
**CITY OF LAGUNA HILLS, CALIFORNIA
CITY COUNCIL SPECIAL MEETING
MINUTES
APRIL 14, 2015**

CALL TO ORDER

Mayor Gilbert called the Special Meeting of the City Council of the City of Laguna Hills, California, to order at 4:05 p.m., in the Laguna Hills City Council Chamber, 24035 El Toro Road, Laguna Hills, California.

PLEDGE OF ALLEGIANCE: Mayor Pro Tempore Barbara Kogerman

ROLL CALL OF CITY COUNCIL MEMBERS:

Present: Mayor Gilbert, Mayor Pro Tempore Kogerman, Council Member Blount, Council Member Carruth, and Council Member Sedgwick.

PUBLIC COMMENTS

There were no Public Comments.

1. 2015-2017 BIENNIAL BUDGET STUDY SESSION - SIX YEAR CAPITAL IMPROVEMENT PLAN

City Manager Channing, in his opening comments, stated that Item 1 would be a presentation on the six-year Capital Improvement Plan (CIP) for the FY 2015-2017 Biennial Budget cycle and reported that this is the second step in the budgeting process for the two-year budget following a November election. City Manager Channing reported that the focus will be on a six-year time parameter for the CIP. He also discussed changing the City's Financial Policy ratios from a 40% Unrestricted General Fund Balance ratio to a 35% ratio.

Assistant City Manager White gave a PowerPoint overview on the 8-Year Resource Allocation Plan and explained various line items including the Ending Total Fund Balance, Debt Service, Non-Major Governmental Funds, Total Capital Replacement Funds, and the Unrestricted General Fund Balance.

Director of Public Services Rosenfield gave a brief historic review of Capital Improvement Program budgeting along with a PowerPoint presentation that discussed Non-Discretionary Projects and Discretionary Projects.

2. DISCUSSION OF CITY COUNCIL AGENDA PROCESSES; MEETING PROTOCOLS; CITY COUNCIL BUSINESS PRACTICES AND OPERATING PROCEDURES; AND CITY COUNCIL POLICIES, PROCEDURES AND BUSINESS PROTOCOLS

City Manager Channing stated that Item 2 was continued from the March 14, 2015, City Council Study Session/Workshop and briefly reviewed a number of issues including how to get an item on the agenda, Council communications with City staff, and changing to an electronic format for agenda materials.

RECESS

The Special Meeting was recessed at 6:24 p.m., for the purpose of holding the Regular City Council/Planning Agency Meeting.

RECONVENE

Following the adjournment of the Regular City Council Meeting, Mayor Gilbert reconvened the Special Meeting at 8:02 p.m. All City Council Members were present.

2. DISCUSSION OF CITY COUNCIL AGENDA PROCESSES; MEETING PROTOCOLS; CITY COUNCIL BUSINESS PRACTICES AND OPERATING PROCEDURES; AND CITY COUNCIL POLICIES, PROCEDURES AND BUSINESS PROTOCOLS

Council continued their discussion.

**THE CITY COUNCIL APPROVED THE DRAFT CITY COUNCIL POLICY "PROCEDURES FOR COUNCIL MEMBERS TO PLACE ITEMS ON A CITY COUNCIL AGENDA" AS WRITTEN BY M/MAYOR PRO TEMPORE KOGERMAN, S/MAYOR GILBERT.
APPROVED BY A VOTE OF 5-0.**

ADJOURNMENT

There being no further business before the City Council at this Special meeting, Mayor Gilbert adjourned the meeting at 8:45 p.m.

MELISSA AU-YEUNG, CITY CLERK

ATTEST:

DORE J. GILBERT, M.D. MAYOR

APPROVED AT MEETING OF MAY 12, 2015.