stated earnings rate for CDs is a fixed rate for the full term. The City earned interest of \$19,250.50 and transferred out \$34,554.59 in Money Market Funds balances to the City's checking account in November 2025. Money Market Funds to be invested or paid out are classified separately on page 1 of 4. The Money Market Funds 30-day yield at November 30, 2025 was 3.03%. The City's portfolio also has \$38,011.63 in accrued interest, not yet vested.

The Capital One Certificate of Deposit with CUSIP #2546733P9 was originally purchased from Discover Bank, however, in Fiscal Year 2024-25 both companies merged. This CD will remain fully insured by the FDIC, separately from other Capital One CD investments.

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: 2025.12.11
 18:07:35 -08'00'

Elizabeth Torres, City Treasurer

7.0
CONSENT CALENDAR SUMMARY

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: December 17, 2025 Regular Meeting

SUBJECT: Consent Calendar Summary

Recommendation

Approve all proposed actions on the December 17, 2025 Consent Calendar by single motion and City Council action.

Background

All items appearing on the Consent Calendar are considered by the City Manager to be routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council or City staff requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

Members of the public may address the City Council on any item appearing on the Consent Calendar at the time the item is considered, regardless of whether or not the item has been removed from the Consent Calendar.

Items that are removed from the Consent Calendar will be considered after the items remaining on the Consent Calendar.

Summary

The December 17, 2025 Consent Calendar contains the following items:

7.1 Approval of the City Council meeting minutes for the regular meeting on

November 19, 2025.

- 7.2 Approval of the payment register dated December 17, 2025 in the amount of \$924,033.44. A list of payments is included in the agenda packet; detailed information about individual payments is available at or from City Hall.
- 7.3 Adoption of a resolution amending and adopting the Fiscal Years 2025-27 Budget and Work Plan for Fiscal Year 2025-26 commencing July 1, 2025 and ending June 30, 2026, and Fiscal Year 2026-27 commencing July 1, 2026 and ending June 30, 2027, increasing Capital Projects Fund appropriations to return (transfer) unspent funds to the General Fund and unassigning the unspent funds. The proposed resolution would unassign and return to the General Fund balance \$153,767 in funds that were appropriated but unspent for a capital improvement project that is now complete.
- 7.4 Adoption of a resolution approving and authorizing the execution of a fifth amendment of the agreement with CR&R Incorporated for solid waste handling services, and determining and certifying that the fifth amendment is exempt from the California Environmental Quality Act. The proposed amendment would remove the requirement for CR&R Incorporated to procure and maintain Cyber Technology Errors and Omissions insurance, which the California Joint Powers Insurance Authority (“CJPIA”) has advised is unnecessary due to the services provided.
- 7.5 [1] Approval of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope” specifications as prepared by the project engineer.

AND

[2] Approval of a notice of exemption for the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope” finding that the project is categorically exempt from the California Environmental Quality Act (CEQA) and authorization for the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

[3] Award of a contract agreement to Bear Electrical Solutions, LLC for the construction of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope”, including all four alternative bid items included in the bid solicitation, in the amount of \$180,775.00, plus authorized change orders not to exceed 20% (\$36,155.00) of the base amount; and authorization for the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

An agenda report is included with additional information.

- 7.6 [1] Approval of the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) specifications as prepared by the project engineer.

AND

[2] Approval of a notice of exemption for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) finding that the project is categorically exempt from the California Environmental Quality Act (CEQA) and authorization for the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

[3] Approval of a cooperative agreement for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) with the City of Laguna Hills, and authorization for the City Manager to execute the cooperative agreement, subject to approval as to form by the City Attorney.

AND

[4] Adoption of a resolution amending and adopting the Fiscal Years 2025-27 Budget and Work Plan for Fiscal Year 2025-26 commencing July 1, 2025 and ending June 30, 2026, and Fiscal Year 2026-27 commencing July 1, 2026 and ending June 30, 2027, increasing General Fund and Capital Projects Fund appropriations for the “Pavement Management Plan Project

(Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway).”

AND

[5] Award of a contract agreement to Hardy & Harper, Inc. for the construction of the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway), including all six alternative bid items included in the bid solicitation, in the amount of \$467,200.00, plus authorized change orders not to exceed 20% (\$93,440.00) of the base amount; and authorization for the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

An agenda report is included with additional information.

- 7.7 Adoption of a resolution adopting and concerning the Measure M2 Expenditure Report for Fiscal Year 2024-25 commencing July 1, 2024 and ending June 30, 2025. The City is required to annually report on Measure M2 net revenues, developer/traffic impact fees, and funds expended to meet Maintenance of Effort requirements. The annual report must be submitted to the Orange County Transportation Authority (“OCTA”) within six months of each fiscal year in order for the City to remain eligible to receive Measure M2 funds. The proposed report has been reviewed by OCTA staff.

7.1
CITY COUNCIL MINUTES

**For additional information on this item,
please refer to Item 7.0 (Consent Calendar Summary).**

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**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
November 19, 2025
2:00 P.M.
Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637**

I. CALL TO ORDER

Mayor Horne called the Regular Meeting of the City Council of the City of Laguna Woods to order at 2:02 p.m.

II. ROLL CALL

COUNCILMEMBER: PRESENT: Conners, Moore, McCary, Horne
 ABSENT: Lee

All councilmembers participated in-person at the meeting location.

STAFF PRESENT: City Manager Macon, City Attorney Patterson, Administrative Services Director/City Treasurer Torres, City Clerk Trippy

All staff participated in-person at the meeting location.

III. PLEDGE OF ALLEGIANCE

Mayor Horne led the pledge of allegiance.

IV. PRESENTATIONS AND CEREMONIAL MATTERS

4.1 Family Caregivers Month – November 2025
(agendized by Mayor Horne)

City Clerk Trippy read the proclamation.

Councilmembers made comments.

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

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Vicki Johnson, resident, commented on the Orange County Power Authority and community

choice aggregation.

Mike Raugh, resident, commented on the Orange County Power Authority and community choice aggregation. Mr. Raugh provided a handout to the City Council.

VI. CITY TREASURER'S REPORT

6.1 City Treasurer's Report

Administrative Services Director/City Treasurer Torres made a presentation.

Moved by Councilmember Conners, seconded by Councilmember Moore, and carried on a 4-0 vote with Councilmember Lee absent, to receive and file the City Treasurer's Report for the month of October 2025.

6.2 Quarterly Financial Report

Administrative Services Director/City Treasurer Torres made a presentation.

Vicki Johnson, resident, asked about cannabis business tax revenue.

Councilmembers and City Manager Macon briefly responded to Ms. Johnson's comments.

Councilmembers discussed the item and staff responded to questions.

Jim Hopkins, resident, briefly responded to a question from Councilmember Moore.

Moved by Councilmember Moore, seconded by Mayor Pro Tem McCary, and carried on a 4-0 vote with Councilmember Lee absent, to receive and file the Quarterly Financial Report for the first quarter of Fiscal Year 2025-26.

VII. CONSENT CALENDAR

Moved by Councilmember Moore, seconded by Mayor Pro Tem McCary, and carried on a 4-0 vote with Councilmember Lee absent, to approve Consent Calendar items 7.1-7.8.

7.1 City Council Minutes

Approved the City Council meeting minutes for the regular meeting on October 15, 2025.

7.2 Payment Register

Approved the payment register dated November 19, 2025, in the amount of \$1,260,471.63.

7.3 Advanced Transportation Management Solution

Approved an amendment to the agreement with Econolite System, Inc. for Centraacs® Mobility services and authorized the City Manager to execute the amendment, subject to approval as to form by the City Attorney.

7.4 Circulation Improvement Project – Fiscal Year 2024-25

1. Approved the final record plans and specifications reflecting completion of the “Circulation Improvement Project – Fiscal Year 2024-25” as prepared by the project engineer.

AND

2. Accepted project completion of the contract agreement with Bear Electrical Solutions, LLC for the construction of the “Circulation Improvement Project – Fiscal Year 2024-25” and authorized the City Manager to execute and record, or cause to be executed and recorded, a notice of completion with the County of Orange.

AND

3. Authorized the City Manager to release the contract retention payment withheld per state law, and exonerate project posted bonds, for the “Circulation Improvement Project – Fiscal Year 2024-25,” 35 days following recordation of the notice of completion with the County of Orange, to the extent allowed by state law.

7.5 Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9B

1. Approved the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9B” specifications as prepared by the project engineer.

AND

2. Approved a notice of exemption for the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9B” finding that the project is categorically exempt from the California Environmental Quality Act (CEQA) and authorized the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

3. Awarded a contract agreement to Hardy & Harper, Inc. for the construction of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9B”, including all six alternative bid items included in the bid solicitation, in the amount of \$83,578.00, plus authorized change orders not to exceed 20% (\$16,715.60) of the base amount; and authorized the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract

agreement as to form by the City Attorney.

7.6 Circulation Improvement Project – Fiscal Year 2025-26

1. Approved the “Circulation Improvement Project – Fiscal year 2025-26” specifications as prepared by the project engineer.

AND

2. Approved a notice of exemption for the “Circulation Improvement Project – Fiscal Year 2025-26” finding that the project is categorically exempt from the California Environmental Quality Act (CEQA) and authorized the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

3. Awarded a contract agreement to Bear Electrical Solutions, LLC for the construction of the “Circulation Improvement Project – Fiscal Year 2025-26”, in the amount of \$126,535.00, plus authorized change orders not to exceed 15% (\$18,980.25) of the base amount; and authorized the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

7.7 Public Nuisance – 24351 Moulton Parkway, Laguna Woods, CA 92637

Adopted a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, FINDING AND DECLARING CONDITIONS PRESENT AT 24351 MOULTON PARKWAY, LAGUNA WOODS, CA 92637 TO BE A PUBLIC NUISANCE AND ORDERING THE ABATEMENT THEREOF PURSUANT TO THE CALIFORNIA CIVIL CODE AND THE LAGUNA WOODS MUNICIPAL CODE

7.8 League of California Cities (Cal Cities) Policy Committee Travel

Authorized expenditures from the City’s existing City Council Department budget for airfare to and from John Wayne Airport and Sacramento International Airport, and taxi or other ground transportation to and from Sacramento International Airport and the Sacramento Convention Center, for Mayor Pro Tem McCary to participate in the League of California Cities’ Community Services Policy Committee meeting on January 22, 2026, in a total amount not to exceed \$600.

VIII. PUBLIC HEARINGS

8.1 2025 California Building Standards Code and Local Amendments

City Manager Macon made a presentation.

Public testimony resumed for the public hearing that was continued from the regular meeting of the City Council on October 15, 2025.

Mike Raugh, resident, commented on electric transmission lines and the importance of coordinating with electric utilities.

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

City Manager Macon responded to comments from Mayor Pro Tem McCary.

Moved by Mayor Pro Tem McCary, seconded by Councilmember Connors, and carried on a 4-0 vote with Councilmember Lee absent, to:

1. Approve second reading and adopt an ordinance – read by title with further reading waived – titled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING TITLE 10 OF THE LAGUNA WOODS MUNICIPAL CODE (BUILDINGS AND CONSTRUCTION) AND ADOPTING BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE 2025 CALIFORNIA ADMINISTRATIVE CODE, 2025 CALIFORNIA BUILDING CODE, 2025 CALIFORNIA RESIDENTIAL CODE, 2025 CALIFORNIA ELECTRICAL CODE, 2025 CALIFORNIA MECHANICAL CODE, 2025 CALIFORNIA PLUMBING CODE, 2025 CALIFORNIA ENERGY CODE, 2025 WILDLAND-URBAN INTERFACE CODE, 2025 CALIFORNIA HISTORICAL BUILDING CODE, 2025 CALIFORNIA FIRE CODE, 2025 CALIFORNIA EXISTING BUILDING CODE, 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE, AND 2025 CALIFORNIA REFERENCED STANDARDS CODE; AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

AND

2. Approve second reading and adopt an ordinance – read by title with further reading waived – titled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING TITLE 10 (BUILDINGS AND CONSTRUCTION) OF THE LAGUNA WOODS MUNICIPAL CODE TO ADOPT CERTAIN AMENDMENTS,

ADDITIONS, AND DELETIONS TO THE 2025 CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9); AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

AND

3. Approve second reading and adopt an ordinance – read by title with further reading waived – titled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING TITLE 10 (BUILDINGS AND CONSTRUCTION) OF THE LAGUNA WOODS MUNICIPAL CODE TO ADOPT CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS TO THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 7); AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

- 8.2 Conditional Use Permit CUP-2023-0004, a request by Philip Bellafaire for approval of a conditional use permit amending Conditional Use Permit CUP-559 to allow for outdoor storage and alternative provisions to off-street parking regulations resulting in a reduction in off-street parking stalls at the property located at 23252 Via Campo Verde, Laguna Woods, CA 92637

City Manager Macon made a presentation.

Mayor Horne opened the public hearing.

Philip Bellafaire, Saddleback Golf Carts, commented on his request.

Vicki Johnson, resident, commented on the lack of a sidewalk on Via Campo Verde.

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

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

Councilmember Connors made comments.

Moved by Councilmember Connors, seconded by Mayor Pro Tem McCary, and carried on a 4-0 vote with Councilmember Lee absent, to approve a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT

CUP-2023-0004 TO AMEND CONDITIONAL USE PERMIT CUP-559 TO ALLOW FOR OUTDOOR STORAGE AND ALTERNATIVE PROVISIONS TO OFF-STREET PARKING REGULATIONS RESULTING IN A REDUCTION IN OFF-STREET PARKING STALLS AT THE PROPERTY LOCATED AT 23252 VIA CAMPO VERDE, LAGUNA WOODS, CA 92637, AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTION 15301 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

- 8.3 Conditional Use Permit CUP-2025-0002, a request by Temple Judea of Laguna Hills for approval of a conditional use permit amending Conditional Permit CP-1531 and any applicable prior approvals to allow for the establishment of a small group learning and tutoring services use at the property located at 24512 Moulton Parkway, Laguna Woods, CA 92637

City Manager Macon made a presentation.

Mayor Horne opened the public hearing.

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

Mayor Pro Tem McCary made comments.

Moved by Mayor Pro Tem McCary, seconded by Councilmember Conners, and carried on a 4-0 vote with Councilmember Lee absent, to approve a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2025-0002 TO AMEND CONDITIONAL PERMIT CP-1531 AND ANY APPLICABLE PRIOR APPROVALS TO ALLOW FOR THE ESTABLISHMENT OF A SMALL GROUP LEARNING AND TUTORING SERVICES USE AT THE PROPERTY LOCATED AT 24512 MOULTON PARKWAY, LAGUNA WOODS, CA 92637, AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

IX. CITY COUNCIL BUSINESS

- 9.1 Potential lease of a portion of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637

Mayor Horne recused herself from this item and left the meeting. (“I serve as the City’s

designated representative on the Orange County Fire Authority’s Board of Directors. This item involves a lease for a new fire station that must be approved by both this City Council and the Orange County Fire Authority. Out of an abundance of caution, I am recusing myself. Although I have no financial interest in this lease, I do not want to be in a position where I am responsible for voting on an agreement on behalf of both parties to the agreement. I plan to recuse myself if this lease comes before the Orange County Fire Authority's Board of Directors, as well.”)

City Manager Macon made a presentation.

Councilmembers discussed the item and staff responded to questions.

Mike Raugh, resident, asked for clarification on the potential fire station location.

City Manager Macon and Councilmember Conners briefly responded to Mr. Raugh’s comments.

Vicki Johnson, resident, asked questions regarding the Orange County Fire Authority.

City Manager Macon and councilmembers briefly responded to Ms. Johnson’s comments.

Councilmembers discussed the item and staff responded to questions.

Moved by Councilmember Moore, seconded by Councilmember Conners, and carried on a 3-0 vote with Mayor Horne recused and Councilmember Lee absent, to adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DECLARING THE PORTION OF THE REAL PROPERTY COMMONLY KNOWN AS CITY CENTRE PARK LOCATED AT 24121 MOULTON PARKWAY, LAGUNA WOODS, CA 92637 (ORANGE COUNTY ASSESSOR’S PARCEL NUMBER 616-012-18) THAT WOULD BE LEASED TO THE ORANGE COUNTY FIRE AUTHORITY FOR THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF A NEW FIRE STATION AND FOR PUBLIC SAFETY PURPOSES TO BE “EXEMPT PUBLIC LAND” AS THAT PHRASE IS DEFINED IN THE CALIFORNIA SURPLUS LAND ACT

Mayor Horne returned to the meeting at 3:45 p.m.

9.2 Objective Design and Development Regulations
(agendized by Councilmember Moore)

Councilmember Moore introduced the item.

City Manager Macon made a presentation.

Kathyn Freshley, resident, spoke in support of the development of objective design and development regulations. She spoke favorably of the Valencia Center’s architecture and critically of the recently approved changes to the Mobil Station.

Councilmember Moore briefly responded to Ms. Freshley’s comments.

Mike Raugh, resident, asked for clarification regarding this item’s applicability to Laguna Woods Village.

City Manager Macon and Councilmembers briefly responded to Mr. Raugh’s comments. This item pertains only to commercial properties.

Vicki Johnson, resident, spoke in support of the development of objective design and development regulations and asked questions regarding cost.

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

Councilmembers discussed the item and staff responded to questions.

X. CITY COUNCIL REPORTS AND COMMENTS

10.1 Coastal Greenbelt Authority

Mayor Pro Tem McCary provided a report.

10.2 Orange County Fire Authority

Mayor Horne provided a report.

10.3 Orange County Library Advisory Board

Councilmember Moore provided a report.

10.4 Orange County Mosquito and Vector Control District

No report

10.5 San Joaquin Hills Transportation Corridor Agency

Councilmember Connors briefly responded to Mayor Pro Tem McCary’s Coastal Greenbelt Authority report, briefly commented on the Laguna Woods OC Public Library, and provided a report on the San Joaquin Hills Transportation Corridor Agency.

10.6 South Orange County Watershed Management Area

No report. Councilmember Moore stated that she would provide a report on water issues

at a later time.

10.7 Liaisons to Community Bridge Builders

Mayor Horne provided a report.

Councilmember Conners made comments.

10.8 Other Comments and Reports

Councilmember Conners and Mayor Horne commented on their recent participation in a resident's 100th birthday celebration.

City Manager Macon expressed a need to revisit Item 9.1.

IX. CITY COUNCIL BUSINESS

9.1 Potential lease of a portion of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637

Mayor Horne recused herself from this item and left the meeting.

City Manager Macon stated that, based on an email received from California Department of Housing and Community Development staff during this City Council meeting, there is a need to add an additional sentence to the resolution. He proposed adding the following sentence to the end of Section 3 of the resolution: "None of the characteristics listed under California Government Code Section 54221(f)(2) apply to the Premises." City Manager Macon explained California Government Code Section 54221(f)(2).

Moved by Councilmember Moore, seconded by Councilmember Conners, and carried on a 3-0 vote with Mayor Horne recused and Councilmember Lee absent, to rescind the resolution previously adopted as part of Item 9.1 of today's meeting and adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DECLARING THE PORTION OF THE REAL PROPERTY COMMONLY KNOWN AS CITY CENTRE PARK LOCATED AT 24121 MOULTON PARKWAY, LAGUNA WOODS, CA 92637 (ORANGE COUNTY ASSESSOR'S PARCEL NUMBER 616-012-18) THAT WOULD BE LEASED TO THE ORANGE COUNTY FIRE AUTHORITY FOR THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF A NEW FIRE STATION AND FOR PUBLIC SAFETY PURPOSES TO BE "EXEMPT PUBLIC LAND" AS THAT PHRASE IS DEFINED IN THE CALIFORNIA SURPLUS LAND ACT

as amended to add the following sentence to the end of Section 3: "None of the

characteristics listed under California Government Code Section 54221(f)(2) apply to the Premises.”

Mayor Horne returned to the meeting at 4:49 p.m.

XI. CLOSED SESSION – None

XII. CLOSED SESSION REPORT – None

XII. ADJOURNMENT

The meeting was adjourned at 4:49 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, December 17, 2025 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, CMC, City Clerk

Approved: December 17, 2025

SHARI L. HORNE, Mayor

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7.2 PAYMENT REGISTER

**For additional information on this item,
please refer to Item 7.0 (Consent Calendar Summary).**

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CITY OF LAGUNA WOODS
PAYMENT REGISTER
December 17, 2025

ITEM 7.2

This Report Covers the Period 11/01/2025 through 11/30/2025

	Date	Vendor Name	Description	Amount
Debit		Automatic Bank Debits:		
Debit	11/03/2025	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / 2025	1,293.90
Debit	11/04/2025	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / November 2025	970.77
Debit	11/04/2025	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/31/2025	4,512.16
Debit	11/04/2025	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/31/2025	7,599.25
Debit	11/05/2025	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 10/31/2025	44,458.46
Debit	11/05/2025	ADP TAX	Payroll Taxes / Pay Period Ended 10/31/2025	19,974.10
Debit	11/06/2025	NAVIA BENEFIT SOLUTIONS, INC	Employee Benefit Program / Pay Period Ended 10/31/2025	461.19
Debit	11/07/2025	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 10/31/2025	3,803.00
Debit	11/07/2025	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / November 2025	298,335.20
Debit	11/07/2025	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 10/03/2025 & 10/17/2025	603.20
Debit	11/10/2025	NAVIA BENEFIT SOLUTIONS, INC	125 Cafeteria Plan Administration / October 2025	200.00
Debit	11/12/2025	CALPERS - HEALTH	Employee Benefit Program / November 2025	23,439.76
Debit	11/13/2025	NAVIA BENEFIT SOLUTIONS, INC	Employee Benefit Program / November 2025	20.00
Debit	11/14/2025	ADP PAYROLL SERVICES	Payroll Processing Fees / October 2025	106.00
Debit	11/17/2025	U.S. BANK	Bank Service Charges / October 2025	33.71
Debit	11/18/2025	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/14/2025	7,653.22
Debit	11/18/2025	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/14/2025	4,512.16
Debit	11/19/2025	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 11/14/2025	45,634.00
Debit	11/19/2025	ADP TAX	Payroll Taxes / Pay Period Ended 11/14/2025	20,324.93
Debit	11/20/2025	NAVIA BENEFIT SOLUTIONS, INC	Employee Benefit Program / November 2025	287.08
Debit	11/20/2025	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 11/14/2025	2,553.00
Debit	11/28/2025	NAVIA BENEFIT SOLUTIONS, INC	Employee Benefit Program / November 2025	369.77
Check Number		Checks:		
8887	11/07/2025	AMERICAN PLANNING ASSOCIATION	Membership Dues / Calendar Year 2025-26	64.30
8888	11/07/2025	ANNIE MCCARY	CJPIA Conference Accommodations Reimbursement	614.66
8888	11/07/2025	ANNIE MCCARY	League of California Cities Conference Accommodations Reimbursement	299.97
8889	11/07/2025	AT&T	Telephone / 458-3487 / October 2025	61.27
8890	11/07/2025	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / October 2025	16,819.93
8891	11/07/2025	CALIFORNIA ASSOCIATION OF CODE ENFORCEMENT OFFICERS	Membership Dues / Fiscal Year 2025-26	100.00
8892	11/07/2025	CALIFORNIA MUNICIPAL STATISTICS, INC.	ACFR Statistical Section Services / Fiscal Year 2024-25	1,200.00
8893	11/07/2025	CAROL MOORE	CJPIA Conference Accommodations Reimbursement	299.97
8894	11/07/2025	CITYGREEN CONSULTING, LLC	Waste Management Consulting Services / July 2025	471.25
8895	11/07/2025	COUNTY OF ORANGE	Newport Bay Watershed Cost-Share / Fiscal Year 2025-26	15,513.67
8896	11/07/2025	COUNTY OF ORANGE	Automated Fingerprint ID System / September 2025	514.00
8897	11/07/2025	COUNTY OF ORANGE	800MHZ Communication Charges - Cost Allocation / October - December 2025	1,778.89
8898	11/07/2025	COUNTY OF ORANGE	NPDES Cost-Share / Fiscal Year 2025-26	38,705.54
8899	11/07/2025	COUNTY OF ORANGE	Aliso Creek Watershed Cost-Share / Fiscal Year 2024-25	4,989.90
8900	11/07/2025	CYNTHIA CONNERS	CJPIA Conference Accommodations Reimbursement	299.97
8901	11/07/2025	EPIC IO TECHNOLOGIES, INC.	City Hall Internet Services / November 2025	201.45
8902	11/07/2025	FIX AUTO LAKE FOREST	Fleet Vehicle Repair	1,695.63
8903	11/07/2025	FOSTER & FOSTER CONSULTING ACTUARIES, INC.	GASB 75 Fiscal Year 2024-25 & Additional Discretionary Payments Estimated Savings Services	4,750.00
8904	11/07/2025	JOHN L. HUNTER & ASSOCIATES, INC	Water Quality Services / July 2025	492.50

CITY OF LAGUNA WOODS
PAYMENT REGISTER
December 17, 2025

ITEM 7.2

This Report Covers the Period 11/01/2025 through 11/30/2025

Date	Vendor Name	Description	Amount
8905	11/07/2025 KARDENT	City Hall Refurbishment & Safety Project: Phase 5	4,282.24
8906	11/07/2025 NUVIS	Landscape Architectural Services	2,887.50
8907	11/07/2025 ORANGE COUNTY CLERK-RECORDER	Document Recording Fee	50.00
8908	11/07/2025 ORKIN	Pest Control Services	1,000.00
8909	11/07/2025 PASCO DOORS	City Hall Maintenance	965.00
8910	11/07/2025 PEARL LEE	CJPIA Conference Accommodations Reimbursement	299.97
8911	11/07/2025 PSOMAS	GIS Services / August - September 2025	1,500.00
8912	11/07/2025 RINGCENTRAL, INC.	Telephone Services / November 2025	847.89
8913	11/07/2025 SWEEPING CORPORATION OF AMERICA	Street Sweeping Services / October 2025	3,480.00
8914	11/07/2025 TONY'S LOCKSMITH & SAFE SERV.	City Hall Maintenance	653.88
8915	11/07/2025 TRIPEPI, SMITH AND ASSOCIATES, INC.	Broadcasting Services / October 2025	471.34
8916	11/07/2025 TYLER BUSINESS FORMS	2025 AP 1099 Filing Forms	179.52
8917	11/14/2025 ALISO CREEK MINUTEMAN PRESS	Printing Services	1,987.99
8918	11/14/2025 ALPHA CARD SYSTEM, LLC	Senior Mobility Program Supplies	544.08
8919	11/14/2025 ARC DOCUMENT SOLUTIONS, LLC.	Document Scanning	1,101.46
8920	11/14/2025 AT&T	White Pages / November 2025	4.30
8921	11/14/2025 CHASE DESIGN, INC.	Website Design / September - October 2025	6,862.50
8922	11/14/2025 COUNTY OF ORANGE	Automated Fingerprint ID System / October 2025	514.00
8923	11/14/2025 COYOTE WILDLIFE AND PEST SOLUTIONS, INC.	Animal Abatement Services	6,000.00
8924	11/14/2025 DATA TICKET, INC	Citation Processing / September 2025	0.82
8925	11/14/2025 EL TORO WATER DISTRICT	Water Service / August 2025	6,365.04
8926	11/14/2025 JOHN L. HUNTER & ASSOCIATES, INC	Water Quality Services / August 2025	172.50
8927	11/14/2025 KONE INC.	City Hall Elevator Maintenance / November 2025	239.86
8928	11/14/2025 ORANGE COUNTY REGISTER-NOTICES	Public Notices / September 2025	8,190.76
8929	11/14/2025 PARK CONSULTING GROUP, INC	Software Consulting Services / September 2025	287.50
8930	11/14/2025 RICOH USA, INC.	Building Copier Usage / August - October 2025	95.96
8931	11/14/2025 SOUTHERN CALIFORNIA EDISON	Electric Services / September - October 2025	8,570.55
8932	11/14/2025 SOUTHERN CALIFORNIA GAS COMPANY	Gas Service - City Hall / October 2025	14.79
8933	11/14/2025 VERIZON COMMUNICATIONS INC.	Fleet Software / October 2025	199.63
8934	11/14/2025 WILLDAN ENGINEERING	Code Enforcement Services / September 2025	8,120.00
8935	11/21/2025 ALISO CREEK MINUTEMAN PRESS	Printing Services	145.46
8936	11/21/2025 ALLIANCE BUILDING MAINTENANCE, LLC	Janitorial Services / October 2025	3,184.00
8937	11/21/2025 AT&T	Telephone / 583-1105 / October 2025	32.23
8938	11/21/2025 AT&T	Telephone / 581-9821 / October 2025	140.53
8939	11/21/2025 BEAR ELECTRICAL SOLUTIONS, INC.	Traffic Signal Maintenance / October 2025	3,282.00
8940	11/21/2025 BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / July - August 2025	5,900.00
8941	11/21/2025 CARAHSOFT TECHNOLOGY CORP	Computer Software	577.19
8942	11/21/2025 CHECKERED FLAG LAKE FOREST, LP	Fleet Vehicle Washing / October 2025	105.00
8943	11/21/2025 GOVERNMENT FINANCE OFFICERS	Employee Development	200.00
8944	11/21/2025 HARDY & HARPER, INC	Pavement Management Plan Project / Fiscal Year 2025-26	895.00
8945	11/21/2025 INTERPRETING SERVICES INTERNATIONAL, LLC	Translation Services	460.00
8946	11/21/2025 ITERIS, INC	Traffic Engineering / August - September 2025	32,238.27
8947	11/21/2025 JAM SERVICES	Illuminated Street Name Signs	12,843.80
8948	11/21/2025 LSA ASSOCIATES, INC.	Planning Services / August 2025	4,341.75
8949	11/21/2025 MARC DONOHUE	Administrative Services / October 2025	300.00

**CITY OF LAGUNA WOODS
PAYMENT REGISTER
December 17, 2025**

This Report Covers the Period 11/01/2025 through 11/30/2025

Date	Vendor Name	Description	Amount	
8950	11/21/2025	MINUTEMAN PRESS, INC.	Printing Services	1,031.69
8951	11/21/2025	ORKIN	City Hall Maintenance	264.00
8952	11/21/2025	RICOH USA, INC.	Copier Lease / December 2025	246.57
8953	11/21/2025	RJM DESIGN GROUP	Landscape Architectural Services / October 2025	14,426.06
8954	11/21/2025	SAFE AND SOUND SECURITY, INC.	City Hall Refurbishment & Safety Project: Phase 5	1,469.85
8955	11/21/2025	TONY'S LOCKSMITH & SAFE SERV.	City Hall Maintenance	275.00
8956	11/21/2025	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	3,069.36
8957	11/21/2025	VOID	VOID	-
8958	11/21/2025	VERIZON WIRELESS	Building And Code Enforcement iPad & Data Plans / October 2025	472.00
8959	11/21/2025	WILLDAN ENGINEERING	Code Enforcement Services / October 2025	7,280.00
8960	11/26/2025	ACCESS SYSTEMS, INC.	Software Subscription / November 2025	213.20
8961	11/26/2025	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / October - November 2025	3,746.81
8962	11/26/2025	BUREAU VERITAS NORTH AMERICA INC	Building Plan Review Services / October 2025	5,175.00
8963	11/26/2025	COUNTY OF ORANGE	Water Quality Services / July - September 2025	463.18
8964	11/26/2025	EL TORO WATER DISTRICT	Water Service / September 2025	6,220.61
8965	11/26/2025	ITERIS, INC	Traffic Engineering / July 2025	52,128.64
8966	11/26/2025	LSA ASSOCIATES, INC.	Planning Services / October 2025	189.25
8967	11/26/2025	MARQUE URGENT CARE	Employee Health Services	300.00
8968	11/26/2025	OCY MANAGEMENT, LLC	Senior Mobility Program Services / October 2025	44,034.70
8969	11/26/2025	PSOMAS	GIS Services / September - October 2025	1,687.50
8970	11/26/2025	PV MAINTENANCE INC	Street, City Hall & Park Maintenance / October 2025	14,227.47
8970	11/26/2025	PV MAINTENANCE INC	Waste Enclosure Sign Installation	12,047.00
8971	11/26/2025	RECREATION BRANDING SERVICES	Graphic Design Services / August 2025	83.70
8972	11/26/2025	SOUTH COAST IT	IT Consulting Services / October - November 2025	715.00
8973	11/26/2025	SOUTHERN CALIFORNIA SHREDDING,	Shredding Services / October 2025	520.00
8974	11/26/2025	TYLER TECHNOLOGIES, INC.	Software Services / November 2025 - October 2026	40,000.00
8975	11/26/2025	WM CURBSIDE, LLC	HHW & Sharps Program / October 2025	7,026.78
			Total Bank Debits and Checks:	\$ 923,865.44
Petty Cash Expenditures Paid Out (See Note 2)				
		Orange County Clerk-Recorder	Document Recording	\$48.00
		Orange County Clerk-Recorder	Document Recording	\$72.00
		Orange County Clerk-Recorder	Document Recording	\$48.00
			Total Petty Cash:	\$168.00
			TOTAL	\$ 924,033.44

**CITY OF LAGUNA WOODS
PAYMENT REGISTER
December 17, 2025**

This Report Covers the Period 11/01/2025 through 11/30/2025

Date	Vendor Name	Description	Amount
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NOTES:

Note 1 - City Councilmembers are eligible to receive either a salary or vehicle reimbursement allowance in the amount of \$300 per month (\$3,600 per year). Such compensation is included in the City's regular payroll (see "ADP Payroll Services" under "Automatic Bank Debits"), unless waived by the Councilmember. For the month of November 2025, the following Councilmembers received compensation in the amount of \$300: Conners, Horne, Lee, 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 #8956 to U.S. Bank totaling \$3,069.36:

Microsoft	Office 365 Online Services	\$135.00
Microsoft	Office 365 Online Subscription / September 2025	\$512.50
Sinch Mailgun	Computer Software	\$35.00
Zoom	Video Conferencing	\$31.98
Hightail	Computer Software	\$15.00
ESRI	GIS Software License	\$700.00
ESRI	GIS Mobile License	\$400.00
Freemius Tablepress	Website Management Software	\$79.00
J&M Trophies	Councilmember Name Tag	\$11.78
PHRESH	Office Supplies	\$147.41
Home Depot	Office Supplies	\$64.62
Land's End	Office Supplies	\$94.72
Heart CPR	Staff Training	\$75.00
GovernmentJobs.com	Job Posting	\$398.00
Indeed	Job Posting	\$250.62
ChargePoint	Fleet Vehicle Charging Fees	\$60.00
City of Laguna Beach	Parking	\$2.50
League of California Cities	Quarterly Meeting Registration	\$50.00
Home Depot	Credit - Return of Prior Purchase	(\$24.76)
Stamps.com	Postage	\$30.99
Total Credit Card Reimbursement:		<u>\$3,069.36</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: 2025.12.11
18:06:37 -08'00'

Elizabeth Torres, Administrative Services Director/City Treasurer

7.3
FISCAL YEARS 2025-27 BUDGET
ADJUSTMENTS

**For additional information on this item,
please refer to Item 7.0 (Consent Calendar Summary).**

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RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2025-27 BUDGET AND WORK PLAN FOR FISCAL YEAR 2025-26 COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026, AND FISCAL YEAR 2026-27 COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027, INCREASING CAPITAL PROJECTS FUND APPROPRIATIONS TO RETURN (TRANSFER) UNSPENT FUNDS TO THE GENERAL FUND AND UNASSIGNING THE UNSPENT FUNDS

WHEREAS, the Fiscal Years 2025-26 Budget (“Budget”) was adopted by the City Council on June 25, 2025 (Resolution No. 25-18); and

WHEREAS, per City Administrative Policy 2.9, increases in adopted fund-level Budget appropriations require City Council approval; and

Unspent Capital Projects Funds

WHEREAS, the following funds remain unspent, having been previously transferred from the General Fund to the Capital Projects Fund to support capital improvement projects that are now complete (“Unspent Capital Projects Funds”):

<i>Project</i>	<i>Amount Unspent</i>
Ridge Route Drive Drainage Repair Project	\$153,767
TOTAL	\$153,767

; and

WHEREAS, the City Council wishes to unassign the Unspent Capital Projects Funds (thereby making them available for other uses) and return (transfer) the same to the unassigned General Fund balance; and

WHEREAS, the Capital Projects Fund has sufficient funds to accommodate the increased appropriations; and

WHEREAS, increased appropriations in the Capital Projects Fund would be used to transfer that same amount to the unassigned General Fund balance.

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. 25-18, as previously amended by Resolution Nos. 25-28 and 25-34, is hereby amended, in its entirety, to read as follows:

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

	<i>Fiscal Year 2025-26 Adopted Budget</i>	<i>Fiscal Year 2024-25 Carryover Appropriations</i>	<i>Fiscal Year 2025-26 Budget Amendments</i>	<i>Fiscal Year 2025-26 Amended Budget</i>
General Fund	\$10,814,328 (includes transfers to Capital Projects Fund of \$1,860,000 and to the Senior Mobility Fund of \$406,052)	\$64,902	\$346,954 ^{A,B}	\$11,226,184 (includes transfers to Capital Projects Fund of \$2,190,607 and to the Senior Mobility Fund of \$406,052)
Capital Projects Fund	\$1,860,000	\$687,100	\$484,374 ^{B,C}	\$3,031,474
Fuel Tax	\$404,557	-	-	\$404,557
Road Maintenance & Rehabilitation Program	\$515,824	\$14,993	-	\$530,817
Measure M2 (OC Go)	\$267,780	-	-	\$267,780
Service Authority for Abandoned Vehicles	\$0	-	-	\$0
Supplemental Law Enforcement Services	\$231,600	-	-	\$231,600
Mobile Source Reduction	\$10,000	-	-	\$10,000
PEG/Cable Television	\$15,000	-	-	\$15,000
Senior Mobility	\$652,598	-	-	\$652,598
Community Development Block Grant (CDBG)	\$500,000	-	-	\$500,000
Federal Grants	\$0	\$233,233	-	\$233,233
State of California Grants	\$0	\$274,924	-	\$274,924

ITEM 7.3

Miscellaneous Special Revenue	\$0	-	-	\$0
Laguna Woods Civic Support Fund	\$300	-	-	\$300
Less: Transfer to Other Funds	(\$2,266,052)	-	(\$330,607) ^B	(\$2,596,659)
TOTAL	\$13,005,935	\$1,275,151	\$500,721	\$14,781,807

^A Fund Budget Adjustment CC-25/26-01: City Manager Agreement, +\$16,347 (R 25-28)

^B Fund Budget Adjustment CC-25/26-02: Woods End Project, +\$330,607 (R 25-34)

^C Fund Budget Adjustment CC-25/26-03: Unspent Capital Projects Funds, +\$153,767 (R 25-XX)

	<i>Fiscal Year 2026-27 Adopted Budget</i>	<i>Fiscal Year 2025-26 Carryover Appropriations</i>	<i>Fiscal Year 2026-27 Budget Amendments</i>	<i>Fiscal Year 2026-27 Amended Budget</i>
General Fund	\$9,611,466 (includes transfers to Capital Projects Fund of \$350,000 and to the Senior Mobility Fund of \$406,052)	-	\$19,674 ^A	\$9,631,140 (includes transfers to Capital Projects Fund of \$350,000 and to the Senior Mobility Fund of \$406,052)
Capital Projects Fund	\$350,000	-	-	\$350,000
Fuel Tax	\$439,580	-	-	\$439,580
Road Maintenance & Rehabilitation Program	\$529,206	-	-	\$529,206
Measure M2 (OC Go)	\$284,878	-	-	\$284,878
Service Authority for Abandoned Vehicles	\$0	-	-	\$0
Supplemental Law Enforcement Services	\$231,600	-	-	\$231,600
Mobile Source Reduction	\$10,500	-	-	\$10,500
PEG/Cable Television	\$15,000	-	-	\$15,000
Senior Mobility	\$686,906	-	-	\$686,906
Community Development Block Grant (CDBG)	\$500,000	-	-	\$500,000
Federal Grants	\$0	-	-	\$0
State of California Grants	\$0	-	-	\$0

Miscellaneous Special Revenue	\$0	-	-	\$0
Laguna Woods Civic Support Fund	\$300	-	-	\$300
Less: Transfer to Other Funds	(\$756,052)	-	(\$0)	(\$756,052)
TOTAL	\$12,309,436	\$0	\$19,674	\$12,329,110

^A Fund Budget Adjustment CC-26/27-01: City Manager Agreement, +\$19,674 (R 25-28)

The budget appropriations authorized by this section reflect the Fiscal Years 2025-26 adopted budgets, plus authorized budget adjustments approved between July 1, 2025 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 Unspent Capital Projects Funds shall be unassigned to the capital improvement projects for which they were previously assigned, effective with the passage and adoption of this resolution.

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 2025.

SHARI L. HORNE, 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. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

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7.4 SOLID WASTE HANDLING SERVICES

**For additional information on this item,
please refer to Item 7.0 (Consent Calendar Summary).**

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RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING AND AUTHORIZING THE EXECUTION OF A FIFTH AMENDMENT OF THE AGREEMENT WITH CR&R INCORPORATED FOR SOLID WASTE HANDLING SERVICES, AND DETERMINING AND CERTIFYING THAT THE FIFTH AMENDMENT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, on October 14, 2021, the City Council approved an exclusive franchise agreement with CR&R Incorporated for solid waste handling services, the term of which began on January 1, 2022 (“Agreement”); and

WHEREAS, on December 15, 2021, the City Council approved the first amendment of the Agreement; and

WHEREAS, on February 9, 2022, the City Council approved the second amendment of the Agreement; and

WHEREAS, on April 29, 2024, the City Council approved the third amendment of the Agreement; and

WHEREAS, on September 17, 2025, the City Council approved the third amendment of the Agreement; and

WHEREAS, the City and CR&R Incorporated mutually desire to amend the Agreement as described in Exhibit A attached hereto (“Amendment”); and

WHEREAS, California Public Resources Code Section 49300 requires the City Council to approve contracts for the collection and disposal of solid waste by either resolution or ordinance.

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

SECTION 1. The above recitals are true and correct.

SECTION 2. The City Council hereby determines and certifies that it can

be seen with certainty that the Amendment does not have a possibility of having a significant effect on the environment. Therefore, the adoption of the Amendment is not a project subject to the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations.

SECTION 3. The City Council hereby approves the Amendment with CR&R Incorporated, subject to the terms and conditions set forth in this resolution and the Amendment, which is attached hereto as Exhibit A and incorporated herein by reference, and authorizes the Mayor to execute the Amendment, subject to approval as to form by the City Attorney.

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 2025.

SHARI L. HORNE, 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. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

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**FIFTH AMENDMENT TO THE AGREEMENT BETWEEN CITY OF
LAGUNA WOODS AND CR&R INCORPORATED FOR SOLID WASTE HANDLING
SERVICES**

THIS FIFTH AMENDMENT TO THE AGREEMENT BETWEEN CITY OF LAGUNA WOODS AND CR&R INCORPORATED FOR SOLID WASTE HANDLING SERVICES ("Amendment No. 5") is made and entered into as of _____ day of December, 2025 ("Effective Date"), by and between the CITY OF LAGUNA WOODS ("City"), and CR&R INCORPORATED ("Contractor").

R E C I T A L S

A. On or about January 1, 2022, City and Contractor entered into that certain Agreement between City of Laguna Woods and CR&R Incorporated for Solid Waste Handling Services ("Agreement"), pursuant to which City agreed to provide to Contractor an exclusive franchise for Solid Waste Handling Services within the City of Laguna Woods.

B. Subsequent to the adoption of the Agreement, City and Contractor identified the need to modify certain insurance requirements originally included in the Agreement. City and Contractor now wish to amend the Agreement to revise the applicable insurance provisions accordingly.

A M E N D M E N T

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

1. **Amendment.** The Agreement is hereby amended as set forth in Exhibit A.
2. **Effect of Amendment.** Except as expressly provided in this Amendment No. 5, all of the terms, conditions, and provisions set forth in the Agreement shall remain in full force and effect.
3. **Effective Date.** The effective date of this Amendment No. 5 shall be the latter of the dates set forth next to the signatures of the parties hereto, after both parties hereto have signed this Amendment No. 5, which date shall be inserted into the preamble to this Amendment No. 5.
4. **Representations.** The persons executing this Amendment No. 5 on behalf of each party hereto warrant that (a) they are duly authorized to execute this Amendment on behalf of the party for whom they sign, and (b) by so executing this Amendment No. 5, the party for whom they sign is formally bound to the provisions of this Amendment No. 5.
5. **Counterparts.** This Amendment No. 5 may be executed in counterparts, each of which, when both parties hereto have signed this Amendment No. 5, shall be deemed an original.

ITEM 7.4 – Exhibit A to Attachment A

IN WITNESS WHEREOF, City and Contractor have caused this instrument to be executed on their behalf by their respective officers or agents herein duly authorized as of the date first written above.

“City”
CITY OF LAGUNA WOODS

By: _____
Shari L. Horne, Mayor

Date: _____

ATTEST:

By: _____
Yolie Trippy, CMC, City Clerk

APPROVED AS TO FORM:

By: _____
Alisha Patterson, City Attorney

“Contractor”
CR&R INCORPORATED

By: _____
Cliff Ronenberg, Chairman and
Chief Executive Officer

Date: _____

[END OF SIGNATURES]

EXHIBIT A TO AMENDMENT NO. 5

Section 15.2.5 of the Table of Contents is amended to read as follows and with the correct page numbers inserted in place of “XX” (additions shown in underlining and deletions shown with ~~strikethrough~~):

15.2	Minimum Limits of Insurance.....	XX
15.2.1	Commercial General Liability.....	XX
15.2.2	Automobile Liability.....	XX
15.2.3	Workers’ Compensation and Employers Liability.....	XX
15.2.4	Cyber Security and Privacy Liability.....	XX
15.2.5	Cyber Technology Errors and Omissions <u>RESERVED</u>	XX

Section 15.2.5 (“Cyber Technology Errors and Omissions”) is amended to read as follows (additions shown in underlining and deletions shown with ~~strikethrough~~):

15.2.5 ~~Cyber Technology Errors and Omissions~~RESERVED

~~Contractor shall procure and maintain Cyber Technology Errors and Omissions insurance with limits of One Million Dollars (\$1,000,000 per occurrence/loss, Two Million Dollars (\$2,000,000) aggregate which shall include the following coverage:~~

~~(A) — Liability arising from the theft, dissemination and/or use of confidential or personally identifiable information, including credit monitoring and regulatory fines arising from such theft, dissemination or use of the confidential information.~~

~~(B) — Network security liability arising from the unauthorized use of, access to, or tampering with computer systems.~~

~~(C) — Liability arising from the failure of technology products (software) required under the contract for Contractor to properly perform the services intended.~~

~~(D) — Claims alleging the failure of computer security that result in the transmission of malicious code, deletion, destruction or alteration of data, or the denial of service~~

~~(E) — Electronic media liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.~~

~~(F) — Liability arising from the rendering, or failure to render, professional services.~~

~~(G) — If coverage is maintained on a claims-made basis, Contractor shall maintain such coverage for an additional period of three (3) years following termination of the contract. Required endorsements include a thirty (30) day notice of cancellation.~~

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7.5

**AMERICANS WITH DISABILITIES ACT (ADA)
PEDESTRIAN ACCESSIBILITY IMPROVEMENT
PROJECT: PHASE 9 – EXPANDED SCOPE**

For additional information on this item,
please refer to Item 7.0 (Consent Calendar Summary).

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: December 17, 2025 Regular Meeting

SUBJECT: Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope

Recommendation

1. Approve the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope” specifications as prepared by the project engineer.

AND

2. Approve a notice of exemption for the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope” finding that the project is categorically exempt from the California Environmental Quality Act (CEQA) and authorize the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

3. Award a contract agreement to Bear Electrical Solutions, LLC for the construction of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope”, including all four alternative bid items included in the bid solicitation, in the amount of \$180,775.00, plus authorized change orders not to exceed 20% (\$36,155.00) of the base amount; and authorize the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

Background

The Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 (“base project”) is included in the Fiscal Years 2025-36 Capital Improvement Program. Due to lower than anticipated costs and the City receiving funding for its waitlist/expanded scope project, the base project has been split into three phases – 9, 9B, and Expanded Scope – all funded by a federal grant.

- Phase 9 involves the reconstruction of the following driveway crossings: (1) El Toro Road adjacent to the Lutheran Church of the Cross and (2) Santa Maria Avenue adjacent to Polly’s Pies Restaurant & Bakery. A contract agreement to construct Phase 9 was awarded by the City Council on September 25, 2025; construction is currently underway.
- Phase 9B involves removing and constructing concrete sidewalk panels, as well as traffic control, adjusting utility manholes and water valves to grade, re-establishing survey monuments, and replacing impacted existing pavement, painted striping, and pavement markings. A contract agreement to construct Phase 9B was awarded by the City Council on November 19, 2025; the notice to proceed will be issued in January 2026.
- Expanded Scope involves installing push button assemblies, Accessible Pedestrian Signals (“APS”), and conduit, as well as removing and constructing concrete sidewalk panels.

The base project is intended to improve the ease and safety of pedestrian travel, while also promoting compliance with the federal Americans with Disabilities Act of 1990, Architectural Barriers Act of 1968, and Rehabilitation Act of 1973. The improvements are also called for in the General Plan Housing Element as part of Goal H-3 (*Administer housing and community development programs and activities in a manner to affirmatively further fair housing for all persons*) and Policy Objective H-3.1 (*Enhance access to housing*).

Discussion

Today’s meeting is an opportunity for City Council action, as well as public input, on the Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 – Expanded Scope (“project”).

Staff recommends that the City Council take the following three actions to allow construction to proceed:

Recommendation 1

Approval of the project plans and specifications as prepared by the project engineer (Iteris, Inc.). The project plans and specifications are available for review at or from the City Clerk's Office, Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Telephone: (949) 639-0500. Email: cityhall@cityoflagunawoods.org.

Recommendation 2

Approval of a notice of exemption for the project (Attachment A) finding that the project is categorically exempt from the California Environmental Quality Act ("CEQA") and authorization for the City Manager to cause the notice of exemption to be filed pursuant to applicable law. For additional CEQA information, please refer to the Environmental Review section of this agenda report.

Recommendation 3

Award of a contract agreement to Bear Electrical Solutions, LLC for the construction of the project, including all four alternative bid items included in the bid solicitation, in the amount of \$180,775.00, plus authorized change orders not to exceed 20% (\$36,155.00) of the base amount; and authorization for the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

Bids to construct the project were solicited from October 16, 2025 through November 13, 2025. No bids were received during the solicitation.

Subsequent to the unsuccessful bid solicitation, staff obtained informal bids to construct the project, outside of the standard California Public Contract Code process, as allowed by California Public Contract Code Section 20166. Staff notified three contractors of the informal bid opportunity and accepted informal bids from November 13, 2025 through December 7, 2025.

Two informal bids were received by December 7, 2025 (see Table 1). After review, Bear Electrical Solutions, LLC is the lowest cost responsive bidder.

The recommendation includes the base bid and all four alternative bids.

Table 1: Bids Received

Bidder	Base Bid Amount	Alternative Bid Amounts*
Bear Electrical Solutions, LLC	\$122,700.00	1: \$9,430.00 2: \$14,260.00 3: \$14,375.00 4: \$20,010.00 Total: \$58,075.00
Crosstown Electrical & Data, Inc.	\$197,200.00	1: \$17,250.00 2: \$22,080.00 3: \$24,150.00 4: \$24,840.00 Total: \$88,320.00

* The Alternative Bid Amounts are for various sidewalk replacements.

It is anticipated that construction would be complete within 30 calendar days of the date the City issues a Notice to Proceed to the selected contractor. Staff anticipates issuing the Notice to Proceed in January 2026.

Environmental Review

The project is categorically exempt from CEQA pursuant to California Code of Regulations, Title 14, Section 15301. For additional information, refer to the proposed notice of exemption (Attachment A).

Fiscal Impact

Sufficient funds to support this project are included in the City’s Community Development Block Grant (CDBG) Fund budget for Fiscal Year 2025-26.

Report Prepared With: April Baumgarten, Public Works Administrator

Attachment: A – Proposed Notice of Exemption

Recording requested by City of Laguna Woods
When recorded, mail to City of Laguna Woods,
24264 El Toro Road, Laguna Woods, CA 92637.
(949) 639-0500

Exemption Code 6103



NOTICE OF EXEMPTION

To: County of Orange Orange County Clerk-Recorder P.O. Box 238 Santa Ana, CA 92701	From: City of Laguna Woods 24264 El Toro Road Laguna Woods, CA 92637 (949) 639-0500
--	---

Project Title: Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement
Project: Phase 9 – Expanded Scope

Project Applicant: City of Laguna Woods
24264 El Toro Road
Laguna Woods, CA 92637
(949) 639-0500

Project Location – Specific: The project is located within the City of Laguna Woods’ public right-of-way in the following locations:

- Intersection of El Toro Road/Calle Sonora
- Intersection of El Toro Road/Home Depot & Town Centre
- Intersection of El Toro Road/Moulton Parkway
- Intersection of Moulton Parkway/Laguna Woods Village Gates 12 & 16
- Intersection of Moulton Parkway/Via Campo Verde
- Intersection of Santa Maria Avenue/Moulton Parkway
- Intersection of El Toro Road/Lutheran Church & Catholic Church
- Intersection of El Toro Road/Canyon Wren Lane
- Intersection of El Toro Road/Calle Corta
- Intersection of Moulton Parkway/Calle Cortez
- Intersection of Moulton Parkway/Via Iglesia
- Intersection of Moulton Parkway/Calle Aragon
- Eastbound El Toro Road between the signalized intersection at Home Depot/Town Center and Moulton Parkway

Project Location – City: Laguna Woods, California **Project Location – County:** Orange

Description of Nature, Purpose, and Beneficiaries of Project: The project involves installing push button assemblies, Accessible Pedestrian Signals (“APS”), and conduit. The work also includes removing and constructing concrete sidewalk panels.

NOTICE OF EXEMPTION**AMERICANS WITH DISABILITIES ACT (ADA) PEDESTRIAN ACCESSIBILITY IMPROVEMENT PROJECT: PHASE 9 – EXPANDED SCOPE
CITY OF LAGUNA WOODS**

The project is intended to improve accessibility for pedestrians and other users of the public sidewalk system. By improving accessibility, the project will facilitate better management of the public right of way and protect public safety and welfare.

The project is also intended to improve the ease and safety of pedestrian travel, while promoting compliance with the federal Americans with Disabilities Act of 1990, Architectural Barriers Act of 1968, and Rehabilitation Act of 1973.

The improvements are also called for in the General Plan Housing Element as part of Goal H-3 (*Administer housing and community development programs and activities in a manner to affirmatively further fair housing for all persons*) and Policy Objective H-3.1 (*Enhance access to housing*).

Name of Public Agency Approving Project: City of Laguna Woods

Name of Person or Agency Carrying Out Project: City of Laguna Woods

Exempt Status:

X	Categorical Exemption (Sec. 15301)
	Declared Emergency (Sec. 21080(b)(3); 15269(a))
	Emergency Project (Sec. 21080(b)(4); 15269(b)(c))
	Ministerial (Sec. 21080(b)(1); 15268)
	Statutory Exemption
	Not Subject to CEQA (Sec. 15061(b)(3))

Reasons Why Project is Exempt: The project is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to California Code of Regulations, Title 14 (the State CEQA Guidelines) Section 15301 (Class 1, Existing Facilities). Section 15301 exempts from environmental review the “the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.”

Subsection (c) of Section 15301 provides the following as non-exclusive examples of types of “existing facilities,” “Existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety, and other alterations such as the addition of bicycle facilities, including but not limited to bicycle parking, bicycle-share facilities and bicycle lanes, transit improvements such as bus lanes, pedestrian crossings, street trees, and other similar alterations that do not create additional automobile lanes).”

Subsection (d) of Section 15301 provides the following as non-exclusive examples of types of “existing facilities”: “Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety, unless it is determined that the damage was substantial and resulted from an environmental hazard such as earthquake, landslide, or flood.”

**NOTICE OF EXEMPTION
AMERICANS WITH DISABILITIES ACT (ADA) PEDESTRIAN ACCESSIBILITY
IMPROVEMENT PROJECT: PHASE 9 – EXPANDED SCOPE
CITY OF LAGUNA WOODS**

Subsection (f) of Section 15301 provides the following as non-exclusive examples of types of “existing facilities”: “Addition of safety or health protection devices for use during construction of or in conjunction with existing structures, facilities, or mechanical equipment, or topographical features including navigational devices.”

The project consists only of repair, maintenance, and minor alteration work within the City of Laguna Woods’ public right-of-way for existing public streets and arterial highways. The project does not expand the existing or former use of any public street or arterial highway. Push button assemblies and APS will be installed only where crosswalks already exist; no new crosswalks will be added. Concrete sidewalk panels will be removed and constructed where concrete sidewalks already exist. No new sidewalks will be added. The push button assemblies and APS are intended to improve ease of use and safety for individuals in wheelchairs, scooters, golf carts, and similar modes of transportation, as well as individuals with access and functional needs. The project will enhance the accessibility of existing facilities for the purpose of protecting public safety and welfare.

Based on the scope of work, the project meets the criteria for Class 1 categorical exemption.

Lead Agency Contact Person:

Signature: _____ Date: _____
Justin Faylona
Senior Planner
City of Laguna Woods

Date Received for Filing at OPR: _____

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

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7.6

**PAVEMENT MANAGEMENT PLAN PROJECT
(EASTBOUND SANTA MARIA AVENUE
BETWEEN SANTA VITTORIA DRIVE AND
MOULTON PARKWAY)**

**For additional information on this item,
please refer to Item 7.0 (Consent Calendar Summary).**

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: December 17, 2025 Regular Meeting

SUBJECT: Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway)

Recommendation

1. Approve the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) specifications as prepared by the project engineer.

AND

2. Approve a notice of exemption for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) finding that the project is categorically exempt from the California Environmental Quality Act (CEQA) and authorization for the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

3. Approve a cooperative agreement for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) with the City of Laguna Hills, and authorize the City Manager to execute the cooperative agreement, subject to approval as to form by the City Attorney.

AND

4. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2025-27 BUDGET AND WORK PLAN FOR FISCAL YEAR 2025-26 COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026, AND FISCAL YEAR 2026-27 COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027, INCREASING GENERAL FUND AND CAPITAL PROJECTS FUND APPROPRIATIONS FOR THE “PAVEMENT MANAGEMENT PLAN PROJECT (EASTBOUND SANTA MARIA AVENUE BETWEEN SANTA VITTORIA DRIVE AND MOULTON PARKWAY)”

AND

5. Award a contract agreement to Hardy & Harper, Inc. for the construction of the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway), including all six alternative bid items included in the bid solicitation, in the amount of \$467,200.00, plus authorized change orders not to exceed 20% (\$93,440.00) of the base amount; and authorize the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

Background

The Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) (“project”) is included in the Fiscal Years 2025-36 Capital Improvement Program and involves asphalt concrete pavement cold milling and repaving. The work also includes, but is not limited to, traffic control, adjusting utility manholes and water valves to grade, re-establishing survey monuments, painting striping and legends, applying pavement markings, and installing new illuminated street name signs and vehicle traffic signal heads.

Pavement Rehabilitation

- Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway, including the Santa Maria Drive/Moulton Parkway intersection

Vehicle Traffic Signal Head Replacements (including backplates and visors)

- El Toro Road/Moulton Parkway

- Moulton Parkway/Santa Maria Avenue
Illuminated Street Sign Replacements
- El Toro Road/Moulton Parkway
- Moulton Parkway/Santa Maria Avenue

A portion of the pavement rehabilitation work occurs on a portion of Santa Maria Avenue that is located in the City of Laguna Hills.

Discussion

Today's meeting is an opportunity for City Council action, as well as public input, on the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway).

Staff recommends that the City Council take the following five actions to allow construction to proceed:

Recommendation 1

Approval of the project plans and specifications as prepared by the project engineer (NV5 Global, Inc.). The project plans and specifications are available for review at or from the City Clerk's Office, Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Telephone: (949) 639-0500. Email: cityhall@cityoflagunawoods.org. The project plans are also included in Attachment B.

Recommendation 2

Approval of a notice of exemption for the project (Attachment A) finding that the project is categorically exempt from the California Environmental Quality Act ("CEQA") and authorization for the City Manager to cause the notice of exemption to be filed pursuant to applicable law. For additional CEQA information, please refer to the Environmental Review section of this agenda report.

Recommendation 3

Approval of a cooperative agreement for the project with the City of Laguna Hills, and authorization for the City Manager to execute the cooperative agreement, subject to approval as to form by the City Attorney. The proposed cooperative

agreement would allow pavement rehabilitation work to occur on a portion of Santa Maria Avenue that is located in the City of Laguna Hills. The City of Laguna Hills would reimburse the City for the work within its jurisdiction.

Recommendation 4

Adoption of a resolution amending and adopting the Fiscal Years 2025-27 Budget and Work Plan for Fiscal Year 2025-26 commencing July 1, 2025 and ending June 30, 2026, and Fiscal Year 2026-27 commencing July 1, 2026 and ending June 30, 2027, increasing General Fund and Capital Projects Fund appropriations for the “Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway).” The proposed resolution would increase appropriations by \$8,700 based on a new estimate for the City of Laguna Hills’ reimbursement for the work to occur on a portion of Santa Maria Avenue in Laguna Hills (previously \$85,000, now \$93,700 – an increase of \$8,700).

Recommendation 5

Award of a contract agreement to Hardy & Harper, Inc. for the construction of the “Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway)”, including all six alternative bid items included in the bid solicitation, in the amount of \$467,200.00, plus authorized change orders not to exceed 20% (\$93,440.00) of the base amount; and authorization for the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.

Bids to construct the project were solicited from October 16, 2025 through November 13, 2025. Five bids were received (see Table 1). After review, Hardy & Harper, Inc. is the lowest cost responsible bidder¹.

Table 1: Bids Received

Bidder	Base Bid Amount	Alternative Bid Amounts*
All American Asphalt	\$505,389.86 (Laguna Woods:	1: \$1,250.00 2: \$3,500.00 3: \$9,040.50

¹ In accordance with California Public Contract Code Section 20103.8, the lowest cost responsible bidder was identified based on the lowest base bid amount without consideration of the alternative bid amounts.

	\$357,126.80, Laguna Hills: \$148,263.06)	4: \$26,520.00 5: \$3,900.00 6: \$1,650.00 Total: \$45,860.50
Hardy & Harper, Inc.	\$384,700.00 (Laguna Woods: \$293,000.00, Laguna Hills: \$91,700.00)	1: \$2,750.00 2: \$19,537.00 3: \$12,915.00 4: \$39,468.00 5: \$2,880.00 6: \$4,950.00 Total: \$82,500.00
Onyx Paving Company, Inc.	\$432,000.00 (Laguna Woods: \$315,000.00, Laguna Hills: \$117,000.00)	1: \$2,000.00 2: \$13,385.00 3: \$12,915.00 4: \$31,200.00 5: \$1,500.00 6: \$4,000.00 Total: \$65,000.00
Palp, Inc. DBA Excel Paving Company	\$483,596.52 (Laguna Woods: \$398,761.60, Laguna Hills: \$84,834.92)	1: \$2,400.00 2: \$12,000.00 3: \$25,830.00 4: \$40,404.00 5: \$3,900.00 6: \$5,000.00 Total: \$89,534.00
R.J. Noble Company	\$402,929.82 (Laguna Woods: \$299,181.00, Laguna Hills: \$103,748.82)	1: \$3,500.00 2: \$11,000.00 3: \$23,247.00 4: \$55,848.00 5: \$21,000.00 6: \$6,000.00 Total: \$120,595.00

* The Alternative Bid Amounts are for pavement rehabilitation work involving the Santa Maria Avenue/Moulton Parkway intersection.

It is anticipated that construction would be complete within 40 working days of the date the City issues a Notice to Proceed to the selected contractor. The City would issue the Notice to Proceed no later than January 26, 2026.

Environmental Review

The project is categorically exempt from CEQA pursuant to California Code of Regulations, Title 14, Section 15301. For additional information, refer to the proposed notice of exemption (Attachment A).

Fiscal Impact

Sufficient funds to support this project are included in the City's General Fund/Capital Projects Fund and Road Maintenance & Rehabilitation Program Fund budgets for Fiscal Year 2025-26. The City of Laguna Hills would reimburse the City for the work within its jurisdiction.

(The amounts in the proposed resolution assume approval of the recommendation for Item 7.3 on today's agenda.)

Report Prepared With: April Baumgarten, Public Works Administrator

Attachments: A – Proposed Notice of Exemption
B – Proposed Cooperative Agreement
C – Proposed Resolution

Recording requested by City of Laguna Woods
When recorded, mail to City of Laguna Woods,
24264 El Toro Road, Laguna Woods, CA 92637.
(949) 639-0500

Exemption Code 6103



NOTICE OF EXEMPTION

To: County of Orange Orange County Clerk-Recorder P.O. Box 238 Santa Ana, CA 92701	From: City of Laguna Woods 24264 El Toro Road Laguna Woods, CA 92637 (949) 639-0500
--	---

Project Title: Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway)

Project Applicant: City of Laguna Woods
24264 El Toro Road
Laguna Woods, CA 92637
(949) 639-0500

Project Location – Specific: The project is located within the City of Laguna Woods’ public right-of-way on eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway, and at the intersection of Santa Maria Avenue and Moulton Parkway. The project location also includes the City of Laguna Hills’ public right-of-way on eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway. The cities of Laguna Woods and Laguna Hills are located in California, County of Orange.

Project Location – City: Laguna Woods, California **Project Location – County:** Orange

Description of Nature, Purpose, and Beneficiaries of Project: The project consists of but not limited to, asphalt concrete pavement cold milling and repaving. The work also includes, but is not limited to, traffic control, adjusting utility manholes and water valves to grade, re-establishing survey monuments, painting striping and legends, applying pavement markings, and installing new illuminated street name signs and vehicle traffic signal heads.

The project is part of the Fiscal Years 2024-34 Pavement Management Plan to extend the useful life and improve the quality of pavement on street sections rated at a Pavement Condition Index (“PCI”) below 80. Ongoing pavement management helps to minimize the prolonged and more impactful work that typically accompanies projects involving significantly degraded pavement. As of October 2023, the specified street section in Laguna Woods had a blended PCI of 81.6 for all segments; the lowest segment PCI was 77.

NOTICE OF EXEMPTION**PAVEMENT MANAGEMENT PLAN PROJECT (EASTBOUND SANTA MARIA AVENUE BETWEEN SANTA VITTORIA DRIVE AND MOULTON PARKWAY)
CITY OF LAGUNA WOODS**

By repairing, replacing, and maintaining deteriorated infrastructure, the project will facilitate better management of the public right of way and protect public health, safety, and welfare.

Name of Public Agency Approving Project: City of Laguna Woods

The City of Laguna Hills is participating in this project via a cooperative agreement with the City of Laguna Woods.

Name of Person or Agency Carrying Out Project: City of Laguna Woods

The City of Laguna Hills is participating in this project via a cooperative agreement with the City of Laguna Woods.

Exempt Status:

X	Categorical Exemption (Sec. 15301)
	Declared Emergency (Sec. 21080(b)(3); 15269(a))
	Emergency Project (Sec. 21080(b)(4); 15269(b)(c))
	Ministerial (Sec. 21080(b)(1); 15268)
	Statutory Exemption
	Not Subject to CEQA (Sec. 15061(b)(3))

Reasons Why Project is Exempt: The project is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to California Code of Regulations, Title 14 (the State CEQA Guidelines) Section 15301 (Class 1, Existing Facilities). Section 15301 exempts from environmental review the “the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.”

Subsection (c) of Section 15301 provides the following as non-exclusive examples of types of “existing facilities”: “Existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety, and other alterations such as the addition of bicycle facilities, including but not limited to bicycle parking, bicycle-share facilities and bicycle lanes, transit improvements such as bus lanes, pedestrian crossings, street trees, and other similar alterations that do not create additional automobile lanes).”

Subsection (d) of Section 15301 provides the following as non-exclusive examples of types of “existing facilities”: “Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety, unless it is determined that the damage was substantial and resulted from an environmental hazard such as earthquake, landslide, or flood.”

Subsection (f) of Section 15301 provides the following as non-exclusive examples of types of “existing facilities”: “Addition of safety or health protection devices for use during construction

**NOTICE OF EXEMPTION
PAVEMENT MANAGEMENT PLAN PROJECT (EASTBOUND SANTA MARIA AVENUE BETWEEN SANTA VITTORIA DRIVE AND MOULTON PARKWAY)
CITY OF LAGUNA WOODS**

of or in conjunction with existing structures, facilities, or mechanical equipment, or topographical features including navigational devices.”

The project consists only of repair, maintenance, and minor alteration work within the City of Laguna Woods’ and City of Laguna Hills’ public right-of-way for an existing public street and arterial highway (Santa Maria Avenue). The project does not expand the existing or former use of Santa Maria Avenue. The deterioration that the project seeks to address is not the result of an environmental hazard such as earthquake, landslide, or flood. The project is designed substantially consistent with the California Manual of Uniform Traffic Control Devices, which constitute current standards of public safety. The project includes traffic control for the safety of the general public and workers during construction, as well as the addition of painted striping and legends, pavement markings, illuminated street name signs, and vehicle traffic signal heads that will serve public safety purposes in conjunction with the use and operation of Santa Maria Avenue.

Based on the scope of work, the project meets the criteria for Class 1 categorical exemption.

Lead Agency Contact Person:

Signature: _____ Date: _____
Justin Faylona
Senior Planner
City of Laguna Woods

Date Received for Filing at OPR: _____

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

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**COOPERATIVE AGREEMENT FOR THE
PAVEMENT MANAGEMENT PLAN PROJECT (EASTBOUND SANTA MARIA
AVENUE BETWEEN SANTA VITTORIA DRIVE AND MOULTON PARKWAY)**

This Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) Cooperative Agreement (“Agreement”) is made and entered into as of _____, 2025 (“Effective Date”) by and between the CITY OF LAGUNA HILLS, a California municipal corporation organized and existing under the laws of the State of California (“Laguna Hills”), and the CITY OF LAGUNA WOODS, a California municipal corporation organized and existing under the laws of the State of California, (“Laguna Woods”). Laguna Hills and Laguna Woods are sometimes referred to herein individually as a “Party” or collectively as the “Parties”.

RECITALS

A. Laguna Woods in cooperation with Laguna Hills is working to complete the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) (“Project”), which involves pavement rehabilitation and related work on Santa Maria Avenue. The subject work is located partially within the jurisdiction of Laguna Woods and partially within the jurisdiction of Laguna Hills.

B. Laguna Hills has elected to designate Laguna Woods as the Lead Agency of this Project, and Laguna Woods agrees to act as Lead Agency in order to implement and carry out the Project.

C. The Project’s construction drawings are set forth in Attachment A, which is attached hereto and is incorporated herein by reference.

D. Laguna Woods contracted with NV5, Inc. to design the Project and provide bidding support, and incurred related costs in the amount of at least Seventeen Thousand Dollars and 00/100 (\$17,000.00) (“Design Costs”). Laguna Hills agrees to reimburse Laguna Woods in an amount equal to Two Thousand Dollars and 00/100 (\$2,000.00) of the Design Costs (“Laguna Hills Design Costs”).

E. Laguna Woods has competitively bid the Project and awarded the contract for construction of the Project to the lowest responsive bidder, Hardy & Harper, Inc. (“Contractor”), in the amount of Four Hundred Sixty-Seven Thousand Two Hundred Dollars and 00/100 (\$467,200.00) (“Construction Costs”). Laguna Hills agrees to reimburse Laguna Woods in an amount equal to Ninety-One Thousand Seven Hundred Dollars and 00/100 (\$91,700.00) (“Laguna Hills Construction Costs”), which represents the portion of the separately itemized bid schedule attributable to the work located within the jurisdiction of Laguna Hills.

F. In the event the cost of the contract for construction of the Project exceeds the Laguna Hills Construction Costs, the Parties agree to meet and determine revisions to the Project to satisfy the budget(s) or revised funding proposal(s) by the Parties, which shall be documented and submitted in writing as an amendment to this Agreement.

G. Laguna Woods and Laguna Hills agree to separately fund any inspection and/or construction management costs that each may incur as a result of the Project, with the exception of those included in the Laguna Hills Design Costs.

H. The Parties desire to enter into this Agreement to extend the useful life and improve the quality of pavement on eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway.

I. This Agreement defines the specific terms, conditions, and funding responsibilities between the Parties necessary for the implementation of the Project.

AGREEMENT

NOW, THEREFORE, in consideration of the above recitals and the mutual covenants set forth below, Laguna Hills and Laguna Woods agree as follows:

1. Complete Agreement

- A. This Agreement, including Attachment A attached hereto and incorporated herein and made applicable by reference, constitutes the complete and exclusive statement of the terms and conditions of this Agreement between Laguna Hills and Laguna Woods and it supersedes all prior representations, understandings, and communications between the Parties. The above-referenced Recitals are true and correct and are incorporated by reference herein.
- B. Laguna Hills' failure to insist on any instance(s) of Laguna Woods' performance of any term(s) or condition(s) of this Agreement shall not be construed as a waiver or relinquishment of Laguna Hills right to such performance or to future performance of such term(s) or condition(s), and Laguna Woods' obligation in respect thereto shall continue in full force and effect.
- C. Changes to any portion of this Agreement shall not be binding upon Laguna Hills except when specifically confirmed in writing by an authorized representative of Laguna Hills by way of a written amendment to this Agreement and issued in accordance with the provisions of this Agreement.
- D. Laguna Woods' failure to insist on any instance(s) of Laguna Hills' performance of any term(s) or condition(s) of this Agreement shall not be construed as a waiver or relinquishment of Laguna Woods' right to such performance or to future performance of such term(s) or condition(s), and Laguna Hills obligation in respect thereto shall continue in full force and effect.
- E. Changes to any portion of this Agreement shall not be binding upon Laguna Woods except when specifically confirmed in writing by an authorized

representative of Laguna Woods by way of a written amendment to this Agreement and issued in accordance with the provisions of this Agreement.

2. Scope of Agreement

This Agreement specifies the respective roles and responsibilities of the Parties as they pertain to the subjects and Project addressed herein. Both Laguna Hills and Laguna Woods agree that each will fully cooperate and coordinate with the other in all activities covered by this Agreement and any other supplemental agreements that may be required to facilitate purposes thereof.

3. Responsibilities of Laguna Woods as Project Lead Agency

The Laguna Woods as the Lead Agency agrees to the following responsibilities for the implementation of the Project:

- A. To manage, procure, and complete the Project as identified in Attachment A, which is attached hereto and incorporated herein by reference.
- B. To invoice Laguna Hills for amounts due, as set forth in this Agreement, at the end of construction.
- C. For purposes of the California Environmental Quality Act, (Public Resources Code §§ 21000 *et seq.*; 14 Cal. Code Regs., §§ 15000 *et seq.*) Laguna Woods will act as the lead agency for the Project. (Public Resources Code § 21067.)
- D. To require its Contractor to obtain a Laguna Hills Encroachment Permit prior to performing any work for the Project in Laguna Hills public right-of-way.
- E. Upon invoicing Laguna Hills for the final billing of the Project, to provide copies to Laguna Hills in electronic format record construction drawings, Contractor submittals and certified payroll reports, and such Project correspondence with its Contractor as Laguna Hills may request and Laguna Woods may have in its possession.

4. Responsibilities of Laguna Hills

Laguna Hills agrees to the following responsibilities for implementation and funding of the Project:

- A. To authorize and cooperate with Laguna Woods to manage, procure, and implement all aspects of the Project.
- B. To issue any permits to Contractor at no fee which may be necessary for Contractor to perform work within Laguna Hills' jurisdiction and to perform any and all inspection which may be required to enforce such permits.

- C. Laguna Hills shall pay Laguna Woods Project-related invoices within 30 days of receipt.
- D. Laguna Hills' total funding obligation amount is \$91,700.00.

5. Delegated Authority

The actions required to be taken by Laguna Woods in the implementation of this Agreement are delegated to its City Manager or designee, and the actions required to be taken by Laguna Hills in the implementation of this Agreement are delegated to its City Manager or designee. Laguna Woods acknowledges this designation of authority is authorized under their respective local rules and regulations.

6. Audit and Inspection

Laguna Hills and Laguna Woods shall maintain a complete set of records in accordance with generally accepted accounting principles. Upon reasonable notice, Laguna Hills shall permit the authorized representative of Laguna Woods to inspect and audit all work, materials, payroll, books, accounts, and other data and records of Laguna Hills relevant to this Agreement and the Project for a period of four (4) years after expiration or termination of this Agreement or until any on-going audit is completed. Upon reasonable notice, Laguna Woods shall permit the authorized representatives of the Laguna Hills to inspect and audit all work, materials, payroll, books, accounts, and other data and records of Laguna Woods relevant to this Agreement and the Project for a period of four (4) years after expiration or termination of this Agreement or until any on-going audit is completed. For purposes of audit, the date of completion of this Agreement shall be the date of Laguna Hills' payment of Laguna Woods' final billing (so noted on the invoice) under this Agreement. The Parties shall have the right to reproduce any such books, records, and accounts relevant to this Agreement. The above provision with respect to audits shall extend to and/or be included in contracts with consultants and contractors hired by Laguna Hills. The only work, materials, payroll, books, accounts, and other data and records which may be audited or inspected pursuant to this section are those that are relevant to this Agreement and the Project.

7. Indemnification

- A. Laguna Woods shall indemnify, defend and hold harmless Laguna Hills, its officers, directors, employees and agents from and against any and all claims (including attorney's fees and reasonable expenses for litigation and settlement) for any loss or damages, bodily injuries, damage to, or loss of property caused by the negligent acts, omissions or willful misconduct by Laguna Woods, its officers, directors, employees or agents in connection or arising out of the performance of this Agreement including damage to property and/or injury to person as a result of traffic accidents within Laguna Woods' jurisdiction. For the avoidance of doubt, the indemnification obligation for traffic accidents only applies to traffic accidents that are caused by, or result from, the negligent acts, omissions or willful misconduct

by Laguna Woods, its officers, directors, employees or agents in connection or arising out of the performance of work on the Project.

- B. Laguna Woods shall maintain adequate levels of insurance, or self-insurance to assure full indemnification of Laguna Hills. Laguna Woods shall provide Laguna Hills evidence and/or documentation of said insurance upon execution of this Agreement.
- C. Laguna Hills shall indemnify, defend and hold harmless Laguna Woods, its officers, directors, employees and agents from and against any and all claims (including attorney's fees and reasonable expenses for litigation and settlement) for any loss or damages, bodily injuries, damage to, or loss of property caused by the negligent acts, omissions or willful misconduct by Laguna Hills, its officers, directors, employees or agents in connection or arising out of the performance of this Agreement including damage to property and/or injury to person as a result of traffic accidents within Laguna Hills jurisdiction. For the avoidance of doubt, the indemnification obligation for traffic accidents only applies to traffic accidents that are caused by, or result from, the negligent acts, omissions or willful misconduct by Laguna Hills, its officers, directors, employees or agents in connection or arising out of the performance of work on the Project.
- D. Laguna Hills shall maintain adequate levels of insurance, or self-insurance to assure full indemnification of Laguna Woods. Laguna Hills shall provide Laguna Woods evidence and/or documentation of said insurance upon execution of this Agreement.

8. California Environmental Quality Act.

Laguna Woods, as lead agency, has determined that the Project is an activity subject to the California Environmental Quality Act ("CEQA"). The Project, however, qualifies for the following CEQA exemption: Class 1 (Existing Facilities) (Cal. Code Regs., tit. 14, § 15301.). Laguna Woods shall cause a Notice of Exemption to be filed and posted accordingly. (Cal. Code Regs., tit. 14, § 15062.)

9. Additional Provisions

- A. Term of Agreement. This Agreement shall continue in full force and effect until June 30, 2026, or until the Parties' ongoing obligations under sections 3 and 4 have terminated, whichever is later. This Agreement may be extended or amended at the mutual consent of all Parties hereto. No amendment shall have any force or effect unless executed in writing and approved as to form by the Laguna Woods City Attorney and the Laguna Hills City Attorney.
- B. Disputes. The Parties agree to work together in good faith, using reasonable efforts to resolve any unforeseen issues and disputes arising out of the performance of this Agreement.

- C. Permits. The Parties shall waive any fees for permits required by either Laguna Hills or Laguna Woods for the Project.
- D. Corporate Authority. The Parties hereto consent that they are authorized to execute this Agreement on behalf of said Parties and that, by so executing this Agreement, the Parties hereto are formally bound to the provisions of this Agreement.
- E. Severability. If any term, provision, covenant or condition of this Agreement is held to be invalid, void or otherwise unenforceable, to any extent, by any court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby, and each term, provision, covenant or condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
- F. Counterparts. This Agreement may be executed and delivered in any number of counterparts, each of which, when executed and delivered shall be deemed an original and all of which together shall constitute the same Agreement. Facsimile signatures will be permitted.
- G. Compliance with All Laws. The Parties shall comply with all applicable federal, state and local laws, statutes, ordinances and regulations of any governmental authority having jurisdiction over the Project.
- H. Force Majeure. Either Party shall be excused from performing its obligations under this Agreement during the time and to the extent that it is prevented from performing by an unforeseeable cause beyond its control, including but not limited to; any incidence of fire, flood, acts of God, epidemics, pandemics, quarantine restrictions, commandeering of material, products, plants or facilities by the federal, state or local government; national fuel shortage; or a material act or omission by the other Party; when satisfactory evidence of such cause is presented to the other Party, and provided further that such nonperformance is unforeseeable, beyond the control and is not due to the fault or negligence of the Party not performing.
- I. Assignment. Neither this Agreement, nor any of the Parties' rights, obligations, duties, or authority hereunder may be assigned in whole or in part by any Party without the prior written consent of the other Party hereto in its sole and absolute discretion. Any such attempt of assignment shall be deemed void and of no force and effect. Consent to one (1) assignment shall not be deemed consent to any subsequent assignment, nor the waiver of any right to consent to such subsequent assignment.
- J. Obligations to Comply with Law. Nothing herein shall be deemed or construed to authorize or require any Party to issue bonds, notes or other evidences of indebtedness under the terms, in amounts, or for purposes other than as authorized by local, state or federal law.

- K. **Governing Law.** The laws of the State of California and applicable local and federal laws, regulations and guidelines shall govern this Agreement. Any action brought relating to this Agreement shall be adjudicated in a court of competent jurisdiction in the County of Orange, State of California.
- L. **Attorneys' Fees.** In the event of any dispute or legal action arising under this Agreement, the prevailing party shall not be entitled to attorney's fees.
- M. **Third-Party Beneficiaries.** Except as otherwise provided in this Agreement, no provision of this Agreement is intended, nor shall be interpreted, to provide or create any third-party beneficiary rights or any other rights of any kind in any third party, and all provisions hereof shall be solely between the Parties hereto.
- N. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument.
- O. **Notices.** Any notice, demand, request, consent, approval or communication under this Agreement shall be in writing and either served personally or sent by prepaid, first-class mail to the address set forth below. Either Party may change its address by notifying the other Party of the change of address in writing. Notice shall be deemed given (a) upon personal delivery or (b) forty-eight (48) hours from deposit of such notice in the United States mail, postage prepaid.

To City of Laguna Hills:
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653
Attention: City Manager

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

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the date first set forth above.

CITY OF LAGUNA HILLS

CITY OF LAGUNA WOODS, a California municipal corporation

By: _____
Bob Wingenroth,
City Manager

By: _____
Christopher Macon,
City Manager

ATTEST:

ATTEST:

By: _____
Jennifer Lee,
City Clerk

By: _____
Yolie Trippy,
City Clerk

**APPROVED AS TO FORM:
CITY ATTORNEY'S OFFICE**

**APPROVED AS TO FORM:
CITY ATTORNEY'S OFFICE**

By: _____
Gregory E. Simonian,
City Attorney

By: _____
Alisha Patterson,
City Attorney

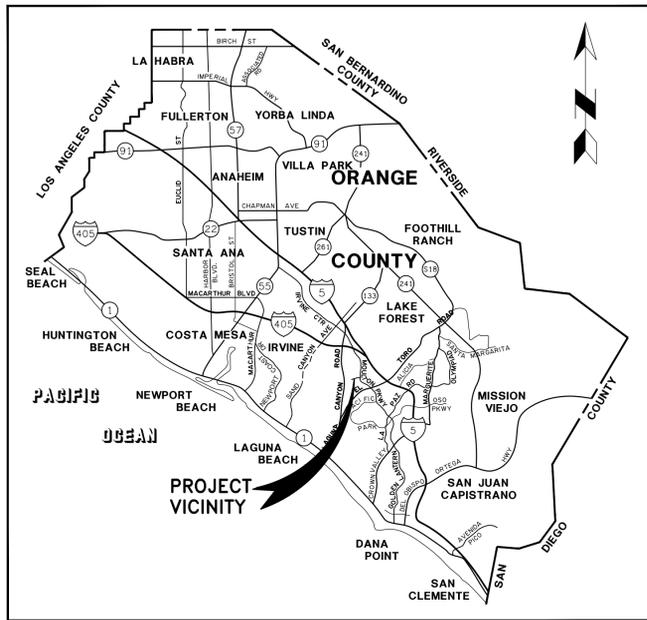
Dated: _____

Dated: _____

ATTACHMENT A

CONSTRUCTION DRAWINGS

(7 pages follow)

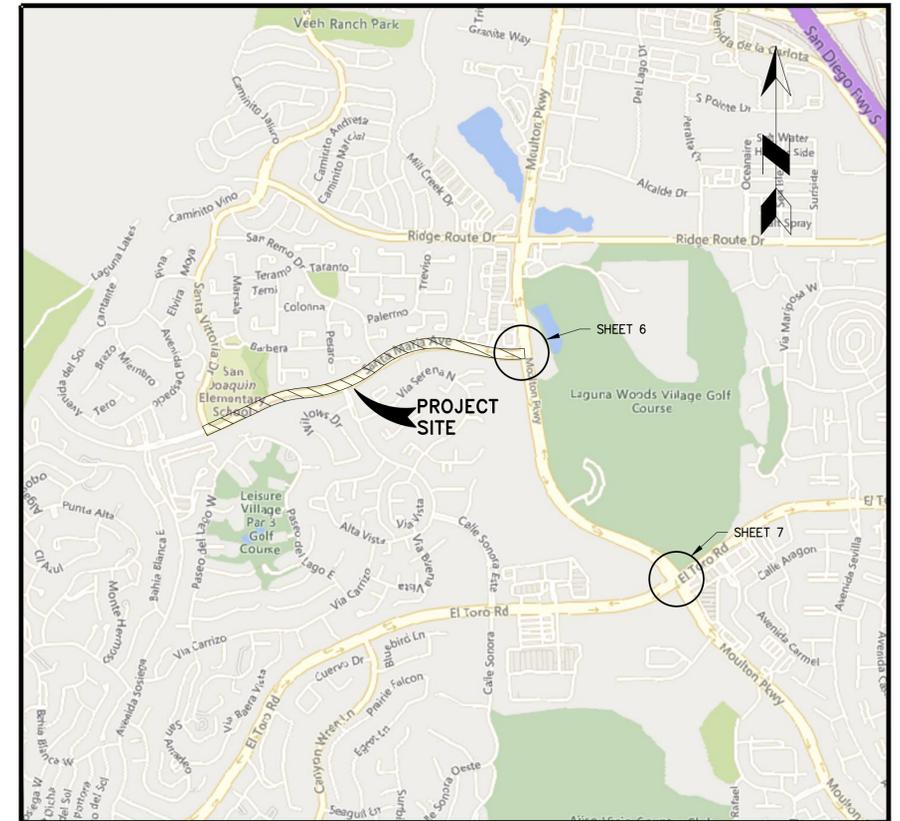


VICINITY MAP
NOT TO SCALE

CITY OF LAGUNA WOODS

PAVEMENT MANAGEMENT PLAN PROJECT

(EASTBOUND SANTA MARIA AVENUE
BETWEEN SANTA VITTORIA DRIVE AND MOULTON PARKWAY)



LOCATION MAP
NOT TO SCALE

SHEET INDEX

SHT NO.	DESCRIPTION
1	TITLE SHEET, INDEX & GENERAL NOTES
2	IMPROVEMENT PLAN – EASTBOUND SANTA MARIA AVE. BETWEEN SANTA VITTORIA DR. AND SAN REMO DR.
3	IMPROVEMENT PLAN – EASTBOUND SANTA MARIA AVE. BETWEEN SAN REMO DR. AND MOULTON PKWY
4	STRIPING PLAN – EASTBOUND SANTA MARIA AVE. BETWEEN SANTA VITTORIA DR. AND SAN REMO DR.
5	STRIPING PLAN – EASTBOUND SANTA MARIA AVE. BETWEEN SAN REMO DR. AND MOULTON PKWY
6	I.I.S.N.S. AND SIGNAL HEAD REPLACEMENT – SANTA MARIA AVE. AND MOULTON PKWY
7	I.I.S.N.S. AND SIGNAL HEAD REPLACEMENT – EL TORRO ROAD AND MOULTON PKWY

ENGINEER'S NOTICE TO CONTRACTORS:

PRIVATE AND PUBLIC UTILITIES, IF SHOWN, REFLECT AVAILABLE RECORD DATA. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL LINES AFFECTING THIS WORK AND FOR ANY DAMAGE OR PROTECTION TO THESE LINES. CONTRACTOR FURTHER SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF THIS PROJECT INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE PRIVATE ENGINEER AND THE CITY OF LAGUNA WOODS HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE ENGINEER OR THE CITY.

PLANS AND SPECIFICATIONS FOR PUBLIC PROJECT SHALL ALLOW FOR THE USE OF SUBSTITUTION OF ENVIRONMENTALLY PREFERABLE PRODUCTS AND RECYCLED, WHENEVER PRACTICABLE AND COST EFFECTIVE

NOTE:

- THESE PLANS WERE PREPARED USING THE INFORMATION AVAILABLE AT THE TIME. THIS PLAN SHOULD BE UTILIZED FOR THIS PROJECT ONLY.
- THE CONTRACTOR SHALL ADJUST TO GRADE ALL ABOVE GROUND UTILITIES TO INCLUDE BUT NOT LIMITED TO TRAFFIC SEWER MANHOLE, WATER VALVES, ETWD MANHOLE ETC., THAT ARE WITHIN THE LIMITS OF CONSTRUCTION.
- THE CONTRACTOR SHALL VERIFY ALL CONTROLLING FIELD DIMENSIONS BEFORE ORDERING OR FABRICATING ANY MATERIAL.

UTILITY CONTACTS:

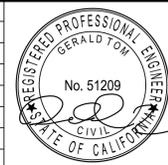
- AT&T SOUTH – DISTRIBUTION
CONTACT: AT&T DIST. DAMAGE PREVENTION (888) 290-3111
- CLEAR CHANNEL OUTDOOR
CONTACT: FRED GARCIA JR. (301) 755-7361
- COX COMMUNICATIONS
CONTACT: NOC WEST (877) 696-1662
- EL TORO WATER DISTRICT
CONTACT: RORY HARNISCH (949) 837-7050 EXT. 251
OR ON CALL PERSONNEL (949) 837-0660
- MCI VERIZON BUSINESS
CONTACT: FIBER SECURITY DEPT. (800) 624-9675
- SOCAL GAS
CONTACT: LEAD DISPATCHER (800) 603-7060
- COCENT COMMUNICATIONS
CONTACT: CONTROL CENTER (800) 521-0579
- SD EDISON DIST. – ORANGE
CONTACT: SC EDISON PERSONNEL (800) 611-1911
- SCE TRANS TELECOM
CONTACT: TCC (800) 655-8444

GENERAL NOTES

- ALL WORK, LABOR, AND MATERIALS SHALL BE IN CONFORMITY WITH THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (LATEST EDITION), THE CURRENT STANDARD SPECIFICATIONS AND STANDARD DRAWINGS OF ORANGE COUNTY PUBLIC WORKS (OCPW), THESE PLANS, THE PROJECT SPECIAL PROVISIONS, AND ALL SAFETY REGULATIONS, CODES, AND REQUIREMENTS PERTINENT TO THE PROJECT CONSTRUCTION. CONTRACTOR SHALL HAVE A COPY OF ALL REFERENCE STANDARDS AND PROJECT PLANS AT JOB SITE AT ALL TIMES.
- NO CONSTRUCTION IS AUTHORIZED WITHOUT A "NOTICE TO PROCEED" ISSUED BY THE CITY OF LAGUNA WOODS.
- THE CONTRACTOR SHALL NOTIFY ALL AFFECTED PRIVATE PROPERTY OWNERS, BUSINESSES/INSTITUTIONS, AND PUBLIC SERVICE AGENCIES 5 WORKING DAYS PRIOR TO BEGINNING ANY CONSTRUCTION.
- ALL TRAFFIC CONTROL WORK FOR CONSTRUCTION SHALL CONFORM TO PART SIX (6) OF THE FEDERAL HIGHWAY ADMINISTRATION'S MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS (LATEST EDITION) (MUTCD), THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) APRIL 7, 2017 MUTCD 2014 REV 2, AND THE PROJECT SPECIAL PROVISIONS. THE CONTRACTOR SHALL MAINTAIN TRAFFIC CONTROL IN CONFORMANCE WITH THE PROJECT SPECIFICATIONS AND SHALL PROVIDE 24-HOUR SERVICE TO REMOVE, INSTALL, RELOCATE, AND MAINTAIN WARNING DEVICES.
- AT NO TIME IS ANY BUSINESS, RESIDENCE, OR PROPERTY TO BE WITHOUT ACCESS UNLESS OTHERWISE APPROVED BY THE ENGINEER.
- ALL PUBLIC OR PRIVATE FACILITIES DAMAGED DURING CONSTRUCTION SHALL BE RECONSTRUCTED AND/OR REPAIRED TO ORIGINAL CONSTRUCTED CONDITION, SOLELY AT THE EXPENSE OF THE CONTRACTOR.
- THE CONTRACTOR SHALL TAKE ALL NECESSARY AND PROPER PRECAUTIONS TO PROTECT ADJACENT PROPERTY OWNERS FROM ANY AND ALL DAMAGES THAT MAY OCCUR FROM STORM WATER RUNOFF AND/OR DEPOSITION OF DEBRIS RESULTING FROM ANY AND ALL WORK IN CONJUNCTION WITH CONSTRUCTION OF THESE IMPROVEMENT PLANS.
- UNLESS OTHERWISE NOTED, ALL EXISTING UTILITIES, VALVES, UTILITY BOXES, STREET LIGHTS AND SIGNAGE, ETC. WITHIN THE STREET RIGHT-OF-WAY SHALL BE PROTECTED IN PLACE. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL FACILITIES NOT REQUIRING REMOVAL, RELOCATION, OR ADJUSTMENT.
- ALL SURVEY MONUMENTS NOT REQUIRING ADJUSTMENTS SHALL NOT BE DISTURBED BY THE CONSTRUCTION OF THESE IMPROVEMENTS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO RESTORE ALL LOST, DAMAGED, OR OBLITERATED MONUMENTS IN ACCORDANCE WITH SECTION 8773 OF THE PROFESSIONAL LAND SURVEYOR'S ACT.
- CONTRACTOR TO VERIFY EXISTING CONDITIONS AND ELEVATIONS INCLUDING POINTS OF CONNECTIONS PRIOR TO ANY CONSTRUCTION AND TO INFORM THE ENGINEER IN CASE OF ANY CONFLICT.
- IN THE EVENT OF DISCREPANCIES AND/OR DEVIATIONS ARISING DURING RECONSTRUCTION, THE CITY ENGINEER SHALL BE RESPONSIBLE FOR DETERMINING AN ACCEPTABLE SOLUTION.
- ALL TREES AND PLANTS SHALL BE PROTECTED IN PLACE.
- THE CONTRACTOR SHALL CONFORM TO ALL THE REQUIREMENTS AS SET FORTH IN SECTION 3 "BEST MANAGEMENT PRACTICES (BMP'S) FOR CONSTRUCTION PROJECTS" OF THE ORANGE COUNTY STORM WATER PROGRAM CONSTRUCTION RUNOFF GUIDANCE MANUAL. A COPY OF THE MANUAL IS AVAILABLE FOR REVIEW AT CITY HALL.



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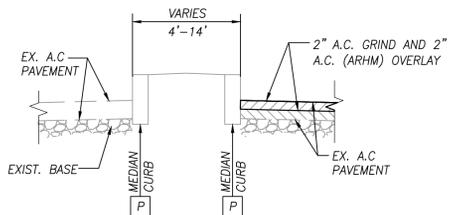
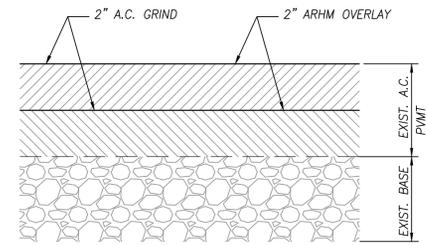
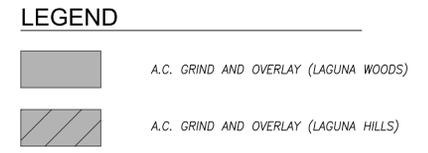
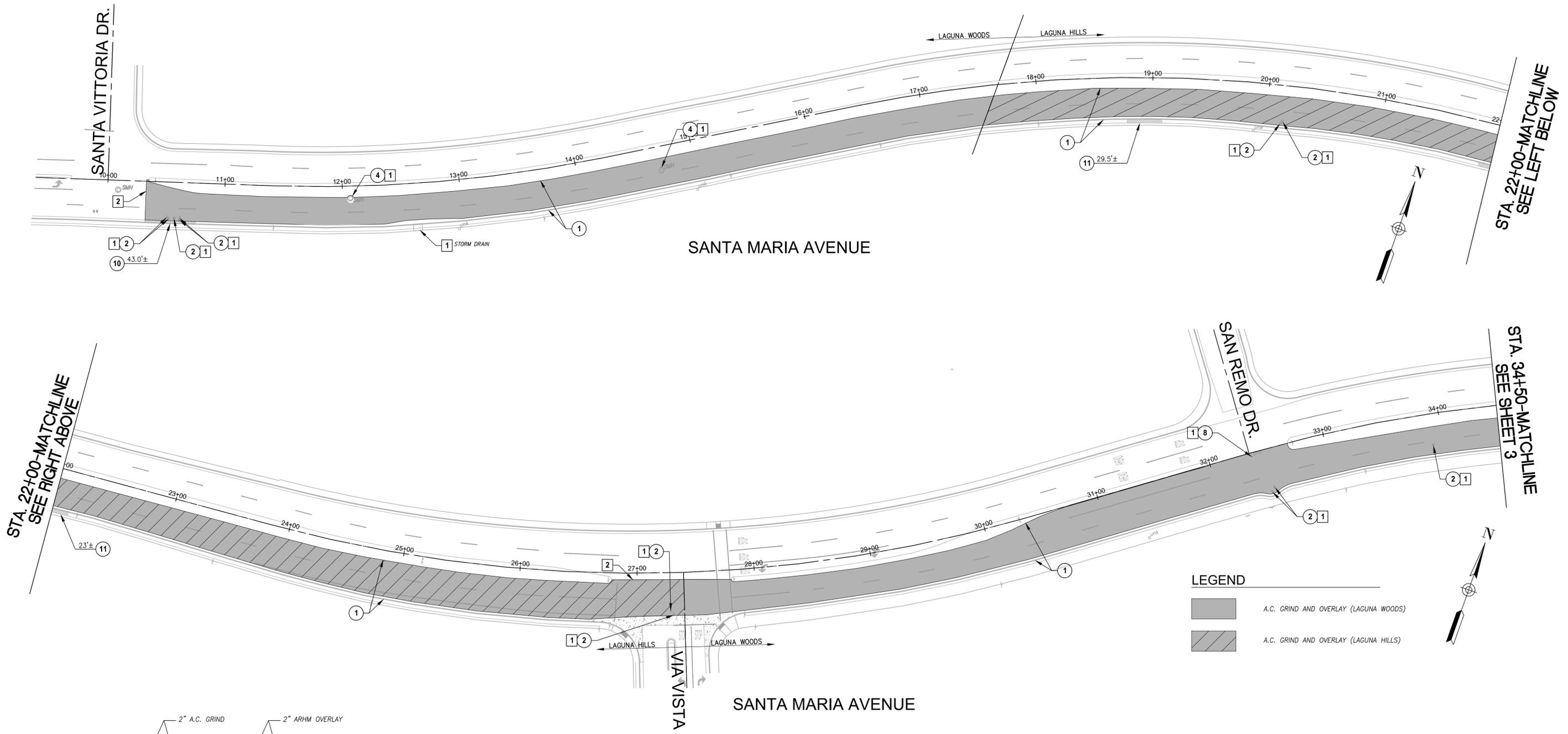
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FAX. (949) 585-0433

CITY OF LAGUNA WOODS

PAVEMENT MANAGEMENT PLAN PROJECT
(EASTBOUND SANTA MARIA AVE. BETWEEN
SANTA VITTORIA DR. AND MOULTON PKWY)

TITLE SHEET, INDEX & GENERAL NOTES

DWN BY: KD	APPROVED BY:	PROJECT NO. _____
CKD BY: GT/JH	GERALD TOM CITY ENGINEER R.C.E. # 51209	SHEET: 1
SCALE: AS NOTED	DATE: NOV 2025	OF: 7 SHEETS



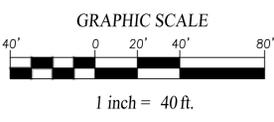
CONSTRUCTION NOTES

- 1 GRIND 2" THICK FULL WIDTH, CRACK SEAL AND CONSTRUCT 2" AC (ARHM) OVERLAY, PER DETAIL A SHEET 2.
- 2 ADJUST TO GRADE EXISTING WATER VALVE
- 4 ADJUST TO GRADE SEWER MANHOLE
- 8 SURVEY MONUMENT
- 10 REMOVE EXISTING CURB & GUTTER AND CONSTRUCT CURB & GUTTER TO MATCH EXISTING
- 11 REMOVE EXISTING SIDEWALK AND CONSTRUCT PCC SIDEWALK PER ORANGE COUNTY PUBLIC WORKS STANDARD PLANS 112-2, 112-2-OC, AND 1205"

DISPOSITION NOTES

- 1 PROTECT IN PLACE
- 2 MATCH EXISTING

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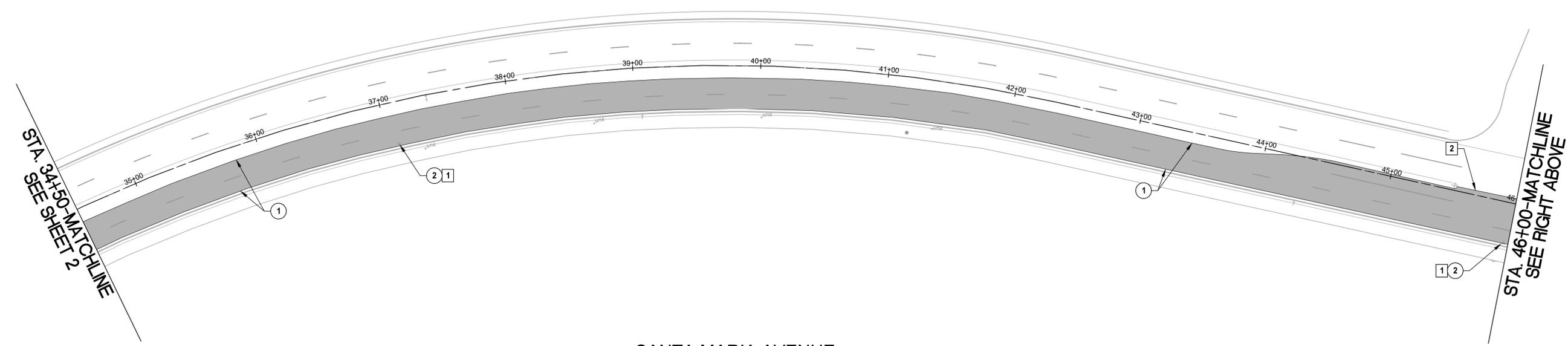


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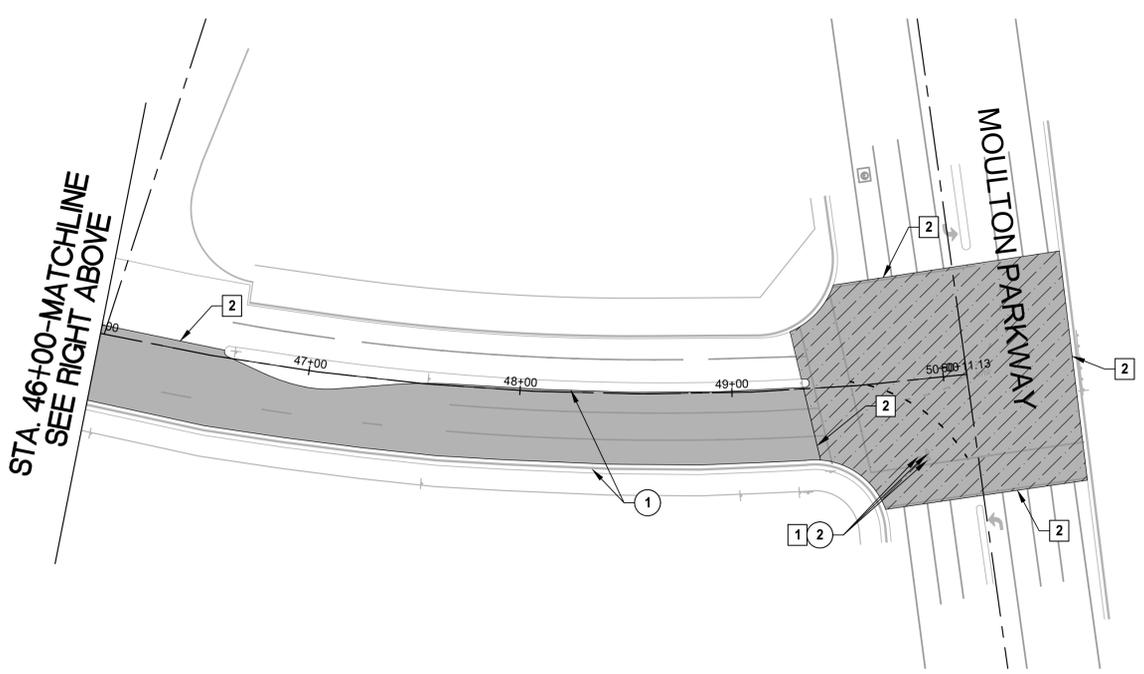
CITY OF LAGUNA WOODS
PAVEMENT MANAGEMENT PLAN PROJECT
(EASTBOUND SANTA MARIA AVE. BETWEEN SANTA VITTORIA DR. AND MOULTON PKWY)
IMPROVEMENT PLAN

DWN BY: KD	APPROVED BY:	PROJECT NO. _____
CKD BY: GT/JH	DATE: NOV 2025	SHEET: 2
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SANTA MARIA AVENUE



SANTA MARIA AVENUE



LEGEND

- A.C. GRIND AND OVERLAY (LAGUNA WOODS)
- A.C. GRIND AND OVERLAY (ALTERNATE BID)

CONSTRUCTION NOTES

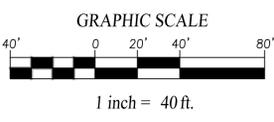
- ① GRIND 2" THICK FULL WIDTH, CRACK SEAL AND CONSTRUCT 2" AC (ARHM) OVERLAY, PER DETAIL A SHEET 2.
- ② ADJUST TO GRADE EXISTING WATER VALVE

DISPOSITION NOTES

- ① PROTECT IN PLACE
- ② MATCH EXISTING

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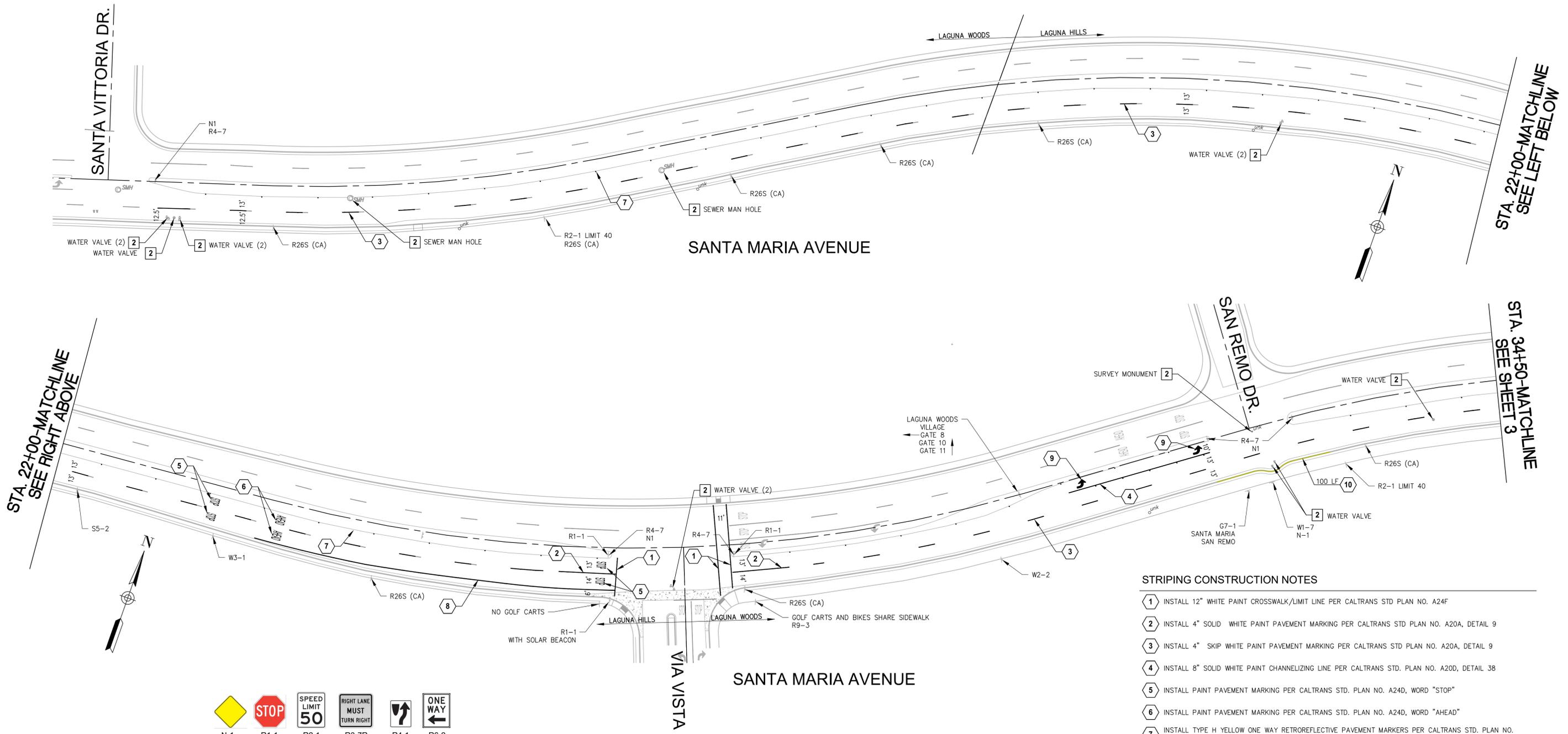


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CITY OF LAGUNA WOODS		
PAVEMENT MANAGEMENT PLAN PROJECT (EASTBOUND SANTA MARIA AVE. BETWEEN SANTA VITTORIA DR. AND MOULTON PKWY)		
IMPROVEMENT PLAN		
DWN BY: KD	APPROVED BY:	PROJECT NO. _____
CKD BY: GT/JH	CITY ENGINEER R.C.E. # 51209	SHEET: 3
SCALE: AS NOTED	DATE: NOV 2025	OF: 7 SHEETS

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SEE SHEET 3

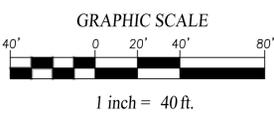
STRIPING CONSTRUCTION NOTES

- 1 INSTALL 12" WHITE PAINT CROSSWALK/LIMIT LINE PER CALTRANS STD PLAN NO. A24F
- 2 INSTALL 4" SOLID WHITE PAINT PAVEMENT MARKING PER CALTRANS STD PLAN NO. A20A, DETAIL 9
- 3 INSTALL 4" SKIP WHITE PAINT PAVEMENT MARKING PER CALTRANS STD PLAN NO. A20A, DETAIL 9
- 4 INSTALL 8" SOLID WHITE PAINT CHANNELIZING LINE PER CALTRANS STD. PLAN NO. A20D, DETAIL 38
- 5 INSTALL PAINT PAVEMENT MARKING PER CALTRANS STD. PLAN NO. A24D, WORD "STOP"
- 6 INSTALL PAINT PAVEMENT MARKING PER CALTRANS STD. PLAN NO. A24D, WORD "AHEAD"
- 7 INSTALL TYPE H YELLOW ONE WAY RETROREFLECTIVE PAVEMENT MARKERS PER CALTRANS STD. PLAN NO. A20B, DETAIL 26A
- 8 INSTALL 4" SOLID WHITE PAINT PAVEMENT MARKING PER CALTRANS STD. PLAN NO. A20B, DETAIL 27B
- 9 INSTALL PAINT PAVEMENT MARKING PER CALTRANS STD. PLAN NO. A24A
- 10 REPAINT YELLOW CURB

DISPOSITION NOTES

- 2 MATCH EXISTING

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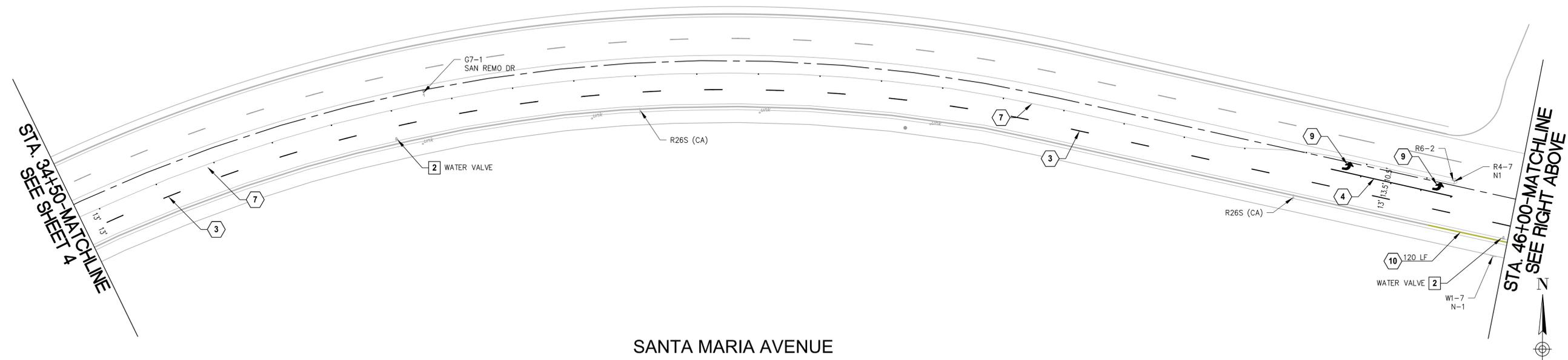


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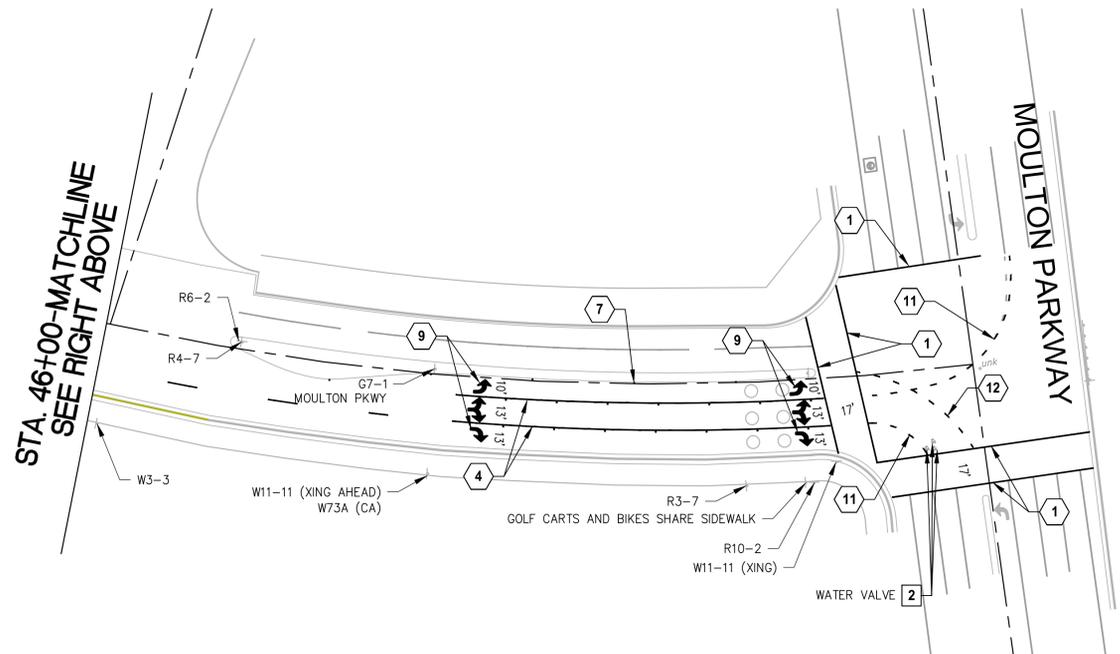
CITY OF LAGUNA WOODS
PAVEMENT MANAGEMENT PLAN PROJECT
(EASTBOUND SANTA MARIA AVE. BETWEEN SANTA VITTORIA DR. AND MOULTON PKWY)
STRIPING PLAN

DWN BY: KD	APPROVED BY:	PROJECT NO. _____
CKD BY: GT/JH	CITY ENGINEER R.C.E. # 51209	SHEET: 4
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SANTA MARIA AVENUE



SANTA MARIA AVENUE

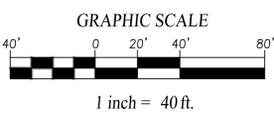
STRIPING CONSTRUCTION NOTES

- 1 INSTALL 12" WHITE PAINT CROSSWALK/LIMIT LINE PER CALTRANS STD PLAN NO. A24F
- 3 INSTALL 4" SKIP WHITE PAINT PAVEMENT MARKING PER CALTRANS STD PLAN NO. A20A, DETAIL 9
- 4 INSTALL 8" SOLID WHITE PAINT CHANNELIZING LINE PER CALTRANS STD. PLAN NO. A20D, DETAIL 38
- 7 INSTALL TYPE H YELLOW ONE WAY RETROREFLECTIVE PAVEMENT MARKERS PER CALTRANS STD. PLAN NO. A20B, DETAIL 26A
- 9 INSTALL PAINT PAVEMENT MARKING PER CALTRANS STD. PLAN NO. A24A
- 10 REPAINT YELLOW CURB
- 11 INSTALL 4" WHITE PAINT LANE LINE EXTENSION PAVEMENT MARKING PER CALTRANS STD. PLAN NO. A20D, DETAIL 40
- 12 INSTALL 4" YELLOW PAINT CENTER LINE EXTENSION PAVEMENT MARKING PER CALTRANS STD. PLAN NO. A20D, DETAIL 41

DISPOSITION NOTES

- 2 MATCH EXISTING

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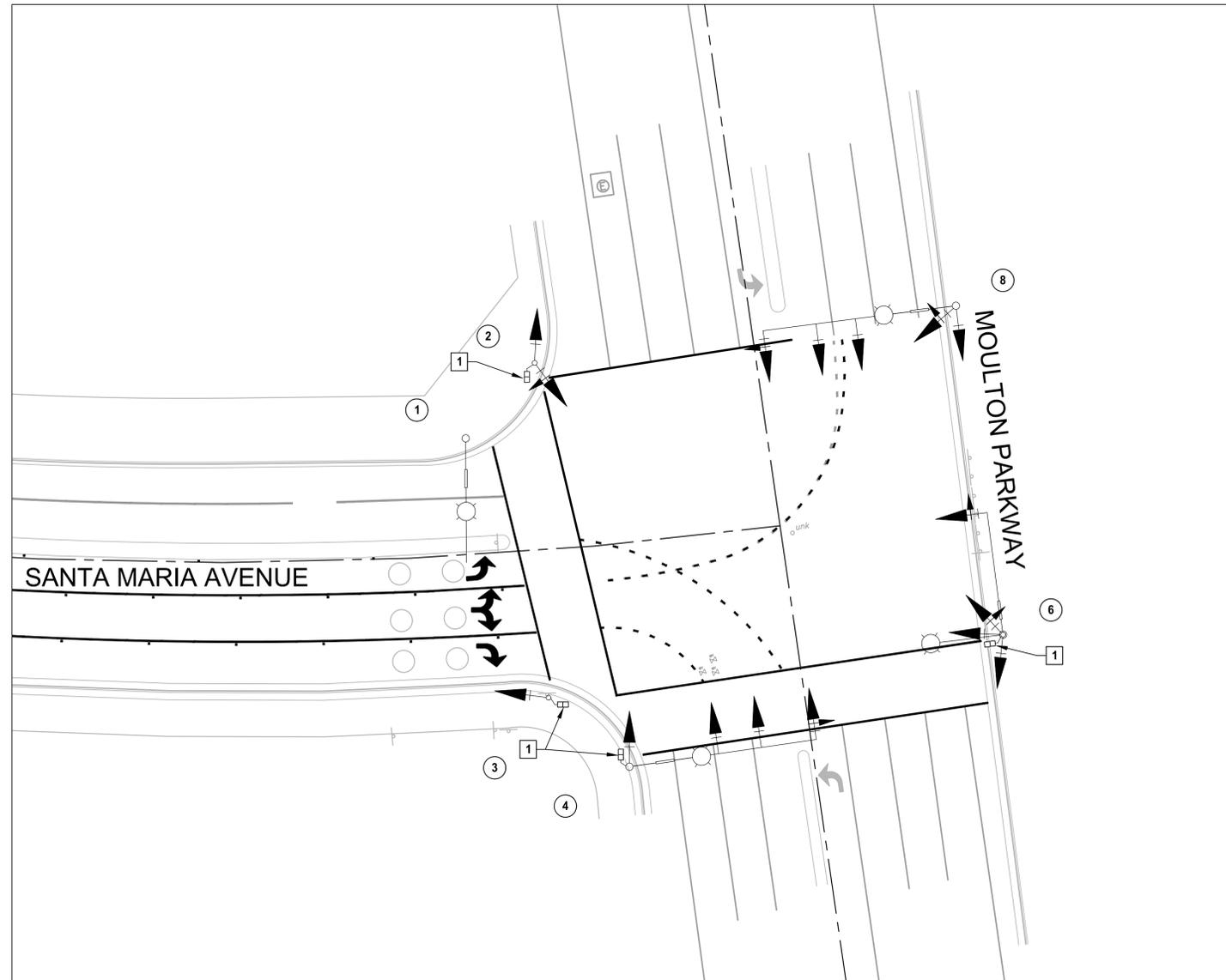
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CITY OF LAGUNA WOODS
PAVEMENT MANAGEMENT PLAN PROJECT
(EASTBOUND SANTA MARIA AVE. BETWEEN SANTA VITTORIA DR. AND MOULTON PKWY)

STRIPING PLAN

DWN BY: KD	APPROVED BY: <i>[Signature]</i>	PROJECT NO. _____
CKD BY: GT/JH	DATE: NOV 2025	SHEET: 5
SCALE: AS NOTED		OF: 7 SHEETS

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LEGEND

- NEW VEHICLE HEAD
- INTERNALLY ILLUMINATED STREET NAME SIGN
- PED HEAD

I.I.S.N.S. REPLACEMENT AND SIGNAL HEAD REPLACEMENT					
POLE	POLE TYPE	SIGNAL MOUNTING**		I.I.S.N.S. (LED)	I.I.S.N.S. LEGEND
		POLE	M.A.		
①	19-4-100			New*	Moulton Pkwy
②	1-A	TV-2-T (N)			
③	1-A	TV-1-T (N)			
④	29-5-100	SV-1-T (N)	3 MAS (N)	New*	Santa Maria Ave
⑥	19-3-100	SV-3-TA (N)	MAS-4B (N)	New*	Moulton Pkwy
⑧	29-5-100	SV-2-TA (N)	3 MAS (N)	New*	Santa Maria Ave

DISPOSITION NOTES

- ① PROTECT IN PLACE

(N) - NEW

- * CITY FURNISHED FOR CONTRACTOR TO INSTALL
- ** NEW MOUNTING BRACKETS AND DISPOSAL OF EXISTING MOUNTING BRACKETS AND SIGNAL HEADS REQUIRED

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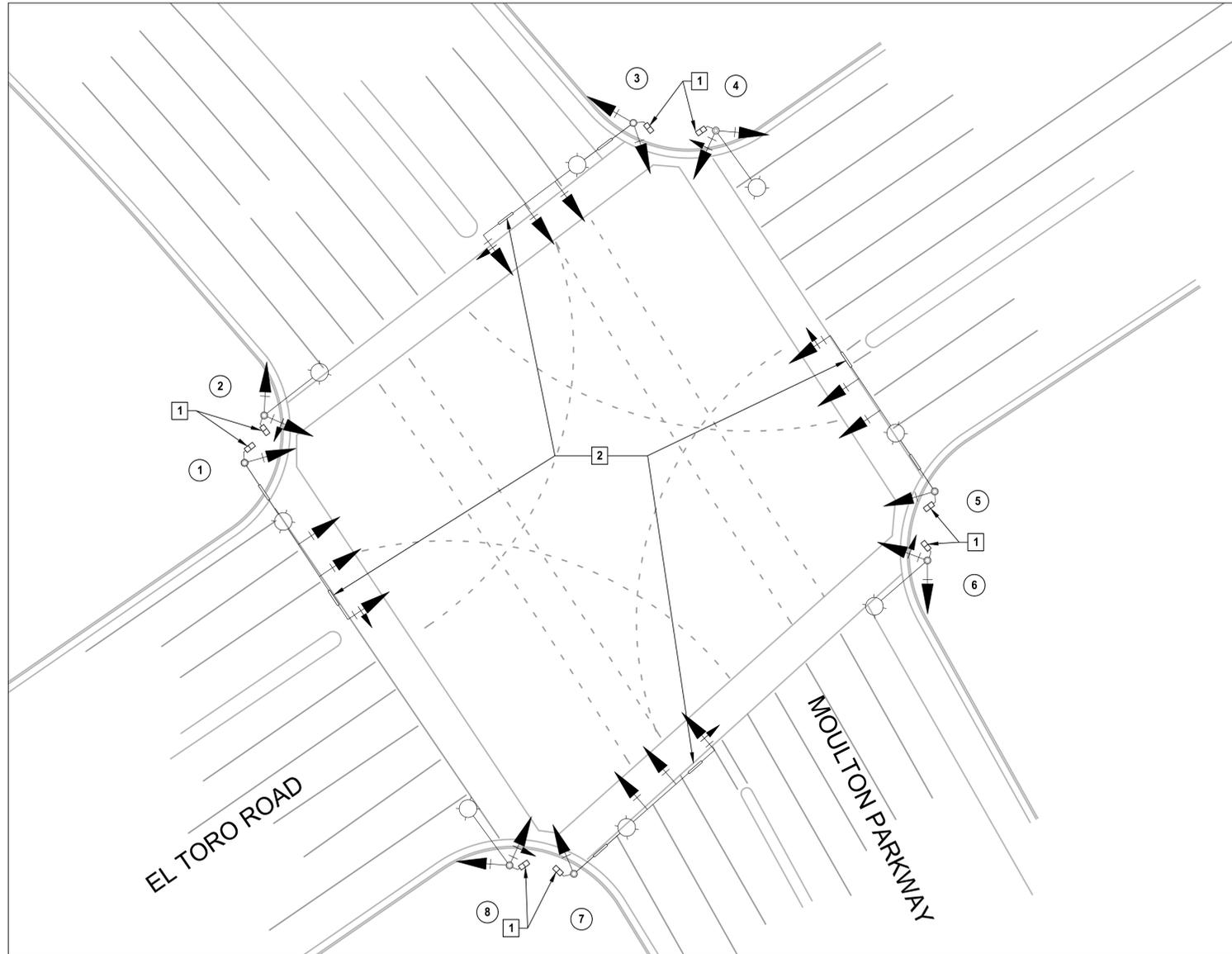
CITY OF LAGUNA WOODS

PAVEMENT MANAGEMENT PLAN PROJECT
(EASTBOUND SANTA MARIA AVE. BETWEEN
SANTA VITTORIA DR. AND MOULTON PKWY)
**SANTA MARIA AVENUE AND MOULTON PARKWAY
I.I.S.N.S. AND SIGNAL HEAD REPLACEMENT**

DWN BY: <u>KD</u>	APPROVED BY:	PROJECT NO. _____
CKD BY: <u>GT/JH</u>	CITY ENGINEER R.C.E. # 51209	SHEET: <u>6</u>
SCALE: <u>AS NOTED</u>	DATE: <u>NOV 2025</u>	OF: <u>7</u> SHEETS

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LEGEND

- NEW VEHICLE HEAD
- INTERNALLY ILLUMINATED STREET NAME SIGN
- PED HEAD



R73-5 (CA)

I.I.S.N.S. REPLACEMENT AND SIGNAL HEAD REPLACEMENT					
POLE	POLE TYPE	SIGNAL MOUNTING **		I.I.S.N.S. (LED)	I.I.S.N.S. LEGEND
		POLE	M.A.		
①	29-5-70	SV-1-T (N)	3 MAS	New*	Moulton Pkwy
②	15-TS	SV-1-T (N)			
③	61-5-100	SV-1-T (N)*** SV-1-T (N)	3 MAS	New*	El Toro Rd
④	15-TS	SV-2-T (N)			
⑤	29-5-100	SV-1-T (N)	3 MAS	New*	Moulton Pkwy
⑥	15-TS	SV-2-T (N)			
⑦	61-5-100	SV-1-T (N)	3 MAS	New*	El Toro Rd
⑧	15-TS	SV-2-T (N)			

(N) - NEW

- * CITY FURNISHED FOR CONTRACTOR TO INSTALL
- ** NEW MOUNTING BRACKETS AND DISPOSAL OF EXISTING MOUNTING BRACKETS AND SIGNAL HEADS REQUIRED
- *** HIGH MOUNT

DISPOSITION NOTES

- ① PROTECT IN PLACE
- ② REMOVE EXISTING SIGN AND INSTALL NEW R73-5 (CA) ON MAST ARM

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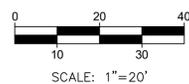
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CITY OF LAGUNA WOODS

PAVEMENT MANAGEMENT PLAN PROJECT
(EASTBOUND SANTA MARIA AVE. BETWEEN
SANTA VITTORIA DR. AND MOULTON PKWY)
**EL TORO ROAD AND MOULTON PARKWAY
I.I.S.N.S. AND SIGNAL HEAD REPLACEMENT**

DWN BY: <u>KD</u>	APPROVED BY: <u>[Signature]</u>	PROJECT NO. _____
CKD BY: <u>GT/JH</u>	_____ CITY ENGINEER R.C.E. # 51209	SHEET: <u>7</u>
SCALE: <u>AS NOTED</u>	DATE: <u>NOV 2025</u>	OF: <u>7</u> SHEETS

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RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2025-27 BUDGET AND WORK PLAN FOR FISCAL YEAR 2025-26 COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026, AND FISCAL YEAR 2026-27 COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027, INCREASING GENERAL FUND AND CAPITAL PROJECTS FUND APPROPRIATIONS FOR THE “PAVEMENT MANAGEMENT PLAN PROJECT (EASTBOUND SANTA MARIA AVENUE BETWEEN SANTA VITTORIA DRIVE AND MOULTON PARKWAY)”

WHEREAS, the Fiscal Years 2025-26 Budget (“Budget”) was adopted by the City Council on June 25, 2025 (Resolution No. 25-18); and

WHEREAS, per City Administrative Policy 2.9, increases in adopted fund-level Budget appropriations require City Council approval; and

Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway)

WHEREAS, the “Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway)” is included in the Capital Improvement Program; and

WHEREAS, appropriations for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) were established in an amount estimated as of April 2025, subject to the completion of design documents, construction drawings, and competitive bidding; and

WHEREAS, appropriations for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) include \$85,000 in General Fund monies, representing the estimated cost of the work to occur on a portion of Santa Maria Avenue in Laguna Hills and reimbursed by the City of Laguna Hills; and

WHEREAS, design documents, construction drawings, and bidding for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between

Santa Vittoria Drive and Moulton Parkway) are now complete; and

WHEREAS, staff estimates that the City of Laguna Hills’ reimbursement for the work to occur on a portion of Santa Maria Avenue in Laguna Hills will total \$93,700, an increase of \$8,700 over existing appropriations; and

WHEREAS, the City Council wishes to increase Fiscal Year 2025-26 appropriations for the Capital Projects Fund for the Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) in the amount of \$8,700; and

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

WHEREAS, the increased appropriations in the General Fund would be used to transfer that same amount to the Capital Projects Fund; Capital Projects Fund appropriations would be increased accordingly; and

WHEREAS, with the proposed Budget adjustment, the total Pavement Management Plan Project (Eastbound Santa Maria Avenue between Santa Vittoria Drive and Moulton Parkway) budget would be \$440,482 (\$93,700 Capital Projects Fund, \$346,782 in Road Maintenance & Rehabilitation Program Fund).

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. 25-18, as previously amended by Resolution Nos. 25-28, 25-34, and 25-XX, is hereby amended, in its entirety, to read as follows:

[CONTINUED ON NEXT PAGE]

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

	<i>Fiscal Year 2025-26 Adopted Budget</i>	<i>Fiscal Year 2024-25 Carryover Appropriations</i>	<i>Fiscal Year 2025-26 Budget Amendments</i>	<i>Fiscal Year 2025-26 Amended Budget</i>
General Fund	\$10,814,328 (includes transfers to Capital Projects Fund of \$1,860,000 and to the Senior Mobility Fund of \$406,052)	\$64,902	\$355,654 ^{A,B,D}	\$11,234,884 (includes transfers to Capital Projects Fund of \$2,199,307 and to the Senior Mobility Fund of \$406,052)
Capital Projects Fund	\$1,860,000	\$687,100	\$493,074 ^{B,C,D}	\$3,040,174
Fuel Tax	\$404,557	-	-	\$404,557
Road Maintenance & Rehabilitation Program	\$515,824	\$14,993	-	\$530,817
Measure M2 (OC Go)	\$267,780	-	-	\$267,780
Service Authority for Abandoned Vehicles	\$0	-	-	\$0
Supplemental Law Enforcement Services	\$231,600	-	-	\$231,600
Mobile Source Reduction	\$10,000	-	-	\$10,000
PEG/Cable Television	\$15,000	-	-	\$15,000
Senior Mobility	\$652,598	-	-	\$652,598
Community Development Block Grant (CDBG)	\$500,000	-	-	\$500,000
Federal Grants	\$0	\$233,233	-	\$233,233
State of California Grants	\$0	\$274,924	-	\$274,924
Miscellaneous Special Revenue	\$0	-	-	\$0
Laguna Woods Civic Support Fund	\$300	-	-	\$300
Less: Transfer to Other Funds	(\$2,266,052)	-	(\$339,307) ^{B,D}	(\$2,605,359)
TOTAL	\$13,005,935	\$1,275,151	\$509,421	\$14,790,507

^A Fund Budget Adjustment CC-25/26-01: City Manager Agreement, +\$16,347 (R 25-28)

^B Fund Budget Adjustment CC-25/26-02: Woods End Project, +\$330,607 (R 25-34)

^C Fund Budget Adjustment CC-25/26-03: Unspent Capital Projects Funds, +\$153,767 (R 25-XX)

ITEM 7.6 – Attachment C

^D Fund Budget Adjustment CC-25/26-04: Pavement Project FY 2025-26, +\$8,700 (R 25-XX)

	<i>Fiscal Year 2026-27 Adopted Budget</i>	<i>Fiscal Year 2025-26 Carryover Appropriations</i>	<i>Fiscal Year 2026-27 Budget Amendments</i>	<i>Fiscal Year 2026-27 Amended Budget</i>
General Fund	\$9,611,466 (includes transfers to Capital Projects Fund of \$350,000 and to the Senior Mobility Fund of \$406,052)	-	\$19,674 ^A	\$9,631,140 (includes transfers to Capital Projects Fund of \$350,000 and to the Senior Mobility Fund of \$406,052)
Capital Projects Fund	\$350,000	-	-	\$350,000
Fuel Tax	\$439,580	-	-	\$439,580
Road Maintenance & Rehabilitation Program	\$529,206	-	-	\$529,206
Measure M2 (OC Go)	\$284,878	-	-	\$284,878
Service Authority for Abandoned Vehicles	\$0	-	-	\$0
Supplemental Law Enforcement Services	\$231,600	-	-	\$231,600
Mobile Source Reduction	\$10,500	-	-	\$10,500
PEG/Cable Television	\$15,000	-	-	\$15,000
Senior Mobility	\$686,906	-	-	\$686,906
Community Development Block Grant (CDBG)	\$500,000	-	-	\$500,000
Federal Grants	\$0	-	-	\$0
State of California Grants	\$0	-	-	\$0
Miscellaneous Special Revenue	\$0	-	-	\$0
Laguna Woods Civic Support Fund	\$300	-	-	\$300
Less: Transfer to Other Funds	(\$756,052)	-	(\$0)	(\$756,052)
TOTAL	\$12,309,436	\$0	\$19,674	\$12,329,110

^A Fund Budget Adjustment CC-26/27-01: City Manager Agreement, +\$19,674 (R 25-28)

The budget appropriations authorized by this section reflect the Fiscal Years 2025-

26 adopted budgets, plus authorized budget adjustments approved between July 1, 2025 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 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 2025.

SHARI L. HORNE, 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. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

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7.7 MEASURE M2 (OC GO) EXPENDITURE REPORT

**For additional information on this item,
please refer to Item 7.0 (Consent Calendar Summary).**

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RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING AND CONCERNING THE MEASURE M2 EXPENDITURE REPORT FOR FISCAL YEAR 2024-25 COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025

WHEREAS, local jurisdictions are required to meet eligibility requirements and submit eligibility verification packages to the Orange County Transportation Authority (“OCTA”) in order to remain eligible to receive Measure M2 funds; and

WHEREAS, local jurisdictions are required to adopt an annual Measure M2 Expenditure Report as part of one of the Measure M2 eligibility requirements; and

WHEREAS, local jurisdictions are required to account for Net Revenues, developer/traffic impact fees, and funds expended by local jurisdiction in the Measure M2 Expenditure Report that satisfy the Measure M2 Maintenance of Effort requirements; and

WHEREAS, the Measure M2 Expenditure Report is required to include all Net Revenue fund balances, interest earned, and expenditures identified by type and program or project; and

WHEREAS, the Measure M2 Expenditure Report is required to be adopted and submitted to the OCTA each year within six months of the end of each local jurisdiction’s fiscal year to be eligible to receive Net Revenues as part of Measure M2.

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

SECTION 1. That the Measure M2 Expenditure Report for the Fiscal Year ended June 30, 2025, attached hereto as Exhibit A, is in conformance with the template provided in the Measure M2 Eligibility Guidelines and accounts for Net Revenues, including interest earned, expenditures during the fiscal year, and balances at the end of the fiscal year.

SECTION 2. That the Measure M2 Expenditure Report for the Fiscal Year ended June 30, 2025, attached hereto as Exhibit A, is hereby adopted by the City of

Laguna Woods.

SECTION 3. That the City of Laguna Woods’ Administrative Services Director/City Treasurer is hereby authorized to sign and submit the Measure M2 Expenditure Report to the OCTA for the Fiscal Year ended June 30, 2025, acting in the capacity of the City of Laguna Woods’ Director of Finance.

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 2025.

SHARI L. HORNE, 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. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

City of Laguna Woods

M2 Expenditure Report
Fiscal Year Ended June 30, 2025
Beginning and Ending Balances

Description	Line No.	Amount	Interest
Balances at Beginning of Fiscal Year			
A-M Freeway Projects	1	\$ -	\$ -
O Regional Capacity Program (RCP)	2	\$ -	\$ -
P Regional Traffic Signal Synchronization Program (RTSSP)	3	\$ (3,109.56)	\$ 1,035.00
Q Local Fair Share	4	\$ 298,832.58	\$ -
R High Frequency Metrolink Service	5	\$ -	\$ -
S Transit Extensions to Metrolink	6	\$ -	\$ -
T Convert Metrolink Station(s) to Regional Gateways that connect Orange County with High-Speed Rail Systems	7	\$ -	\$ -
U Senior Mobility Program or Senior Non-Emergency Medical Program	8	\$ 98,581.86	\$ -
V Community Based Transit/Circulators	9	\$ -	\$ -
W Safe Transit Stops	10	\$ -	\$ -
X Environmental Cleanup Program (Water Quality)	11	\$ -	\$ -
Other*	12	\$ -	\$ -
Balances at Beginning of Fiscal Year	13	\$ 394,304.88	\$ 1,035.00
Monies Made Available During Fiscal Year	14	\$ 408,521.65	\$ 18,469.12
Total Monies Available (Sum Lines 13 & 14)	15	\$ 802,826.53	\$ 19,504.12
Expenditures During Fiscal Year	16	\$ 405,294.73	\$ 18,469.12
Balances at End of Fiscal Year			
A-M Freeway Projects	17	\$ -	\$ -
O Regional Capacity Program (RCP)	18	\$ -	\$ -
P Regional Traffic Signal Synchronization Program (RTSSP)	19	\$ (3,109.56)	\$ 1,035.00
Q Local Fair Share	20	\$ 400,641.36	\$ -
R High Frequency Metrolink Service	21	\$ -	\$ -
S Transit Extensions to Metrolink	22	\$ -	\$ -
T Convert Metrolink Station(s) to Regional Gateways that connect Orange County with High-Speed Rail Systems	23	\$ -	\$ -
U Senior Mobility Program or Senior Non-Emergency Medical Program	24	\$ -	\$ -
V Community Based Transit/Circulators	25	\$ -	\$ -
W Safe Transit Stops	26	\$ -	\$ -
X Environmental Cleanup Program (Water Quality)	27	\$ -	\$ -
Other*	28	\$ -	\$ -

* Please provide a specific description

The Senior Mobility Program (Project U) beginning balance was adjusted by \$119,270, due to the finding noted during the Agreed Upon Procedures conducted in January 2025.

M2 Expenditure Report
Fiscal Year Ended June 30, 2025
Sources and Uses

Description	Line No.	Amount	Interest
Revenues:			
A-M Freeway Projects	1	\$ -	\$ -
O Regional Capacity Program (RCP)	2	\$ -	\$ -
P Regional Traffic Signal Synchronization Program (RTSSP)	3	\$ -	\$ -
Q Local Fair Share	4	\$ 309,405.85	\$ 15,648.59
R High Frequency Metrolink Service	5	\$ -	\$ -
S Transit Extensions to Metrolink	6	\$ -	\$ -
T Convert Metrolink Station(s) to Regional Gateways that connect Orange County with High-Speed Rail Systems	7	\$ -	\$ -
U Senior Mobility Program or Senior Non-Emergency Medical Program	8	\$ 99,115.80	\$ 2,820.53
V Community Based Transit/Circulators	9	\$ -	\$ -
W Safe Transit Stops	10	\$ -	\$ -
X Environmental Cleanup Program (Water Quality)	11	\$ -	\$ -
Other*	12	\$ -	\$ -
TOTAL REVENUES (Sum lines 1 to 12)	13	\$ 408,521.65	\$ 18,469.12
Expenditures:			
A-M Freeway Projects	14	\$ -	\$ -
O Regional Capacity Program (RCP)	15	\$ -	\$ -
P Regional Traffic Signal Synchronization Program (RTSSP)	16	\$ -	\$ -
Q Local Fair Share	17	\$ 207,597.07	\$ 15,648.59
R High Frequency Metrolink Service	18	\$ -	\$ -
S Transit Extensions to Metrolink	19	\$ -	\$ -
T Convert Metrolink Station(s) to Regional Gateways that connect Orange County with High-Speed Rail Systems	20	\$ -	\$ -
U Senior Mobility Program or Senior Non-Emergency Medical Program	21	\$ 197,697.66	\$ 2,820.53
V Community Based Transit/Circulators	22	\$ -	\$ -
W Safe Transit Stops	23	\$ -	\$ -
X Environmental Cleanup Program (Water Quality)	24	\$ -	\$ -
Other*	25	\$ -	\$ -
TOTAL EXPENDITURES (Sum lines 14 to 25)	26	\$ 405,294.73	\$ 18,469.12
TOTAL BALANCE (Subtract line 26 from 13)	27	\$ 3,226.92	\$ -

* Please provide a specific description

M2 Expenditure Report
Fiscal Year Ended June 30, 2025
Streets and Roads Detailed Use of Funds

Type of Expenditure	Line No.	MOE	Developer / Impact Fees ¹	O	O Interest	P	P Interest	Q	Q Interest	X	X Interest	Other M2 ²	Other M2 Interest	Other*	TOTAL
Indirect and/or Overhead	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 682.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 682.00
Construction & Right-of-Way															
New Street Construction	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Street Reconstruction	3a	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Street Reconstruction - Pavement	3b	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Signals, Safety Devices, & Street Lights	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pedestrian Ways & Bikepaths	5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Storm Drains	6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Storm Damage	7a	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Storm Damage - Pavement	7b	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Construction¹ (Sum Lines 2 to 7b)	8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Right of Way Acquisition	9	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Construction & Right-of-Way (Sum Lines 8 & 9)	10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance															
Patching	11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Overlay & Sealing	12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Street Lights & Traffic Signals	13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 206,915.07	\$ 15,648.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 222,563.66
Storm Damage	14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Street Purpose Maintenance	15a	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Street Purpose Maintenance - Pavement	15b	\$ 132,895.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 197,697.66	\$ 2,820.53	\$ -	\$ 333,413.95
Total Maintenance¹ (Sum Lines 11 to 15b)	16	\$ 132,895.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 206,915.07	\$ 15,648.59	\$ -	\$ -	\$ 197,697.66	\$ 2,820.53	\$ -	\$ 555,977.61
Other	17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTALS (Sum Lines 1, 10, 16, 17)	18	\$ 132,895.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 207,597.07	\$ 15,648.59	\$ -	\$ -	\$ 197,697.66	\$ 2,820.53	\$ -	\$ 556,659.61
Finance Director Confirmation	19	Any California State Constitution Article XIX streets and road eligible expenditure may be "counted" in local jurisdictions' calculation of MOE if the activity is supported (funded) by a local jurisdictions' discretionary funds (e.g. general fund). The California State Controller also provides useful information on Article XIX and the Streets and Highways Code eligible expenditures in its "Guidelines Relating to Gas Tax Expenditures for Cities and Counties". I have reviewed and am aware of these guidelines and their applicability in calculating and reporting on Maintenance of Effort expenditures. Finance Director initial: _____													

¹ Includes direct charges for staff time
² Other M2 includes A-M, R,S,T,U,V, and W
^{*} Transportation related only
^{*} Please provide a specific description

Legend	
Project	Description
A-M	Freeway Projects
O	Regional Capacity Program (RCP)
P	Regional Traffic Signal Synchronization Program (RTSSP)
Q	Local Fair Share
R	High Frequency Metrolink Service
S	Transit Extensions to Metrolink
T	Convert Metrolink Station(s) to Regional Gateways that connect Orange County with High-Speed Rail Systems
U	Senior Mobility Program or Senior Non-Emergency Medical Program
V	Community Based Transit/Circulators
W	Safe Transit Stops
X	Environmental Cleanup Program (Water Quality)

M2 Expenditure Report
Fiscal Year Ended June 30, 2025

I hereby certify that:

- ✓ All the information attached herein and included in schedules 1 through 4 is true and accurate to the best of my knowledge;
- ✓ The interest earned on Net Revenues allocated pursuant to the Ordinance shall be expended only for those purposes for which the Net Revenues were allocated;
- ✓ The City of Laguna Woods is aware of the State Controller’s “Guidelines Relating to Gas Tax Expenditures for Cities and Counties”, which is a guide for determining MOE Expenditures for M2 Eligibility purposes;
- ✓ The City’s Expenditure Report is in compliance with direction provided in the State Controller’s “Guidelines Relating to Gas Tax Expenditures for Cities and Counties;” and
- ✓ The City of Laguna Woods has expended in this fiscal year an amount of local discretionary funds for streets and roads purposes at least equal to or exceeding the FY 2024-25 MOE benchmark dollar amount ¹¹.

Elizabeth Torres

Director of Finance (Print Name)

Date

Signature

¹¹ Jurisdictions are encouraged to submit MOE eligible expenditures higher than their MOE benchmark, so that should certain expenses be ruled ineligible during an MOE audit, the local jurisdiction still has sufficient MOE expenditures to demonstrate continued achievement of the MOE benchmark.

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8.1

**CONDITIONAL USE PERMIT CUP-2025-0003, A
REQUEST BY THE CAMINO SCHOOL/ST.
NICHOLAS CATHOLIC CHURCH FOR
APPROVAL OF A CONDITIONAL USE PERMIT
AMENDING CONDITIONAL USE PERMIT CUP-
291 TO ALLOW FOR THE ESTABLISHMENT OF
AN EDUCATIONAL INSTITUTION USE,
ALTERNATIVE PROVISIONS TO OFF-STREET
PARKING REGULATIONS RESULTING IN A
REDUCTION IN AVAILABLE OFF-STREET
PARKING STALLS DURING CERTAIN HOURS,
AND INSTALLATION OF AN OUTDOOR SHED
AT THE PROPERTY LOCATED AT 24252 EL
TORO ROAD, 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: December 17, 2025 Regular Meeting

SUBJECT: Conditional Use Permit CUP-2025-0003, a request by The Camino School/St. Nicholas Catholic Church for approval of a conditional use permit amending Conditional Use Permit CUP-291 to allow for the establishment of an educational institution use, alternative provisions to off-street parking regulations resulting in a reduction in available off-street parking stalls during certain hours, and installation of an outdoor shed at the property located at 24252 El Toro Road, Laguna Woods, CA 92637

Recommendation

Cancel the public hearing.

(Note: This item will instead be considered at the City Council's meeting on January 21, 2026 at 2 p.m. at Laguna Woods City Hall 24264 El Toro Road, Laguna Woods, CA 92637.)

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8.2

**COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) PUBLIC FACILITIES & IMPROVEMENTS
PROJECT PROPOSALS**

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: December 17, 2025 Regular Meeting

SUBJECT: Community Development Block Grant (CDBG) Public Facilities & Improvements Project Proposals

Recommendation

1. Receive staff report.

AND
2. Open public hearing.

AND
3. Receive public testimony.

AND
4. Close public hearing.

AND
5. Ratify the City Manager’s submittal of a proposal to the County of Orange requesting \$500,000 in Community Development Block Grant (CDBG) funds under the Fiscal Year 2026-27 Public Facilities & Improvements grant program (County of Orange RFA #012-000089-NC) to support the “Pedestrian Accessibility Improvement Project: Phase 10”, which generally consists of:

- A \$250,000 primary project involving the reconstruction of two driveway crossings (one on Moulton Parkway generally south of the Mobil Station and one on Moulton Parkway south of The Coffee Bean and Tea Leaf before Laguna Country United Methodist Church); and
- A \$250,000 waitlist/expanded scope project involving the installation of two new safety lights at two intersections (El Toro Road/Canyon Wren Lane and El Toro Road/Calle Corta).

AND

6. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RATIFYING THE SUBMITTAL OF A PROPOSAL TO THE COUNTY OF ORANGE FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS, PROSPECTIVELY ACCEPTING THE AWARD OF SUCH CDBG FUNDS, MAKING RELATED AUTHORIZATIONS RELATED TO THE FISCAL YEAR 2026-27 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFA #012-000089-NC), AND DETERMINING AND CERTIFYING THAT THE SUBMITTAL OF A PROPOSAL AND ACCEPTANCE OF THE AWARD OF FUNDS IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Background

As allowed by federal law, Orange County cities with populations less than 50,000 may choose to compete for Community Development Block Grant (“CDBG”) funds through programs administered by the State of California or the County of Orange. Laguna Woods and the cities of Brea, Cypress, Dana Point, Laguna Beach, Laguna Hills, La Palma, Los Alamitos, Seal Beach, Stanton, and Villa Park compete for CDBG funds through the Orange County Urban County CDBG Program administered by the County of Orange.

Under the Orange County Urban County CDBG Program, the County of Orange accepts proposals for Public Facilities and Improvements (“PF&I”) grants, annually. A public hearing is required as part of the proposal process.

For the Orange County Urban County CDBG Program’s Fiscal Year 2026-27 PF&I

application cycle, the City is able to submit one proposal requesting funding for one primary project and one waitlist/expanded scope project. Projects must address one or more of the County of Orange’s high priorities:

1. Parks and recreation facilities;
2. Senior centers;
3. Homeless facilities;
4. Neighborhood facilities;
5. Water/sewer improvements;
6. Street and lighting improvements; and
7. Sidewalk improvements.

All proposals must be submitted for public facilities. Previously, the City of Seal Beach submitted a proposal for street, sidewalk, and solar improvements located within Leisure World Seal Beach. United States Department of Housing and Urban Development (“HUD”) staff ultimately determined that the proposal was ineligible as the work would have occurred within a gated community.

Recent CDBG funding awards for the City have included:

- Fiscal Year 2017-18: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 1” – \$145,700
- Fiscal Year 2018-19: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 2” – \$145,700
- Fiscal Year 2019-20: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 3” – \$145,700
- Fiscal Year 2020-21: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4” – \$150,000
- Fiscal Year 2021-22: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5” – \$150,000 [subsequent to the award, an additional \$200,000 was awarded for a total of \$350,000; as with all previous ADA Project awards, no match by City funds was required]
- Fiscal Year 2022-23: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 6” – \$150,000 [subsequent to the award, an additional \$200,000 was awarded for a total of \$350,000; as with all previous ADA Project awards, no match by City funds was required]
- Fiscal Year 2023-24: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7” – \$150,000
- Fiscal Year 2024-25: “Americans with Disabilities Act (ADA) Pedestrian

Accessibility Improvement Project: Phase 8” – \$250,000

- Fiscal Year 2025-26: “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9” – \$500,000 [this award consisted of \$250,000 for the primary project and \$250,000 for the waitlist/expanded scope project; as with all previous ADA Project awards, no match by City funds was required]
- TOTAL FUNDING AWARDED TO THE CITY SINCE THE BEGINNING OF THE ANNUAL ADA PROJECT: \$2,087,100

Discussion

At today’s meeting, the City Council will conduct a public hearing regarding CDBG funding, as such funding is authorized under Title 1 of the Housing and Community Development Act of 1974, as amended. During the public hearing, residents and members of the public are encouraged to provide input on community needs and project priorities related to public facilities and improvements, including on the City’s potential projects and the City’s submittal of proposals for CDBG funding to the County of Orange for consideration as part of the Orange County Urban County Program. Following the public hearing, the City Council will consider taking actions regarding the submittal of such proposals.

Staff recommends that the City Council ratify the City Manager’s submission of a proposal requesting \$500,000 in CDBG funds to support the “Pedestrian Accessibility Improvement Project: Phase 10” (“Project”). The Project includes:

- A \$250,000 primary project involving the reconstruction of two driveway crossings (one on Moulton Parkway generally south of the Mobil Station and one on Moulton Parkway south of The Coffee Bean and Tea Leaf before Laguna Country United Methodist Church); and
- A \$250,000 waitlist/expanded scope project involving the installation of two new safety lights at two intersections (El Toro Road/Canyon Wren Lane and El Toro Road/Calle Corta).

The City may receive funding for only the primary project or both the primary project and the waitlist/expanded scope project.

The Project is included in the Fiscal Years 2025-37 Capital Improvement Program as a planned project for Fiscal Year 2026-27, contingent on the receipt of external funding. The Capital Improvement Program anticipates that the City will apply for CDBG funding for the Project. The scope of work conceptualized in the Fiscal Years

2025-37 Capital Improvement Program differs from the scope of work described in this agenda report due to further assessment by staff regarding project feasibility, readiness, and strategies to best leverage CDBG funding.

The County of Orange anticipates awarding funding in spring 2026 with grant terms beginning and ending in Fiscal Year 2026-27. The County of Orange may award funding for waitlist/expanded scope projects in winter 2026 or early 2027.

Environmental Review

The City Council is asked to find that this action has no possibility of having a significant effect on the environment. The action relates only to the submittal of funding proposals and prospective acceptance of the award of funds. The action would not authorize any construction nor physical change or improvement. The environmental review of potential future projects, were funding to be received, would occur during those project design and development processes. Therefore, the submittal of funding proposals and prospective acceptance of the award of funds is not a project subject to the California Environmental Quality Act (“CEQA”) pursuant to sections 15378(b)(4) and 15061(b)(3) of Title 14 of the California Code of Regulations.

Fiscal Impact

Funds received under the Orange County Urban County CDBG Program in amounts of \$250,000 or less per fiscal year, per project, are not required to be matched by City funds. For the match requirement, the primary project and the waitlist/expanded scope project are considered separate projects.

Grant funds would be received on a reimbursement basis, meaning that the City would be required to make expenditures in advance of receiving offsetting revenue from the County of Orange. Sufficient funds are available within the unassigned General Fund balance for such temporary “loans,” which are explicitly permitted by Administrative Policy 2.9 (Budgeting, Reserves, and Reporting).

Grant funds would be administered by existing staff.

Report Prepared With: April Baumgarten, Public Works Administrator

Attachment: A – Proposed Resolution

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RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RATIFYING THE SUBMITTAL OF A PROPOSAL TO THE COUNTY OF ORANGE FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS, PROSPECTIVELY ACCEPTING THE AWARD OF SUCH CDBG FUNDS, MAKING RELATED AUTHORIZATIONS RELATED TO THE FISCAL YEAR 2026-27 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFA #012-000089-NC), AND DETERMINING AND CERTIFYING THAT THE SUBMITTAL OF A PROPOSAL AND ACCEPTANCE OF THE AWARD OF FUNDS IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the City participates in the Urban County Program administered by the County of Orange, which allows the City to compete for Community Development Block Grant (“CDBG”) funds; and

WHEREAS, the County of Orange began accepting proposals for CDBG funds under the Fiscal Year 2026-27 Public Facilities & Improvements grant program (County of Orange RFA #012-000089-NC) on November 5, 2025, which provided the City with insufficient time to notice the required public hearing for the City Council’s regular meeting on November 19, 2025; and

WHEREAS, proposals for CDBG funds under the Fiscal Year 2026-27 Public Facilities & Improvements grant program (County of Orange RFA #012-000089-NC) were due to the County of Orange on December 5, 2025 and the City Council had no regular meetings scheduled between November 19, 2025 and December 5, 2025; and

WHEREAS, the City Manager submitted a proposal for CDBG funds under the Fiscal Year 2026-27 Public Facilities & Improvements grant program (County of Orange RFA #012-000089-NC) to support the “Pedestrian Accessibility Improvement Project: Phase 9”, prior to the December 5, 2025 deadline; and

WHEREAS, on December 17, 2025, the City Council, after giving notice thereof as required by law, held a public hearing regarding the matter described in this resolution and accompanying agenda report; and

WHEREAS, the City Council has carefully considered all pertinent

testimony, as well as all information contained in the agenda report prepared for the matter described in this resolution, as presented at the public hearing; and

WHEREAS, the City desires to ratify the City Manager’s submission of the proposal for CDBG funds described in this resolution, prospectively accept the award of CDBG funds described in this resolution and authorize the execution of related agreements, contracts, amendments, and other documentation.

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

SECTION 1. The above recitals are true and correct.

SECTION 2. The City Council ratifies the City Manager’s submission of a proposal for CDBG funds under the Fiscal Year 2026-27 Public Facilities & Improvements grant program (County of Orange RFA #012-000089-NC) to support the “Pedestrian Accessibility Improvement Project: Phase 10.”

SECTION 3. The City prospectively accepts the award of up to \$500,000 in CDBG funds through the County of Orange’s Urban County CDBG Program under County of Orange RFA #012-000089-NC, which will be used to support the City’s Public Facilities & Improvements Project titled “Pedestrian Accessibility Improvement Project: Phase 10.”

SECTION 4. The City Manager or his/her/their designee is authorized to execute, for and on behalf of the City, the necessary agreement(s) and/or any other documents or instruments required by the County of Orange and/or the United States Department of Housing and Urban Development for participation in the Urban County CDBG Program and/or for acceptance and administration of CDBG funds awarded under County of Orange RFA #012-000089-NC.

SECTION 5. After reviewing the entire project record, the City Council hereby determines and certifies that this action has no possibility of having a significant effect on the environment. The action relates only to the submittal of funding proposals and prospective acceptance of the award of funds. The action does not authorize any construction nor physical change or improvement. The environmental review of potential future projects, were funding to be received, would occur during those project design and development processes. Therefore, the submittal of funding proposals and prospective acceptance of the award of

funds is not a project subject to the California Environmental Quality Act (“CEQA”) pursuant to sections 15378(b)(4) and 15061(b)(3) of Title 14 of the California Code of Regulations.

SECTION 6. 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 2025.

SHARI L. HORNE, 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. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

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9.1

**FISCAL YEAR 2024-25 ANNUAL
COMPREHENSIVE FINANCIAL REPORT AND
VARIOUS FISCAL YEAR 2024-25-RELATED
REPORTS AND STATEMENTS FROM
INDEPENDENT AUDITORS/ACCOUNTANTS**

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager
Elizabeth Torres, Administrative Services Director/City Treasurer

FOR: December 17, 2025 Regular Meeting

SUBJECT: Fiscal Year 2024-25 Annual Comprehensive Financial Report and Various Fiscal Year 2024-25-related Reports and Statements from Independent Auditors/Accountants

Recommendation

Receive and file the following documents pertaining to Fiscal Year 2024-25:

- Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025 (Fiscal Year 2024-25); and
- Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards; and
- Independent Auditor's Statements on Auditing Standards 114 Letter: The Auditor's Communication with Those Charged with Governance; and
- Independent Accountants' Report on Agreed-Upon Procedures Applied to Appropriations Limit Worksheet No. 6 for the Fiscal Year Ended June 30, 2025; and
- Independent Accountants' Report on the Alternative Compliance Examination Engagement for Recipients That Would Otherwise be Required to Undergo a Single Audit or Program-Specific Audit as a Result of Receiving Coronavirus State and Local Fiscal Recovery Funds for the Fiscal Year Ended June 30, 2025.

Background

CliftonLarsonAllen LLP (“CLA”) has served as the City’s independent auditor since April 1, 2024 (for Fiscal Year 2023-24) and principally provides services to the City from its Irvine office. CLA’s Irvine office provides or has provided similar services for cities, special districts, and other local governments, including:

Table 1: CliftonLarsonAllen LLP Partial Government Client List

CliftonLarsonAllen LLP Partial Government Client List	
City of Alhambra	City of Santa Fe Springs
City of Burbank	City of Temple City
City of Camarillo	City of Victorville
City of Cerritos	City of Westminster
City of Chino	Camrosa Water District
City of Colton	Casitas Municipal Water District
City of Covina	Coachella Valley Water District
City of Del Mar	El Toro Water District
City of El Monte	Encina Wastewater Authority
City of El Segundo	Fallbrook Public Utility District
City of Escondido	Granada Community Services District
City of Fillmore	Inland Empire Utilities Agency
City of Glendale	La Habra Heights County Water District
City of Hesperia	Metro Wastewater Joint Powers Authority
City of Irvine	Midway City Sanitary District
City of La Cañada Flintridge	Monterey Peninsula Regional Park District
City of La Habra	Moulton Niguel Water District
City of Lake Forest	Orange County Mosquito & Vector Control District
City of Lancaster	Orange County Superintendent of Schools
City of Norco	Placentia Library District
City of Palos Verdes Estates	Public Agency Retirement Services
City of Pico Rivera	South Coast Water District
City of Placentia	Valley-Wide Recreation & Park District
City of Rancho Palos Verdes	Ventura Port District
City of San Buenaventura	Western Municipal Water District
City of Santa Ana	Western Riverside County Regional Wastewater Authority
City of Santa Barbara	

Additional information on CLA is available on their website www.claconnect.com and www.claconnect.com/en/locations/california/offices/cla-irvine.

On May 21, 2025, the City Council appointed councilmembers Connors and Lee to an Ad Hoc Audit Committee to work with the City's independent auditors on matters related to the Fiscal Year 2024-25 audit.

Discussion

Today's meeting is an opportunity for City Council discussion, as well as public input, regarding the Fiscal Year 2024-25 Annual Comprehensive Financial Report ("ACFR") (Attachment A) and various Fiscal Year 2024-25-related reports and statements from independent auditors/accountants (attachments B, C, D, and E).

Fiscal Year 2024-25 is the 11th year for which an ACFR has been prepared with each of the sections prescribed by the Governmental Accounting Standards Board ("GASB"). Preparation of an ACFR includes a broader presentation of financial statements than required by law and is optional, but encouraged, by GASB.

CLA concluded, based on their independent audit, that there was a reasonable basis for rendering an unmodified opinion that the financial statements for Fiscal Year 2024-25 were fairly presented in conformity with Generally Accepted Accounting Principles. No material weaknesses or significant deficiencies were identified in the City's internal control structure.

A representative from CLA will make a presentation and be available to answer questions at today's meeting.

Fiscal Impact

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

- Attachments:
- A – Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025 (Fiscal Year 2024-25)
 - B – Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards
 - C – Independent Auditor's Statements on Auditing Standards 114 Letter: The Auditor's Communication with Those Charged with Governance
 - D – Independent Accountants' Report on Agreed-Upon Procedures Applied to Appropriations Limit Worksheet No. 6 for the Fiscal Year Ended June 30, 2025
 - E – Independent Accountants' Report on the Alternative Compliance Examination

ITEM 9.1

Engagement for Recipients That Would Otherwise be Required to Undergo a Single Audit or Program-Specific Audit as a Result of Receiving Coronavirus State and Local Fiscal Recovery Funds for the Fiscal Year Ended June 30, 2025.

Attachment A

Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025
(Fiscal Year 2024-25)

TO VIEW THIS DOCUMENT ONLINE, PLEASE VISIT
<https://www.cityoflagunawoods.org/audit-reports/>

THIS DOCUMENT CAN ALSO BE OBTAINED BY CONTACTING
THE CITY CLERK'S OFFICE AT (949) 639-0500 OR
CITYHALL@CITYOFLAGUNAWOODS.ORG

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Attachment B

Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

TO VIEW THIS DOCUMENT ONLINE, PLEASE VISIT

<https://www.cityoflagunawoods.org/audit-reports/>

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Attachment C

Independent Auditor’s Statements on Auditing Standards 114 Letter: The Auditor’s Communication with Those Charged with Governance

TO VIEW THIS DOCUMENT ONLINE, PLEASE VISIT

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Attachment D

Independent Accountants' Report on Agreed-Upon Procedures Applied to
Appropriations Limit Worksheet No. 6 for the Fiscal Year Ended June 30, 2025

TO VIEW THIS DOCUMENT ONLINE, PLEASE VISIT

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CITYHALL@CITYOFLAGUNAWOODS.ORG

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Attachment E

Independent Accountants' Report on the Alternative Compliance Examination Engagement for Recipients That Would Otherwise be Required to Undergo a Single Audit or Program-Specific Audit as a Result of Receiving Coronavirus State and Local Fiscal Recovery Funds for the Fiscal Year Ended June 30, 2025

TO VIEW THIS DOCUMENT ONLINE, PLEASE VISIT

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9.2
CALIFORNIA EMPLOYERS' PENSION
PREFUNDING TRUST FUND

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager
Elizabeth Torres, Administrative Services Director/City Treasurer

FOR: December 17, 2025 Regular Meeting

SUBJECT: California Employers' Pension Prefunding Trust Fund

Recommendation

1. Approve a contribution of \$262,828 to the California Employers' Pension Prefunding Trust Fund ("CEPPT") for investment in the CEPPT Strategy 1 portfolio and authorize the City Manager and Administrative Services Director/City Treasurer to cause such contribution to be made and to execute agreements, documents, and certifications necessary to do so.

AND

2. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2025-27 BUDGET AND WORK PLAN FOR FISCAL YEAR 2025-26 COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026, AND FISCAL YEAR 2026-27 COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027, INCREASING GENERAL FUND APPROPRIATIONS FOR A CONTRIBUTION TO THE CALIFORNIA EMPLOYERS' PENSION PREFUNDING TRUST FUND ("CEPPT"), AND MAKING RELATED AUTHORIZATIONS

Background

Like many local governments in California, the City of Laguna Woods contracts with the California Public Employees' Retirement System ("CalPERS") to provide defined pension benefits for employees.

Qualified employees hired prior to January 1, 2013, or otherwise eligible pursuant to the Public Employees' Pension Reform Act of 2013 ("PEPRA"), are considered "classic" pension plan members. Classic members are enrolled in a pension plan with a "2% at age 55" retirement formula. Though not required by law, classic members contribute 7% of their annual covered salary to their pension plan.

Qualified employees hired on or after January 1, 2013, and not otherwise eligible for "classic" pension plan enrollment, are considered "PEPRA" pension plan members. PEPRA members are enrolled in a pension plan with a "2% at age 62" retirement formula. PEPRA members contribute a variable percentage of their annual covered salary to their pension plan in an amount calculated in accordance with state law (8% for Fiscal Year 2025-26).

The City is required to make employer contributions to its pension plans 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 pension plan assets and the total projected cost of earned pension benefits is referred to as "unfunded accrued liability."

Paying Off Unfunded Accrued Liability

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

"The City shall maintain an irrevocable Internal Revenue Code Section 115 trust fund to prefund employer contributions to California Public Employees' Retirement System (CalPERS) pension plans.

The City shall consider making lump sum payments to reduce unfunded accrued liability (UAL) for 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."

Since May 2017, the City Council has approved lump sum payments to reduce unfunded accrued liability for CalPERS pension plans totaling \$1,155,108.

Table 1: History of Lump Sum Payments to CalPERS

Date of City Council Approval of Lump Sum Payments	Total Lump Sum Payments (all CalPERS pension plans)
May 17, 2017	\$483,218
September 26, 2018	\$137,455
October 16, 2019	\$101,092
October 21, 2020	\$29,970
October 18, 2023	\$306,925
September 18, 2024	\$96,448
<p>Note: No lump sum payments were necessary between the lump sum payments approved on October 21, 2020 and October 18, 2023, or after the lump sum payments approved on September 18, 2024, due to the City's total liability being more than fully funded as a result of investment performance and prior contributions.</p>	

Prefunding Employer Contributions

In accordance with California Government Code Section 21711(a), the California Employers' Pension Prefunding Trust ("CEPPT") has been established in the State of California's Treasury for the purpose of allowing eligible public agencies to prefund required pension contributions. The CEPPT is an Internal Revenue Code Section 115 Irrevocable Trust similar to the California Employers' Retiree Benefit Trust ("CERBT") that the City has participated in since 2016 to prefund statutorily required retiree medical benefits. The CalPERS Board of Directors is responsible for the administration and investment of both the CEPPT and CERBT.

The CEPPT offers two investment portfolios that are concurrently available for investment by public agencies – a more aggressive and historically higher-yielding CEPPT Strategy 1 (Attachment C) and a more conservative and historically lower-yielding CEPPT Strategy 2 (Attachment D). As of October 31, 2025, the expected rates of return range from 5.4% in Strategy 1 to 4.9% in Strategy 2.

At the adjourned regular meeting on April 7, 2021, the City Council adopted two resolutions (Resolution Nos. 21-13 and 23-14) that enabled the City's participation in the CEPPT. Thereafter, an agreement to participate was entered into by the City and CalPERS with an effective date of April 20, 2021.

City Administrative Policy 2.9 (Budgeting, Reserves, and Reporting) contains the following provision related to pension prefunding:

“The City shall maintain an irrevocable Internal Revenue Code Section 115 trust fund to prefund pension liability incurred as a result of participation in CalPERS. The City shall strive to maintain a minimum balance of \$670,000 in the trust fund (the sum of the five most recent lump sum payments made by the City to pay off the entirety of its then-current UAL, as of January 1, 2025, rounded to the nearest ten thousand). After reaching a minimum balance of \$670,000, the City Council shall consider establishing new goals for the trust fund.

To reach a minimum balance of \$670,000, the City shall consider making at least annual contributions to the trust fund equal to 50% of the audited increase in the General Fund fund balance at the end of each fiscal year, beginning with Fiscal Year 2024-25. For fiscal years when there is no increase in the audited General Fund fund balance, the City shall consider contributing an alternative amount.

Contributions to the trust fund require approval of the City Council. Expenditures from the trust fund shall be made in a manner approved by the City Council.”

Since January 2024, the City Council has approved contributions to the CEPPT to prefund required pension contributions totaling \$268,045.

Table 2: History of Contributions to CEPPT

Date of City Council Approval of Contributions	Total Contributions	CEPPT Strategy Invested In
January 31, 2024	\$163,555	Strategy 1
December 18, 2024	\$104,490	Strategy 1

As of November 30, 2025, the City’s CEPPT investments, including both principal and earnings, totaled \$315,666.28 (of that amount, earnings total \$47,621.28).

Staff monitors and reports on the performance of CEPPT investments in each monthly City Treasurer’s report.

Discussion

Today’s meeting is an opportunity for City Council action, as well as public input, on a proposed contribution to the CEPPT. Staff recommends making a contribution

in order to further diversify the City's investment portfolio and pursue investment earnings to offset the City Council's regular practice of making lump sum payments to reduce unfunded accrued liability for CalPERS pension plans.

Approval of the proposed resolution (Attachment A) would result in a contribution of \$262,828 to the CEPPT, which would be invested in CEPPT Strategy 1. The proposed contribution is equal to 50% of the \$525,656 increase in the General Fund balance at the end of the previous fiscal year (i.e., 50% of Fiscal Year 2024-25's General Fund revenue over expenditures) and would increase the City's CEPPT investments to \$578,494.28, based on the value of the CEPPT investments as of November 30, 2025 (the actual amount would vary based on investment performance between November 30, 2025 and the date of the contribution).

Staff recommends investing the proposed contribution in CEPPT Strategy 1, rather than CEPPT Strategy 2, based on historical performance and the strength of the City's current financial position to accept greater investment risk.

While City Administrative Policy 2.2 (Investment of Financial Assets) does not apply to funds invested separately with independent fiduciaries, investing in the CEPPT would nevertheless further diversify the City's overall investment portfolio which would help avoid incurring unreasonable and avoidable risk associated with concentrating investments in unvaried investment types, maturity segments, or financial depositories and institutions.

Fiscal Impact

Sufficient funds to make the proposed contribution to the CEPPT are available within the unassigned General Fund balance, which currently totals approximately \$6.9 million. The proposed resolution would increase General Fund appropriations in the Fiscal Year 2025-26 Budget by \$262,828.

Once funds are contributed to the CEPPT, disbursements can only be made for pension contribution costs, subject to the terms of the City's CEPPT participation agreement. In addition to future lump sum payments to reduce unfunded accrued liability, disbursements could be made to pay annual employer contributions.

(The amounts in the proposed resolution assume approval of the recommendations for items 7.3 and 7.6 on today's agenda.)

- Attachments:
- A – Proposed Resolution
 - B – CEPPT Program Informational Flyer
 - C – CEPPT Fund Facts – Strategy 1 dated October 31, 2025
 - D – CEPPT Fund Facts – Strategy 2 dated October 31, 2025

RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2025-27 BUDGET AND WORK PLAN FOR FISCAL YEAR 2025-26 COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026, AND FISCAL YEAR 2026-27 COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027, INCREASING GENERAL FUND APPROPRIATIONS FOR A CONTRIBUTION TO THE CALIFORNIA EMPLOYERS’ PENSION PREFUNDING TRUST FUND (“CEPPT”), AND MAKING RELATED AUTHORIZATIONS

WHEREAS, the Fiscal Years 2025-26 Budget (“Budget”) was adopted by the City Council on June 25, 2025 (Resolution No. 25-18); and

WHEREAS, per City Administrative Policy 2.9, increases in adopted fund-level Budget appropriations require City Council approval; and

California Employers’ Pension Prefunding Trust Contribution

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

WHEREAS, in accordance with California Government Code Section 21711(a), the California Employers’ Pension Prefunding Trust (“CEPPT”) has been established in the State of California’s Treasury for the purpose of allowing eligible public agencies to prefund required pension contributions; and

WHEREAS, at the adjourned regular meeting on April 7, 2021, the City Council adopted two resolutions (Resolution Nos. 21-13 and 23-14) that enabled the City’s participation in the CEPPT; and

WHEREAS, an agreement for the City to participate in CEPPT was entered into by the City and CalPERS with an effective date of April 20, 2021; and

WHEREAS, staff recommends that the City contribute \$262,828 to the CEPPT for investment in the CEPPT Strategy 1 portfolio; and

WHEREAS, contributing to the CEPPT would further diversify the City’s investment portfolio and pursue investment earnings to offset the City Council’s

regular practice of making lump sum payments to reduce unfunded accrued liability for CalPERS pension plans; and

WHEREAS, it is necessary for the City Council to increase Fiscal Year 2025-26 appropriations for the General Fund in the amount of \$262,828, with the appropriation drawn from the unassigned General Fund balance, to allow for the contribution to the CEPPT; 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. 25-18, as previously amended by Resolution Nos. 25-28, 25-34, 25-XX, and 25-XX, is hereby amended, in its entirety, to read as follows:

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

	<i>Fiscal Year 2025-26 Adopted Budget</i>	<i>Fiscal Year 2024-25 Carryover Appropriations</i>	<i>Fiscal Year 2025-26 Budget Amendments</i>	<i>Fiscal Year 2025-26 Amended Budget</i>
General Fund	\$10,814,328 (includes transfers to Capital Projects Fund of \$1,860,000 and to the Senior Mobility Fund of \$406,052)	\$64,902	\$618,482 ^{A,B,D,E}	\$11,497,712 (includes transfers to Capital Projects Fund of \$2,199,307 and to the Senior Mobility Fund of \$406,052)
Capital Projects Fund	\$1,860,000	\$687,100	\$493,074 ^{B,C,D}	\$3,040,174
Fuel Tax	\$404,557	-	-	\$404,557
Road Maintenance & Rehabilitation Program	\$515,824	\$14,993	-	\$530,817
Measure M2 (OC Go)	\$267,780	-	-	\$267,780
Service Authority for Abandoned Vehicles	\$0	-	-	\$0

ITEM 9.2 – Attachment A

Supplemental Law Enforcement Services	\$231,600	-	-	\$231,600
Mobile Source Reduction	\$10,000	-	-	\$10,000
PEG/Cable Television	\$15,000	-	-	\$15,000
Senior Mobility	\$652,598	-	-	\$652,598
Community Development Block Grant (CDBG)	\$500,000	-	-	\$500,000
Federal Grants	\$0	\$233,233	-	\$233,233
State of California Grants	\$0	\$274,924	-	\$274,924
Miscellaneous Special Revenue	\$0	-	-	\$0
Laguna Woods Civic Support Fund	\$300	-	-	\$300
Less: Transfer to Other Funds	(\$2,266,052)	-	(\$339,307) ^{B,D}	(\$2,605,359)
TOTAL	\$13,005,935	\$1,275,151	\$772,249	\$15,053,335

^A Fund Budget Adjustment CC-25/26-01: City Manager Agreement, +\$16,347 (R 25-28)

^B Fund Budget Adjustment CC-25/26-02: Woods End Project, +\$330,607 (R 25-34)

^C Fund Budget Adjustment CC-25/26-03: Unspent Capital Projects Funds, +\$153,767 (R 25-XX)

^D Fund Budget Adjustment CC-25/26-04: Pavement Project FY 2025-26, +\$8,700 (R 25-XX)

^E Fund Budget Adjustment CC-25/26-05: CEPPT Contribution, +\$262,828 (R 25-XX)

	<i>Fiscal Year 2026-27 Adopted Budget</i>	<i>Fiscal Year 2025-26 Carryover Appropriations</i>	<i>Fiscal Year 2026-27 Budget Amendments</i>	<i>Fiscal Year 2026-27 Amended Budget</i>
General Fund	\$9,611,466 (includes transfers to Capital Projects Fund of \$350,000 and to the Senior Mobility Fund of \$406,052)	-	\$19,674 ^A	\$9,631,140 (includes transfers to Capital Projects Fund of \$350,000 and to the Senior Mobility Fund of \$406,052)
Capital Projects Fund	\$350,000	-	-	\$350,000
Fuel Tax	\$439,580	-	-	\$439,580
Road Maintenance & Rehabilitation Program	\$529,206	-	-	\$529,206
Measure M2 (OC Go)	\$284,878	-	-	\$284,878

Service Authority for Abandoned Vehicles	\$0	-	-	\$0
Supplemental Law Enforcement Services	\$231,600	-	-	\$231,600
Mobile Source Reduction	\$10,500	-	-	\$10,500
PEG/Cable Television	\$15,000	-	-	\$15,000
Senior Mobility	\$686,906	-	-	\$686,906
Community Development Block Grant (CDBG)	\$500,000	-	-	\$500,000
Federal Grants	\$0	-	-	\$0
State of California Grants	\$0	-	-	\$0
Miscellaneous Special Revenue	\$0	-	-	\$0
Laguna Woods Civic Support Fund	\$300	-	-	\$300
Less: Transfer to Other Funds	(\$756,052)	-	(\$0)	(\$756,052)
TOTAL	\$12,309,436	\$0	\$19,674	\$12,329,110

^A Fund Budget Adjustment CC-26/27-01: City Manager Agreement, +\$19,674 (R 25-28)

The budget appropriations authorized by this section reflect the Fiscal Years 2025-26 adopted budgets, plus authorized budget adjustments approved between July 1, 2025 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 a \$262,828 to the CEPPT for investment in the CEPPT Strategy 1 portfolio. The City Manager and Administrative Services Director/City Treasurer are hereby authorized to cause such contribution 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.

[SIGNATURES ON NEXT PAGE]

PASSED, APPROVED AND ADOPTED on this XX day of XX 2025.

SHARI L. HORNE, 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. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

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The California Employers' Pension Prefunding Trust

Prefund future pension costs with a CalPERS trust fund

The CEPPT is designed to give public agencies who offer defined benefit pensions the opportunity to save money by investing now for their future pension contributions.



102

Participating Employers



580% Growth

In Employer Participation From Inception to FY 2024-25



\$312.6 million

Assets Under Management

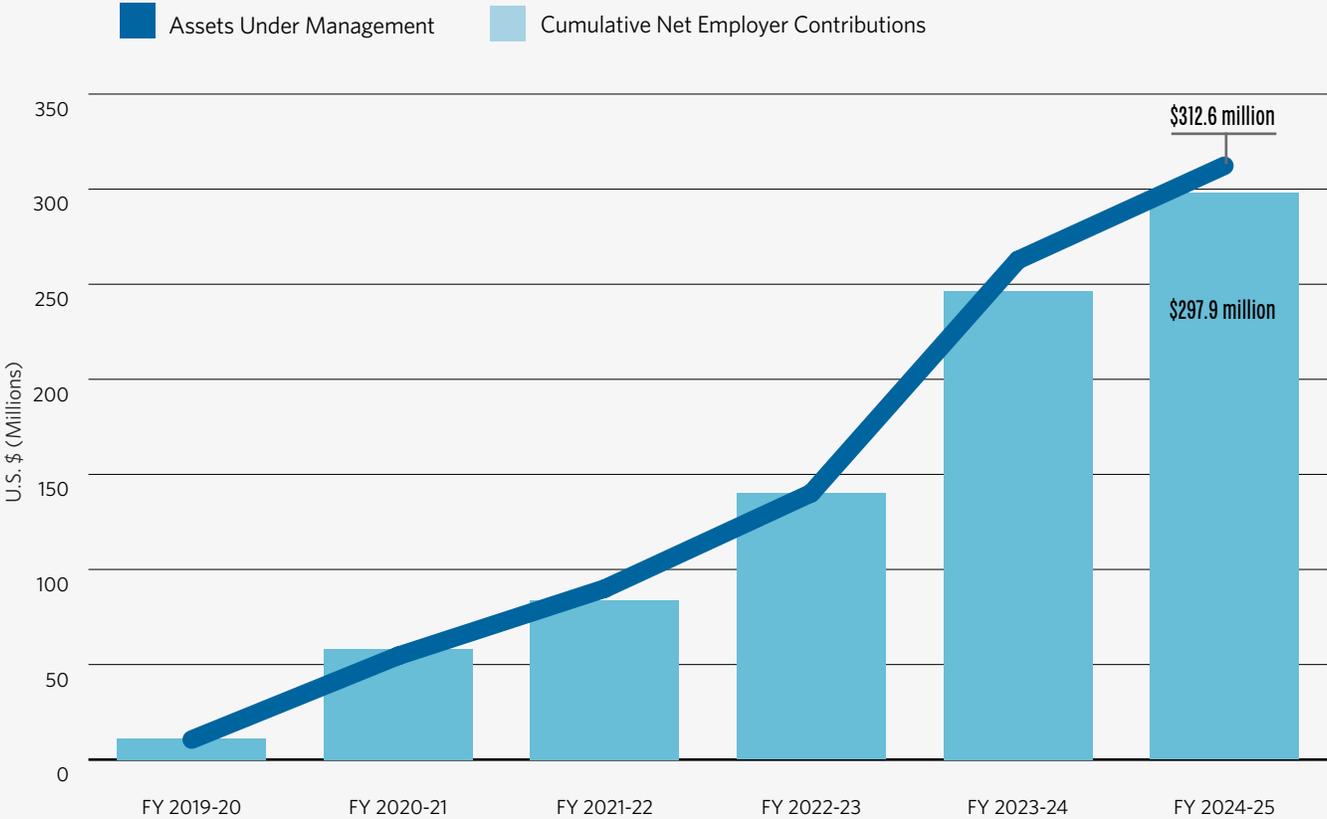
“ The CEPPT program gives us a powerful tool to help ensure the stabilization and sustainability of our long-term retirement benefits. With its low fees, flexibility, risk diversification, and professional staff, it is the perfect program to save money for our agency and the ratepayers we serve. ”

- Robert Housley, General Manager
Midway City Sanitary District, Orange

Choice of Asset Allocation Strategies

	Expected Rate of Return	Standard Deviation	Risk Level Less Conservative → More Conservative
Strategy 1	5.4%	8.4%	
Strategy 2	4.9%	5.9%	

Consistent Growth of CEPPT Fund Assets Since Inception



How can you use the CEPPT?

- Prefund normal cost contributions and unfunded liability payments
- Make additional discretionary payments
- As a contingency fund for future volatility

Advantages of Participating in CEPPT

The CEPPT is designed to save you money and stabilize your budget by offering:

- CalPERS investment management
- Low total participation costs
- Efficient and effective customer outreach and support
- Simple and streamlined account transactions

Portfolio Managed by CalPERS

- Fiduciary responsibility assumed by the CalPERS Board
- Investment management by experts at CalPERS and internationally renowned consultants
- Two investment strategy options with varying risk levels
- All public market securities

Learn more at www.calpers.ca.gov/ceppt
 Contact us at ceppt4u@calpers.ca.gov
 Call us at (916) 795-8454



CEPPT Strategy 1



October 31, 2025

Objective

The CEPPT Strategy 1 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

Strategy

The CEPPT Strategy 1 portfolio is invested in various asset classes that are passively managed to an index. CalPERS periodically adjusts the composition of the portfolio in order to match the target allocations. Generally, equities are intended to help build the value of the employer's portfolio over the long term while bonds are intended to help provide income and stability of principal. Also, strategies invested in a higher percentage of equities seek higher investment returns (but assume more risk) compared with strategies invested in a higher percentage of bonds.

Compared with CEPPT Strategy 2, this portfolio has a higher allocation to equities than bonds. Historically, equities have displayed greater price volatility and, therefore, this portfolio may experience greater fluctuation of value. Employers that seek higher investment returns, and are able to accept greater risk and tolerate more fluctuation in returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

Assets Under Management

As of the specified reporting month-end:

CEPPT Strategy 1	Annual Expense Ratio
\$257,884,255	0.25%

Composition

Asset Class Allocations and Benchmarks

The CEPPT Strategy 1 portfolio consists of the following asset classes and corresponding benchmarks:

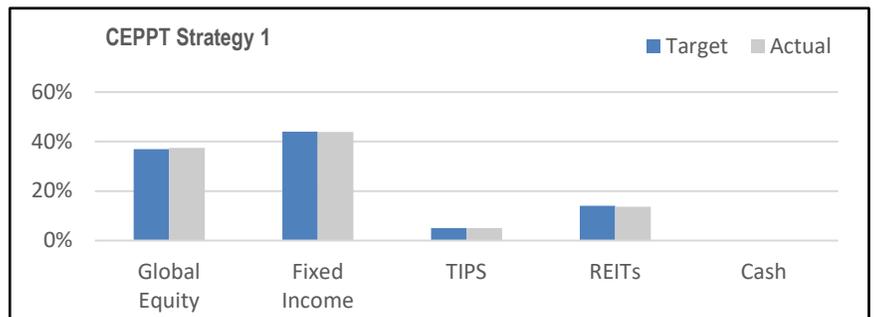
Asset Class	Target Allocation	Target Range	Benchmark
Global Equity	37%	± 5%	MSCI All Country World Index IMI (Net)
Fixed Income	44%	± 5%	Bloomberg US Aggregate Bond Index
Treasury Inflation-Protected Securities ("TIPS")	5%	± 3%	Bloomberg US TIPS Index, Series L
Real Estate Investment Trusts ("REITs")	14%	± 5%	FTSE EPRA/NAREIT Developed Index (Net)
Cash	-	+ 2%	ICE BofA US 3-Month Treasury Bill Index

Portfolio Benchmark

The CEPPT Strategy 1 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation for a particular asset class based on market, economic, or other considerations.



CEPPT Strategy 1 Performance as of October 31, 2025

	1 Month	3 Months	Fiscal YTD	1 Year	3 Years*	5 Years*	10 Years*	Since Inception* (October 1, 2019)
Gross Return ^{1,3}	0.84%	5.08%	5.33%	11.76%	11.63%	6.16%	-	6.03%
Net Return ^{2,3}	0.82%	5.02%	5.25%	11.51%	11.37%	5.92%	-	5.79%
Benchmark Return	0.83%	5.05%	5.28%	11.57%	11.45%	6.00%	-	5.91%
Standard Deviation ⁴	-	-	-	-	9.18%	10.11%	-	10.29%

* Returns for periods greater than one year are annualized.

¹ Gross returns are net of State Street Investment Management operating expenses.

² Net returns are net of State Street Investment Management operating expenses, investment management, administrative and recordkeeping fees.

³ Expenses are described in more detail on page 2 of this document.

⁴ Standard deviation is based on gross returns and is reported for periods greater than 3 years.

CEPPT Strategy 1



October 31, 2025

General Information

Information Accessibility

The CEPPT Strategy 1 portfolio consists of assets managed internally by CalPERS and/or by external managers. Since it is not a mutual fund, a prospectus is not available and daily holdings are not published. CalPERS provides a quarterly statement of the employer's account and other information about the CEPPT. For total market value, detailed asset allocation, investment policy and performance information, please visit our website at www.calpers.ca.gov.

Portfolio Manager Information

The CalPERS Board, through its Investment Committee, directs the CEPPT investment strategy based on policies approved by the Board of Administration. State Street Investment Management manages all underlying investments for CEPPT, which include: Global Equity, Fixed Income, Real Estate Investment Trusts, and Treasury Inflation-Protected Securities.

Custodian and Record Keeper

State Street Bank serves as custodian for the CEPPT. Northeast Retirement Services serves as recordkeeper.

Expenses

CEPPT is a self-funded trust in which participating employers pay for all administrative and investment expenses. Expenses reduce the gross investment return by the fee amount. The larger the expenses, the greater reduction of investment return. Currently, CEPPT expense ratios are 0.25%. This equates to \$2.50 per \$1,000 invested. The expenses consist of administrative expenses borne by CalPERS to administer and oversee the Trust assets, investment management and administrative fees paid to State Street Investment Management to manage all asset classes, and recordkeeping fees paid to Northeast Retirement Services to administer individual employer accounts. The expenses described herein are reflected in the net asset value per unit. The expense ratio is subject to change at any time and without prior notification due to factors such as changes to average fund assets or market conditions. CalPERS reviews the operating expenses annually and changes may be made as appropriate. Even if the portfolio loses money during a period, the expenses will still be charged.

What Employers Own

Each employer invested in CEPPT Strategy 1 owns units of this portfolio, which invests in pooled asset classes managed by CalPERS and/or external advisors. Employers do not have direct ownership of the securities in the portfolio.

Price

The value of the portfolio changes daily based upon the market value of the underlying securities. Just as prices of individual securities fluctuate, the portfolio's value also changes with market conditions.

Principal Risks of the Portfolio

The CEPPT fund is a trust fund dedicated to prefunding employer contributions to defined benefit pension plans for eligible state and local agencies. CEPPT is not, however, a defined benefit plan. There is no guarantee that the portfolio will achieve its investment objectives or provide sufficient funding to meet employer obligations.

An investment in the portfolio is not a bank deposit, nor is it insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC), CalPERS, the State of California or any other government agency.

There are risks associated with investing, including possible loss of principal. The portfolio's risk depends in part on the portfolio's asset class allocations and the selection, weighting and risks of the underlying investments. For more information about investment risks, please see the document entitled "CEPPT Principal Investment Risks" located at www.calpers.ca.gov.

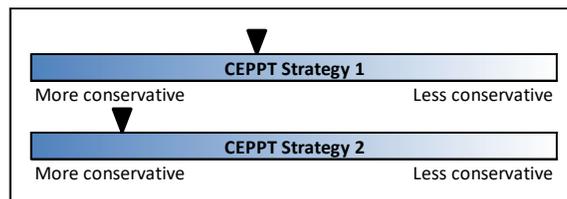
Fund Performance

Performance data shown on page 1 represents past performance and is no guarantee of future results. The investment return and principal value of an investment will fluctuate so that an employer's units, when redeemed, may be worth more or less than their original cost. Current performance may be higher or lower than historical performance data shown. For current performance information, please visit www.calpers.ca.gov and follow the links to California Employers' Pension Prefunding Trust.

CEPPT Strategy Risk Levels

CalPERS offers employers the choice of one of two investment strategies. Projected risk levels among risk strategies vary, depending upon the target asset class allocations. Generally, equities carry more risk than fixed income securities.

Asset Class Target Allocations	Strategy 1	Strategy 2
Global Equity	37%	21%
Fixed Income	44%	61%
Treasury-Inflation Protected Securities	5%	9%
Real Estate Investment Trusts	14%	9%



CEPPT Strategy 2



October 31, 2025

Objective

The CEPPT Strategy 2 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

Strategy

The CEPPT Strategy 2 portfolio is invested in various asset classes that are passively managed to an index. CalPERS periodically adjusts the composition of the portfolio in order to match the target allocations. Generally, equities are intended to help build the value of the employer's portfolio over the long term while bonds are intended to help provide income and stability of principal. Also, strategies invested in a higher percentage of equities seek higher investment returns (but assume more risk) compared with strategies invested in a higher percentage of bonds.

Compared with CEPPT Strategy 1, this portfolio has a lower allocation to equities and a higher allocation to bonds. Historically, funds with a lower percentage of equities have displayed less price volatility and, therefore, this portfolio may experience comparatively less fluctuation of value. Employers that seek greater stability of value, in exchange for possible lower investment returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

Assets Under Management

As of the specified reporting month-end:

CEPPT Strategy 2	Annual Expense Ratio
\$90,095,831	0.25%

Composition

Asset Class Allocations and Benchmarks

The CEPPT Strategy 2 portfolio consists of the following asset classes and corresponding benchmarks:

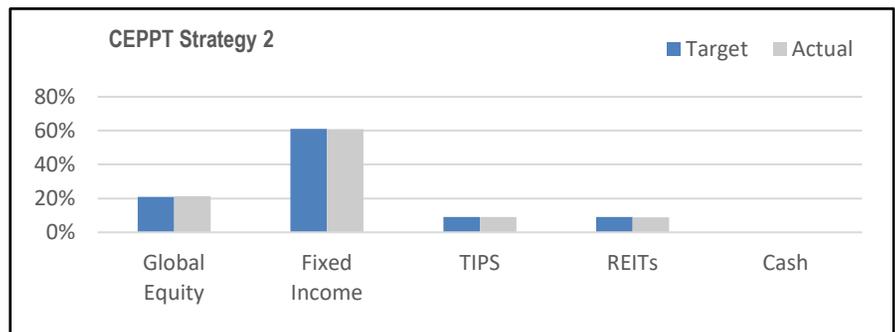
Asset Class	Target Allocation	Target Range	Benchmark
Global Equity	21%	± 5%	MSCI All Country World Index IMI (Net)
Fixed Income	61%	± 5%	Bloomberg US Aggregate Bond Index
Treasury Inflation-Protected Securities ("TIPS")	9%	± 3%	Bloomberg US TIPS Index, Series L
Real Estate Investment Trusts ("REITs")	9%	± 5%	FTSE EPRA/NAREIT Developed Index (Net)
Cash	-	+ 2%	ICE BofA US 3-Month Treasury Bill Index

Portfolio Benchmark

The CEPPT Strategy 2 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation for a particular asset class based on market, economic, or other considerations.



CEPPT Strategy 2 Performance as of October 31, 2025

	1 Month	3 Months	Fiscal YTD	1 Year	3 Years*	5 Years*	10 Years*	Since Inception* (January 1, 2020)
Gross Return ^{1,3}	0.71%	4.17%	4.21%	9.42%	8.98%	3.26%	-	3.45%
Net Return ^{2,3}	0.69%	4.11%	4.12%	9.17%	8.73%	3.03%	-	3.21%
Benchmark Return	0.70%	4.11%	4.13%	9.20%	8.87%	3.14%	-	3.33%
Standard Deviation ⁴	-	-	-	-	7.78%	8.02%	-	7.86%

* Returns for periods greater than one year are annualized.

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CEPPT Strategy 2



October 31, 2025

General Information

Information Accessibility

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Price

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The CEPPT fund is a trust fund dedicated to prefunding employer contributions to defined benefit pension plans for eligible state and local agencies. CEPPT is not, however, a defined benefit plan. There is no guarantee that the portfolio will achieve its investment objectives or provide sufficient funding to meet employer obligations.

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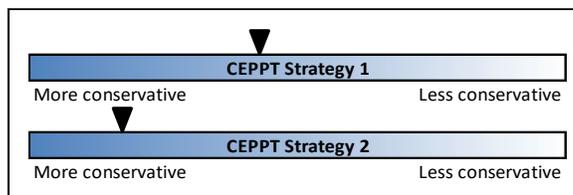
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Fixed Income	44%	61%
Treasury-Inflation Protected Securities	5%	9%
Real Estate Investment Trusts	14%	9%



9.3
PUBLIC SAFETY GRANT PROGRAM

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: December 17, 2025 Regular Meeting

SUBJECT: Public Safety Grant Program

Recommendation

Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING ADMINISTRATIVE POLICY 5.1 PERTAINING TO THE ESTABLISHMENT OF A PUBLIC SAFETY GRANT PROGRAM AND RELATED FUNDING PROGRAMS, AND ALLOCATING EXISTING FISCAL YEARS 2025-26 AND 2026-27 GENERAL FUND BUDGET APPROPRIATIONS TO FUNDING PROGRAMS

Background

The Fiscal Years 2025-27 Budget & Work Plan includes the following significant work plan item, as well as corresponding budgets of \$250,000 for Fiscal Year 2025-26 and \$250,000 for Fiscal Year 2026-27.

ID	Description	Priority Alignment
21	<p>Public Safety Grant Program – Develop and launch a grant program to financially incentivize (1) early implementation of the California Board of Forestry and Fire Protection’s forthcoming Zone 0 defensible space regulations and (2) registration and integration of security cameras with the Orange County Sheriff’s Department.</p>	 <i>Healthy and safe</i>

Lead Department:	Public Safety Services
Scheduling Consideration:	-

Discussion

Today’s meeting is an opportunity for City Council action, as well as public input, on a proposed administrative policy that would establish a public safety grant program (referred to as the “First in Public Safety” Grant Program) and related funding programs (Attachment A). Staff recommends adopting the proposed administrative policy to support the City’s efforts to reduce the risk of disasters and incidence of crime.

The initial proposed funding programs are as follows:

- **Zone 0 Compliance Accelerator Program** – This funding program would incentivize early implementation of the California Board of Forestry and Fire Protection’s Zone 0 defensible space regulations. \$470,000 of the existing Fiscal Years 2025-27 budgets for the public safety grant program would be allocated to this funding program. Eligible applicants would include non-governmental owners of buildings and structures that are located in Laguna Woods’ Very High Fire Hazard Severity Zone (i.e., Golden Rain Foundation of Laguna Woods and Third Laguna Hills Mutual). For more information, please refer to page 6 of the proposed administrative policy.
- **Connect Orange County Incentives Program** – This funding program would incentivize registration and integration of security cameras with the Orange County Sheriff’s Department. \$30,000 of the existing Fiscal Years 2025-27 budgets for the public safety grant program would be allocated to this funding program. Eligible applicants would include non-governmental owners and tenants of properties that are located in Laguna Woods (e.g., businesses, homeowners’ associations, and places of worship). For more information, please refer to page 7 of the proposed administrative policy.

On November 12, 2025, staff provided a preliminary draft of the proposed administrative policy to Village Management Services (“VMS”) staff to review on behalf of the Golden Rain Foundation of Laguna Woods and Third Laguna Hills Mutual. No concerns were expressed, and no substantive changes have been made to the proposed administrative policy since that date.

Fiscal Impact

The Fiscal Years 2025-27 Budget & Work Plan established General Fund budgets for the public safety grant program in the amounts of \$250,000 for Fiscal Year 2025-26 and \$250,000 for Fiscal Year 2026-27. The proposed administrative policy would allocate those budgets to specific funding programs.

Staff views the public safety grant program as an ongoing initiative and anticipates recommending that the City Council approve additional budget allocations in the future, based on demand for new and continuing funding programs.

Attachment: A – Proposed Resolution
Exhibit A – Proposed Administrative Policy

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RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING ADMINISTRATIVE POLICY 5.1 PERTAINING TO THE ESTABLISHMENT OF A PUBLIC SAFETY GRANT PROGRAM AND RELATED FUNDING PROGRAMS, AND ALLOCATING EXISTING FISCAL YEARS 2025-26 AND 2026-27 GENERAL FUND BUDGET APPROPRIATIONS TO FUNDING PROGRAMS

WHEREAS, public safety is critically important to Laguna Woods residents and businesses, as well as a reason many individuals decide to relocate to Laguna Woods; and

WHEREAS, the City Council wishes to establish a public safety grant program (the “First in Public Safety” Grant Program) to support the City’s efforts to reduce the risk of disasters and incidence of crime; and

WHEREAS, the “First in Public Safety” Grant Program will provide financial incentives for activities undertaken by non-governmental parties that advance mitigation and preparedness efforts related to natural hazards and crime; and

WHEREAS, staff has drafted Administrative Policy 5.1, which would establish the “First in Public Safety” Grant Program and related funding programs, for consideration by the City Council; and

WHEREAS, Administrative Policy 5.1 includes the allocation of existing fiscal years 2025-26 and 2026-27 General Fund budget appropriations to funding programs as set forth in Exhibit B thereto; and

WHEREAS, the funding programs described within Administrative Policy 5.1 would provide public benefits including, but not necessarily limited, to those set forth therein.

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

SECTION 1. The above recitals are true and correct.

SECTION 2. The administrative policy attached hereto as Exhibit A is adopted and is a statement of the City’s “First in Public Safety” Grant Program policy. The administrative policy attached hereto as Exhibit A replaces and supersedes all previous versions of Administrative Policy 5.1.

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 2025.

SHARI L. HORNE, 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. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk



City of Laguna Woods

ADMINISTRATIVE POLICY 5.1

“FIRST IN PUBLIC SAFETY” GRANT PROGRAM

5.1.01. Statement of Purpose.

Public safety is critically important to Laguna Woods residents and businesses, as well as a reason many individuals decide to relocate to Laguna Woods. The “First in Public Safety” Grant Program provides financial incentives for activities undertaken by non-governmental parties that advance mitigation and preparedness efforts related to natural hazards and crime. In doing so, the “First in Public Safety” Grant Program supports the City of Laguna Woods’ efforts to reduce the risk of disasters and incidence of crime.

5.1.02. Funding Programs.

The City Council may establish funding programs as part of the “First in Public Safety” Grant Program by amending Exhibit B to this Administrative Policy to include information related to the purpose, public benefit, structure, and implementation of each funding program. The information included in Exhibit B shall be used and supplemented by the City Manager to develop calls for projects and funding program guidelines.

Funding programs may be established at the City Council’s discretion but should generally relate to current or emerging public safety priorities and specifically focus on activities that private parties might not undertake as quickly, or at all, absent financial incentivization.

5.1.03. General Implementation Process.

Funding programs that are part of the “First in Public Safety” Grant Program shall generally be implemented in accordance with the process set forth below.

1. The City of Laguna Woods issues a call for projects and funding program guidelines setting forth eligibility requirements, deadlines, and other pertinent information.
2. Applicants submit applications to the City of Laguna Woods in forms and containing such information as the City Manager deems to be necessary or advantageous to the implementation of the funding program. Staff shall make reasonable efforts to ensure that application requirements are not unduly burdensome.

ITEM 9.3 – Exhibit A to Attachment A

3. Staff and, at the City Manager’s discretion, one or more representatives of the City of Laguna Woods’ public safety partners (e.g., City of Laguna Beach, Orange County Fire Authority, and Orange County Sheriff’s Department), evaluate applications received and recommend funding awards to the City Council.
4. The City Council receives funding award recommendations from staff and approves funding awards and associated grant agreements, in an open and publicly noticed meeting. Staff’s recommendations are advisory only and do not limit the City Council’s ability to approve fundings awards or associated grant agreements at its discretion.
5. Recipients complete the activities required by their grant agreements and submit completion reports and requests for payment to the City of Laguna Woods in forms and containing such information as the City Manager deems necessary or advantageous to the implementation of the funding program. When applicable, recipients are required to submit certified payroll records as an attachment to their completion reports.
6. Staff reviews completion reports and requests for payment. If staff determines that all activities required by a recipient’s grant agreement have been completed and all required documentation and deliverables have been received by the City of Laguna Woods (“completeness determination”), payments are made to recipients. Staff shall make reasonable efforts to issue payments to recipients within 15 calendar days of the completeness determination. When activities required by grant agreements include construction or other observable activities, staff shall conduct an on-site inspection to confirm all such activities have been completed prior to any payments being made.

5.1.04. Treatment of Construction as a Public Work.

Though construction undertaken by recipients in connection with their grant agreements does not constitute a “public project” as that term is defined in California Public Contract Code Section 20161, out of an abundance of caution, the City of Laguna Woods chooses to treat such construction as a “public work” as that term is defined in California Labor Code Section 1720(a)(1) due to it being “paid for in whole or in part out of public funds.”

5.1.05. Public Works Contractor Registration Required.

Contractors that provide labor associated with a recipient’s grant agreement, regardless of whether payment for labor is provided through such grant agreement, shall be registered as a public works contractor with the California Department of Industrial Relations (“DIR”) prior to beginning any work. Contractors shall maintain the validity of their DIR registrations at all times while completing work, until all work is completed.

This section does not require registration as a public works contractor for work for which the DIR has not made a prevailing wages determination.

5.1.06. Prevailing Wages and Certified Payroll Records Required.

Individuals that provide labor associated with a recipient’s grant agreement, regardless of whether payment for labor is provided through such grant agreement, shall be paid at least the prevailing wages determined by the DIR, according to the type and location of work.

To substantiate compliance with this section, all contractors that provide labor associated with a recipient’s grant agreement shall submit certified payroll records to the California Labor Commissioner via the DIR’s Public Works Website Services using a DIR project number provided by the City of Laguna Woods. The same records that are submitted via the DIR’s Public Works Website Services shall also be submitted to the City of Laguna Woods, without redaction, prior to the City of Laguna Woods making any payments¹.

This section does not require the payment of prevailing wages or the submittal of certified payroll records for work for which the DIR has not made a prevailing wages determination.

5.1.07. Apprentice Hiring Required.

Contractors that provide labor associated with a recipient’s grant agreement, regardless of whether payment for labor is provided through such grant agreement, shall comply with the DIR’s apprentice hiring requirements.

This section does not require compliance with apprentice hiring requirements for funding awards totaling less than \$30,000 (regardless of whether an individual contractor’s portion of work will be less than \$30,000) or for crafts or trades that do not require apprentice hiring, as indicated in the DIR’s prevailing wage determinations.

5.1.08. Grant Agreements.

As a condition of funding awards, and prior to any payment, recipients shall enter into grant agreements with the City of Laguna Woods. Grant agreements shall be signed on behalf of the City of Laguna Woods by the City Manager and are subject to approval as to form by the City Attorney. The recipients’ signature(s) shall be notarized (acknowledgement).

Prior to executing grant agreements, recipients shall provide evidence to the City of Laguna Woods that the person or person(s) executing grant agreements on their behalf has/have the authority to do so and to bind them to obligations thereunder. For nonprofit public benefit corporations and nonprofit mutual benefit corporations, such evidence shall consist of a resolution or minute order signed by the secretary of the board of directors identifying the

¹ California Assembly Bill 538 (Berman, Chapter 616, Statutes of 2025) requires cities to make certified payroll records associated with public works construction projects available for public inspection upon request. In doing so, cities are generally required to take steps to prevent the disclosure of individual names, addresses, and social security numbers.

ITEM 9.3 – Exhibit A to Attachment A

authorized signatories by name and title and specifying the period of validity for such authorization. The secretary's signature shall be notarized (acknowledgement).

In addition to information regarding the activities for which grants have been awarded and the payments to be provided, grant agreements shall include, at a minimum:

1. Indemnification and insurance requirements in forms, types, and amounts determined to be necessary by the City Manager and City Attorney. Staff shall consult with the California Joint Powers Insurance Authority on this matter.
2. Assurance that recipients shall provide the City of Laguna Woods and its agents with sufficient on-site access to determine whether the activities required by the recipients' grant agreements have been completed.
3. Confirmation that recipients shall ensure compliance with applicable public works contractor registration, prevailing wages and certified payroll records, and apprentice hiring requirements. For additional information, refer to sections 5.1.05, 5.1.06, and 5.1.07 of this Administrative Policy.
4. Assurance that recipients shall maintain complete and detailed records to permit an accurate evaluation of the activities required by the recipients' grant agreements. Such records shall be maintained for a period of five years from the date of the final payment made by the City of Laguna Woods and be made available to the City of Laguna Woods and its agents, for any reason and without redaction, within 10 calendar days of written request. Financial records shall be maintained in accordance with generally accepted accounting principles, to the extent applicable principles exist.
5. An acknowledgement by recipients that the City of Laguna Woods is subject to the California Public Records Act and may be required to publicly disclose all records submitted or maintained in connection with the "First in Public Safety" Grant Program. Recipients should not expect privacy of such information.

City Council Approval: December XX, 2025

EXHIBIT A, GLOSSARY OF TERMS AND ACRONYMS

This Glossary of Terms and Acronyms contains information intended to provide readers with a common understanding of terms and acronyms used in this Administrative Policy. It is not intended for use outside of this Administrative Policy, is not all inclusive, and should not be treated as a substitute for professional counsel or analysis.

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (“DIR”): A department of the State of California responsible for functions including, but not limited to, the administration and enforcement of prevailing wages, apprenticeship requirements, and related workplace protections on public works construction projects.

CALIFORNIA JOINT POWERS INSURANCE AUTHORITY: The organization through which the City of Laguna Woods obtains liability and workers’ compensation coverage.

CALIFORNIA LABOR COMMISSIONER: The Division of Labor Standards Enforcement within the California Department of Industrial Relations (“DIR”).

CONTRACTOR: Any corporation, limited liability company, limited partnership, or other for-profit or nonprofit entity that provides labor associated with a recipient’s grant agreement, whether directly or in a subcontracting capacity. Recipients that provide labor associated with their own grant agreements are also considered “contractors.”

EXHIBIT B, FUNDING PROGRAMS

Funding Program 26-A Zone 0 Compliance Accelerator	
Purpose:	Funding Program 26-A seeks to incentivize early implementation of the California Board of Forestry and Fire Protection’s Zone 0 defensible space regulations.
Public Benefit:	The California Board of Forestry and Fire Protection’s Zone 0 defensible space regulations are intended to result in the public safety benefits described in California Assembly Bill 3074 (Friedman, Chapter 259, Statutes of 2020) and California Senate Bill 504 (Dodd, Chapter 982, Statutes of 2024). Property owners of buildings and structures that are located in very high fire hazard severity zones and were constructed prior to 2026 have until January 1, 2029 to implement the regulations. Early implementation of the regulations will result in public safety benefits being realized sooner than they would otherwise.
Eligible Applicants:	Non-governmental owners of buildings and structures that are located in the City of Laguna Woods’ Very High Fire Hazard Severity Zone are eligible to apply.
Available Funding:	\$220,000 – Fiscal Year 2025-26 \$250,000 – Fiscal Year 2026-27 Unspent funds will automatically carryover to future fiscal years until reappropriated by the City Council or Fiscal Year 2028-29, whichever is later.
Eligible Activities:	Eligible activities include design and construction costs associated with the physical modification of property to comply with the California Board of Forestry and Fire Protection’s Zone 0 defensible space regulations.
Application Timeline:	To be determined by the City Manager
Other:	<ul style="list-style-type: none"> • Grant activities must be completed within 365 calendar days of the date the grant agreement is entered into. • Completion reports and requests for payment must be submitted no later than 30 calendar days after the date grant activities are completed.

Funding Program 26-B Connect Orange County Incentives	
Purpose:	Funding Program 26-B seeks to incentivize registration and integration of security cameras with the Orange County Sheriff’s Department
Public Benefit:	The Orange County Sheriff’s Department’s Connect Orange County program is intended to result in the following public safety benefits: (1) Enhance emergency preparedness by enabling police, fire, and public safety professionals to better assess and rapidly respond to criminal activity and emergency situations; and (2) Enable investigators to easily gather evidence in case of an incident. Participation in Connect Orange County is voluntary. Participants can either choose to register or register and integrate their security cameras (“registration” involves notifying the Orange County Sheriff’s Department of the presence of security cameras, “integration” involves purchasing and installing equipment to provide the Orange County Sheriff’s Department with direct security camera feed access in case of nearby emergencies). Encouraging participation in Connect Orange County will result in public safety benefits that might not otherwise be realized.
Eligible Applicants:	Non-governmental owners and tenants of properties that are located in the City of Laguna Woods are eligible to apply.
Available Funding:	\$30,000 – Fiscal Year 2025-26
Eligible Activities:	Eligible activities include the purchase and first year subscription costs of Axon FususCORE devices necessary to integrate the number of registered but unintegrated security cameras currently located on the property, up to a maximum of \$10,000 per eligible applicant. Security cameras must be registered prior to applications being submitted.
Application Timeline:	To be determined by the City Manager
Other:	<ul style="list-style-type: none"> • Funding shall be awarded on a first-come first-served basis, based on the submittal date of each complete application. • The City Manager shall approve funding awards and associated grant applications. • Grant activities (including the integration of all security cameras) must be completed no later than May 31, 2026. Completion reports and requests for payment must be submitted no later than June 30, 2026. • Sections 5.1.05, 5.1.06, and 5.1.07 of this Administrative Policy do not apply.

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9.4

**POTENTIAL LEASE OF A PORTION OF THE REAL
PROPERTY COMMONLY KNOWN AS CITY
CENTRE PARK LOCATED AT 24121 MOULTON
PARKWAY, 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: December 17, 2025 Regular Meeting

SUBJECT: Potential lease of a portion of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637

Recommendation

Approve a ground lease agreement with the Orange County Fire Authority for the lease of a portion of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637 (Orange County Assessor’s Parcel Number 616-012-18) to the Orange County Fire Authority for the construction, operation, and maintenance of a new fire station and for public safety purposes, and authorize the City Manager to execute the ground lease agreement, subject to approval as to form by the City Attorney.

Background

Potential New Fire Station Project

On September 21, 2022, the City Council conceptually approved, in non-binding concept, a series of actions that, if implemented, would result in the long-term lease of approximately 0.32 acres of the 0.56 acre City Centre Park property (24121 Moulton Parkway, Laguna Woods, CA 92637; Orange County Assessor’s Parcel Number: 616-012-18) for use as a new Orange County Fire Authority (“OCFA”) fire station. In doing so, the City Manager and City Attorney were authorized to take actions and incur costs necessary to:

- (a) Comply with applicable state laws regarding the lease of park property for

non-park purposes, and other state laws as may be determined to apply;

(b) Unencumber the property of deed restrictions that would otherwise preclude the construction and operation of a fire station;

(c) Negotiate – for future consideration by the City Council – agreements with the OCFA for the construction and operation of a fire station including, but not limited to, a long-term land-lease agreement;

(d) Partner with the OCFA to contact surrounding property owners to discuss a potential new fire station and solicit input on factors to be considered during any future design, construction, and operation;

(e) Coordinate with the OCFA on matters affecting the design of a fire station including, but not limited to, modifications and easements related to traffic control devices, medians, sidewalks, and other City property, and public access to the remaining portion of City Centre Park; and

(f) Negotiate and enter into cost recovery agreements with the OCFA to reimburse the City for those costs associated with this project which are mutually agreed upon as the OCFA's responsibility.

On September 30, 2023, California Senate Bill 475 (Min, Chapter 287, Statutes of 2023) ("SB 475") was signed into law by Governor Newsom. SB 475 authorizes the City to use a portion of the City Centre Park property as a fire station and for public safety purposes. Obtaining the State's authorization was necessary due to the property having been previously improved using grant monies from Proposition 40 (2002), the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002. Staff notes that then-Senator Min's authorship of SB 475 and Assemblymember Dixon's support as a co-author were crucial in moving SB 475 forward. City Manager Macon and the OCFA's then-Legislative Affairs Manager provided testimony in support of SB 475 at the California Senate Committee on Governance and Finance meeting in Sacramento on April 26, 2023.

As a condition of removing a portion of the City Centre Park property from park use, SB 475 requires that \$212,000 in capital improvements be made to the portion of the property that would remain a park. The capital improvements are required to enhance the recreational utility of the park. As required by SB 475, the City held two community meetings (August 12 and August 15, 2024) to solicit input on the

capital improvements. The City Council approved a conceptual plan for the capital improvements on September 18, 2024, which was submitted to the California Department of Parks and Recreation on October 17, 2024. That same day, the California Department of Parks and Recreation confirmed receipt of the conceptual plan. While the California Department of Parks and Recreation has yet to provide feedback on the conceptual plan, in the interest of time, staff has proceeded with formal design of the “City Centre Park Enhancement Project” and anticipates soliciting competitive bids for construction in January 2026.

On August 21, 2024, the City Council voted to accept a quitclaim deed from the Golden Rain Foundation of Laguna Woods conveying to the City the interest in a portion of a sewer easement at the City Centre Park property. Accepting the quitclaim deed unencumbered the City Centre Park property of a deed restriction that might otherwise complicate or preclude the potential future construction and operation of a fire station on the property. Staff notes, with appreciation, the Golden Rain Foundation of Laguna Woods and Village Management Services’ support in successfully addressing this sewer easement matter.

On December 18, 2024, the City Council voted to accept a grant of non-exclusive conditional easement from the El Toro Water District providing for use of the El Toro Water District’s existing utility roadway and driveway leading to its P-1 Pump Station in connection with the potential construction of a fire station at the City Centre Park property. The easement contemplates that future improvements to the El Toro Water District’s property may be necessary and establishes a deadline for the City and El Toro Water District to enter into a separate agreement for such improvements prior to any construction and no later than December 31, 2026. Staff notes, with appreciation, the El Toro Water District’s support in ensuring that sufficient area is available to facilitate the potential construction of a fire station.

City Manager Macon and OCFA Division Chief Summers made a presentation on the potential construction of a fire station at the City Centre Park property to the Golden Rain Foundation of Laguna Woods Board of Directors on August 5, 2025. City Manager Macon made a similar presentation to the Third Laguna Hills Mutual Board of Directors on August 19, 2025. Both boards of directors were supportive of the potential construction of a fire station at the City Centre Park property.

Staff made several attempts to meet with Ayres Hotel management regarding the potential construction of a fire station at the City Centre Park property (due to the adjacency of their hotel) but were unsuccessful in confirming a meeting date. Staff

remain willing to meet with Ayres Hotel management.

On November 19, 2025, the City Council (with Councilmember Lee absent and Mayor Horne voluntarily recused due to her role on OCFA's Board of Directors) received a presentation on the proposed ground lease agreement.

California Surplus Land Act

The California Surplus Land Act (California Government Code sections 54220-54234) sets forth regulations pertaining to land owned in fee simple by any city or other local agency for which the local agency's governing body determines is not necessary for the local agency's use. The California Surplus Land Act requires that cities and other local agencies declare land to be either "surplus land" or "exempt surplus land," as supported by written findings, before taking any action to lease or otherwise dispose of such land consistent with a local agency's policies or procedures. Land declared to be "surplus land" is generally required to be offered to other public agencies and housing sponsors first, while land declared to be "exempt public land" may be more readily disposed of.

On November 19, 2025, the City Council (with Councilmember Lee absent and Mayor Horne voluntarily recused due to her role on OCFA's Board of Directors) adopted a resolution declaring the portion of the City Centre Park property that would be leased to OCFA to be "exempt public land" pursuant to California Surplus Land Act sections 54221(f)(1)(D) ["less than one-half acre in area and is not contiguous to land owned by a state or local agency that is used for open-space or low- and moderate-income housing purposes"] and 54221(f)(1)(D) ["local agency is transferring [such surplus land] to another local, state, or federal agency, or to a third-party intermediary for future dedication for the receiving agency's use, or to a federally recognized California Indian tribe"].

After the November 19, 2025 City Council meeting, staff submitted the adopted resolution to the California Department of Housing and Community Development ("HCD"), as required by the California Surplus Land Act. State law provides HCD with a 30-day period to consider and make findings as to whether the proposed ground lease agreement would violate the California Surplus Land Act.

As of the date and time the agenda packet for today's meeting was posted, the City had not yet received a findings letter from HCD. On December 12, 2025, HCD indicated to staff that the City should expect to receive the findings letter the week

of December 15, 2025, no later than December 19, 2025.

OCFA Consideration of the Proposed Ground Lease Agreement

On November 20, 2025, OCFA's Executive Committee voted to approve and authorize execution of the proposed ground lease agreement.

Discussion

Today's meeting is an opportunity for City Council action, as well as public input, on the proposed ground lease agreement with OCFA for the construction, operation, and maintenance of a new fire station and for public safety purposes at the City Centre Park property (Attachment A).

If the City receives HCD's findings letter prior to the conclusion of today's meeting and the finding is that the proposed ground lease agreement would not violate the California Surplus Land Act, the City Council may, if so desired, approve the proposed ground lease agreement.

If the City does not receive HCD's findings letter prior to the conclusion of today's meeting, staff recommends discussing this item and accepting public comments, but deferring any potential motions to a future meeting. (*Note: Item 11.3 on today's agenda provides an opportunity to schedule future meetings.*)

The proposed ground lease agreement has not changed since it was presented at the November 19, 2025 City Council meeting.

Key Terms of the Proposed Ground Lease Agreement

- Lease Premises: OCFA to lease approximately 0.32 acres oriented toward the Moulton Parkway side of the property (approximately 0.24 acres would remain a park). City to remain the underlying property owner.
- Term: 99 years (December 23, 2025 through December 22, 2124).
- Rent: None.
- Consideration (payments from OCFA to City): One-time payment for pre-development costs: \$200,000, reimbursement for up to \$750,000 in costs

associated with the City Centre Park Enhancement Project.

- Noise Control: Prohibitions of (1) testing and all other non-emergency use of sirens on the Lease Premises and (2) non-emergency, outdoor use of stereos, public address systems, and other amplified sound.
- Public Sidewalk: OCFA to construct a minimum five-foot-wide sidewalk connecting Moulton Parkway to City Centre Park. City to own and maintain the sidewalk following construction. There is insufficient space to construct a wider multimodal trail to accommodate golf cart traffic.
- City Use: OCFA to construct facilities inside the fire station for use by City's law enforcement and animal services providers (the Orange County Sheriff's Department and City of Laguna Beach Police Department). The facilities include lockers for at least eight people, a kitchenette, a single-occupancy accessible restroom, a janitorial closet with a floor service sink, office space, and storage, as well as the provision of all necessary utilities and services and two dedicated parking stalls. OCFA to allow City to install and maintain pole-mounted surveillance cameras on the Lease Premises to surveil the sidewalk, park, and public right-of-way.
- Landscaping: Beginning 180 days after completion of the City Centre Park Enhancement Project, OCFA to perform certain ongoing park maintenance activities related to mulch and decomposed granite surfaces.
- El Toro Water District: OCFA required to comply with the easement entered into between the City and El Toro Water District. The easement is attached as Exhibit B to the proposed lease agreement.
- Insurance/Indemnification: OCFA to provide insurance and indemnification subject to terms that have been reviewed by the City Attorney's Office and the California Joint Powers Insurance Authority ("CJPIA").
- Termination: City may terminate the ground lease agreement with 30 days' written notice if the OCFA (1) has not obtained City's approval of the site development permit contemplated in the ground lease agreement by June 30, 2027 or (2) has not commenced operation of a fire station on the Lease Premises by December 31, 2029.

- Ownership of Improvements: The fire station and other OCFA-constructed improvements remaining on the Lease Premises shall become City property upon expiration or earlier termination of the ground lease agreement.

Other Required Approvals and Permits

The proposed lease agreement would require the OCFA to obtain various other approvals and permits, including:

- Building permits, encroachment permits, grading permits, and sign permits from the City, as well as any other required approvals and permits from the City, El Toro Water District, and other agencies (Sections 7.a, 10.a, 10.c, and 10.d) *[Note: Depending on the proposed signage, the OCFA may be required to obtain the City Council's approval of a sign program (Section 10.c).]*
- City Manager's approval to relocate, replace, or otherwise modify the existing irrigation controller (Section 1)
- City Engineer's approval of the public sidewalk design and an encroachment permit for construction of the same (Section 4.d)
- City Manager's approval of the location of, design of, and finish selections for the City's facilities inside the fire station (Section 6.c)
- City Manager and City Engineer's approval of the construction and alteration of traffic control devices, driveways, public right-of-way, and other circulation infrastructure (including the timing and programming thereof) (Section 10.a) *[Note: This would include the modification of medians and traffic signals necessary to allow fire engines to make left turns onto El Toro Road.]*
- City's approval of a site development permit including, but not limited to, the design of all buildings, structures, and facilities (Section 10.a) *[Note: Due to significant public interest in this project, the City Manager would defer approval of the site development permit to the City Council.]*
- City Manager's approval of a landscape documentation package concurrent with approval of the required site development permit (Section 10.b)

Temporary Construction Fence

A temporary construction fence would be installed around the Lease Premises shortly after the effective date of the ground lease agreement until construction of the new fire station is complete. This is consistent with SB 475's requirement for the Lease Premises to be removed from public recreation use by January 1, 2026.

Fiscal Impact

The proposed ground lease agreement would have a generally positive impact on the City's finances. Payments from the OCFA for pre-development costs and the costs of designing and constructing the City Centre Park Enhancement Project would total as much as \$950,000. The City's maintenance responsibilities for City Centre Park would decrease due to the reduced size of the park and the OCFA's assumption of certain maintenance responsibilities. The City would incur new costs associated with furnishing its facilities inside the fire station and providing janitorial services for the same, but those costs would be significantly less than the costs the City would have incurred to construct those facilities.

Attachment: A – Proposed Ground Lease Agreement

GROUND LEASE – FIRE STATION NO. 12

This Ground Lease (this “Lease”) is made and entered into this _____ day of _____, 2025 (“Execution Date”) by and between the City of Laguna Woods, a California municipal corporation (“City”) and the Orange County Fire Authority, a California joint powers authority (“Authority”).

RECITALS

A. City is fee owner of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637 (“Park Property”); and

B. City desires to lease to Authority and Authority desires to lease from City a portion of the Park Property for the construction, operation, and maintenance of a new fire station.

NOW THEREFORE, for good and valuable consideration, City hereby leases to Authority and Authority hereby leases from City a portion of the Park Property hereinafter described upon all of the following terms and conditions:

1. PREMISES. The legal description of the “Premises” and a plat map exhibit are included in Exhibit A attached hereto and incorporated herein by this reference. Any improvements existing on the Premises at the Effective Date of this Lease shall become Authority’s property; provided, however, that the irrigation controller located within the Premises shall remain City’s property, and City shall retain access and control over the use of the irrigation controller and associated wires, pipes, conduits, and tubes (“Irrigation Controller”), for use in connection with City-maintained landscaping on the Premises. If Authority needs to relocate, replace, or otherwise modify Irrigation Controller, Authority shall obtain the prior written approval of City’s City Manager. Authority may use, sell, demolish, remove, or otherwise dispose of the existing improvements, except for Irrigation Controller, following the Effective Date of this Lease. City shall receive no compensation for the improvements other than the performance of Authority’s covenants expressed in this Lease.

2. TERM. The term of this Lease shall be ninety-nine (99) years, commencing on December 23, 2025 (“Effective Date”) and ending at 11:59 p.m. on December 22, 2124.

3. CONSIDERATION.

a. *One-Time Payment – Pre-Development Costs*. Authority shall pay to City as consideration for the execution of this Lease and the actions taken by City, at City’s expense, to secure the legislative and easement approvals necessary to allow for the construction, operation, and maintenance of a fire station on the Premises and complete the conceptual design for City’s City Centre Park Enhancement Project, a one-time payment of Two Hundred Thousand Dollars and Zero Cents (\$200,000.00) payable

within thirty (30) calendar days following City’s approval of the site development permit contemplated in Section 10.a of this Lease.

b. *One-Time Payment – City Centre Park Enhancement Project.* Authority shall reimburse City for all actions taken by City, at City’s expense, beginning January 1, 2025 and ending December 31, 2026, to design and construct the capital improvements contemplated in California Senate Bill 475 (Min, Chapter 287, Statutes of 2023) and as City deems necessary to complete its City Centre Park Enhancement Project, up to a maximum of Seven Hundred and Fifty Thousand Dollars and Zero Cents (\$750,000.00) payable within thirty (30) calendar days of each invoice submitted by City to Authority, which shall be submitted no more frequently than every thirty (30) days. Authority’s obligation to pay City’s invoices contemplated in this section shall begin on the date City approves the site development permit contemplated in Section 10.a of this Lease.

4. CERTAIN FIRE STATION AND VEHICLE REQUIREMENTS.

a. *Site Security During Pre-Construction and Construction.* No later than thirty (30) calendar days from the Effective Date of this Lease, Authority shall install a temporary construction fence around the Premises to prevent entry by any unauthorized persons. Such temporary construction fence shall be made of steel chain link, outfitted with a green fabric privacy windscreen in good condition, securely fastened at all corners of each fence panel, and remain locked at all times when not attended. The temporary construction fence shall be removed upon the completion of construction of the new fire station contemplated by this Lease.

b. *Fire Station 12.* For the duration of this Lease, Authority shall do all of the following at the fire station to be constructed on the Premises (“Fire Station 12”):

i. Exterior signage shall identify no city other than “City of Laguna Woods.”

ii. Due to the limited confines of the Premises, no public events, giveaways, or other functions that could be reasonably seen to encourage members of the public to visit the Premises shall occur including, but not limited to, open houses, toy drives, and sandbag giveaways.

iii. Prohibit testing and all other non-emergency use of sirens on engines, ladder trucks, and other vehicles on the Premises.

iv. Prohibit the use of stereos, public address systems, and other amplified sound outside of any fully enclosed buildings on the Premises, except as may be required for emergency use (including, but not limited to, in connection with any outdoor exercise areas).

v. Allow City to install and maintain poles and surveillance cameras mounted on such poles on the Premises for the purpose of surveilling the public sidewalk contemplated in Section 4.d and the public right-of-way and public park property adjacent to the Premises, free of consideration and subject only to the approval of Authority's Fire Chief or his/her/their designee, whose approval shall not be unreasonably withheld.

c. *Vehicles Regularly Assigned to Fire Station 12.* Before placing any vehicles regularly assigned to Fire Station 12 into service, Authority shall do all of the following:

i. For vehicle signage (text and graphics) on all engines, ladder trucks, and other vehicles regularly assigned to Fire Station 12, such signage shall identify "City of Laguna Woods" before any other city. Vehicle signage shall be maintained in this manner for the duration of this Lease.

d. *Access from Moulton Parkway to City Centre Park.* No later than the date City issues a certificate of occupancy to Authority for Fire Station 12, Authority shall construct a public sidewalk of at least five (5) feet in width connecting the sidewalk along the east side of Moulton Parkway to City Centre Park in accordance with County of Orange OC Public Works Department Standard Plan(s) #1204 and/or #1205 (as applicable). Authority shall obtain the written approval of City's City Engineer prior to beginning work and shall reimburse City for its plan review and construction inspection costs of the same. Authority shall obtain an encroachment permit from City prior to the commencement of work, staging, or traffic control for the work on City property and shall pay to City all applicable fees therefore. Ownership of the sidewalk shall be as set forth by Section 13.b of this Lease.

5. TAXES AND ASSESSMENTS. All taxes and assessments which become due and payable upon the Premises shall be the full responsibility of City, and City shall cause said taxes and assessments to be paid promptly.

6. USE.

a. *Authority's Use.* Subject to the provisions of this Lease and in full compliance with all applicable standards, regulations, and requirements set forth in the Laguna Woods Municipal Code, including amendments thereto, Authority shall use the Premises primarily for the construction, operation and maintenance of a fire station and may also use the Premises for fire suppression, fire prevention, and the provision of emergency medical services.

b. *Noise.* For the purpose of this Lease, City agrees that noise generated by Authority's use of the Premises (including, but not limited, during the construction, operation, and maintenance of the fire station) shall not be considered a nuisance unless such noise fails to comply with applicable noise standards in the Laguna Woods Municipal Code, including amendments thereto. Notwithstanding the foregoing,

Authority agrees to reasonably cooperate with City to monitor and evaluate noise associated with Authority's use of the Premises including, but not limited to, allowing City to place and access noise monitors on the Premises for the purpose of evaluating compliance with the noise standards in the Laguna Woods Municipal Code.

c. *City Use of Premises.* Authority shall allow City to use portions of the Premises within the fire station as office space for the Orange County Sheriff's Department (or successor law enforcement provider) and City of Laguna Beach Police Department (or successor animal services provider). The gross floor area allocated to City's use of portions of the Premises shall be no less than 515 square feet (exclusive of hallways and similar circulation space) and shall be located on the ground floor of fire station, unless otherwise approved by City's City Manager. The location of, design of, and finish selections for the area allocated to City's use of portions of the Premises shall be subject to the approval of City's City Manager and shall generally include lockers for at least eight (8) persons, a kitchenette, a single-occupancy accessible restroom, a janitorial closet with a floor service sink, office space, and storage, as well as the provision of all necessary utilities and services and two (2) dedicated parking stalls.

7. UTILITIES AND SERVICES.

a. *Utilities.* Authority shall arrange for, and pay before delinquency the expenses of, the provision of utilities to the Premises, including water, electricity and/or other power, waste management, gas, telephone, and internet access. Authority's obligations under this section shall apply both to its use of the Premises and City's use of portions of the Premises, unless Authority constructs separately metered utilities for City's use of portions of the Premises, and except that the costs of installing and maintaining secure and/or dedicated internet lines required City or its law enforcement or animal services providers shall be paid for by City. Authority shall install and maintain a wireless internet network and allow City, its law enforcement and animal services providers, and its janitorial services provider, to use such network at no cost. At its sole cost and expense, Authority shall obtain all necessary permits, licenses, and other authorizations required for the lawful and proper installation and maintenance upon the Premises of wires, pipes, conduits, tubes, and other equipment and appliances for use in supplying any service to and upon the Premises.

b. *Janitorial.* Authority shall arrange for, and pay before delinquency, the expenses of janitorial services for the Premises. Authority's obligations under this section shall apply only to its use of the Premises (which, for the purpose of this section only, shall be deemed to include hallways and other circulation space with shared access by Authority and City). City shall provide janitorial services for its portions of the Premises contemplated in Section 8.d, except as noted in this section.

c. *Landscaping.* Authority shall arrange for, and pay before delinquency the expenses of, all landscaping services to the Premises as it may require, regardless of whether such services are expressly contemplated herein. Authority's obligations under this section shall include, but not be limited to, the landscaping services identified in

Exhibit C attached hereto and incorporated herein by this reference

d. *Other.* Authority shall arrange for, and pay before delinquency the expenses of, all other services to the Premises as it may require, regardless of whether such services are expressly contemplated herein.

8. AS-IS, WHERE-IS CONDITION. Authority acknowledges that it has had sufficient opportunity to inspect and investigate the Premises and all aspects thereof and documents pertaining thereto and it is familiar with the Premises and the condition thereof. Authority covenants and agrees that it is relying upon its own inspections, examinations, studies, and inquiries with respect to the Premises and has not relied upon any representation, warranty, or statement of City, or its agents or employees. For purposes of this Lease, the term “Hazardous Materials” shall mean any hazardous or toxic substance, material, product, byproduct, or waste which is or shall become regulated by any governmental entity, including, without limitation, the County of Orange, the State of California, or the United States government. Authority shall, upon the execution of this Lease, be deemed to have disclaimed and waived any and all objections to the physical and environmental characteristics and conditions of the Premises, including, without limitation, any underground pipelines, underground utilities, and/or any Hazardous Materials located therein or thereon and the condition of title thereto, whether or not such conditions would be disclosed by a reasonable and diligent inspection. Authority acknowledges that neither City nor any of its officers, directors, employees, agents, or representatives has made any representations, warranties, or agreements to Authority as to any matters concerning the Premises, the present use thereof, or the existence of any Hazardous Materials thereon. Authority agrees that City shall have no responsibility for any patent or latent defect or physical or environmental condition of the Premises, whether or not known or discovered. The Premises is being leased to Authority “AS-IS,” “WHERE-IS,” “WITH ALL FAULTS” without representation or warranty expressed or implied by City, by operation of law, or otherwise. This Lease is made subject to and without liability to City because of or resulting from any of the foregoing conditions or any or any other condition of the Premises or adjacent property. City expressly disclaims, which Authority acknowledges and accepts, any implied warranty or condition, and Authority, for itself, and its officers, employees, agents, representatives, affiliates, successors, and assigns, hereby releases and forever discharges on, habitability, merchantability, or fitness for a particular purpose or use.

9. QUIET ENJOYMENT. City warrants that, subject to the terms, covenants, and conditions of this Lease (including City’s use of portions of the Premises), Authority may, upon observing and complying with all the terms, covenants, and conditions of this Lease, peaceably and quietly occupy the Premises. Authority’s use of the Premises shall not interfere with City’s right to peaceably and quietly occupy portions of the Premises as contemplated in Section 6.c.

10. IMPROVEMENTS.

a. Authority agrees to obtain a site development permit from City for the

establishment of the fire station before initiating any demolition or construction activity on the Premises. Such site development permit shall include, but not be limited to, the design of all buildings, structures, and facilities associated with the establishment of the fire station and uses contemplated under this Lease. Authority acknowledges and agrees that the construction and alteration of property owned by the El Toro Water District is subject to separate approval of the El Toro Water District, and the construction and alteration of traffic control devices, driveways, public right-of-way, and other circulation infrastructure (including the timing and programming thereof) is subject to separate approval of City's City Manager and City Traffic Engineer. Authority shall obtain the aforementioned separate approvals, in writing, prior to obtaining a site development permit from City and shall include all such separately approved improvements and evidence of approvals in its application to City to obtain a site development permit. Authority shall pay City's fees for applying for and obtaining a site development permit.

b. All landscaping on the Premises shall comply with the newly installed landscape standards set forth in Laguna Woods Municipal Code Chapter 10.03 (Water Efficient Landscapes), irrespective of the applicability provisions set forth therein. Additionally, no ornamental turf grass or decorative water features shall be included in the landscape design. Authority agrees to obtain the approval of City's City Manager of a landscape documentation package concurrent with obtaining the site development permit contemplated in Section 10.a of this Lease. City shall waive its fees for Authority's obligations under this Section 10.b.

c. All signage on the Premises shall comply with the sign regulations set forth in Laguna Woods Municipal Code Chapter 13.20. If Authority chooses to pursue approval of a sign program as described therein, Authority shall pay City's fees for applying for and obtaining a sign program.

d. At its sole cost and expense, Authority agrees to obtain all approvals and permits required by law or regulation before construction or alternation of or on the Premises.

e. City shall reasonably cooperate with Authority in obtaining any approvals and permits required by law or regulation for construction or alteration of or on the Premises. Nothing herein shall constitute an approval of any permit or other entitlement.

f. For the purpose of serving only the Premises, City shall reasonably consider and process requests from public entities or public service corporations for rights-of-way or easements on or over the Premises for poles or conduits, or both, for telephone, electricity, water, sanitary or storm sewers, or both, and for other utilities and municipal or special district services, and agrees to reasonably consider and process requests to dedicate any portions of the Premises that may be required in connection with the construction or alteration of improvements and the operation and maintenance of the fire station on the Premises.

g. Authority shall pay or cause to be paid the total cost and expense of all works of improvement constructed by Authority pursuant to this Lease. Authority agrees that it will pay, or cause to be paid, all cost of labor, services or material supplied in the prosecution of any work done, or caused to be done, pursuant to this Lease. Authority shall keep the Premises and all other property on which improvements are constructed free and clear of all mechanics liens and other liens on account of work done for Authority or person claiming under Authority.

h. Authority shall provide to City all “as-built” and “record” drawings for all works of improvement constructed by Authority pursuant to this Lease.

11. COMPLIANCE WITH NON-EXCLUSIVE CONDITIONAL EASEMENT. Authority acknowledges and agrees to comply with the terms of the Grant of Non-Exclusive Conditional Easement recorded January 3, 2025, as Instrument No. 2025000001928 in the Official Records of Orange County, California, attached hereto as Exhibit B (the “Easement”) and incorporated herein by this reference. In addition to the indemnification provisions in Section 17, Authority shall indemnify and save harmless City and its officers, officials, agents, and employees from and against any and all claims, demands, losses or liabilities of any kind or nature which City and/or its officers, officials, agents and/or employees may sustain or incur or which may be imposed upon them or any of them for injury to or death of persons or damage to property as a result of or arising out of the negligence or willful misconduct of Authority, its officers, officials, agents, or employees, invitees, or licensees in connection with Authority’s use of the Easement Area, as that term is defined in the Easement.

12. APPLICABLE LAWS. Authority hereby covenants and warrants that Authority shall comply with all applicable laws, rules, regulations, building codes, statutes, and orders as they are applicable on the Effective Date, and as they may be subsequently amended, including, without limitation, City’s rules and regulations, in connection with its construction and operations on the Premises. Included in this provision, without limitation, is compliance with the Americans with Disabilities Act (the “ADA”) and all other federal, state, and local codes, statutes, and orders relating to disabled access as they are applicable on the Effective Date, and as they may be subsequently amended, and all regulations issued by the U.S. Attorney General or other agencies under the authorization of the ADA. City shall not be responsible for any ADA violations resulting from construction, alterations, improvements, or fixtures made or installed by Authority or the placement of Authority’s furniture, equipment, supplies, and materials.

13. OWNERSHIP OF IMPROVEMENTS.

a. *On Premises.* All improvements constructed on the Premises by Authority as permitted by this Lease shall be owned by Authority until expiration of the term or sooner termination of this Lease. Authority is permitted to modify improvements on the Premises in its sole discretion, provided that such modifications comply with the terms of this Lease and applicable laws. Upon termination or expiration of this Lease, the ownership of on premises improvements shall be governed by Section 27 of this Lease.

b. *Off Premises.* All improvements constructed on the Park Property or within City's public right-of-way, except for improvements constructed entirely within the Premises, by Authority subject to Section 10.a shall become property of City upon the effective date of Authority's notice of completion filed with the County of Orange Clerk-Recorder for such work. Authority shall execute grant deeds and/or such other documentation as City may reasonably request to formally transfer ownership of such improvements from Authority to City.

c. *Easement.* The ownership of all improvements constructed within the Easement Area, as that term is defined in the Easement, shall be governed by the terms of the Easement.

14. ASSIGNMENT OR SUBLEASE. Authority shall not assign, sublease, or otherwise transfer Authority's interest in this Lease to any person or entity without City's prior written consent, which consent shall not be unreasonably withheld.

15. TITLE. No part of this Lease shall be interpreted as conveying any portion of the title to the Premises or the Park Property to Authority. Authority acknowledges and agrees to the sufficiency of a ground lease for purposes of construction and operation of a fire station. Authority acknowledges and agrees that Authority has no governmental need to hold title to any portion of the Premises or the Park Property.

16. INSURANCE.

a. *Fire and Extended Coverage.* Authority shall, at no cost or expense to City, insure or self-insure the fire station and all other improvements constructed upon the Premises against loss or damages by fire and risks customarily covered by an extended coverage endorsement, and vandalism and malicious mischief, in amounts not less than 90% of the actual replacement cost of said improvements, exclusive of the cost of excavations, foundations, and footings.

b. *Public Liability Insurance.* City and Authority shall each maintain in force throughout the term of this Lease a policy of general liability insurance or self-insurance providing combined single limit bodily injury and property damage insurance against any liability arising out of the use, occupancy or maintenance of the Premises in an amount not less than \$2,000,000 per occurrence.

c. *Policies and Certificates of Insurance.* All insurance provided for in this section shall be evidenced by certificates of self-insurance, or valid and enforceable policies issued by insurers of recognized responsibility, qualified to do business in California. Upon the execution of this Lease by Authority and thereafter not less than 30 calendar days prior to the expiration dates of the expiring policies furnished pursuant to this section, City and Authority shall deliver to each other certificates evidencing the insurance each party is required to carry as provided by Sections 16.a and 16.b above. Said certificates shall provide the following:

- i. Authority's policies shall include City, its officers, officials, agents, employees, council members, and servants as additional insureds; and
- ii. City's policies shall include Authority, its officers, officials, agents, employees, board and committee members, and servants as additional insureds; and
- iii. Such policies shall not be cancelled or materially changed without at least thirty (30) calendar days prior written notice to the additional insureds; and
- iv. Each policy shall contain a cross-liability endorsement; and
- v. All insurance policies pursuant to this section shall be written as primary policies and shall not contribute to or be in excess of any coverage which City or Authority may carry; and
- vi. Any loss shall be payable to the additional insureds not withstanding any act or negligence of the policyholder which might otherwise result in forfeiture of said insurance.

Notwithstanding anything above to the contrary, City's insurance obligations hereunder may be met through its participation in a risk sharing pool, or other form of self-insurance.

17. INDEMNIFICATION.

a. Notwithstanding the limits of any insurance, Authority shall indemnify and save harmless City and its officers, officials, agents, and employees from and against any and all claims, demands, losses or liabilities of any kind or nature which City and/or its officers, officials, agents and/or employees may sustain or incur or which may be imposed upon them or any of them for injury to or death of persons or damage to property as a result of or arising out of the negligence or willful misconduct of Authority, its officers, officials, agents, employees, invitees, or licensees in connection with Authority's use of the Premises.

b. Notwithstanding the limits of any insurance, City shall indemnify and save harmless Authority and its officers, officials, agents, and employees from and against any and all claims, demands, losses or liabilities of any kind or nature which Authority and/or its officers, officials, agents and/or employees may sustain or incur or which may be imposed upon them or any of them for injury to or death of persons or damage to property as a result of or arising out of the negligence or willful misconduct of City, its officers, officials, agents, employees, invitees, or licensees in connection with City's ownership of the Premises and/or City's use of the Premises as described in Section 6.c of this Lease.

18. DEFAULTS AND REMEDIES.

a. *Events of Default.* City shall be deemed to be in default under the terms of this Lease if City fails to perform or observe any material covenant, condition, or agreement to be performed by City under this Lease and City has not commenced remedial action to cure such condition of default within thirty (30) calendar days after written notice from Authority to City specifying the type and nature of each material breach.

Likewise, Authority shall be deemed to be in default under the terms of this Lease if Authority fails to perform or observe any material covenant, condition, or agreement to be performed by Authority under this Lease and Authority has not commenced remedial action to cure such condition of default within thirty (30) calendar days after written notice from City to Authority specifying the type and nature of each material breach.

b. *Remedies.* In the event of material default by City, Authority shall notify City of such default in writing. If City has not commenced remedial action to cure such default within thirty (30) calendar days after receipt of said written notice, and thereafter has not diligently pursued to complete such cure, Authority may commence legal action against City seeking strict performance of all covenants and conditions contained herein.

Likewise, in the event of a material default by Authority, City shall notify Authority of such default in writing. If Authority has not commenced remedial action to cure such default within thirty (30) calendar days after receipt of said written notice, and thereafter has not diligently pursued to complete such cure, City may commence legal action against Authority seeking strict performance of all covenants and conditions contained herein.

The remedies of City and Authority as herein provided are cumulative and in addition to and not exclusive of any remedy of either party herein given or which may be permitted by law. However, neither party shall terminate this Lease as a remedy for default by the other party.

19. CONDEMNATION. If the Premises or any portion thereof are taken under the power of eminent domain or sold under the threat of the exercise of said power (collectively, "Condemnation"), this Lease shall terminate as to the part intended to be taken as of the date that is thirty (30) calendar days after a public agency submits to City a written notice of intent to have any portion of the Premises appraised or adopts a resolution of necessity regarding any portion of the Premises, whichever occurs first. Condemnation awards and/or payments shall be the property of City, whether such award shall be made as compensation for diminution in value of the leasehold, the value of the part taken or for severance damages. Authority hereby waives any and all rights it might otherwise have pursuant to Section 1265.130 of the California Code of Civil Procedure, or any similar or successor laws.

20. FORCE MAJEURE. Any prevention, delay, nonperformance, or stoppage due to any of the following causes shall excuse nonperformance for a period equal to any such prevention, delay, nonperformance, or stoppage, except the obligations imposed by this Lease for the payment of rent, taxes, insurance, or obligations to pay money that are treated as rent. The causes referred to above are: Strikes, lockouts, labor disputes, failure of power, irresistible superhuman cause, acts of public enemies of this state or of the United States, riots, insurrections, civil commotion, inability to obtain labor or materials or reasonable substitutes for either, governmental restrictions or regulations or controls (except those reasonably foreseeable in connection with the uses contemplated by this Lease), and casualties not contemplated by insurance provisions of this Lease.

21. AMENDMENT. This Lease sets forth the entire agreement between the parties hereto. Any modification to this Lease must be in the form of a written amendment duly executed by all parties.

22. NOTICE. As used in this Lease, notice includes but is not limited to the communication of notice, request, demand, approval, statement, report, acceptance, consent, waiver, and appointment. Unless the provisions of this Lease on consideration direct otherwise, consideration shall be sent in a manner provided for giving notice.

All notices must be given in writing provided no writing other than the check or other instrument representing the consideration payment itself need accompany the payment of rent.

Notice is considered given either (a) when delivered in person to the recipient named as below, or (b) on the date shown on the return receipt after deposit in the United States mail in a sealed envelope or container, either registered or certified mail, return receipt requested, postage and postal charges prepaid, addressed by name and address to the party or person intended as follows:

Notice to City: CITY OF LAGUNA WOODS
ATTN: City Manager
City of Laguna Woods
24264 El Toro Road
Laguna Woods, CA 92637

Notice to Authority: ORANGE COUNTY FIRE AUTHORITY
ATTN: Fire Chief
Orange County Fire Authority
1 Fire Authority Road
Irvine, CA 92602

With a Copy to:

OCFA General Counsel

c/o Woodruff & Smart
555 Anton Boulevard, Suite 1200
Costa Mesa, CA 92626

Either party may, by notice given at any time or from time-to-time, require subsequent notices to be given to another individual person, whether a party or an officer or representative, or to a different address, or both. Notices given before actual receipt of notice of change shall not be invalidated by the change. Each recipient named must be an individual person. If more than one recipient is named, delivery of notice to any one such recipient is sufficient. If none of the recipients named in the latest designation of recipient is available for delivery in person, and if the notice addressed by mail to each recipient named in the latest designation of recipient is returned to the sender undelivered, notice shall be sufficient if sent by mail as above to the party as named in this Lease, unless the name or identity of the party has changed as permitted in this Lease and proper notice of the change has been given, in which event the notice shall be sufficient if sent by mail as above to the party named in the latest notice designating the party, and the notice is considered given when the first attempt to give notice was properly made.

23. WAIVER OF RIGHTS. The failure of City or Authority to insist upon strict performance of any of the terms, conditions, and covenants in this Lease shall not be deemed a waiver of any right or remedy that City or Authority may have, and shall not be deemed a waiver of any right or remedy for a subsequent breach or default of the terms, conditions, and covenants set forth in this Lease.

24. SEVERABILITY. If any term, covenant, condition, or provision of this Lease is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

25. HOLDING OVER. In the event Authority shall continue in possession of the Premises after the term of this Lease, such possession shall not be considered a renewal of this Lease but a tenancy from month to month and shall be governed by the terms, conditions, and covenants contained in this Lease.

26. SUCCESSORS. Subject to the provisions of this Lease on assignment and subletting, each and all of the covenants and conditions of this Lease shall be binding on and shall inure to the benefit of the heirs, successors, executors, administrators, assigns, and personal representatives of the respective parties.

27. EXPIRATION AND TERMINATION. Authority may terminate this Lease at any time, with thirty (30) days' written notice. City may terminate this Lease, with thirty (30) days' written notice, if Authority (i) has not obtained City's approval of the site development permit contemplated in Section 10.a of this Lease by 11:59 p.m. on June 30, 2027 or (ii) has not commenced operation of a fire station on the Premises by 11:59 p.m. on December 31, 2029; City shall reasonably cooperate with Authority in doing so

as set forth in Section 10.e. At the expiration or earlier termination of the term, Authority shall surrender to City the possession of the Premises. All improvements constructed by Authority on the Premises shall become the property of City. Authority shall have the right to remove any or all fixtures and personal property items belonging to Authority from the Premises, including but not limited to equipment, shelving, partitions, furniture, and office equipment. If, after thirty (30) calendar days after expiration or termination of this Lease, Authority has not removed its fixtures and personal property items, any such remaining items shall become property of City, and City may thereafter use or dispose of such items. Authority shall leave the surrendered Premises and any other property in good and broom-clean condition except as provided to the contrary in provisions of this Lease on maintenance and repair of improvements. All property that Authority is required to surrender shall become City's property at termination of the Lease. All property that Authority is not required to surrender but that Authority does abandon by leaving on the Premises for a period of more than thirty (30) calendar days following the expiration or earlier termination of this Lease shall, at City's election, become City's property at termination. Authority shall execute grant deeds and/or such other documentation as City may reasonably request to formally transfer ownership of surrendered and/or abandoned improvements from Authority to City.

28. HEADINGS. The various headings in this Lease, the numbers thereof, and the organization of the Lease into separate sections and paragraphs are for purposes of convenience only and shall not be considered otherwise.

29. AUTHORIZATION. The persons executing the Lease below on behalf of Authority or City warrant that they have the power and authority to bind Authority or City to this Lease.

30. RELATIONSHIP BETWEEN THE PARTIES. It is hereby acknowledged that this Lease does not create a relationship between City and Authority of a partnership or a joint venture and that this Lease does not confer authority on either City or Authority to be the agent of the other.

31. NO THIRD-PARTY BENEFICIARIES. There are no intended third-party beneficiaries under this Lease, and no such third parties shall have any rights or obligations hereunder.

32. GOVERNING LAW AND VENUE. This Lease has been negotiated and executed in the State of California and shall be governed by and construed under the laws of the State of California. In the event of any legal action to enforce or interpret this agreement, the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California, and the Parties hereto agree to and do hereby submit to the jurisdiction of such court, notwithstanding Code of Civil Procedure section 394.

33. COUNTERPARTS. This Lease may be executed in several counterparts, each of which shall be an original but all of which shall constitute one and the same instrument. The counterparts of this Lease may be electronically executed and/or

ITEM 9.4 – Attachment A

delivered by electronic means and the receiving party may rely on the receipt of such document so executed and/or delivered as if the original had been received.

[SIGNATURE PAGE FOLLOWS IMMEDIATELY]

IN WITNESS WHEREOF, the parties hereto have executed this Lease on the date first written above.

ORANGE COUNTY FIRE AUTHORITY,
a California Joint Powers Authority

By: _____
Brian Fennessy
Fire Chief

Approved as to Form

By: _____
David Kendig
General Counsel

CITY OF LAGUNA WOODS,
a California Municipal Corporation

By: _____
Christopher Macon
City Manager

Approved as to Form

By: _____
Alisha Patterson
City Attorney

Exhibit “A”

Legal Description of the Premises

(2 pages follow)

EXHIBIT "A"
LEGAL DESCRIPTION

BEING A PORTION OF PARCEL 5 OF PARCEL MAP IN THE CITY OF LAGUNA WOODS, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 103, PAGES 38 THROUGH 41, INCLUSIVE OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEING A PORTION OF PARCEL 2, LOT LINE ADJUSTMENT LL94-028, RECORDED SEPTEMBER 3, 1996 AS INSTRUMENT NO. 19960448212, OFFICIAL RECORDS OF THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY CORNER OF SAID PARCEL 2;

THENCE SOUTH 60°31'26" EAST, ALONG THE NORTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 62.00 FEET TO THE EASTERLY CORNER OF SAID PARCEL 2;

THENCE SOUTH 29°28'37" WEST, ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 154.56 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE EASTERLY AND HAVING A RADIUS OF 170.00 FEET;

THENCE SOUTHERLY ALONG SAID CURVE AND THE EASTERLY LINE OF SAID PARCEL 2 A DISTANCE OF 50.24 FEET AND THROUGH A CENTRAL ANGLE OF 16°55'55";

THENCE SOUTH 90°00'00" WEST 79.68 FEET TO THE NORTHWESTERLY LINE OF SAID PARCEL 2;

THENCE NORTH 29°28'34" EAST, ALONG THE NORTHWESTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 243.28 FEET TO THE **TRUE POINT OF BEGINNING**.

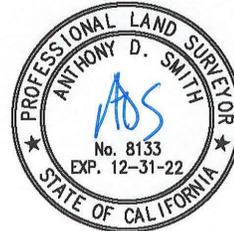
SAID DESCRIPTION CONTAIN 14,132 SQUARE FEET, MORE OR LESS.

ON POINT LAND SURVEYING, INC.

PREPARED BY:

ANTHONY D. SMITH, PLS 8133

DATE: 5/26/2021



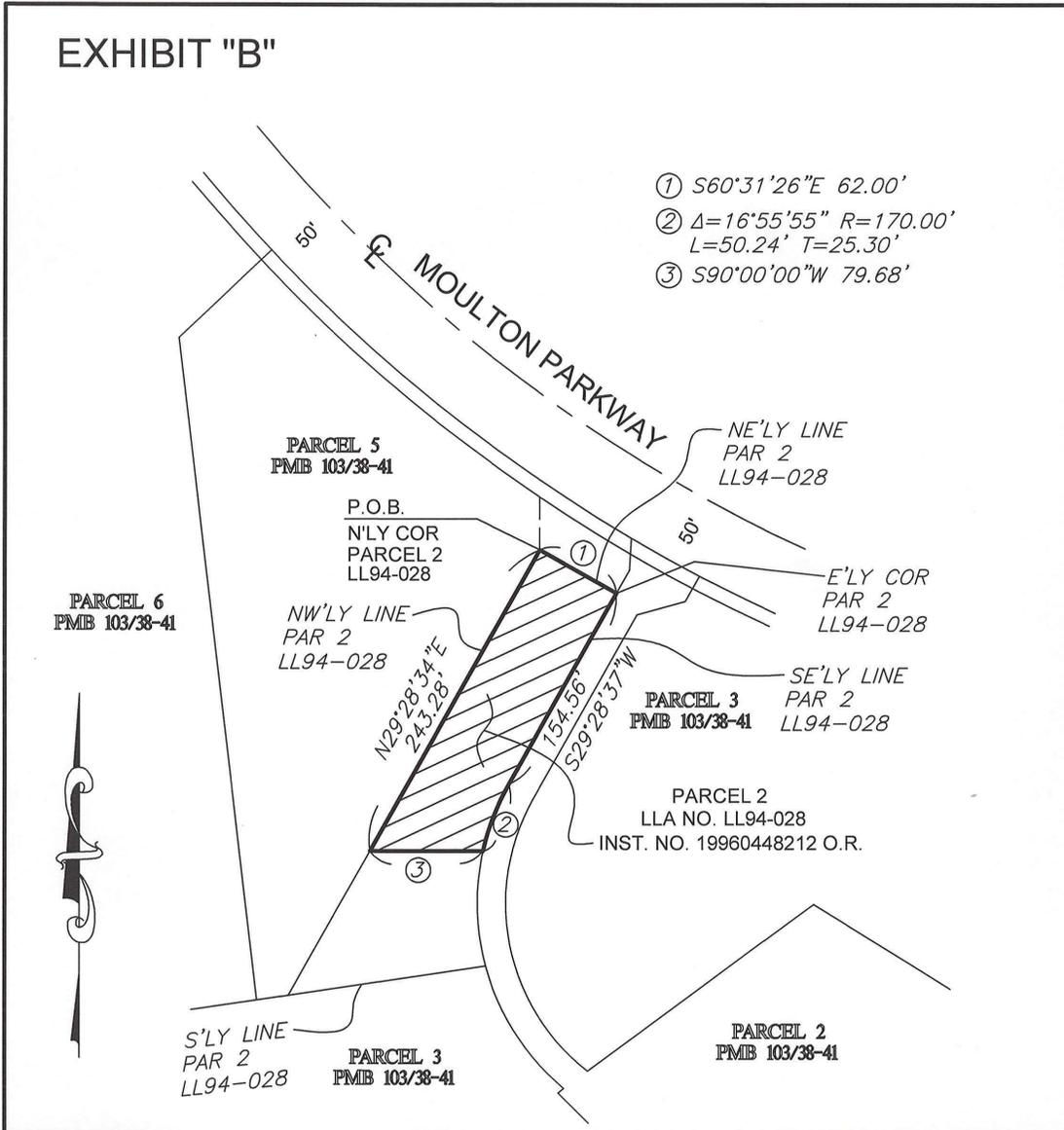


EXHIBIT "B"	
PREPARED AT THE REQUEST OF THE CITY OF LAGUNA WOODS	
THIS PLAT IS SOLELY AN AID IN LOCATING THE PARCEL(S) DESCRIBED IN THE ATTACHED DOCUMENT. IT IS NOT A PART OF THE WRITTEN DESCRIPTION THEREIN.	PREPARED BY: ON POINT LAND SURVEYING, INC.
PREPARED BY: _____	SCALE: 1"=100'
DATE: <u>5/26/2021</u>	DATE: MAY 2021
	SHEET <u>1</u> OF <u>1</u>

Exhibit “B”

Grant of Non-Exclusive Conditional Easement recorded January 3, 2025, as Instrument
No. 2025000001928 in the Official Records of Orange County, California

(11 pages follow)

90

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

City of Laguna Woods
24264 El Toro Road
Laguna Woods, CA 92637
Attention: City Clerk
(949) 639-0500

Recorded in Official Records, Orange County
Hugh Nguyen, Clerk-Recorder



NO FEE

2025000001928 1:47 pm 01/03/25
90 CR-SC06 E01 11
0.00 0.00 0.00 0.00 30.00 0.00 0.000.000.00 0.00

Exempt from Recording Fee
Pursuant to Government Code Section 6103

ΔΝΕ 27363

APN: [616-012-02]
FULL [] PORTION [X]

Exempt from Documentary Transfer Tax
Pursuant to R&T Code § 11922

(Space above this line for Recorder's use)

GRANT OF NON-EXCLUSIVE CONDITIONAL EASEMENT

For valuable consideration, receipt of which is hereby acknowledged, EL TORO WATER DISTRICT, a public agency of the State of California ("Grantor"), hereby grants to the CITY OF LAGUNA WOODS, a municipal corporation ("Grantee") a Non-Exclusive Conditional Easement ("Easement") in, on, over, along, through, upon, under, and across Grantors' existing utility roadway and driveway leading to Grantor's P-1 Pump Station site described on Exhibit "A" and depicted on Exhibit "B" ("Easement Area") attached hereto and incorporated herein by this reference, and subject to the following purposes, terms and conditions:

IT
HP
nf

SECTION 1 - PURPOSE

The sole purpose of this Easement is to provide for road and driveway passage to the site of the proposed construction, operation and maintenance of a fire station and public safety/municipal services building ("Fire Station & Ancillary Building") to be located on the lower portion of Grantee's "City Centre Park" property; and for construction, maintenance, relocation, and removal of improvements within the Easement Area subject to approval of the Grantor's Board of Directors or duly authorized representative thereof. For purposes of this Easement, "road and driveway passage" does not include parking, but does allow for reasonable vehicle and pedestrian passage, drainage, and utility purposes, including all uses of the Easement Area for purposes incident to the stated purposes herein, including but not limited to underground and above ground utilities and appurtenances, cable communication and telecommunication facilities, curbs, gutters, drainage, water and sewage facilities, and access control; provided, however, Grantee shall not obstruct Grantor's vehicular and Grantor's invitees' access from Moulton Parkway through the Easement Area to the balance of APN 616-012-02 (Grantor's property). Any and all stated and anticipated modifications to the Easement Area are subject to Grantor's written consent as set forth in Section 5 of this Easement and shall be at Grantee's sole cost and expense.

SECTION 2 - LICENSING, PERMITTING AND ALLOWABLE PEDESTRIAN PASSAGE

Conditional and subject to Grantor and Grantee entering into the Agreement contemplated as set forth in Section 5 of this Easement, Grantee may thereafter allow access to Easement Area as follows:

- (a) Licensing – Grantee may grant a license for road and driveway passage over the Easement Area to the City of Laguna Beach, the County of Orange, and/or the Orange County Fire Authority inclusive of their employees, agents, vendors, and contractors. Other licenses contemplated by Grantee shall require the Grantor’s written consent.
- (b) Permitted Passage – Grantee may permit reasonable road and driveway passage over the Easement Area to Grantee’s employees, agents, vendors and contractors without Grantor’s consent.
- (c) Pedestrian Passage – Grantee may allow reasonable pedestrian passage over the Easement Area without Grantor’s consent.

Grantee agrees that any such Licensing, Permitting or Allowable Pedestrian Usage shall subject and bind Grantee to the indemnification provisions in Section 4 of this Easement.

SECTION 3 - NONASSIGNABILITY

This Easement shall not be assigned. Any purported assignment of this Easement shall be void and of no effect.

SECTION 4 - INDEMNIFICATION

Grantee agrees to the fullest extent permitted by law, to indemnify and hold Grantor, Grantor’s directors, officers, employees and agents harmless from and against damages, liability, and costs (including reasonable attorneys’ fees and costs of defense) to the extent caused by Grantee’s licensees’, permittees’, and/or pedestrians’ usage of the Easement Area.

Grantee’s obligation to hold harmless and indemnify Grantor as set forth above shall not be restricted by any insurance proceeds.

SECTION 5 - CONDITIONS SUBSEQUENT

Prior to the initiation of construction of the proposed Fire Station & Ancillary Building, Grantor and Grantee agree to negotiate in good faith and fair dealing, all of the specific terms and conditions of an agreement (“Agreement”) which shall include for the benefit of Grantor at Grantee’s sole cost and expense, provisions for insurance, indemnification, and construction and maintenance of the Easement Area and Fire Station & Ancillary Building. In the event Grantor and Grantee do not mutually agree on the terms and conditions of such an Agreement on or before December 31, 2026, this Easement shall terminate and be null and void.

IN WITNESS WHEREOF, the Grantor and Grantee hereto have caused this GRANT OF NON-EXCLUSIVE CONDITIONAL EASEMENT to be effective as of the date of the last signature below.

GRANTOR:

EL TORO WATER DISTRICT, a public agency of the State of California

By: Mark J. Martin
President

Date: 12-30-2024

GRANTEE:

CITY OF LAGUNA WOODS, a municipal corporation

By: [Signature]
Mayor

Date: 12-18-24

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Orange

On December 30, 2024 before me, Marisol Melendez, Notary Public
(insert name and title of the officer)

personally appeared Mark L. Monin
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature MMelendez (Seal)



“EL TORO WATER DISTRICT” NOTARY ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF ORANGE)

On December 18, 2024 before me, Y. Trippy, Notary Public
(Insert name and title of the officer)

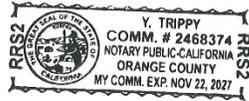
personally appeared Shari L. Horne

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Y. Trippy
Signature of Notary



CERTIFICATE OF ACCEPTANCE

GRANT OF NON-EXCLUSIVE CONDITIONAL EASEMENT

This is to certify that the interest in real property conveyed by the GRANT OF NON-EXCLUSIVE CONDITIONAL EASEMENT dated December 30, 2024 from El Toro Water District, to the City of Laguna Woods, a municipal corporation, is hereby accepted by order of the City of Laguna Woods City Council on December 18, 2024, and the grantee consents to recordation thereof by its duly authorized officer.

GRANTEE:

CITY OF LAGUNA WOODS,
a municipal corporation

Dated 12-18-24



Mayor

Approved as to Form:



Alisha Patterson
City Attorney

“CITY OF LAGUNA WOODS” NOTARY ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF ORANGE)

On December 18, 2024, before me, Y. Trippy, Notary Public
(here insert name and title of the officer)
personally appeared Shari L. Horne

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Y. Trippy
Signature of Notary



EXHIBIT "A"

**EXHIBIT "A"
LEGAL DESCRIPTION**

BEING A PORTION OF PARCEL 2, PARCEL MAP IN THE CITY OF LAGUNA WOODS, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 103, PAGE 38 THROUGH 41, INCLUSIVE, OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT BEING THE MOST NORTHERLY CORNER OF SAID PARCEL 2, SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE NORTHERLY AND HAVING A RADIUS OF 1160.00 FEET, A RADIAL LINE TO SAID POINT BEARS NORTH 30°13'03" EAST, SAID CURVE BEING THE NORTHEASTERLY LINE OF SAID PARCEL 2 AND BEING PARALLEL WITH AND DISTANT 60.00 FEET SOUTHWESTERLY OF THE CENTERLINE OF MOULTON PARKWAY AS SHOWN ON SAID PARCEL MAP;

THENCE SOUTHEASTERLY ALONG SAID CURVE 50.01 FEET AND THROUGH A CENTRAL ANGLE OF 02°28'13";

THENCE SOUTH 29°28'34" WEST, ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 10.49 FEET;

THENCE SOUTH 74°28'34" WEST, CONTINUING ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 35.37 FEET;

THENCE SOUTH 29°28'34" WEST, CONTINUING ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 148.37 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE EASTERLY AND HAVING A RADIUS OF 150.00 FEET;

THENCE SOUTHERLY ALONG SAID CURVE AND CONTINUING ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 118.97 FEET AND THROUGH A CENTRAL ANGLE OF 45°26'41" TO A NON-TANGENT LINE;

THENCE SOUTH 81°35'16" WEST, ALONG SAID NON-TANGENT LINE, 20.15 FEET TO A POINT IN THE NORTHWESTERLY LINE OF SAID PARCEL 2, SAID POINT BEING THE BEGINNING OF A NON-TANGENT CURVE CONCAVE EASTERLY AND HAVING A RADIUS OF 170.00 FEET, A RADIAL LINE TO SAID POINT BEARS NORTH 74°55'29" EAST;

THENCE NORTHERLY ALONG SAID CURVE AND ALONG SAID NORTHWESTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 132.19 FEET AND THROUGH A CENTRAL ANGLE OF 44°33'05";

PAGE 1 OF 2

EXHIBIT "A"

-1-

THENCE NORTH 29°28'34" EAST, ALONG SAID NORTHWESTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 173.37 FEET;

THENCE NORTH 03°03'50" EAST, ALONG SAID NORTHWESTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 11.23 FEET TO THE **POINT OF BEGINNING**.

SAID DESCRIPTION CONTAINS 6,771 SQUARE FEET, MORE OR LESS.

SEE ATTACHED PLAT AS EXHIBIT "B" AND BY THIS REFERENCE MADE A PART HEREOF.

ON POINT LAND SURVEYING, INC.

PREPARED BY:

ANTHONY D. SMITH, PLS 8133

DATE: 5/29/2024



PAGE 2 OF 2

EXHIBIT "A"

-2-

ITEM 9.4 – Attachment A

SMARTPRINT.TXT

On Point Land Surveying, Inc.
 Closure Report
 Date: 05/29/2024 at 6:57 AM
 Project:
 Description:
 Created by: tonyd

Traverse of: Lot 3 - SUBJECT PARCEL

Bearing	Distance	Starting	at	Northing	Easting
N 30 13 03 E (R)	1160.00'	to		2169398.0864	6112820.2661
				2170400.4669	6113404.0754
Delta =	02 28 13	Radius =	1160.00'	Length =	50.01'
Chord =	S 61 01 04 E		50.01'	Tangent =	25.01'
S 27 44 50 W (R)	1160.00'	to		2169373.8546	6112864.0133
S 29 28 34 W	10.49'	to		2169364.7312	6112858.8565
S 74 28 34 W	35.37'	to		2169355.2647	6112824.7769
S 29 28 34 W	148.37'	to		2169226.0996	6112751.7698
S 60 31 26 E (R)	150.00'	to		2169152.2905	6112882.3540
Delta =	45 26 41	Radius =	150.00'	Length =	118.97'
Chord =	S 06 45 14 W		115.88'	Tangent =	62.82'
S 74 01 53 W (R)	150.00'	to		2169111.0238	6112738.1418
S 81 35 16 W	20.15'	to		2169108.0759	6112718.2086
N 74 55 29 E (R)	170.00'	to		2169152.2909	6112882.3580
Delta =	44 33 05	Radius =	170.00'	Length =	132.19'
Chord =	N 07 12 02 E		128.88'	Tangent =	69.64'
N 60 31 26 W (R)	170.00'	to		2169235.9395	6112734.3628
N 29 28 34 E	173.37'	to		2169386.8687	6112819.6713
N 03 03 50 E	11.23'	to		2169398.0826	6112820.2715

Error of closure North = 0.00378283 East = 0.00547853
 Bearing N 55 22 32 W Distance = 0.0067
 Area = 6,771.30 SF 0.155 Acres
 Perimeter = 700.14' Precision = 1 : 105163

EXHIBIT "B"

Exhibit “C”

Certain Landscape Maintenance Activities

(2 pages follow)

The following applies to the Park Property exclusive of the Premises (i.e., the portion of the Park Property used by City as City Centre Park) (“Park”), beginning one hundred and eighty (180) calendar days after City’s City Council accepts the City Centre Park Enhancement Project as complete. City shall notify Authority, in writing, of such date, within ten (10) calendar days thereafter.

City and Authority shall coordinate to schedule the landscape maintenance activities set forth herein for mutually agreeable dates and times.

MULCH

1. For the purpose of this section, “mulch” means shredded bark, wood chips, and/or rock mulch to match treatments identified by City on the record construction drawings and/or specifications for the City Centre Park Enhancement Project. City reserves the right to require Authority to modify the specific treatments, at City’s discretion, if a product is discontinued or unavailable. City shall provide notice of such modifications to Authority in writing. Authority acknowledges and agrees that such modifications may result in increased or modified costs.
2. Authority shall apply mulch twice per year (once between each February and April, and once between each September and November) to maintain a depth of three (3) inches within shrub areas and two (2) inches within groundcover areas. City shall provide Authority with a diagram delineating shrub versus groundcover areas. Additionally, Authority shall apply mulch in such a manner that all PVC pipes within any mulched area shall be fully covered by each mulch application, which may require applying mulch in excess of the specified depths where necessary.
3. Authority shall inspect mulch that it plans to apply prior to application to ensure it is free of disease, weed seeds, and other pests and pathogens.
4. Authority shall only apply mulch that complies with the recovered organic waste product procurement requirements set forth in California Senate Bill 1383 (Lara, Chapter 395, Statutes of 2016) (“SB 1383”). Prior to application, Authority shall provide City with documentation from the mulch supplier, in form sufficient to City, verifying that the mulch to be applied complies with SB 1383. Authority shall not commence mulch application until after City has reviewed and accepted the aforementioned compliance documentation in writing.

DECOMPOSED GRANITE SURFACES

1. For the purpose of this section, “decomposed granite” (“DG”) means decomposed granite to match treatments identified by City on the record construction drawings and/or specifications for the City Centre Park Enhancement Project. City reserves the right to require Authority to modify the specific treatments, at City’s discretion, if a product is discontinued or unavailable. City shall provide notice of such modifications to Authority in writing. Authority acknowledges and agrees that such

modifications may result in increased or modified costs.

2. Authority shall maintain all DG surfaces in a manner that supports pedestrian safety, accessibility, and long-term durability. All DG maintenance activities shall comply with applicable Americans with Disabilities Act (“ADA”) standards and be performed using generally accepted best practices for DG surface preservation, with an emphasis on maintaining a firm, stable, and slip-resistant pedestrian surface in compliance with ADA standards.
3. *Regrading and Recomaction.* Authority shall regrade and recompact all DG surfaces twice per year (once between each March and May, and once between each September and November) to restore cross-slope (maximum two percent (2%)) and running-slope (less than five percent (5%)) conformity. Regraded DG shall be compacted to a minimum of ninety percent (90%) relative compaction using a weighted roller to ensure a smooth, stable surface and eliminate any ruts, depressions, or uneven transitions.
4. *Topdressing.* Authority shall apply DG topdressing twice per year (once between each April and May, and once between each September and November) to maintain a four (4) inch surface depth. DG topdressing shall be compacted to a minimum of ninety percent (90%) relative compaction using a weighted roller to ensure a smooth, stable surface and eliminate any ruts, depressions, or uneven transitions. DG topdressing shall be blended with existing material to produce a uniform surface appearance.

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9.5

**CITY COUNCIL SALARY
(AGENDIZED BY MAYOR HORNE)**

(NO REPORT)

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11.1
CITY COUNCIL ORGANIZATION –
OFFICE OF THE MAYOR
(NO REPORT)

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11.2
CITY COUNCIL ORGANIZATION –
OFFICE OF THE MAYOR PRO TEM
(NO REPORT)

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11.3
CITY COUNCIL MEETING SCHEDULE

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: December 17, 2025 Regular Meeting

SUBJECT: City Council Meeting Schedule

Recommendation

1. Schedule an adjourned regular meeting of the City Council for December 22, 2025 at 2 p.m. at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

AND

2. Approve a new City Council meeting schedule for January 2026 through June 2027.

Discussion

Today's meeting is an opportunity for City Council action, as well as public input, on the City Council meeting schedule for the remainder of Fiscal Year 2025-26, as well as the upcoming Fiscal Year 2026-27 (Attachment A). Staff recommends that the City Council approve the meeting schedule as proposed.

The proposed meeting schedule has been reviewed for potential conflicts with known conferences. As proposed, there would be no conflicts with the California Joint Powers Insurance Authority Risk Management Educational Forum (October 7-9, 2026 in Monterey) or the League of California Cities (Cal Cities) Annual Conference and Expo (September 23-25, 2026 in Anaheim).

Staff anticipates rescinding the recommendation to schedule an adjourned regular

meeting for December 22, 2025 at 2 p.m. if the City receives the California Department of Housing and Community Development's findings letter pertaining to Item 9.4 on today's agenda prior to the conclusion of today's meeting.

Fiscal Impact

The proposed meeting schedule could be accommodated in the City's budget.

Attachment: A – Proposed City Council Meeting Schedule

**CITY OF LAGUNA WOODS
CITY COUNCIL MEETING SCHEDULE
JANUARY 2026 – JUNE 2027**

REVISED DECEMBER 17, 2025

(additions shown with underlining and deletions shown with ~~strike-through~~)

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

Fiscal Year 2025-26 – Third and Fourth Quarters

- January 21, 2026 at 2 p.m.
- February 18, 2026 at 2 p.m.
- February 24, 2026 at 12:30 p.m. – ADJOURNED REGULAR MEETING (agenda items to include, but not be limited to, a study session related to objective design and development regulations)
- March 18, 2026 at 2 p.m.
- April 15, 2026 at 2 p.m.
- May 20, 2026 at 2 p.m.
- June 17, 2026 at 2 p.m.

Fiscal Year 2026-27 – All Quarters

- July 15, 2026 at 2 p.m.
- August 19, 2026 at 2 p.m.
- September 16, 2026 at 2 p.m.
- October 21, 2026 at 2 p.m.

(General Municipal Election – November 3, 2026)

ITEM 11.3 – Attachment A

- [November 18, 2026 at 2 p.m.](#)
- [December 9, 2026 at 2 p.m. – ADJOURNED REGULAR MEETING \(agenda items to include, but not be limited to, installation of newly elected councilmembers and agency and committee appointments\)](#)
- [December 16, 2026 at 2 p.m.](#)
- [January 20, 2027 at 2 p.m.](#)
- [February 17, 2027 at 2 p.m.](#)
- [March 17, 2027 at 2 p.m.](#)
- [April 21, 2027 at 2 p.m.](#)
- [May 19, 2027 at 2 p.m.](#)
- [May 26, 2027 at 2 p.m. – ADJOURNED REGULAR MEETING \(agenda items to include, but not be limited to, the Fiscal Years 2027-29 Budget & Work Plan\)](#)
- [June 16, 2027 at 2 p.m.](#)
- [June 23, 2027 at 2 p.m. – ADJOURNED REGULAR MEETING \(agenda items to include, but not be limited to, the Fiscal Years 2027-29 Budget & Work Plan\)](#)