

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

I. CALL TO ORDER

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

II. ROLL CALL

COUNCILMEMBER: PRESENT: Horne, McCary, Hatch, Connors
 ABSENT: Moore

All councilmembers participated in-person at the meeting location.

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

All staff participated in-person at the meeting location.

III. PLEDGE OF ALLEGIANCE

Councilmember McCary led the pledge of allegiance.

IV. PRESENTATIONS AND CEREMONIAL MATTERS

Mayor Connors commented on City events and accomplishments over the past year.

Councilmember McCary briefly responded to Mayor Connors' comments.

Mayor Connors briefly responded to Councilmember McCary's comments.

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Laurel Elting, resident, requested that the City waive a late building permit fee.

Mayor Connors asked Ms. Elting to discuss the matter with staff.

Ms. Elting briefly responded to councilmember questions.

Sarah Mendoza, representative from Congresswoman Kim’s Office, presented Mayor Connors with a certificate of appreciation for her service as mayor during the past year.

VI. CONSENT CALENDAR

Mayor Connors asked that Item 6.6 be pulled for separate discussion.

Moved by Councilmember Horne, seconded by Mayor Pro Tem Hatch, and carried unanimously on a 4-0 vote with Councilmember Moore absent, to approve Consent Calendar items 6.1 – 6.5 and 6.7.

6.1 City Council Minutes

Approved the City Council meeting minutes for the regular meeting on November 15, 2023.

6.2 City Treasurer’s Report

Received and filed the City Treasurer’s Report for the month of November 2023.

6.3 Warrant Register

Approved the warrant register dated December 20, 2023 in the amount of \$903,306.76.

6.4 City Engineering and Traffic Operations Services

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

AND

2. Approved an extension of the agreement with NV5, Inc. for city engineering and traffic operations services and authorized the City Manager to execute the extension, subject to approval as to form by the City Attorney.

6.5 American with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7

1. Approved final record plans and specifications reflecting completion of the “American with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7” as prepared by the project engineer.

AND

2. Approved the project completion of the contract agreement with Hardy & Harper, Inc. for the “American with Disabilities Act (ADA) Pedestrian Accessibility Improvement

Project: Phase 7” and authorized recordation of a notice of completion with the County of Orange.

AND

3. Authorize the release of the contract retention payment withheld per state law, and exonerate project posted bonds, for the “American with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7” 35 days following recordation of the notice of completion with the County of Orange, to the extent allowed by state law.

6.7 Pavement Management Plan Project (Westbound El Toro Road between Canyon Wren and Tanager)

1. Approved final record plans and specifications reflecting completion of the “Pavement Management Plan Project (Westbound El Toro Road between Canyon Wren and Tanager)” as prepared by the project engineer.

AND

2. Accepted project completion of the contract agreement with Hardy & Harper, Inc. for the “Pavement Management Plan Project (Westbound El Toro Road between Canyon Wren and Tanager)” and authorized recordation of a notice of completion with the County of Orange.

AND

3. Authorize the release of the contract retention payment withheld per state law, and exonerate project posted bonds, for the “Pavement Management Plan Project (Westbound El Toro Road between Canyon Wren and Tanager)” 35 days following recordation of the notice of completion with the County of Orange, to the extent allowed by state law.

ITEMS PULLED FROM THE CONSENT CALENDAR

6.6 City Hall/Public Library Project

At Mayor Conners’ request, City Manager Macon made comments.

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

1. Accept project completion of the contract agreement with iBuild Spectrum, Inc. for the “City Hall/Public Library Project” and authorize recordation of a notice of completion with County of Orange.

AND

2. Authorize the release of the contract retention payment withheld per state law, and exonerate project posted bonds, for the “City Hall/Public Library Project,” 35 days following recordation of the notice of completion with the County of Orange, to the extent allowed by state law.

VII. PUBLIC HEARINGS

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

City Manager Macon made a presentation.

Mayor Conners opened the public hearing.

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

Councilmembers discussed the item and staff answered related questions.

Moved by Mayor Pro Tem Hatch, seconded by Councilmember Horne, and carried unanimously on a 4-0 vote with Councilmember Moore absent, to:

1. Approve the submittal of a proposal to the County of Orange requesting \$150,000 in Community Development Block Grant (CDBG) funds under the Fiscal Year 2024-25 Public Facilities & Improvements grant program (County of Orange RFA # 012-24010605-NC) to support the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8”, which generally consists of driveway and sidewalk improvements on Moulton Parkway.

AND

2. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING 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 2024-25 PUBLIC FACILITIES & IMPROVEMENTS GRANT PROGRAM (COUNTY OF ORANGE RFA # 012-24010605-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

7.2 Objective Design Standards

City Manager Macon made a presentation and responded to a question from Mayor Conners.

Mayor Conners opened the public hearing.

Kathyn Freshley, resident, expressed her support for the proposed ordinance.

Mayor Conners briefly responded to Ms. Freshley's testimony.

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

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Horne, seconded by Councilmember McCary, and carried unanimously on a 4-0 vote with Councilmember Moore absent, to approve the introduction and first reading of an ordinance – read by title with further reading waived – titled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTIONS 11.10.010, 11.10.020, 11.10.030, 11.10.050, 11.10.060, 11.10.100, 11.10.110, 11.10.120, AND 11.10.130 OF TITLE 11 (PLANNING AND DEVELOPMENT) OF THE LAGUNA WOODS MUNICIPAL CODE PERTAINING TO OBJECTIVE DESIGN STANDARDS FOR CERTAIN NEW DEVELOPMENT AND REDEVELOPMENT PROJECTS, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

VIII. CITY COUNCIL BUSINESS

8.1 Annual Comprehensive Financial Report

City Manager Macon introduced the item.

Eric Xin, Brown Armstrong Accountancy Corporation, made a presentation.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Horne, seconded by Councilmember McCary, and carried unanimously on a 4-0 vote with Councilmember Moore absent, to receive and file the following documents, each dated November 22, 2023:

1. Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2023

(Fiscal Year 2022-23)

AND

2. 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

AND

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

AND

4. Appropriations Limit Worksheet with Independent Accountant's Report on Applying Agreed-Upon Procedures for the Fiscal Year Ended June 30, 2023

IX. CITY COUNCIL REPORTS AND COMMENTS

9.1 Coastal Greenbelt Authority

No report

9.2 Orange County Fire Authority

No report

9.3 Orange County Library Advisory Board

No report

9.4 Orange County Mosquito and Vector Control District

Councilmember Horne provided a report.

9.5 San Joaquin Hills Transportation Corridor Agency

Mayor Connors provided a report.

9.6 South Orange County Watershed Management Area

No report

9.7 Liaisons to Community Bridge Builders

Councilmember Horne provided a report.

Councilmembers briefly responded to Councilmember Horne's report.

9.8 Other Comments and Reports – None

Mayor Connors called for a brief recess at 3:07 p.m.

The meeting was called back to order at 3:14 p.m.

X. CITY COUNCIL BUSINESS

10.1 City Council Organization – Office of the Mayor

Mayor Connors introduced the item.

Mayor Pro Tem Hatch made comments.

Moved by Mayor Connors, seconded by Councilmember Horne, and carried unanimously on a 4-0 vote with Councilmember Moore absent, to appoint Noel Hatch to serve as Mayor effective immediately through December 2024.

10.2 City Council Organization – Office of the Mayor Pro Tem

Moved by Councilmember McCary, seconded by Councilmember Connors, and carried unanimously on a 4-0 vote with Councilmember Moore absent, to appoint Shari Horne to serve as Mayor Pro Tem effective immediately through December 2024.

10.3 Ad Hoc Auditor Selection Committee

City Manager Macon introduced the item.

Councilmembers discussed the item and staff answered related questions.

Moved by Mayor Pro Tem Horne, seconded by Councilmember McCary, and carried unanimously on a 4-0 vote with Councilmember Moore absent, to appoint Councilmember Connors and Councilmember McCary to serve on an Ad Hoc Auditor Selection Committee from December 20, 2023 through March 20, 2024 to work with staff to prepare a request for proposals and then review, evaluate, and make recommendations to the City Council regarding proposals submitted by firms interested in providing annual audit services for fiscal years 2023-24, 2024-25, and 2025-26.

10.4 City Council Meeting Schedule

City Manager Macon introduced the item.

Moved by Councilmember Conners, seconded by Mayor Pro Tem Horne, and carried unanimously on a 4-0 vote with Councilmember Moore absent, to approve a new City Council meeting schedule for January 2024 through June 2025.

XI. CLOSED SESSION – None

XII. CLOSED SESSION REPORT – None

XII. ADJOURNMENT

Councilmember Conners requested that the meeting be adjourned in memory of former mayor and councilmember Bob Ring, and commented on his life and service.

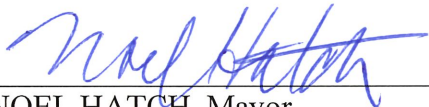
Mayor Hatch made comments regarding former mayor and councilmember Bob Ring.

The meeting was adjourned at 3:34 p.m. in memory of former mayor and councilmember Bob Ring. The next regular meeting will be at 2:00 p.m. on Wednesday, January 17, 2024, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.



YOLIE TRIPPY, CMC, City Clerk

Approved: January 17, 2024



NOEL HATCH, Mayor