



**CITY OF LAGUNA HILLS
CITY COUNCIL/PLANNING AGENCY
REGULAR MEETING AGENDA**

APRIL 08, 2014

Closed Session at 6:00 PM (*when scheduled*)

General Business Session at 7:00 PM

Andrew Blount, Mayor

Dore J. Gilbert, M.D., Mayor Pro Tempore

Randal Bressette, Council Member

Melody Carruth, Council Member

Barbara Kogerman, Council Member

Location: City Council Chamber, 24035 El Toro Road, Laguna Hills, California 92653

Any person wishing to address the City Council/Planning Agency on any matter, whether or not it appears on this Agenda, is asked to complete a pink "Request to Speak" form available on the table at the back of the Chamber. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council/Planning Agency. Completion of the form is voluntary. All persons may attend the meeting regardless of whether this form is completed.

Members of the public wishing to address the City Council can do so during the Public Comments portion of the Agenda with a time limitation of three minutes per person, an overall time limit of ten minutes for any one subject, and a total time limit of thirty minutes for Public Comments. If you are commenting on an Agenda item, your comments will be heard at the time that item is scheduled on the Agenda. If you are addressing the City Council on an item not listed on the Agenda, the City Council is prohibited by law from discussing or taking any action on that item.

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

Resolution No. 96-04-09-1 established rules of decorum for public meetings held by the City of Laguna Hills. Resolution No. 96-04-09-1 is available on the table at the back of the City Council Chamber.

PLEDGE OF ALLEGIANCE: COUNCIL MEMBER BRESSETTE

ROLL CALL OF CITY COUNCIL MEMBERS

CLOSED SESSION REPORT

1. PRESENTATIONS AND PROCLAMATIONS

1.1 LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AN ORAL REPORT FROM LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON GRANT JAFFE.

1.2 LAGUNA HILLS 3/5 MARINE SUPPORT COMMITTEE

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AN UPDATE FROM CHAIR KAREN ROBBINS ON THE 3/5 DARK HORSE COMMITTEE.

1.3 SPOTLIGHT ON LOCAL BUSINESS

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AN ORAL PRESENTATION FROM DAVID SYKORA, FRANCHISE RESTAURANT OPERATOR, CHICK-FIL-A, 24011 EL TORO ROAD, LAGUNA HILLS.

2. PUBLIC COMMENTS

This is the time to address the City Council on any matter not listed on this Agenda that is within the subject matter jurisdiction of the City Council. Public Comments are limited to three minutes per person, an overall time limit of ten minutes for any one subject, and a total time limit of thirty minutes.

3. CONSENT CALENDAR

All matters listed under "CONSENT CALENDAR" are considered to be routine and will be enacted by one motion approving the recommendation listed on the Agenda. There will be no separate discussion unless Members of the City Council or Staff request specific items be removed from the Consent Calendar.

3.1 WAIVE READING IN FULL OF ALL ORDINANCES AND RESOLUTIONS ON THE AGENDA

RECOMMENDATION: THAT THE CITY COUNCIL WAIVE READINGS IN FULL OF ALL ORDINANCES AND RESOLUTIONS ON THE AGENDA AND DECLARE THAT SAID TITLES WHICH APPEAR ON THE PUBLIC AGENDA SHALL BE DETERMINED TO HAVE BEEN READ BY TITLE AND FURTHER READING WAIVED.

3.2 APPROVAL OF MINUTES FOR MARCH 25, 2014

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE MINUTES OF THE MARCH 25, 2014, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED APRIL 8, 2014

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE WARRANT REGISTER IN THE AMOUNT OF \$784,208.34.

3.4 2013 GENERAL PLAN ANNUAL REPORT

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE THE REPORT AND DIRECT STAFF TO FORWARD THE 2013 GENERAL PLAN ANNUAL REPORT AND ANNUAL ELEMENT PROGRESS REPORT - HOUSING ELEMENT IMPLEMENTATION, TO THE STATE OF CALIFORNIA.

3.5 PROGRESS PAYMENT NO. 3 FOR LA PAZ OPEN SPACE PROJECT, CIP NO. 615A

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE CONTRACT CHANGE ORDER NOS. 1 AND 2 AND PROGRESS PAYMENT NO. 3, IN THE NET AMOUNT OF \$142,787.35 TO ENVIRONMENTAL CONSTRUCTION, INC., FOR LA PAZ OPEN SPACE IMPROVEMENTS, CIP NO. 615A.

3.6 PROGRESS PAYMENT NO. 2 FOR EL TORO ROAD PAVEMENT REHABILITATION PROJECT, CIP NO. 179, AND RIDGE ROUTE DRIVE PAVEMENT REHABILITATION PROJECT, CIP NO. 172

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE PROGRESS PAYMENT NO. 2, IN THE NET AMOUNT OF \$418,131.84, TO ALL AMERICAN ASPHALT, FOR EL TORO ROAD PAVEMENT REHABILITATION PROJECT, CIP NO. 179, AND RIDGE ROUTE DRIVE PAVEMENT REHABILITATION PROJECT, CIP NO. 172.

3.7 AUTHORIZATION TO ADVERTISE FOR BIDS AND TO DIRECTLY PURCHASE MATERIALS FOR THE SOCCER FIELDS RENOVATION AT THE LAGUNA HILLS COMMUNITY CENTER AND SPORTS COMPLEX, CIP NO. 238B

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE PLANS AND SPECIFICATIONS ON FILE WITH THE CITY CLERK, AUTHORIZE THE ADVERTISEMENT FOR BIDS AND AUTHORIZE THE DIRECT PURCHASE OF MATERIALS FOR THE SOCCER FIELDS RENOVATION AT THE LAGUNA HILLS COMMUNITY CENTER AND SPORTS COMPLEX, CIP NO. 238B.

- 3.8 ADOPTION OF A CATEGORICAL EXEMPTION FOR THE CITY'S FOURTH OF JULY CELEBRATION AND FIREWORKS DISPLAY, DETERMINING THAT THE EVENT IS EXEMPT FROM ENVIRONMENTAL REVIEW PURSUANT TO TITLE 14, CHAPTER 3, SECTION 15304(E) OF THE CALIFORNIA CODE OF REGULATIONS, AND AUTHORIZATION TO FILE AN "APPLICATION/REPORT OF WASTE DISCHARGE"

RECOMMENDATION: THAT THE CITY COUNCIL: (1) ADOPT A CATEGORICAL EXEMPTION, AND (2) DIRECT STAFF TO SUBMIT TO THE SAN DIEGO REGIONAL WATER QUALITY CONTROL BOARD AN "APPLICATION/REPORT OF WASTE DISCHARGE" FOR THE FOURTH OF JULY CELEBRATION AND FIREWORKS DISPLAY.

ITEMS REMOVED FROM THE CONSENT CALENDAR

4. PLANNING AGENCY

- 4.1 ROLL CALL OF PLANNING AGENCY MEMBERS

- 4.2 PUBLIC COMMENTS

This is the time to address the Planning Agency on any matter not listed on this Agenda that is within the subject matter jurisdiction of the Planning Agency. Public Comments are limited to three minutes per person, an overall time limit of ten minutes for any one subject, and a total time limit of thirty minutes.

- 4.3 APPROVAL OF MINUTES FOR MARCH 25, 2014

RECOMMENDATION: THAT THE PLANNING AGENCY APPROVE THE MINUTES OF THE MARCH 25, 2014, REGULAR MEETING.

- 4.4 ADMINISTRATIVE REPORTS

- 4.5 PLANNING AGENCY PUBLIC HEARINGS

PLANNING AGENCY ADJOURNMENT

5. CITY COUNCIL PUBLIC HEARINGS

6. ADMINISTRATIVE REPORTS

- 6.1 City Manager

- 6.1.1 LAGUNA HILLS HIGH SCHOOL SYNTHETIC TURF PROJECT - STATUS REPORT

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AND FILE THE REPORT.

6.1.2 CONSIDERATION OF AMENDMENTS TO THE LAGUNA HILLS SMOKING ORDINANCE TO INCLUDE E-CIGARETTES

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AND FILE THE REPORT.

7. **MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS AND MAYOR**

8. **CITY COUNCIL MEMBER COMMENTS**

ADJOURNMENT

The next Regular Meeting of the City Council will be April 22, 2014, in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, PEGGY J. JOHNS, City Clerk of the City of Laguna Hills, do hereby certify that a copy of the foregoing Agenda was posted at Laguna Hills City Hall, Laguna Hills Community Center, and the Courtyard at La Paz Center by April 4, 2014, at 5:00 PM.



PEGGY J. JOHNS, CITY CLERK

April 4, 2014

DATE

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the office of the City Clerk at (949) 707-2635. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 24035 El Toro Road, Laguna Hills, California, during normal business hours.

City Council Members receive no additional compensation or stipend as a result of simultaneously convening meetings of the Laguna Hills Planning Agency.

**CITY OF LAGUNA HILLS, CALIFORNIA
CITY COUNCIL/PLANNING AGENCY
REGULAR MEETING
MINUTES
MARCH 25, 2014**

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

Mayor Blount called the Regular Meeting of the City Council of the City of Laguna Hills, California, to order at 7:00 PM in the Laguna Hills City Council Chamber, 24035 El Toro Road, Laguna Hills, California.

PLEDGE OF ALLEGIANCE: Mayor Pro Tempore Gilbert

ROLL CALL OF CITY COUNCIL MEMBERS

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

CLOSED SESSION REPORT

There was no Closed Session scheduled.

1. PRESENTATIONS AND PROCLAMATIONS

1.1 RECOGNITION OF LIEUTENANT TOM BEHRENS ON HIS SERVICE TO THE CITY OF LAGUNA HILLS

THE CITY COUNCIL PRESENTED TOM BEHRENS WITH A CERTIFICATE OF RECOGNITION FOR HIS SERVICE TO THE CITY OF LAGUNA HILLS.

1.2 LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON

THE CITY COUNCIL RECEIVED AN ORAL REPORT FROM LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON GRANT JAFFE.

1.3 SPOTLIGHT ON LOCAL BUSINESS

THE CITY COUNCIL RECEIVED A PRESENTATION FROM CRYSTAL ORR, LAGUNA INK, 23121 LA CADENA, SUITE F, LAGUNA HILLS.

2. PUBLIC COMMENTS**NELLIE GAIL EQUESTRIAN TRAILS**

Cheree Behringer, Laguna Hills resident and member of the Nellie Gail Traffic Trails Committee, thanked the City Council for the two new flashing beacons recently installed at the equestrian center and on Nellie Gail Road near Lost Colt. Ms. Behringer also thanked the City Council for the trees recently planted on Cabot Road.

Jim Anderson, Laguna Hills resident and member of the Nellie Gail Traffic Trail Committee, thanked the City for installing the equestrian signs and for the stop sign at Gallup Park. Mr. Anderson requested clarification on the definition of yield, and encouraged additional enforcement at the corner of Hidden Trail and Gallup Park.

3. CONSENT CALENDAR

**MOTION TO APPROVE THE CONSENT CALENDAR, BY M/COUNCIL MEMBER CARRUTH, S/COUNCIL MEMBER KOGERMAN.
APPROVED BY A VOTE OF 5-0.**

**3.1 WAIVE READING IN FULL OF ALL ORDINANCES AND RESOLUTIONS
ON THE AGENDA**

THE CITY COUNCIL WAIVED READING IN FULL OF ALL ORDINANCES AND RESOLUTIONS ON THE AGENDA AND DECLARED THAT SAID TITLES WHICH APPEAR ON THE PUBLIC AGENDA SHALL BE DETERMINED TO HAVE BEEN READ BY TITLE AND FURTHER READING WAIVED.

3.2 APPROVAL OF MINUTES FOR MARCH 11, 2014

THE CITY COUNCIL APPROVED THE MINUTES OF THE MARCH 11, 2014, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED MARCH 25, 2014.

THE CITY COUNCIL APPROVED THE WARRANT REGISTER IN THE AMOUNT OF \$759,434.96.

4. PLANNING AGENCY

Mayor Blount recessed the City Council meeting and acting in the capacity of Chair, called the Regular Meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:36 PM.

4.1 ROLL CALL OF PLANNING AGENCY MEMBERS

Present: Chair Blount, Vice Chair Gilbert, Agency Member Bressette, Agency Member Carruth, and Agency Member Kogerman.

4.2 PUBLIC COMMENTS

There were no Public Comments.

4.3 APPROVAL OF MINUTES FOR MARCH 11, 2014

**THE PLANNING AGENCY APPROVED THE MINUTES OF THE MARCH 11, 2014, REGULAR MEETING, BY M/AGENCY MEMBER CARRUTH, S/AGENCY MEMBER BRESSETTE.
APPROVED BY A VOTE OF 5-0.**

4.4 ADMINISTRATIVE REPORTS

There were no Administrative Reports.

4.5 PLANNING AGENCY PUBLIC HEARINGS

There were no Public Hearings.

PLANNING AGENCY ADJOURNMENT

Mayor Blount reconvened the City Council meeting at 7:37 PM. All Council Members were present.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council Public Hearings.

6. ADMINISTRATIVE REPORTS

6.1 City Manager

The City Manager made no reports.

6.2 Public Services Director/City Engineer

6.2.1 CONSIDER THE FINAL INITIAL STUDY/MITIGATED NEGATIVE DECLARATION, MITIGATION MONITORING PROGRAM, AND THE PLANS AND SPECIFICATIONS FOR THE PROPOSED PASEO DE VALENCIA STREET WIDENING PROJECT, CIP NO. 145A

City Attorney Simonian reported that Council Member Bressette had an interest in real property located within close proximity to the proposed project. Council Member Bressette recused himself and left the meeting.

Chris Versteegh, Laguna Hills resident, submitted a petition to the City Clerk from residents in the community showing their unity in opposition to potential noise generated by this project, along with their request for noise abatement measures.

Pat English, Laguna Woods resident, spoke against the noise and other negative impacts that she believed this project would generate, and asked for a sound wall along this section of Paseo de Valencia.

Roger Grable, Attorney retained by United Laguna Woods Mutual, indicated he had submitted a Comment Letter with regard to the noise analysis, both from a technical standpoint and from the standpoint of the evaluation of the project in terms of Laguna Woods. He would be willing to work with City staff to resolve the issues identified.

Darlene Crawford, Laguna Woods resident, asked for clarification with regards to future impacts of traffic in the City and the security of pedestrians walking along Paseo de Valencia.

Tony Dauer, Laguna Woods resident, spoke in opposition to the project.

Roberta Burke, Laguna Woods resident, spoke in opposition to the project and believed it was not necessary.

Laura Del Jardins, Laguna Woods resident, asked for a timeline of the project, spoke in opposition to the project as it related to property values and noise impacts.

Kathryn Freshley, Laguna Woods resident, questioned the necessity for the project.

Ron Lamantia, Laguna Hills resident, spoke in opposition to the project.

**MOTION TO RECEIVE AND FILE THE REPORT, BY M/COUNCIL MEMBER KOGERMAN, S/COUNCIL MEMBER CARRUTH.
APPROVED BY A VOTE OF 4-0 (COUNCIL MEMBER BRESSETTE ABSENT).**

Council Member Bressette returned to the meeting at 8:50 PM.

7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS AND MAYOR

There were no matters agendized and presented by City Council Members and Mayor.

8. CITY COUNCIL MEMBER COMMENTS

COUNCIL MEMBER CARRUTH

Council Member Carruth reported that she was pleased with two areas of the City that were recently improved: the landscaping on Cabot Road between Paseo de Valencia and Oso Parkway where trees were removed and replanted to satisfy the utility company; the second area was North Laguna Hills, Furniture Row.

Council Member Carruth recognized the Community Services Department staff for putting together programs which had created enthusiasm and interest for Laguna Hills families.

Council Member Carruth attended the recent forum organized by the Laguna Hills High School Student Resource Officer, Officer Gunsolley, and indicated the information presented was very thorough and took a comprehensive look at e-cigarettes. She questioned when the issue of e-cigarettes, along with the entire Smoking Ordinance, would be agendized for City Council consideration and requested it be brought forward as soon as possible.

City Attorney Simonian reported that his office was closely monitoring the efforts and gathering information on other cities that were ahead of Laguna Hills on this issue. He indicated there were issues relative to obtaining scientific information and verifiable data about the negative health consequences that might be useful in providing findings that the City Council could adopt.

COUNCIL MEMBER KOGERMAN

Council Member Kogerman indicated she recently visited an e-cigarette establishment to ask questions which was enlightening and recommended the other Council members to do the same.

COUNCIL MEMBER BRESSETTE

Council Member Bressette requested, and there was consensus by the City Council, to direct staff to bring back a report regarding the timeline and priority of the e-cigarette issue at the April 8, 2014, meeting.

Council Member Bressette indicated the Orange County Fire Authority was considering the adoption of a drowning prevention awareness program where they would declare May 26th through September 1st, which had the highest percentage of drownings, as "Water Safety Summer." Council Member Bressette requested that staff prepare a report for the first meeting in May or last meeting in April to take up the issue of whether the City Council wanted to issue a similar proclamation, and also whether the OCFA could man a Memorial Day booth at the City's race offering water safety information.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Blount declared the meeting adjourned at 9:05 PM.

PEGGY J. JOHNS, CITY CLERK

ATTEST:

ANDREW BLOUNT, MAYOR

APPROVED AT MEETING OF _____.



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: APRIL 08, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: DONALD J. WHITE, ASSISTANT CITY MANAGER

ISSUE: APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED
APRIL 08, 2014.

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE WARRANT REGISTER IN THE AMOUNT OF \$784,208.34.

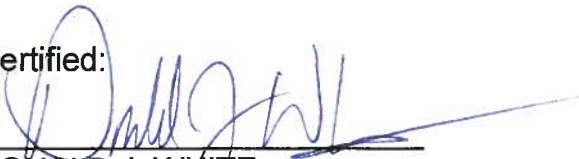
SUMMARY:

In accordance with Government Code Section 37202, the attached Warrant Register reflects the disbursements of the City of Laguna Hills for the period reported thereon. The Assistant City Manager certifies and attests to its accuracy and the availability of funds for the payment thereof. These warrants are hereby submitted to the City Council for approval of payment.

Prepared by:

JANICE MATEO REYES
Finance Manager

Certified:


DONALD J. WHITE
Assistant City Manager

4-2-14
DATE

FISCAL IMPACT:

The warrant register total is \$784,208.34.

ATTACHMENTS:

1. Warrant Register

CITY OF LAGUNA HILLS
WARRANT REGISTER
April 8, 2014

4/8/2014 ITEM NO. 3.3

VENDOR	DESCRIPTION	CHECK NO.	AMOUNT
PREPAID WARRANTS:			
ALISO HILLS TAEKWON-DO	Refund, Fire Fees, CR# 47629	8806993	\$ 1,570.80
AT&T	Communication Expense, Administrative Services Fax Line, Mar '14	8807000	74.56
COX COMMUNICATION	Communication Expense, Traffic Control, Mar '14 and Wi-Fi Service, City Hall, Apr '14	8807008	309.00
CYBERSOURCE CORPORATION	eCommerce Payment Gateway Service, Online Permits, Community Development, Feb '14	8806994	29.00
EVERBANK COMMERCIAL FINANCE	Lease - Copier, City Hall, Mar '14	8807013	221.55
HOME DEPOT	Program Supplies, Community Services, Feb '14	8807017	37.41
IRVINE RANCH WATER DISTRICT	Water Usage, Parks, Feb '14	8807018	98.49
JAVED, HUMZA	Mileage Reimbursement, Public Works, Feb '14	8807020	19.21
MAILFINANCE, INC.	Lease, Postage Meter, Feb - Apr '14	8807026	583.26
MOLLOY, JULIE	Mileage Reimbursement, Planning, Dec '13 - Mar '14	8807028	43.51
ORANGE COUNTY REGISTER	Subscription, Community Center, 12/12/13 - 03/12/14	8807034	162.09
RALPHS GROCERY COMPANY	Program Supplies, Community Services, Feb '14	8806995	36.43
REFUND, FACILITY RENTAL DEPOSIT	F. Mendoza, V# 2003075.002	8807037	500.00
REFUND, FACILITY RENTAL DEPOSIT	F. Delos-Santos, V# 2003079.002	8807038	250.00
REFUND, FACILITY RENTAL DEPOSIT	New Vista School, V# 2003078.002	8807039	500.00
REFUND, FACILITY RENTAL DEPOSIT	L. Diehm, V# 2003074.002	8807040	250.00
REFUND, FACILITY RENTAL DEPOSIT	Church of God, V# 2003070.002	8806996	250.00
REFUND, FACILITY RENTAL FEE	L. Diehm, V# 2003073.002	8807036	50.00
REYES, JANICE MATEO	Petty Cash Replenishment, Departmental Operating Expenditures, Feb - Mar '14	8806997	506.28
SAN DIEGO GAS & ELECTRIC	Electric Usage, Community Center, Traffic Control and Street Lights, Feb '14	8807042	26,229.69
SKLAR, HORACE	TOT Refund 5/27/12 - 6/30/13	8807044	3,256.20
SOUTHERN CALIFORNIA EDISON	Electric Usage, Street Lights and Traffic Control, Feb '14	8807045	1,424.23
SPARKLETT'S	Operating Supplies, Community Services, Mar '14	8807046	62.07
SPECTOR, IGOR	Refund, Permit Fees, CR# 46907	8807047	111.00
TARGET STORES	Program Supplies, Community Services, Feb - Mar '14	8807050	247.99

CITY OF LAGUNA HILLS
WARRANT REGISTER
April 8, 2014

VENDOR	DESCRIPTION	CHECK NO.	AMOUNT
TOTALFUNDS BY HASLER	Postage, Meter Replenishment, Mar '14	8807051	1,000.00
	Total Prepaid Warrants:		\$ 37,822.77
REGULAR WARRANTS:			
ALL AMERICAN ASPHALT	Progress Payment # 2, Ridge Route Pavement Rehabilitation CIP # 172	8806998	\$ 418,131.84
ALL CITY MANAGEMENT, INC.	Crossing Guard Services, 03/01/14 - 03/15/14	8806999	3,504.00
BEE MAN, THE	Bee Removal, Parks, Mar '14	8807001	175.00
BUREAU VERITAS NORTH AMERICA	Professional Services, On-Call Inspections and La Paz Open Space Riparian Habitat CIP # 615	8807002	10,165.00
C&D ELECTRIC, INC.	Lighting Repairs, Parks and Community Center, Feb - Mar '14	8807003	1,150.28
CALIF PARK & REC SOCIETY, INC.	Membership Dues, Community Services	8807004	145.00
CHARLES ABBOTT ASSOCIATES, INC	Professional Services, Plan Checking and Building & Safety Services, Feb '14	8807005	11,465.99
COMMUNITY BANK	Retention Deposit, All American Asphalt, Progress Payment # 2, Ridge Route Pavement Rehabilitation CIP # 172	8807006	22,006.94
COMPLETE OFFICE OF CALIFORNIA	Office and Program Supplies, Community Center, Mar '14	8807007	576.42
ECLIPSE MESSENGER SERVICE, INC.	Delivery Service, Mar '14	8807010	25.25
ELKINS, CHRISTINA	Contract Instructor Fee, Dancing Winter Session, Community Services	8807011	274.40
ENVIRONMENTAL CONSTRUCTION, INC.	Progress Payment # 3, La Paz Open Space Riparian Habitat CIP # 615	8807012	142,787.35
FEDERAL EXPRESS CORPORATION	Delivery Service, Feb '14	8807014	154.99
FOREST LANES	Program Expense, Deposit, Community Services, Jul '14	8807015	125.00
HINDERLITER, DE LLAMAS & ASSOC	Professional Services, Sales Tax Mass Appeal	8807016	3,000.00
JAMEY CLARK, INC.	Park Repairs and Graffiti Removal, Mar '14	8807019	619.14
JCTEES.COM CORPORATION	Program Supplies, Community Services, Feb '14	8807021	167.51
JOE A. GONSALVES & SON	Professional Services, Legislative Services, Apr '14	8807022	2,900.00
LA CONSULTING, INC.	Professional Services, Street Maintenance Specifications, Public Works, Feb - Mar '14	8807023	3,458.80
LOCAL GOVERNMENT PUBLICATIONS	Publication, Planning, Mar '14	8807024	78.60
LUCY, STEVEN	Program Expense, Community Services, Mar '14	8807025	650.00

CITY OF LAGUNA HILLS
WARRANT REGISTER
April 8, 2014

VENDOR	DESCRIPTION	CHECK NO.	AMOUNT
MARTIN-RUSK, DINA	Contract Instructor Fee, Zumba Winter Session, Community Services	8807027	44.80
MONOGRAM MAGIC	Uniforms, Police Services, Mar '14	8807029	232.09
NEXTECH SYSTEMS, INC.	Traffic Management Equipment	8807030	11,817.20
NICHOLS CONSULTING	Professional Services, Mar '14	8807031	1,400.00
NIEVES LANDSCAPE, INC.	Other Assorted Landscape Services, Mar '14	8807032	635.00
OFFICE SOLUTIONS	Office and Operating Supplies, Mar '14	8807033	531.61
ORANGE COUNTY TREASURER	Road Maintenance, Feb '14	8807041	48,867.14
ORANGE COUNTY TREASURER	Traffic Signal Maintenance, Oct - Dec '13	8807052	37,718.03
PIRATES DINNER ADVENTURE	Program Expense, Deposit, Community Services, Aug '14	8807035	348.00
SHARPS COMPLIANCE, INC.	Hazardous Waste Containers, Recycling Program, Mar '14	8807043	661.53
STUDIO TWO BLACK DIAMOND	Printing Services, Community Services, Mar '14	8807048	1,062.85
TAB PRODUCTS COMPANY	Office Supplies, City Clerk, Mar '14	8807049	1,488.64
UNIVERSAL PROTECTION SECURITY	Security Camera System Upgrade, Community Center Building Refurbishment CIP # 513	8807053	486.00
WEST COAST ARBORISTS, INC.	Tree Trimming, Feb '14	8807054	2,092.00
WOODRUFF, SPRADLIN & SMART	Professional Services, Legal, Feb '14	8807055	16,952.54
XEROX CORPORATION	Lease - Copier, City Hall, Mar '14	8807056	486.63
Total Regular Warrants:			\$ 746,385.57
**WARRANT REGISTER TOTAL **			\$ 784,208.34



City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: APRIL 8, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: DAVID CHANTARANGSU, AICP
DIRECTOR OF COMMUNITY DEVELOPMENT

ISSUE: 2013 GENERAL PLAN ANNUAL REPORT

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE THE REPORT AND DIRECT STAFF TO FORWARD THE 2013 GENERAL PLAN ANNUAL REPORT AND ANNUAL ELEMENT PROGRESS REPORT - HOUSING ELEMENT IMPLEMENTATION, TO THE STATE OF CALIFORNIA.

SUMMARY:

State law requires each city to submit an annual report to the state describing steps it took to implement its General Plan during the previous calendar year. The Annual Report provides the City Council with a snapshot of how the City implemented the General Plan and also assists the state in understanding how each jurisdiction is progressing toward meeting its regional housing need.

Attached is the City's 2013 Annual Report, which provides the status of the City's General Plan implementation efforts and the purpose of each General Plan Element (i.e. Land Use, Mobility, Conservation and Open Space, Community Services and Facilities, Safety, Noise, and Housing).

The activities described in the Annual Report depict the major accomplishments during 2013, and do not reflect every aspect of an adopted goal or policy which may be more routine in nature. A summary of the activities described by the Annual Report is described by the following:

Land Use Element: The report describes the progress made on land use approval projects including Oakbrook Village, The Village at Nellie Gail, and the Alicia Gateway.

Mobility Element: The report describes progress made on major capital improvements including the rehabilitation of El Toro Road/Ridge Route Drive and the widening of La Paz Road at Interstate 5.

Housing Element: The report provides information on the City's on-going efforts to undertake rehabilitation work at the Aliso Meadows condominium complex and progress towards implementation of the City's regional housing need. During the Housing Element cycle, which covers 2008-2014, six units have been built to date. Attached to the report is a worksheet identified as the "HCD Form" which lists each of the goals and policies identified by the Housing Element and the status of each. "HCD" is the acronym for the Department of Housing and Community Development which is the state agency that reviews Housing Elements from each city for compliance with state law.

Additionally, the City adopted the next cycle of the Housing Element, the 2013-2021 Housing Element, and it was certified by HCD in November 2013.

Conservation and Open Space: The report provides a description of programs and events the City participated in or sponsored to promote the conservation of natural resources and promote sustainability of the environment.

Noise Element: The report describes the implementation of routine tasks the City undertook to ensure new or proposed uses would not be exposed to significant noise levels.

Safety Element: The report describes routine tasks the City undertook to maintain the community's safety in evaluating new development and identified a number of programs and services implemented by the Orange County Sheriff's Department on behalf of the community that promote public safety. Response times and crime statistics were also provided.

Community Services and Facilities Element: The report highlights City-sponsored special events, funding for the Florence Sylvester Senior Center, and new community outreach tools.

BACKGROUND:

The City's General Plan was updated in 2009 and included the Housing Element (for the planning period covering 2008-2014).

Government Code Section 65400 requires that all cities and counties submit to their legislative bodies an Annual Report on the status of the General Plan and progress of its implementation. Senate Bill No. 375 requires that the General Plan Annual Report ("Annual Report") include a section describing the actions taken by the local government to complete the programs and meet the deadlines specified in the Housing Element. SB 375 builds on the existing framework of regional planning to tie together the regional

allocation of housing needs and regional transportation planning in an effort to reduce greenhouse gas (GHG) emissions.

Previously, there were no consequences if a local government failed to prepare an Annual Report. However, with the enactment of SB 375, failure to comply with the reporting and hearing requirements can now lead to a court injunction and sanctions. The Annual Report must be forwarded to the State Department of Housing and Community Development (HCD) and the Governor's office of Planning and Research within 60 days of April 1st of each year.

The State of California has created a standardized format that each city is expected to use in preparing an Annual Report on the status of the Housing Element and the City's progress in implementing its goals and programs. These forms are included in the City's General Plan Annual Report. Following the City Council's review and receipt of the 2013 General Plan Annual Report, staff will forward the Annual Report to the State of California as required.

FISCAL IMPACT:

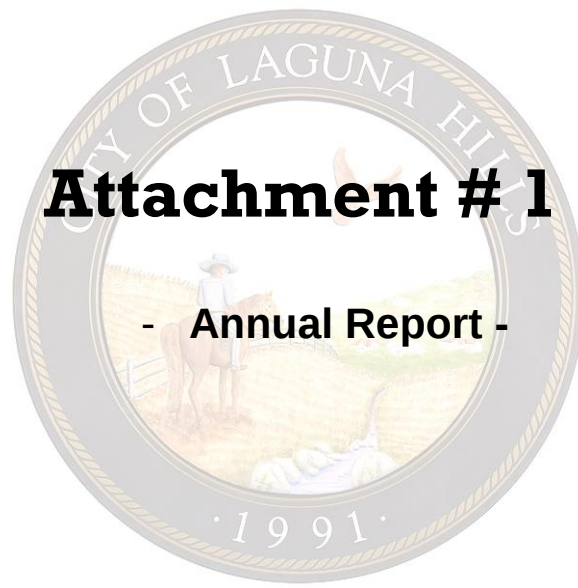
None

CEQA FINDINGS:

A General Plan Annual Report is not considered a "project" subject to the California Environmental Quality Act (CEQA).

ATTACHMENTS:

- Attachment 1- 2013 Annual Report
- Attachment 2- HCD Form



Attachment # 1

- Annual Report -

CITY OF LAGUNA HILLS
General Plan Annual Report
Calendar Year 2013

Background

Government Code Section 65400(b) mandates that all cities and counties submit to their legislative bodies an annual report on the status of the General Plan and progress in its implementation; otherwise referred to as the “Annual Report.” The Annual Report is intended as a tool for informing local legislative bodies of the jurisdiction’s effectiveness in implementing its General Plan. A copy of the Annual Report must also be sent to the Governor’s Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

The purpose and intent of this statute is to ensure that the General Plan directs all land use decisions and remains an effective guide for the long-term physical development of a community. The Annual Report is a tool for doing this. The Annual Report provides a correlation between land use decisions that have been made during the 12-month reporting period and the goals, policies and implementation programs of the adopted General Plan.

Providing a copy of the Annual Report to OPR provides information that allows OPR to monitor local planning activities and to identify trends in land use planning and decision-making throughout the State of California. The information is necessary for OPR to serve in its capacity as the statewide planning agency. It can also provide the State with information to identify necessary modifications and improvements to its *General Plan Guidelines*, while serving to apprise state government of local planning activities and facilitating the legislative process as it pertains to land use and local planning issues.

Providing a copy of this report to HCD fulfills a statutory requirement to report certain housing information, including the local agency’s progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the development of housing (as defined in Government Code Sections 65584 and 65583(c)(3)).

The focus of the Annual Report should be on implementation of the General Plan’s goals, policies and implementation measures. It can provide information to identify necessary “course adjustments” or modifications to the General Plan and means to improve local implementation. Since there is no specific form provided by OPR, the Annual Report can vary in format and approach from jurisdiction to jurisdiction.

City of Laguna Hills General Plan Implementation

After an extensive two year process, the City adopted a Comprehensive Update to the General Plan in July 2009. This was the first comprehensive revision of the General Plan since the City's first general Plan was adopted in 1994. The General Plan is based on extensive research and analysis of existing conditions, changing local and regional conditions, evolving trends in urban planning and a collaborative partnership with community members through an extensive public participation process.

The Laguna Hills General Plan is organized into 10 sections. The sections include an introduction, seven General Plan elements, a General Plan Implementation Program, description of related plans and programs, and a glossary of terms used throughout the General Plan.

The seven General Plan elements encompass all of the elements required by California General Plan law. The Laguna Hills General Plan combines the mandatory Open Space and Conservation Elements required by State law, and includes a separate, optional element on Community Services and Facilities. The seven General Plan elements in the Laguna Hills General Plan include: Land Use, Mobility, Conservation and Open Space, Community Services and Facilities, Safety, Noise, and Housing.

The seven elements are generally organized in a similar format. Each element contains an Introduction, Background, and Plan section. The "Introduction" indicates the purpose of each element and how it will help Laguna Hills achieve its vision for the community as articulated through the eight Guiding Themes. The "Background" provides the reader with the existing conditions and/or the environmental setting particular to that element topic. The "Plan" section is composed of three sections: issues, goals and policies, and approach. The issues section describes issues and concerns expressed by the community, City staff, and the City Council. The goals and policies section sets both broad and specific direction for the future of the City based on the identified issues and concerns. The approach section provides a general description and summary of the City's course of action to achieve the goals and policies.

The Laguna Hills General Plan also contains the following appendices, which are integral parts of the General Plan: 1) Implementation Program - The Implementation Program follows the elements and identifies the specific actions that will achieve the goals, policies, and plans identified in each element; 2) Related Plans and Programs - This section identifies plans and programs related to the General Plan and applicable to future activities and land use decisions within Laguna Hills; 3) Glossary - This section provides definitions for technical terms used throughout the General Plan.

Land Use Element

The Land Use Element is the foundation of the General Plan and serves as a compass that guides citizens, planners, and decision makers on the desired pattern of growth, development, and change in Laguna Hills. This Element describes both existing and future land use activities and unifies the other elements of the General Plan by providing an overall policy context. The Land Use Element deals with the central issues of development and growth, and the quality of the community, and helps define the desired balance among the social, environmental, and economic costs and benefits associated with growth.

The Land Use Element identifies the distribution, location, and intensity of all land use types throughout the City. Text, maps, and diagrams establish the direction for land uses within the City and describe how these uses are integrated with other General Plan Elements and policies.

As a built-out community with virtually no remaining residential or commercial vacant land, new development opportunities are focused on larger existing developed parcels that are considered underutilized and/or can be reasonably intensified by incorporating parking structures within parking lot areas. The Laguna Hills Mall and the Oakbrook Village Shopping Center are both examples of these new development opportunities and are zoned for a range of mixed land uses, including residential uses. The General Plan focuses on those sites within the community that have redevelopment potential.

The City's Land Use Element was adopted in July 2009 with the City's comprehensive update of the General Plan. Previously, the City had amended the 1994 adopted Land Use Element twice: In July of 2000, with the West-side annexation, and in June of 2001, with the Saddleback Valley Unified School District Surplus Property Land Use Designation Change.

The following Land Use goals and programs were implemented in 2013:

- Laguna Hills Mall

In May 2013, Merlone Geier Partners, a private real estate investment company with a long standing reputation of working closely with cities in the development and design of properties, purchased the 68-acre Mall from the Simon Property Group. Built in 1973, the Laguna Hills Mall is in dire need of a major redevelopment. Furthermore, the Mall serves as the backbone of the Laguna Hills Urban Village Specific Plan which will ultimately guide the area toward a mixed-use downtown space that provides not only shopping, but also a pedestrian experience and public gathering space. The company has submitted initial development concept plans for a remodel and expansion that creates a modern pedestrian-friendly town center with more cafes, restaurants, an upscale movie

theater, fitness center and public plaza. The plans are currently being evaluated by staff.

- Oakbrook Village

The owner of Oakbrook Village received approval from the City Council in November 2012 to create a mixed-use development with new retail and residential units. This project intends to turn the aging shopping center into the City's first urban village by demolishing 148,530 square feet of the existing 200,000 square-foot center and replacing it with 489 homes in multistory residential buildings and up to 82,574 square feet of new retail space. This project will be broken up in two phases. Phase One will include the demolition of 82,730 square feet of retail uses and development of 289 dwelling units and 23,974 square feet of new retail space. The new retail square footage will include 9,000 square feet of ground-level retail integrated into the proposed residential building. Construction on Phase One is anticipated to begin in June 2014 and be completed in fall 2016.

Phase Two is anticipated to include the demolition of 65,800 square feet of retail uses and development of up to 200 dwelling units and 58,600 square feet of new retail space. The design and layout of the proposed residential and retail building have not been determined at this time for Phase Two. In addition to the project approvals, the City Council entered into a Development Agreement with the owner that provides development rights for up to 15 years to complete the project in exchange for a number of public improvements that must be made by the developer. The Development Agreement also establishes a Retail Loss Impact Fee in Phase Two for retail revenue lost as a result of demolition of retail buildings that are not replaced. Also included in the Development Agreement, is a Public Park and Community Facilities Enhancement Fee of \$7,392 per residential unit. The total payment of approximately \$2,136,000 is expected to be paid to the City in 2013 for Phase One.

The property owner submitted plans to the Building Department in December 2013. In addition, staff has had several meetings with the property owner since the project's approval in order to work out a critical technical issue which had to be cleared before the project could be scheduled to begin construction. The property owner has been working to relocate existing tenants out of the building demolition area. The plans for those tenant relocations have already been submitted for plan check.

This project has been recognized by the Orange County Business Council for eliminating barriers to private sector jobs creation and contributing to the economic growth of the County.

- The Village at Nellie Gail

This 11.3 acre area located on the north side of La Paz Road between Moulton Parkway to the west and Alameda Avenue to the east was identified as an Opportunity Area in the City's General Plan. Following the rezoning of this parcel from open space to commercial retail, staff processed a tentative parcel map essentially creating a 3.055 acre lot with a 50-foot-wide open space/trail easement along La Paz Road. Last year, the City Council authorized staff to file a quiet title action in court, giving the City clear title of the property.

In April 2012, the City Council approved the sale of the property to Vintage Real Estate, the owner of the adjacent Moulton-La Paz shopping center for \$2.75 million. At that time, the City Council also approved the addition of 29,098 square feet of general commercial space. The approved purchase and sale agreement included a creative and first-of-its-kind water quality easement over a portion of contiguous city-owned open space that allowed the project to move forward. Without this creative solution to the new water quality rules and regulations, it is highly likely that the project would have been abandoned or the City would have had to significantly lower the purchase price on the property. This creative solution resulted in the City being awarded its first Orange County Business Council "Red Carpet" Award. City staff negotiated an additional \$211,416 in exchange for the use of these easements. The quiet title action was completed in June 2012 and escrow on the property closed in September 2012 in the amount of \$2,963,093. The Center is being anchored by The Fresh Market. The Fresh Market in Laguna Hills will be the chain's first store in Southern California and the second in the State. Construction on the property began in January 2013 and is scheduled to be completed in the spring of 2014. The rehabilitation of the open space along the La Paz Road between Alameda and Moulton Parkway began this past summer and is anticipated to be completed by June 2014.

- Chase Bank

At the June 12, 2012, City Council meeting, the City Council approved the development of a new 4,415 square foot Chase bank at the northwest corner of Hon Avenue and Alicia Parkway. Construction on this project was completed October 2013. The bank was built to reflect a Spanish Revival architectural style and includes a dedicated drive-thru lane with a drive-thru ATM. The new bank replaced the self-service gas station and the underground fuel tanks were removed. The new building now provides an attractive anchor at this important intersection in the City.

- Building Department Activity

The Building and Safety Division issued approximately 1700 permits, which is a 25 percent increase over 2012. Revenues also increased around 30 percent. The 2013 building code updates were adopted this year to comply with State Law. The City also included amendments proposed by the Orange County Fire Authority (OCFA). The division provided approximately 5,000 inspections in 2013.

Mobility Element

The Mobility Element describes existing and future transportation conditions and systems. The Element establishes goals and policies that will guide the City's mobility system, including streets, transit facilities and services, bicycle and pedestrian facilities, and the recreational trail system. The text, maps, and diagrams are a basis for the development of the City's approach to maintaining and improving the mobility network.

The City's Mobility Element was adopted in July 2009 with the Comprehensive General Plan Update. The City had not adopted any amendments to the previous element, which was adopted in 1994 with the original General Plan.

During 2013, the following projects were substantially completed:

- El Toro Road/Ridge Route Drive Rehabilitation

In June 2013, the City Council awarded a construction contract to for the El Toro Road Pavement Rehabilitation project and the Ridge Route Drive Rehabilitation project in the combined amount of \$953,953. This project entails pavement rehabilitation along El Toro Road from Paseo de Valencia to Bridger Road, and along Ridge Route Drive from Avenida de la Carlota to Moulton Parkway, to include ADA ramps, concrete repairs, asphalt repairs, roadway resurfacing and lane striping. Construction on the Ridge Route project began in November 2013 and the El Toro Road work is anticipated to begin in spring 2014.

- La Paz Widening at Interstate 5

The La Paz Widening at Interstate 5 project received final approval from the City Council in September 2010. This project includes a number of safety and traffic flow improvements, such as the widening and addition of off- and on-ramp lanes, modifying traffic signals, and landscape improvements. Favorable bid conditions allowed the City to complete the project below its original estimated cost of \$7.6 million. The City successfully acquired \$4.7 million in Federal funding for the project, in

addition to \$1.15 million of Measure M funds. The remaining funding was acquired from various special revenue fund sources, resulting in no General Fund impact for this project. Construction on the project began in April 2011 and was substantially completed in November 2012. The landscape maintenance work for the project was substantially completed in November 2013.

- Senior Transportation

Utilizing funds provided by OCTA's Senior Mobility Program, the City continues to provide transportation for seniors through the Dial-A-Taxi program. In April of last year, the program was modified to allow all seniors who are 60 years of age or older to use the Dial-A-Taxi service. The program was additionally modified to allow those seniors who also qualify for the OCTA ACCESS program to use the senior transportation program.

In an effort to increase participation in the program, earlier this year the service area of the program was expanded to include the City of Laguna Woods. Seniors can travel to any destination within the service area which includes Laguna Hills, Mission Viejo, and Laguna Woods. Also, new satellite destinations were added to the program. These new destinations include Irvine Spectrum, Hoag Hospital, Kaiser Hospital, John Wayne Airport, Long Beach Airport, and LAX Airport. Staff continues to advertise the program by passing out informational flyers at our senior living centers. The Willows Senior Center in northern Laguna Hills has recently shown an interest in the program. These efforts have produced positive results. By the end of 2012, 69 seniors were approved to use the service. Of these 69 seniors, 19 had scheduled a Dial-A-Taxi trip, with approximately 5 actively using the program on a routine basis. Currently there are 177 seniors enrolled in the City of Laguna Hills' Senior Dial-A-Taxi program and an average of 93 trips per month. Of the 177 seniors enrolled in the program, there are 26 seniors who are actively using this service.

Housing Element

Every California city and county is required to include a housing element in its general plan which establishes housing goals, policies, and programs that respond to community housing conditions and needs. The purpose of the Laguna Hills Housing Element is to identify housing opportunities and solutions specific to the housing issues of the City.

The 2008-2014 Housing Element was adopted in December 2009. The City received State Certification for its 2008-2014 Housing Element in February 2010. In October 2013, the City adopted the next cycle of the Housing Element, the

2013-2021 Housing Element, which received State Certification in November 2013.

The following Housing goals and programs were implemented in 2013:

- Affordable Housing Initiatives

In 2013, the City of Laguna Hills was awarded \$80,000 in Community Development Block Grant (CDBG) funds, which are being used to renovate homes in the 248-unit Aliso Meadows Condominium Association. Over the past nine (9) years, the City has been awarded CDBG Funds totaling over \$2,200,000, which has resulted in the rehabilitation of more than 140 affordable housing units for very low, low, and moderate income households in the City. The City will apply for available CDBG funds in the upcoming year to continue its rehabilitation work in the neighborhood.

- 2013-2021 Housing Element

The City adopted the 2012-2021 Housing Element in October, and received HCD certification of the Element in November 2013.

Note: In addition to the information provided above, the status of the housing element and progress in its implementation are described in an attachment to this Annual Report – Annual Element Progress Report - Housing Element Implementation.

Conservation and Open Space Element

The purpose of the Conservation and Open Space Element is to identify natural, cultural, and open space resources, ensuring a high-quality living environment for residents of Laguna Hills. This Element provides goals, policies, and programs related to open space and conservation as well as a wide range of other topics that together comprise the natural setting of Laguna Hills, including biological, scenic, cultural, and historical resources. The goals and policies contained in this element also address global climate change and sustainable practices related to water conservation, energy conservation, air quality, and water quality.

The City's Conservation Element and Open Space Element were adopted in July 2009 with the Comprehensive General Plan Update. The following Conservation and Open Space goals and programs were implemented in 2013:

- Landfill Diversion

The 2012 Annual Disposal Report using the per capita disposal figures was submitted to the State Department of Resource Recycling and Recovery (CalRecycle) on July 30, 2013. This detailed report summarizes

all the many recycling programs that the City has in place such as residential curbside, commercial and multi-family, outreach and educational efforts, greenwaste recycling, electronic waste recycling, and material recover processing centers, etc. For 2012, the City achieved a per capita disposal rate (pounds/person/day) of 3.4 which is well below the per capita disposal target of 5.8 pounds per day. Because the City is below the target figure, the City is in compliance with the State's recycling and diversion mandates. The City's 2012 Annual Disposal Report was accepted and approved by CalRecycle on September 12, 2013.

The total diversion tons reported to the State for 2012 was 19,449 tons. This figure represents the amount of waste that was transferred to and deposited into our local landfills not only by CR&R but by other self-haul entities. Although the City does not have current tonnage figures for all the private recycling programs, such as internal business recycling programs and self hauler recycling initiatives, CR&R's annual reports to the City can provide an idea of the total waste generation of the Laguna Hills community. For example, in 2012, CR&R collected a total of 33,202 tons of waste in Laguna Hills. After processing the majority of this waste at its material recovery facilities and other facilities, CR&R transported a total of 16,545 tons to local landfills. Of the total waste collected, CR&R achieved a diversion rate of 50.2% by diverting 16,657 tons of recyclable material from landfills.

- **Water Quality**

- City staff implemented the Fourth Term NPDES permits issued by both the Santa Ana Regional Water Quality Control Board and the San Diego Regional Water Quality Control Board.

- The City participated in the 17th Annual Inner Coastal Watershed Cleanup Day on September 21, 2013. This was the tenth time the City has participated in this event where volunteers worked together and cleaned parts of the Aliso Hills Channel. The event was a great success as 21 volunteers collected 240 pounds of trash and 225 pounds of recyclable material from the adjacent trail and channel.

- The City installed debris gates on 59 catch basins throughout the City by utilizing a grant received from the Orange County Transportation Authority.

- **Water Quality Improvements**

The City has continued its efforts on a multi-year project to install catch basin debris gates on all of the approximately 550 inlets in the City in order to reduce litter and other debris from entering the storm drain

system and downstream drainage courses. In June 2013, the second phase of the project resulted in the installation of gates at 50 locations utilizing a Measure M-2 grant of \$65,000. A third phase has also received similar grant funds and will begin work in early 2014. Approximately 50% of all of the City inlets are now protected by debris gates.

- La Paz Open Space

In September 2013, the City Council awarded a construction contract for the La Paz Open Space Improvements from Moulton Parkway to Alameda Avenue. This \$1.1 million project is slated to be completed by May 2014. These improvements include landscaping the eight-acre open space area, as well as creating a dual trail system. The project is being closely coordinated with the development of the newly re-branded Village at Nellie Gail.

- Earth Day Laguna Hills

The City held its annual Earth Day Laguna Hills (formerly Volunteer Connection Day) on Saturday, April 20, 2013. Sixty-three (63) volunteers participated in this year's Earth Day event. The City hosted a "Green Expo" as part of the event. Event participants then broke off into coordinated groups to assist in trail clean-up projects throughout the City, along with the planting of 15 Crepe Myrtle trees along Aliso Creek Trail, Veeh Ranch Trail, and Juan Avila Trail. CR&R reported that 1,480 lbs. of debris was collected and 50% of that was recycled. Volunteers also planted 12 Mondale Pine trees in recognition of the Arbor Day along Paseo De Valencia between Stockport and Kennington. As a part of this event, the City re-qualified for its designation as a Tree City USA by the national Arbor Day Foundation.

A document shredding event was integrated into the Earth Day Laguna Hills event hosted by the City in the Community Center parking lot. A total of 248 cars dropped off documents during the event. Two trucks were stationed in the parking lot and 11,855 pounds of documents were destroyed on behalf of Laguna Hills residents.

Noise Element

The purpose of the Noise Element is to identify and assess existing noise sources in the community, and to discuss the City's role in ensuring comfortable and safe noise levels in the future. As a part of the General Plan process, citizens and City officials identified goals for the future relating to balancing land uses in the City, in part to minimize incompatibilities and exposure to excessive noise while providing the range of uses needed to maintain a high quality of life. The goals, policies, and programs will assist in achieving noise compatibility between land uses.

The City's Noise Element was adopted in July 2009 with the Comprehensive General Plan Update. The City had not adopted any amendments to the previous element, which was adopted in 1994 with the original General Plan.

The following goals and programs were implemented in 2013:

- Noise Standards and Acoustical Studies

The City reviewed development proposals to ensure that the noise standards and compatibility criteria set forth in the Noise Element were met.

Safety Element

The Safety Element establishes policies and programs to protect the community from risks associated with seismic, geologic, flood, and wildfire hazards.

The City's Safety Element was adopted in July 2009 with the Comprehensive General Plan Update. The City had not adopted any amendments to the previous element, which was adopted in 1994 with the original General Plan.

The following safety goals and programs were implemented in 2013:

- Public Safety

There were 7,447 total incidents reported in the first three quarters of 2013, which represents a decrease of 11.4% in reported incidents when compared to the same period in 2012.

The total number of Part I crimes also experienced an overall decrease of 8.9% when compared to last year. This decrease is largely attributed to a sharp decline in the number of reported Thefts and Burglaries.

Part II crimes are generally considered proactive, deputy initiated activities carried out while a deputy is on patrol and not responding to a call. Part II crimes, which include driving under the influence (DUI), narcotics, and vandalism incidents, have decreased significantly by 14.5% when compared to the same time period last year.

- Response Times Improve

Response times continue to remain within the expected parameters for all four levels of priority calls. The average response time for 2013 are 4:17 for Priority 1 calls, 8:29 for Priority 2 calls, 12:39 for Priority 3 calls, and 22:30 for Priority 4 calls. It remains the goal of Laguna Hills Police

Services to respond to all Priority 1 calls within five minutes from the time of dispatch to arrival, twelve minutes for Priority 2 calls, and twenty minutes for Priority 3 calls. There is no standard response time goal for Priority 4 calls but rather deputies are dispatched as they become available.

- Neighborhood Watch Grows

The Neighborhood Watch Program continues to prosper this year with the revitalization of two inactive groups and one new group. In addition, Police Services has participated in various community events such as the National Take Back Day, Earth Day Laguna Hills, 4th of July Expo, National Night Out, and Valencia Elementary's Boo Bash Carnival. In addition, Police Services' staff have performed over 55 child car safety inspections to reduce the misuse rate of child car seats that are installed or used incorrectly.

- Community Emergency Preparedness Academy

Police Services annually conducts a Community Emergency Preparedness Academy (CEPA) where residents complete eight weeks of disaster preparedness training. The training included information on fire safety, search and rescue, utility and water safety procedures, disaster/terrorism overview, and CPR, first aid and AED certification. The final class consists of a mock disaster drill spanning five different scenarios allowing the participants to practice the disaster training skills learned over the course of the Academy. The Academy was postponed until February 2014 due to requests from the community.

- Coyote Response Efforts

In response to a number of coyote sightings and aggressive behavior in the region, staff conducted one successful trapping operation this past year. Additionally, staff has continued its efforts to coordinate with the various homeowners' associations throughout the City, as needed. The City has maintained its featured link on the home page entitled "Living with Coyotes" that details the City's reporting procedures, public information and links those interested to other organizations.

Community Services and Facilities Element

The purpose of the Community Services and Facilities Element is to assess the current status of community services as well as evaluate their long-term provision to ensure that adequate services and facilities are both planned and provided proportionate with the projected growth, as well as development and redevelopment, as it occurs within the City. The Community Services and

Facilities Element also establishes the City's plan to provide and maintain infrastructure and public services for future growth, without diminishing services to existing development. Community services collectively refer to law enforcement, fire protection, water, sewer, solid waste, electricity and natural gas, communication, and animal care services. Community facilities collectively refer to schools, libraries, parks, and recreational facilities.

The City's Community Services and Facilities Element was adopted in July 2009 with the Comprehensive General Plan Update. The City had not adopted any amendments to the previous element, which was adopted in 1994 with the original General Plan.

The following goals and programs were implemented in 2013:

- Special Events

The City successfully hosted two signature events. The 2013 Memorial Day Half Marathon, 5K, and 10K, honoring the USMC Dark Horse Battalion, was held on May 27, 2013, with 3,400 runners participating. This is an increase of 640 runners when compared to last year's event. Total revenues collected were \$177,229, and the direct expenses for the event (not including staff costs) were \$149,649. A number of the 3/5 Battalion Marines ran in the half marathon, which along with the 5K and 10K, was led from the start line by our Grand Marshall, Cpl. Josue Barron. Prior to the race, the City Council approved a pledge formula of \$3 per paid participant for the continued funding of the 3/5 Marine Support Committee. Based on this formula, \$9,456 was awarded to the 3/5 Support Committee by City Council Resolution on August 27, 2013.

The second signature event was the City's annual 4th of July celebration. It is estimated that more than 11,000 people attended the City of Laguna Hills 2013 Fourth of July event. Total expenditures for this event were \$24,535 (not including staff time). Net costs totaled \$18,809, which accounts for \$4,426 in ride ticket sales and \$1,300 in vendor booth rentals. A firework malfunction occurred with this year's show which reduced the length of the show by approximately five minutes. Fortunately, no one was injured as a result of this incident. The City subsequently received a full refund for the cost of the show.

- Senior Center Facility Grant

The City successfully competed for an award of 2012/2013 Community Development Block Grant (CDBG) funding for Public Facilities and Improvement monies to be used at the Florence Sylvester Senior Center. This past year, the City utilized \$54,000 in grant monies to fund energy efficiency upgrades that include the expansion of the existing solar panel

electrical system. Construction on this two-phased project was completed in June 2013.

- City of Laguna Hills Mobile Application

The prevalence of smartphones creates an opportunity to provide a new avenue for communication with residents. In March 2013, City staff began researching the development of a customized mobile application for the purpose of providing news, events, and City contact information to residents, businesses and visitors. At the April 9, 2013, City Council meeting, the City Council approved the development of a mobile device application and, consequently, the City officially launched its mobile application in Summer 2013. The mobile application includes five tabs on the home screen: "News", "City Hall," "Places", "Report An Issue", and "Shop and Dine". In many ways, it is anticipated that this simple-to-use mobile application will keep residents desiring to do so more connected to their community by allowing them to easily and quickly access the City's calendar, contact City departments and services, report day-to-day issues from graffiti removal to park and landscape maintenance and find new places to eat and shop. The mobile application is available in both iPhone and Android formats by simply searching for "Laguna Hills" in the respective app stores.

- Since 2003, the City of Laguna Hills has offered the use of the gymnasium to the Saddleback College Emeritus Institute for senior physical activity classes. On an annual basis, approximately 1,500 Emeritus program individuals participate in physical activities such as yoga, pilates, Tai Chi, and aerobics. This year, City staff worked with the Saddleback College Emeritus Institute to include additional Emeritus cultural and education classes such as Spanish, Art Appreciation, Watercolor, and Sketching in our recreation program offerings.

Additionally, during the summer, a new cultural arts program was introduced to our recreation program offerings. Working with On the Edge Theater Production, staff held a Shakespeare in the Hills performance of *Much Ado About Nothing* in the Community Center gazebo and town green area. This performance was well received by the 359 spectators in attendance.

A drop-in ping pong game program was started this year that provides an opportunity for individuals to participate in pick-up games in the gymnasium. This program currently has 54 participants and the majority of these ping pong players are senior citizens. This program mostly caters to seniors since the time of play is from 12pm-2pm, Monday through Thursday.

- Community Center Renovation

The City issued a contract to refurbish the Community Center Building on November 13, 2012. Renovation work began in December 2012 and has been substantially completed over the past year. The work included painting both inside and outside of the Community Center, replacement of wall paper, new carpet throughout the building and miscellaneous building repairs. The total project cost was approximately \$190,000.

Conclusion

This Annual report documents the City's recent progress in updating and implementing the General Plan. The information contained herein will be forwarded to the Governor's Office of Planning and Research and the Department of Housing and Community Development to serve as the City of Laguna Hills' General Plan Annual Report for calendar year 2013.

Attachment # 2

- HCD Form -



ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Laguna Hills

Reporting Period 1/1/2013 - 12/31/2013

Table A

Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information								Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
		R=Renter O=Owner	Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
n/a											
(9) Total of Moderate and Above Moderate from Table A3 ▶ ▶			0	6	6						
(10) Total by income Table A/A3 ▶ ▶			0	0	0	0	0				
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Laguna Hills

Reporting Period 1/1/2013 - 12/31/2013

Table A2

Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	10	0	0	The City prepared a bid package and conducted monitoring of CDBG funds to be used to make the necessary site improvements to existing substandard housing to preserve affordable housing
(2) Preservation of Units At-Risk	0	0	0	0	The City prepared a grant for FY 2013-2014, which was recommended for funding to continue the preservation of affordable housing in the Via Lomas area.
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	10	0	0	

* Note: This field is voluntary

Table A3

Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	0	0	0	0
No. of Units Permitted for Above Moderate	4	0	0	0	0	4	0

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Laguna Hills

Reporting Period 1/1/2013 - 12/31/2013

Table B**Regional Housing Needs Allocation Progress****Permitted Units Issued by Affordability**

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2006	2007	2008	2009	2010	2011	2012	2013		Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	1											1
	Non-deed restricted		0	0	0	0	0	0	0	0			
Low	Deed Restricted	1											1
	Non-deed restricted		0	0	0	0	0	0	0	0			
Moderate	Deed Restricted	0											
	Non-deed restricted		0	0	0	0	0	0	0	0			
Above Moderate		0	0	0	0	0	1	0	1	4		6	0
Total RHNA by COG. Enter allocation number:		2	0	0	0	0	0	0	0	0		0	2
Total Units ▶▶▶													
Remaining Need for RHNA Period ▶▶▶▶▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Laguna Hills

Reporting Period 1/1/2013 - 12/31/2013

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Housing Rehabilitation	preserve affordable housing	Ongoing	City continues to apply for CDBG funds to renovate homes in Aliso Meadows. The City was awarded \$80,000 in CDBG funds in 2013
At-Risk Units	pursue extension of affordability controls	Ongoing	Prepared a Risk Assessment report provided by the California Housing Partnership Corporation (CHPC)
Section 8 Rental Assistance	Cooperate with OCHA	Ongoing	City continues to cooperate with OCHA
Code Enforcement Program	Preserve community housing stock	Ongoing	Code Enforcement continues to assist in preserving the community's housing stock
Urban Village Specific Plan Area for Housing Opportunities	Provide housing opportunities	Ongoing	City Continues to inform existing property owners and prospective developers that housing opportunities are available in the Urban Village Specific Plan area
Alicia Gateway for Housing Opportunities	Provide housing opportunities	Ongoing	City continues to inform prospective developers that housing opportunities are available in the Alicia Gateway area
Fair Housing Program	Further fair housing practices	Ongoing	City continues to advertise the Fair Housing Council's services
Reasonable Accommodation Procedures	Establish procedures for reasonable accommodation requests	1-May-12	The City Council adopted a Reasonable Accommodation Ordinance in May 2012
Zoning Ordinance Update	Remove constraints for the development of housing affordable to low and moderate income households with special needs	2010-2010	The City adopted an amendment to the Urban Village Specific Plan in April 2011
Second Units	Provide housing opportunities	Ongoing	City continues to implement the Second Unit provisions of the Zoning Ordinance consistent with State law - City permits second units by right in all residential zones of the City, requiring only ministerial approval
Continuum of Care Funding and Consolidation Plan Participation	Affordable housing and related social services for special needs	Ongoing	City continues to participate in the OC Consolidated Plan Programs and in the OC Continuum of Care local housing process to facilitate obtaining funds for affordable housing and related social services for special needs populations
Universal Design Features in Housing	Equal Housing Opportunity	2010-2010	Staff is researching Universal Design Ordinances from other cities and looking into preparing one for Laguna Hills
Annual Progress reports	Plan for and monitor the long-term affordability of sound, quality housing	Annual	City Council reviewed the 2013 General Plan Annual Report (including the Housing Element) in April 2014 and forwarded it to the State in April 2014

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Laguna Hills

Reporting Period 1/1/2013 - 12/31/2013

Housing Issues Monitoring	Plan for and monitor the long-term affordability of sound, quality housing	Ongoing	City continues to monitor existing affordable housing developments in the City and monitors legislation, trends, and policy issues related to the development and maintenance of affordable housing
Local Housing Efforts Coordination	Plan for and monitor the long-term affordability of sound, quality housing	Annual	City coordinated local housing efforts with federal, state, regional, & local government agencies & cooperated in implementation of intergovernmental housing programs to ensure maximum effectiveness in solving local & regional housing problems



City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: APRIL 8, 2014

TO: MAYOR AND COUNCIL MEMBERS

**FROM: KENNETH H. ROSENFELD
DIRECTOR OF PUBLIC SERVICES/CITY ENGINEER**

**ISSUE: PROGRESS PAYMENT NO. 3 FOR LA PAZ OPEN SPACE PROJECT,
CIP NO. 615A**

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE CONTRACT CHANGE ORDER NOS. 1 AND 2 AND PROGRESS PAYMENT NO. 3, IN THE NET AMOUNT OF \$142,787.35 TO ENVIRONMENTAL CONSTRUCTION, INC., FOR LA PAZ OPEN SPACE IMPROVEMENTS, CIP NO. 615A.

SUMMARY:

Work on the La Paz Open Space Improvements, CIP No. 615A, began on November 18, 2013, and is being performed by Environmental Construction, Inc. Work performed in February includes concrete ramps, drain and trail construction, fencing, trail lights and irrigation installation. Two Contract Change Orders have been prepared to document both additions and deletions to the work and are attached for approval. In total, the Change Orders equal 3% of the value of the Contract. The contractor has submitted the third progress payment request and it is recommended for approval.

BACKGROUND:

A routine monthly action for capital improvement projects is the submission, review, and approval of the contractor's invoice. Procedurally, field staff verifies the contractor's quantities and matches them with the submitted invoice. The unit prices and total costs of the project are confirmed by the office staff and a progress payment is then processed. A five-percent (5%) retention is withheld from each payment to assure final performance of the work. The contractor for the project, Environmental Construction, Inc., has submitted the second progress payment for the subject project as follows:

ITEM #	DESCRIPTION	QUANTITY	UNIT	\$	AMOUNT
7	1'-6" Concrete Drain	206	LF	\$ 8.00	\$ 1,648.00
10	6" Concrete Trail	500	SF	\$ 5.40	\$ 2,700.00
12	6" Concrete Ramp	1936	SF	\$ 7.00	\$ 13,552.00
13	6"x5' Grooved Panels	451	SF	\$ 6.50	\$ 2,931.00
14	ADA Ramp Handrails	406	LF	\$ 74.80	\$ 30,368.80
17	42" Trail Fencing	1000	LF	\$ 28.00	\$ 28,000.00
18	Rest Stop Enclosure	.2	LS	\$ 21,114.00	\$ 4,222.80
22	Trash Receptacles	2	EA	\$ 475.00	\$ 950.00
24	Removable Pipe Bollards	3	EA	\$ 1,500.00	\$ 4,500.00
25	Trail Lights	4	EA	\$ 5,000.00	\$ 20,000.00
40	Irrigation System	.1	LS	\$239,225.00	\$ 23,922.50
A.	Change Order #1	1	LS	\$ 17,506.87	\$ 17,506.87

Total To Date	\$ 755,653.12	
Less Prior Billing	<u>\$ 605,350.65</u>	
Total This Period	\$ 150,302.47	\$ 150,302.47
Less 5% Retention		<u>\$ (7,515.12)</u>
Due		\$ 142,787.35

CONTRACT CHANGE ORDER

Several miscellaneous changes to the work have been necessary to both delete work not needed and to compensate the contractor for minor work additions. As shown on the attached Contract Change Order Nos. 1 and 2, the total of the new work totals \$31,964.83 and represents 3% of the contract value. Approval of the Change Orders is recommended.

FISCAL IMPACT:

The progress payment is within the Capital Improvement Program Budget for the La Paz Open Space Improvements, CIP NO. 615A.

ATTACHMENTS:

- Contract Change Order No. 1
- Contract Change Order No. 2

**CITY OF LAGUNA HILLS
CONTRACT CHANGE ORDER**

CONTRACT CHANGE ORDER NO. 1

SHEET 1 OF 2 SHEETS

PROJECT: La Paz Open Space Improvements, CIP No. 615A

CONTRACTOR: Environmental Construction, Inc.

In accordance with contract provisions, the following changes in the contract and/or contract work are hereby authorized and as compensation therefore, the following addition to or deductions from the contract price are hereby approved.

Note: This change order is not effective until approved by the City Engineer.

Description of work to be done, estimate of quantities, and prices to be paid. Segregate between additional work at contract price, agreed price and force account. Unless otherwise stated, rates for rental of equipment is actually used and no allowance will be made for idle time.

Change requested by City Engineer

1. Delete Variable Frequency Drive from Bid Item No. 40, Lump Sum Reference January 23, 2014, Letter	<\$6,730.77>
2. City to provide bare root trees for Bid Item Nos. 34 & 35, Lump Sum Reference January 6, 2014, Letter	<\$3,708.72>
3. Modify Hydroseed Mix as directed, Lump Sum Reference December 5, 2013, Letter	\$2,130.90
4. Add dowels to concrete panels of multi-use trail as directed, Lump Sum Reference January 10, 2014, Letter (add 6 work days)	\$12,773.22
5. Add 242 CY of Import Soil to meet new ADA grades @ \$25/CY Agreed quantity at unit price of Bid Item No. 5	\$6,050.00
6. Add 4" drain line around horse enclosure retaining wall, Lump Sum Reference January 23, 2014 Letter and revised plans	\$5,216.89
7. Add 6" drain line at end of V-ditch Sta 16+85 and connect to SD, Lump Sum Reference January 13, 2014 Letter (add 1 work day)	\$1,775.35
8. Delete Bid Item Nos. 41, 42 & 43 related to a domestic water service.	-----
Net Change – Contract Change Order No. 1	Increase \$17,506.87

By reason of this order the time of completion will be adjusted to add 7 Working Days.

The compensation (time and cost) set forth in this Change Order comprises the total compensation due the Contractor, all Subcontractors and all suppliers, for the work or change defined in this Change Order, including all impact on any unchanged work. By signing this Change Order, the Contractor acknowledges and agrees, on behalf of himself, all Subcontractors, and all suppliers, that the stipulated compensation includes payment for all work contained in this Change Order, plus all payment for the interruption of schedules.

Extended overhead costs, delay, and all impact, ripple effect or cumulative impact on all other, work under this Contract. The signing of this Change Order shall indicate that the Change Order constitutes full mutual accord and satisfaction for the change, and that the time and/or cost under the Change Order constitutes the total equitable adjustment owed the Contractor, all Subcontractors, and all suppliers, as a result of the change. The Contractor, on behalf of himself, all Subcontractors, and all suppliers, agrees to waive all rights, without exception or reservation of any kind whatsoever, to file any further claim or request for equitable adjustment of any type, for any reasonably foreseeable cause that shall arise out of or as a result of this Change Order or the impact of this Change Order on the remainder of the work under this Contract.

SUMMARY OF CONTRACT TIME

Original Contract Date: (Notice to Proceed)	November 18, 2013
Original Contract Time: (Working Days)	100
Original Completion Date:	April 11, 2014
Time Extension this C.O.: (Working Days)	7
Time Extension Other:	4
Revised Contract Time: (Working Days)	111
Revised Final Completion Due Date:	April 28, 2014
Time Subject to Liquidated Damages:	N/A
Actual Final Completion Date:	

Original Contract Price	\$1,073,627.85
Prev. Authorized Changes	\$ --
This Change (Add)	<u>\$ 17,506.87</u>
Amended Contract Price	\$1,091,134.72

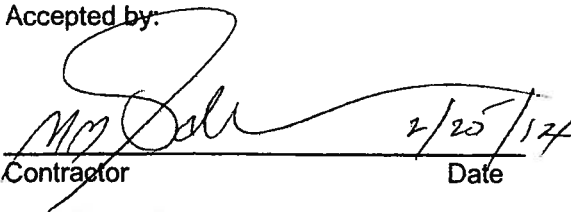
If the Contractor does not sign acceptance of this order, his attention to the requirements of the specifications as to proceeding with the order work and filing a written protest within the time therein specified.

Approved by:

Director of Public Services

Date

Accepted by:



Contractor

2/20/14

Date

**CITY OF LAGUNA HILLS
CONTRACT CHANGE ORDER**

CONTRACT CHANGE ORDER NO. 2

SHEET 1 OF 2 SHEETS

PROJECT: La Paz Open Space Improvements, CIP No. 615

CONTRACTOR: Environmental Construction, Inc.

In accordance with contract provisions, the following changes in the contract and/or contract work are hereby authorized and as compensation therefore, the following addition to or deductions from the contract price are hereby approved.

Note: This change order is not effective until approved by the City Engineer.

Description of work to be done, estimate of quantities, and prices to be paid. Segregate between additional work at contract price, agreed price and force account. Unless otherwise stated, rates for rental of equipment is actually used and no allowance will be made for idle time.

Change requested by City Engineer

- | | |
|---|------------|
| 1. Modify Moulton Parkway tunnel entrance to enhance access slope and drainage. AGREED PRICE | \$7,112.30 |
| 2. Change water service at Horse Corral to copper. AGREED PRICE | \$ 366.83 |
| 3. Add two coats water proofing to Horse Corral retaining wall per geotechnical recommendation. AGREED PRICE | \$ 610.97 |
| 4. Add drain inlet at upper basin and two nuisance water inlets at lower basin. Pcc at Unit Price. AGREED PRICE | \$6,367.86 |

Increase \$ 14,457.96

Decrease \$

By reason of this order the time of completion will be adjusted as follows: Add four (4) Working Days

CONTRACT CHANGE ORDER NO. 1 2

SHEET 2 OF 2 SHEETS

The compensation (time and cost) set forth in this Change Order comprises the total compensation due the Contractor, all Subcontractors and all suppliers, for the work or change defined in this Change Order, including all impact on any unchanged work. By signing this Change Order, the Contractor acknowledges and agrees, on behalf of himself, all Subcontractors, and all suppliers, that the stipulated compensation includes payment for all work contained in this Change Order, plus all payment for the interruption of schedules.

Extended overhead costs, delay, and all impact, ripple effect or cumulative impact on all other, work under this Contract. The signing of this Change Order shall indicate that the Change Order constitutes full mutual accord and satisfaction for the change, and that the time and/or cost under the Change Order constitutes the total equitable adjustment owed the Contractor, all Subcontractors, and all suppliers, as a result of the change. The Contractor, on behalf of himself, all Subcontractors, and all suppliers, agrees to waive all rights, without exception or reservation of any kind whatsoever, to file any further claim or request for equitable adjustment of any type, for any reasonably foreseeable cause that shall arise out of or as a result of this Change Order or the impact of this Change Order on the remainder of the work under this Contract.

SUMMARY OF CONTRACT TIME

Original Contract Date: (Notice to Proceed)	November 18, 2013
Original Contract Time: (Working Days)	100
Original Completion Date:	April 11, 2014
Time Extension this C.O.: (Working Days)	4
Time Extension Other:	11
Revised Contract Time: (Working Days)	115
Revised Final Completion Due Date:	May 2, 2014
Time Subject to Liquidated Damages:	N/A
Actual Final Completion Date:	

Original Contract Price	\$1,073,627.85
Prev. Authorized Changes	\$ 17,506.87
This Change (Add)	\$ 14,457.96
Amended Contract Price	\$1,105,592.68

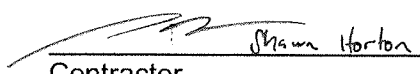
If the Contractor does not sign acceptance of this order, his attention to the requirements of the specifications as to proceeding with the order work and filing a written protest within the time therein specified.

Approved by:

Accepted by:

Director of Public Services

Date



Contractor

3/27/14

Date



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: APRIL 8, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: KENNETH H. ROSENFELD
DIRECTOR OF PUBLIC SERVICES/CITY ENGINEER

ISSUE: PROGRESS PAYMENT NO. 2 FOR EL TORO ROAD PAVEMENT REHABILITATION PROJECT, CIP NO. 179, AND RIDGE ROUTE DRIVE PAVEMENT REHABILITATION PROJECT, CIP NO. 172

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE PROGRESS PAYMENT NO. 2, IN THE NET AMOUNT OF \$418,131.84, TO ALL AMERICAN ASPHALT, FOR EL TORO ROAD PAVEMENT REHABILITATION PROJECT, CIP NO. 179, AND RIDGE ROUTE DRIVE PAVEMENT REHABILITATION PROJECT, CIP NO. 172.

SUMMARY:

Work on the El Toro Road Pavement Rehabilitation Project, CIP No. 179, and Ridge Route Drive Pavement Rehabilitation Project, CIP No. 172, began on November 6, 2013, and is being performed by All American Asphalt. Work performed in December includes clearing and grubbing, signing and striping and replacing curbs and gutters. The contractor has submitted the second progress payment request for approval.

BACKGROUND:

A routine monthly action for capital improvement projects is the submission, review, and approval of the contractor's invoice. Procedurally, field staff verifies the contractor's quantities and matches them with the submitted invoice. The unit prices and total costs of the project are confirmed by the office staff and a progress payment is then processed. A five-percent (5%) retention is withheld from each payment to assure final performance of the work. The contractor for the project, All American Asphalt, has submitted the second progress payment for the subject project as follows:

ITEM #	DESCRIPTION	QUANTITY	UNIT	\$	AMOUNT
<u>Ridge Route Drive</u>					
1	Clearing & Grubbing	.50	LS	\$22,509.30	\$ 11,254.65
2	Signing & Striping	1	LS	\$11,360.00	\$ 11,360.00
4	Cold Mill	250,330	SF	\$ 0.09	\$ 22,529.70
5	0.10' Asphalt	1,150.13	TN	\$ 89.00	\$ 102,361.57
6	0.10' Asphalt Overlay	2,540.48	TN	\$ 82.00	\$ 208,319.36
8	PCC Access Ramps	6	EA	\$ 1,250.00	\$ 7,500.00
9	R&R 8" Curb & Gutter	154	LF	\$ 58.00	\$ 8,932.00
10	R&R Asphalt Berm	40	LF	\$ 44.00	\$ 1,760.00
11	R&R PCC Sidewalk	1,394	SF	\$ 6.00	\$ 8,364.00
12	R&R PCC Driveway	3,235	SF	\$ 8.50	\$ 27,497.50
13	R&R PCC & A.C.	1	LS	\$ 3,500.00	\$ 3,500.00
14	Adjust Manholes	12	EA	\$ 780.00	\$ 9,360.00
15	Adjust Water/Gas Valves	20	EA	\$ 350.00	\$ 7,000.00
16	Traffic Loops	24	EA	\$ 200.00	\$ 4,800.00
--	Temp Striping	1	LS	\$ 5,600.00	\$ 5,600.00
Total To Date				\$ 451,393.43	
Less Prior Billing				\$ 11,254.65	
Total This Period				\$ 440,138.78	\$440,138.78
Less 5% Retention					<u>\$(22,006.94)</u>
					\$418,131.84

CHANGE ORDER

This progress payment includes extra work for temporary striping, used between pavement layers for public safety purposes, in the amount of \$5600. Staff and the Contractor are negotiating a Change Order to also cover an extra paving day and the change order will be presented at a future Progress Payment.

FISCAL IMPACT:

The progress payment is within the Capital Improvement Program Budget for the El Toro Road Pavement Rehabilitation Project, CIP No. 179, and Ridge Route Drive Pavement Rehabilitation Project, CIP No. 172.



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: APRIL 8, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: KENNETH ROSENFELD
DIRECTOR OF PUBLIC SERVICES/CITY ENGINEER

ISSUE: AUTHORIZATION TO ADVERTISE FOR BIDS AND TO DIRECTLY PURCHASE MATERIALS FOR THE SOCCER FIELDS TURF RENOVATION AT THE LAGUNA HILLS COMMUNITY CENTER AND SPORTS COMPLEX, CIP NO. 238B

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE PLANS AND SPECIFICATIONS ON FILE WITH THE CITY CLERK, AUTHORIZE THE ADVERTISEMENT FOR BIDS AND AUTHORIZE THE DIRECT PURCHASE OF MATERIALS FOR THE SOCCER FIELDS TURF RENOVATION AT THE LAGUNA HILLS COMMUNITY CENTER AND SPORTS COMPLEX, CIP NO. 238B.

SUMMARY:

The Soccer Fields at the Community Center and Sports complex are scheduled for full turf renovation in summer 2014. This work will fully remove and replace the existing turf, including the placement of base sand in order to bring the fields back to their original grade and playable condition. The project will also include minor restoration of the baseball field infield area. The work will be completed prior to the beginning of the fall soccer season. The plans and specifications for this project have been completed by staff and are on file in the office of the City Clerk. To control the cost and quality of the materials, it is proposed the City directly purchase the turf, sand and infield mix soils. Approval of the plans and specifications, authorization to directly purchase materials and to advertise the project for bids is recommended.

BACKGROUND:

Due to the heavy use of the Soccer Fields at the Community Center, it is necessary to replace the athletic turf every two years to maintain their playable condition. This year, immediately after the July 4th Community Event, the soccer fields are scheduled for turf

replacement. Staff has prepared the plans and specifications for this project and they are on file in the office of the City Clerk.

The Soccer Field Turf Renovation consists of full removal of the existing turf, re-grading the site to bring it back to the original grade, placement of base sand to replenish the site grades and placement of hybrid Bermuda athletic field turf. The project also includes a minor refurbishment of the nearby baseball field infield area. As has been done in all previous projects to renovate the soccer fields, it is recommended that the City directly purchase the turf, base sand and infield mix to control the cost of these materials and the quality of these materials to match the original specifications of the development of the Community Center and Sports Complex.

The Turf Renovation project is scheduled to be complete in advance of the fall soccer season. Staff has included a provision in the plans and specifications which provides for an Alternate Bid providing the cost and opportunity to contract for the next cycle of field renovation in summer 2016. Upon evaluation of the Bids, staff will make a recommendation to City Council as to the award of the Base Bid with or without the Alternate Bid. Approval of the plans and specifications, authorization to directly purchase materials and to advertise the project for bids is recommended.

FISCAL IMPACT:

The Turf Renovation at the Community Center and Sports Complex, CIP No. 238B, is included in the 2014-2015 Fiscal Year Capital Improvement Program Budget in the amount of \$200,000. Within that budget, the City will directly purchase the materials with an estimated cost of \$5,000 for Infield Mix soil, \$34,000 for Base Sand and \$51,000 for Hybrid Bermuda Athletic Field Turf.



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: APRIL 8, 2014

TO: MAYOR AND COUNCIL MEMBERS

**FROM: DAVID CHANTARANGSU, AICP
DIRECTOR OF COMMUNITY DEVELOPMENT**

ISSUE: ADOPTION OF A CATEGORICAL EXEMPTION FOR THE CITY'S FOURTH OF JULY CELEBRATION AND FIREWORKS DISPLAY, DETERMINING THAT THE EVENT IS EXEMPT FROM ENVIRONMENTAL REVIEW PURSUANT TO TITLE 14, CHAPTER 3, SECTION 15304(E) OF THE CALIFORNIA CODE OF REGULATIONS, AND AUTHORIZATION TO FILE AN "APPLICATION/ REPORT OF WASTE DISCHARGE"

RECOMMENDATION: THAT THE CITY COUNCIL: (1) ADOPT A CATEGORICAL EXEMPTION, AND (2) DIRECT STAFF TO SUBMIT TO THE SAN DIEGO REGIONAL WATER QUALITY CONTROL BOARD AN "APPLICATION/REPORT OF WASTE DISCHARGE" FOR THE FOURTH OF JULY CELEBRATION AND FIREWORKS DISPLAY.

SUMMARY:

The City is located within the jurisdiction of the San Diego Regional Water Quality Control Board (the "Regional Board") which is responsible for regulating activities that could have an impact on water quality. In 2011, the Regional Board adopted a permit review process for fireworks displays as a result of numerous private and public fireworks displays held throughout the year on or adjacent to the urban shorelines in the San Diego Region. One of the requirements of the Regional Board's permit process is to complete environmental review pursuant to the California Environmental Quality Act (CEQA).

The City Council's action would authorize staff to submit the appropriate application to the Regional Board in order for the City to comply with the 2011 permit review process. After reviewing relevant available materials, staff has concluded that the City's fireworks display is not subject to the requirements of CEQA and recommends that the City Council adopt a "Categorical Exemption" in support of the City's application to the Regional Board.

A copy of the application to the Regional Board and the proposed exemption from CEQA is attached for the City Council's consideration.

BACKGROUND:

The City Council's approval of staff's recommended actions begins the permit review process with the Regional Board to ensure it can review the City's application and environmental determination concerning the City's fireworks display for the Fourth of July celebration.

Staff's recommendation for adoption of a Categorical Exemption for the proposed application to the Regional Board is warranted given several factors. There is no water body immediately adjacent to the event area that might receive any residual fireworks discharges from the City's display. In addition, the City hosts one fireworks event per year lasting approximately 30 minutes on the Fourth of July, and no other events involving pyrotechnics are held by the City during the course of the year. Based on water quality data obtained in 2011, the Regional Board determined that it was unlikely that single fireworks displays involving pyrotechnic materials of 1,000 pounds or less would cause exceedances of applicable water quality criteria in receiving waters.¹ The City's display will utilize approximately 700 pounds of material.

In addition, in 2002 the South Coast Air Quality Management District (SCAQMD) monitored and evaluated air quality impacts caused by fireworks shows similar in size to the one planned for the City's Fourth of July Celebration and determined there was no exceedance of State "Relative Exposure Levels" (RELs) of potentially harmful contaminants.²

FISCAL IMPACT:

The cost to the City to submit the application to the Regional Board is approximately \$2,000. The City Council will ultimately award a contract for the City's Fourth of July fireworks display which currently has an approved budget of \$25,000.

CEQA FINDINGS:

Both the Regional Board and SCAQMD have determined that fireworks shows do not exceed pollutant thresholds related to water quality or air quality standards of their respective agencies as described above. Therefore, the City's fireworks display associated with its Fourth of July Celebration will not have a significant effect on the environment. Pursuant to the provisions of CEQA and its implementing guidelines, projects that do not

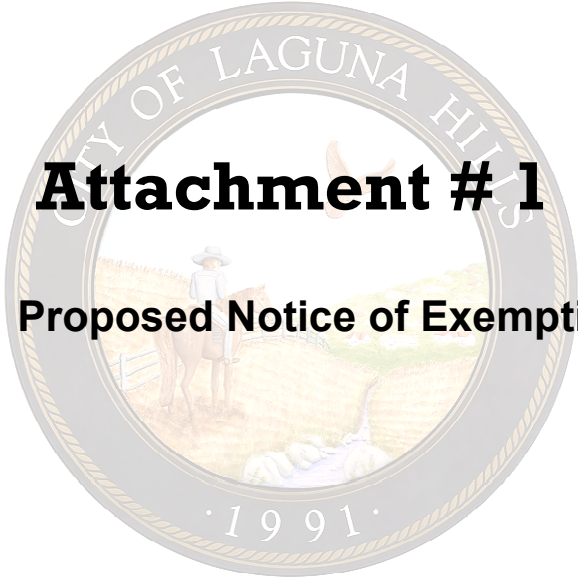
¹ SDRWQCB ORDER NO. R9-2011-0022/ NPDES NO. CAG999002: General National Pollutant Discharge Elimination System (NPDES) permit for residual firework pollutant waste discharges to waters of the United States in the San Diego Region from the public display of fireworks - Adopted May 11, 2011.

² White Paper on Status of Fireworks Displays and Fireworks Regulations in the South Coast Air Basin, South Coast Air Quality Management District, July 9, 2004.

have a significant effect on the environment are categorically exempt from the preparation of environmental documents.

ATTACHMENTS:

- Attachment 1 – Proposed Notice of Exemption
- Attachment 2 – Application Form

The seal of the City of Laguna Hills is a circular emblem. It features a central illustration of a person in a hat standing in a field, with a horse and a small stream. The text "CITY OF LAGUNA HILLS" is arched across the top, and "1991" is at the bottom.

Attachment # 1

- **Proposed Notice of Exemption** -

CITY OF LAGUNA HILLS NOTICE OF EXEMPTION

TO: Orange County Clerk Recorder
County of Orange
P. O. Box 238
Santa Ana, CA 92702

FROM: City of Laguna Hills
Planning Department
24035 El Toro Road
Laguna Hills, CA 92653

Project Title: City of Laguna Hills Fourth of July Celebration and Fireworks Display

Project Location: 25555 Alicia Pkwy

Project Location – City: Laguna Hills, CA

Project Location – County: Orange

Project Approval Date: April 8, 2014

Description of nature, purpose, and beneficiaries of project: The City of Laguna Hills proposes to hold a Fourth of July Celebration, which includes a public fireworks display utilizing approximately 700 pounds of pyrotechnic material. The event will last several hours with the fireworks display lasting approximately 30 minutes.

Name of public agency approving project:
City of Laguna Hills

Name of person or Agency carrying out project:
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA. 92653

Exempt Status: (Check One)

☐ Ministerial project. (Section 15073, State Guidelines)

☐ Not a project. (Section 15071(a) State Guidelines)

☐ Emergency project. (Section 15071(b) and (c) State Guidelines)

☒ Categorical Exemption. Code Number: Section 15304, Class 4(e), Minor temporary use of land having negligible or no permanent effects on the environment.

Reason why project was exempt: The San Diego Regional Water Quality Control Board evaluated water quality impacts from individual fireworks displays and determined that it was unlikely for pyrotechnic displays utilizing under 1,000 pounds of material to cause exceedances of applicable water quality criteria of receiving waters. Similarly, the South Coast Air Quality Management District determined that air quality impacts caused by displays similar in size to the one to be carried out by the City do not do not exceed State RELs for air contaminants.

Lead Agency Contact Person: David Chantarangsu Phone: 949-707-2675

Signature: _____ Title: Community Development Director

Date Submitted to County Clerk: April 9, 2014



INTRODUCTION

This application package constitutes a Report of Waste Discharge (ROWD) pursuant to California Water Code Section 13260. Section 13260 states that persons discharging or proposing to discharge waste that could affect the quality of the waters of the State, other than into a community sewer system, shall file a ROWD containing information which may be required by the appropriate Regional Water Quality Control Board (RWQCB).

This package is to be used to start the application process for all waste discharge requirements (WDRs) and National Pollutant Discharge Elimination System (NPDES) permits* issued by a RWQCB except:

- a) Those landfill facilities that must use a joint Solid Waste Facility Permit Application Form, California Integrated Waste Management Board Form E-1-77; and
- b) General WDRs or general NPDES permits that use a Notice of Intent to comply or specify the use of an alternative application form designed for that permit.

This application package contains:

- 1. Application/General Information Form for WDRs and NPDES Permits [Form 200 (10/97)].
- 2. Application/General Information Instructions.

Instructions

Instructions are provided to assist you with completion of the application. If you are unable to find the answers to your questions or need assistance with the completion of the application package, please contact your RWQCB representative. *The RWQCBs strongly recommend that you make initial telephone or personal contact with RWQCB regulatory staff to discuss a proposed new discharge before submitting your application.* The RWQCB representative will be able to answer procedural and annual fee related questions that you may have. (See map and telephone numbers inside of application cover.)

All dischargers regulated under WDRs and NPDES permits must pay an annual fee, except dairies, which pay a filing fee only. The RWQCB will notify you of your annual fee based on an evaluation of your proposed discharge. Please do NOT submit a check for your first annual fee or filing fee until requested to do so by a RWQCB representative. Dischargers applying for reissuance (renewal) of an existing NPDES permit or update of an existing WDR will be billed through the annual fee billing system and are therefore requested NOT to submit a check with their application. Checks should be made payable to the State Water Resources Control Board.

Additional Information Requirements

A RWQCB representative will notify you within 30 days of receipt of the application form and any supplemental documents whether your application is complete. If your application is incomplete, the RWQCB representative will send you a detailed list of discharge specific information necessary to complete the application process. The completion date of your application is normally the date when all required information, including the correct fee, is received by the RWQCB.

*** NPDES PERMITS:** If you are applying for a permit to discharge to surface water, you will need an NPDES permit which is issued under both State and Federal law and may be required to complete one or more of the following Federal NPDES permit application forms: Short Form A, Standard Form A, Forms 1, 2B, 2C, 2D, 2E, and 2F. These forms may be obtained at a RWQCB office or can be ordered from the National Center for Environmental Publications and Information at (513) 891-6561.



**APPLICATION/REPORT OF WASTE DISCHARGE
GENERAL INFORMATION FORM FOR
WASTE DISCHARGE REQUIREMENTS OR NPDES PERMIT**



**INSTRUCTIONS
FOR COMPLETING THE APPLICATION/REPORT OF WASTE DISCHARGE
GENERAL INFORMATION FORM FOR:
WASTE DISCHARGE REQUIREMENTS/NPDES PERMIT**

If you have any questions on the completion of any part of the application, please contact your RWQCB representative. A map of RWQCB locations, addresses, and telephone numbers is located on the reverse side of the application cover.

I. FACILITY INFORMATION

You must provide the factual information listed below for ALL owners, operators, and locations and, where appropriate, for ALL general partners and lease holders.

A. FACILITY:

Legal name, physical address including the county, person to contact, and phone number at the facility.
(**NO P.O. Box numbers!** If no address exists, use street and nearest cross street.)

B. FACILITY OWNER:

Legal owner, address, person to contact, and phone number. Also include the owner's Federal Tax Identification Number.

OWNER TYPE:

Check the appropriate Owner Type. The legal owner will be named in the WDRs/NPDES permit.

C. FACILITY OPERATOR (The agency or business, not the person):

If applicable, the name, address, person to contact, and telephone number for the facility operator. Check the appropriate Operator Type. If identical to B. above, enter "same as owner".

D. OWNER OF THE LAND:

Legal owner of the land(s) where the facility is located, address, person to contact, and phone number. Check the appropriate Owner Type. If identical to B. above, enter "same as owner".

E. ADDRESS WHERE LEGAL NOTICE MAY BE SERVED:

Address where legal notice may be served, person to contact, and phone number. If identical to B. above, enter "same as owner".

F. BILLING ADDRESS

Address where annual fee invoices should be sent, person to contact, and phone number. If identical to B. above, enter "same as owner".



APPLICATION/REPORT OF WASTE DISCHARGE GENERAL INFORMATION FORM FOR WASTE DISCHARGE REQUIREMENTS OR NPDES PERMIT



II. TYPE OF DISCHARGE

Check the appropriate box to describe whether the waste will be discharged to: A. Land, or B. Surface Water.

Check the appropriate box(es) which best describe the activities at your facility.

Hazardous Waste - If you check the Hazardous Waste box, STOP and contact a representative of the RWQCB for further instructions.

Landfills - A separate form, APPLICATION FOR SOLID WASTE FACILITY PERMIT/WASTE DISCHARGE REQUIREMENTS, California Integrated Waste Management Board Form E-1-77, may be required. Contact a RWQCB representative to help determine the appropriate form for your discharge.

III. LOCATION OF THE FACILITY

1. Enter the Assessor's Parcel Number(s) (APN), which is located on the property tax bill. The number can also be obtained from the County Assessor's Office. Indicate the APN for both the facility and the discharge point.
2. Enter the Latitude of the entrance to the proposed/existing facility and of the discharge point. Latitude and longitude information can be obtained from a U.S. Geological Survey quadrangle topographic map. Other maps may also contain this information.
3. Enter the Longitude of the entrance to the proposed/existing facility and of the discharge point.

IV. REASON FOR FILING

NEW DISCHARGE OR FACILITY:

A discharge or facility that is proposed but does not now exist, or that does not yet have WDRs or an NPDES permit.

CHANGE IN DESIGN OR OPERATION:

A material change in design or operation from existing discharge requirements. Final determination of whether the reported change is material will be made by the RWQCB.

CHANGE IN QUANTITY/TYPE OF DISCHARGE:

A material change in characteristics of the waste from existing discharge requirements. Final determination of whether the reported change would have a significant effect will be made by the RWQCB.

CHANGE IN OWNERSHIP/OPERATOR:

Change of legal owner of the facility. Complete Parts I, III, and IV only and contact the RWQCB to determine if additional information is required.

WASTE DISCHARGE REQUIREMENTS UPDATE OR NPDES PERMIT REISSUANCE:

WDRs must be updated periodically to reflect changing technology standards and conditions. A new application is required to reissue an NPDES permit which has expired.

OTHER:

If there is a reason other than the ones listed, please describe the reason on the space provided. (If more space is needed, attach a separate sheet.)



APPLICATION/REPORT OF WASTE DISCHARGE GENERAL INFORMATION FORM FOR WASTE DISCHARGE REQUIREMENTS OR NPDES PERMIT



V. CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

It should be emphasized that communication with the appropriate RWQCB staff is vital before starting the CEQA documentation, and is recommended before completing this application. There are Basin Plan issues which may complicate the CEQA effort, and RWQCB staff may be able to help in providing the needed information to complete the CEQA documentation.

Name the Lead Agency responsible for completion of CEQA requirements for the project, i.e., completion and certification of CEQA documentation.

Check YES or NO. Has a public agency determined that the proposed project is exempt from CEQA? If the answer is YES, state the basis for the exemption and the name of the agency supplying the exemption on the space provided. (Remember that, if extra space is needed, use an extra sheet of paper, but be sure to indicate the attached sheet under Section VII. Other.)

Check YES or NO. Has the "Notice of Determination" been filed under CEQA? If YES, give the date the notice was filed and enclose a copy of the Notice of Determination and the Initial Study, Environmental Impact Report, or Negative Declaration. If NO, check the box of the expected type of CEQA document for this project, and include the expected date of completion using the timelines given under CEQA. The date of completion should be taken as the date that the Notice of Determination will be submitted. (If not known, write "Unknown")

VI. OTHER REQUIRED INFORMATION

To be approved, your application MUST include a COMPLETE characterization of the discharge. If the characterization is found to be incomplete, RWQCB staff will contact you and request that additional specific information be submitted.

This application MUST be accompanied by a site map. A USGS 7.5' Quadrangle map or a street map, if more appropriate, is sufficient for most applications.

VII. OTHER

If any of the answers on your application form need further explanation, attach a separate sheet. Please list any attachments with the titles and dates on the space provided.

VIII. CERTIFICATION

Certification by the owner of the facility or the operator of the facility, if the operator is different from the owner, is required. The appropriate person must sign the application form.

Acceptable signatures are:

1. **for a corporation**, a principal executive officer of at least the level of senior vice-president;
2. **for a partnership or individual (sole proprietorship)**, a general partner or the proprietor;
3. **for a governmental or public agency**, either a principal executive officer or ranking elected/appointed official.

DISCHARGE SPECIFIC INFORMATION

In most cases, a request to supply additional discharge specific information will be sent to you by a representative of the RWQCB. If the RWQCB determines that additional discharge specific information is not needed to process your application, you will be so notified.



APPLICATION/REPORT OF WASTE DISCHARGE GENERAL INFORMATION FORM FOR WASTE DISCHARGE REQUIREMENTS OR NPDES PERMIT

**I. FACILITY INFORMATION****A. Facility:**

Name:			
Address:			
City:	County:	State:	Zip Code:
Contact Person:		Telephone Number:	

B. Facility Owner:

Name:		Owner Type (Check One)	
Address:		1. ☐ Individual 2. ☐ Corporation	
City:	State:	Zip Code:	3. ☐ Governmental Agency 4. ☐ Partnership
Contact Person:		Telephone Number:	Federal Tax ID:

C. Facility Operator (The agency or business, not the person):

Name:		Operator Type (Check One)	
Address:		1. ☐ Individual 2. ☐ Corporation	
City:	State:	Zip Code:	3. ☐ Governmental Agency 4. ☐ Partnership
Contact Person:		Telephone Number:	5. ☐ Other: _____

D. Owner of the Land:

Name:		Owner Type (Check One)	
Address:		1. ☐ Individual 2. ☐ Corporation	
City:	State:	Zip Code:	3. ☐ Governmental Agency 4. ☐ Partnership
Contact Person:		Telephone Number:	5. ☐ Other: _____

E. Address Where Legal Notice May Be Served:

Address:		
City:	State:	Zip Code:
Contact Person:	Telephone Number:	

F. Billing Address:

Address:		
City:	State:	Zip Code:
Contact Person:	Telephone Number:	



APPLICATION/REPORT OF WASTE DISCHARGE GENERAL INFORMATION FORM FOR WASTE DISCHARGE REQUIREMENTS OR NPDES PERMIT



II. TYPE OF DISCHARGE

Check Type of Discharge(s) Described in this Application (A or B):

☐ **A. WASTE DISCHARGE TO LAND**

☐ **B. WASTE DISCHARGE TO SURFACE WATER**

Check all that apply:

☐ Domestic/Municipal Wastewater
Treatment and Disposal

☐ Cooling Water

☐ Mining

☐ Waste Pile

☐ Wastewater Reclamation

☐ Other, please describe: _____

☐ Animal Waste Solids

☐ Land Treatment Unit

☐ Dredge Material Disposal

☐ Surface Impoundment

☐ Industrial Process Wastewater

☐ Animal or Aquacultural Wastewater

☐ Biosolids/Residual

☐ Hazardous Waste (see instructions)

☐ Landfill (see instructions)

☐ Storm Water

III. LOCATION OF THE FACILITY

Describe the physical location of the facility.

1. Assessor's Parcel Number(s)

Facility:

Discharge Point:

2. Latitude

Facility:

Discharge Point:

3. Longitude

Facility:

Discharge Point:

IV. REASON FOR FILING

☐ New Discharge or Facility

☐ Changes in Ownership/Operator (see instructions)

☐ Change in Design or Operation

☐ Waste Discharge Requirements Update or NPDES Permit Reissuance

☐ Change in Quantity/Type of Discharge

☐ Other: _____

V. CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

Name of Lead Agency: _____

Has a public agency determined that the proposed project is exempt from CEQA?

☐ Yes

☐ No

If Yes, state the basis for the exemption and the name of the agency supplying the exemption on the line below.

Basis for Exemption/Agency: _____

Has a "Notice of Determination" been filed under CEQA?

☐ Yes

☐ No

If Yes, enclose a copy of the CEQA document, Environmental Impact Report, or Negative Declaration. If no, identify the expected type of CEQA document and expected date of completion.

Expected CEQA Documents:

☐ EIR

☐ Negative Declaration

Expected CEQA Completion Date: _____



APPLICATION/REPORT OF WASTE DISCHARGE GENERAL INFORMATION FORM FOR WASTE DISCHARGE REQUIREMENTS OR NPDES PERMIT



VI. OTHER REQUIRED INFORMATION

Please provide a COMPLETE characterization of your discharge. A complete characterization includes, but is not limited to, design and actual flows, a list of constituents and the discharge concentration of each constituent, a list of other appropriate waste discharge characteristics, a description and schematic drawing of all treatment processes, a description of any Best Management Practices (BMPs) used, and a description of disposal methods.

Also include a site map showing the location of the facility and, if you are submitting this application for an NPDES permit, identify the surface water to which you propose to discharge. Please try to limit your maps to a scale of 1:24,000 (7.5' USGS Quadrangle) or a street map, if more appropriate.

VII. OTHER

Attach additional sheets to explain any responses which need clarification. List attachments with titles and dates below:

You will be notified by a representative of the RWQCB within 30 days of receipt of your application. The notice will state if your application is complete or if there is additional information you must submit to complete your Application/Report of Waste Discharge, pursuant to Division 7, Section 13260 of the California Water Code.

VIII. CERTIFICATION

"I certify under penalty of law that this document, including all attachments and supplemental information, were prepared under my direction and supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."

Print Name: _____

Title: _____

Signature: _____

Date: _____

FOR OFFICE USE ONLY

Date Form 200 Received:	Letter to Discharger:	Fee Amount Received:	Check #:
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California Environmental Protection Agency

Bill of Rights for Environmental Permit Applicants

California Environmental Protection Agency (Cal/EPA) recognizes that many complex issues must be addressed when pursuing reforms of environmental permits and that significant challenges remain. We have initiated reforms and intend to continue the effort to make environmental permitting more efficient, less costly, and to ensure that those seeking permits receive timely responses from the boards and departments of the Cal/EPA. To further this goal, Cal/EPA endorses the following precepts that form the basis of a permit applicant's "Bill of Rights."

1. Permit applicants have the right to assistance in understanding regulatory and permit requirements. All Cal/EPA programs maintain an Ombudsman to work directly with applicants. Permit Assistance Centers located throughout California have permit specialists from all the State, regional, and local agencies to identify permit requirements and assist in permit processing.
2. Permit applicants have the right to know the projected fees for review of applications, how any costs will be determined and billed, and procedures for resolving any disputes over fee billings.
3. Permit applicants have the right of access to complete and clearly written guidance documents that explain the regulatory requirements. Agencies must publish a list of all information required in a permit application and of criteria used to determine whether the submitted information is adequate.
4. Permit applicants have the right of timely completeness determinations for their applications. In general, agencies notify the applicant within 30 days of any deficiencies or determine that the application is complete. California Environmental Quality Act (CEQA) and public hearing requests may require additional information.
5. Permit applicants have the right to know exactly how their applications are deficient and what further information is needed to make their applications complete. Pursuant to California Government code Section 65944, after an application is accepted as complete, an agency may not request any new or additional information that was not specified in the original application.
6. Permit applicants have the right of a timely decision on their permit application. The agencies are required to establish time limits for permit reviews.
7. Permit applicants have the right to appeal permit review time limits by statute or administratively that have been violated without good cause. For state environmental agencies, appeals are made directly to the Cal/EPA Secretary or to a specific board. For local environmental agencies, appeals are generally made to the local governing board or, under certain circumstances, to Cal/EPA. Through this appeal, applicants may obtain a set date for a decision on their permit and, in some cases, a refund of all application fees (ask boards and departments for details).
8. Permit applicants have the right to work with a single lead agency where multiple environmental approvals are needed. For multiple permits, all agency actions can be consolidated under a lead agency. For site remediation, all applicable laws can be administered through a single agency.
9. Permit applicants have the right to know who will be reviewing their application and the time required to complete the full review process.

2. PUBLIC COMMENTS**NELLIE GAIL EQUESTRIAN TRAILS**

Cheree Behringer, Laguna Hills resident and member of the Nellie Gail Traffic Trails Committee, thanked the City Council for the two new flashing beacons recently installed at the equestrian center and on Nellie Gail Road near Lost Colt. Ms. Behringer also thanked the City Council for the trees recently planted on Cabot Road.

Jim Anderson, Laguna Hills resident and member of the Nellie Gail Traffic Trail Committee, thanked the City for installing the equestrian signs and for the stop sign at Gallup Park. Mr. Anderson requested clarification on the definition of yield, and encouraged additional enforcement at the corner of Hidden Trail and Gallup Park.

3. CONSENT CALENDAR

**MOTION TO APPROVE THE CONSENT CALENDAR, BY M/COUNCIL MEMBER CARRUTH, S/COUNCIL MEMBER KOGERMAN.
APPROVED BY A VOTE OF 5-0.**

3.1 WAIVE READING IN FULL OF ALL ORDINANCES AND RESOLUTIONS ON THE AGENDA

THE CITY COUNCIL WAIVED READING IN FULL OF ALL ORDINANCES AND RESOLUTIONS ON THE AGENDA AND DECLARED THAT SAID TITLES WHICH APPEAR ON THE PUBLIC AGENDA SHALL BE DETERMINED TO HAVE BEEN READ BY TITLE AND FURTHER READING WAIVED.

3.2 APPROVAL OF MINUTES FOR MARCH 11, 2014

THE CITY COUNCIL APPROVED THE MINUTES OF THE MARCH 11, 2014, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED MARCH 25, 2014.

THE CITY COUNCIL APPROVED THE WARRANT REGISTER IN THE AMOUNT OF \$759,434.96.

4. PLANNING AGENCY

Mayor Blount recessed the City Council meeting and acting in the capacity of Chair, called the Regular Meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:36 PM.

4.1 ROLL CALL OF PLANNING AGENCY MEMBERS

Present: Chair Blount, Vice Chair Gilbert, Agency Member Bressette, Agency Member Carruth, and Agency Member Kogerman.

4.2 PUBLIC COMMENTS

There were no Public Comments.

4.3 APPROVAL OF MINUTES FOR MARCH 11, 2014

**THE PLANNING AGENCY APPROVED THE MINUTES OF THE MARCH 11, 2014, REGULAR MEETING, BY M/AGENCY MEMBER CARRUTH, S/AGENCY MEMBER BRESSETTE.
APPROVED BY A VOTE OF 5-0.**

4.4 ADMINISTRATIVE REPORTS

There were no Administrative Reports.

4.5 PLANNING AGENCY PUBLIC HEARINGS

There were no Public Hearings.

PLANNING AGENCY ADJOURNMENT

Mayor Blount reconvened the City Council meeting at 7:37 PM. All Council Members were present.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council Public Hearings.

6. ADMINISTRATIVE REPORTS**6.1 City Manager**

The City Manager made no reports.

6.2 Public Services Director/City Engineer**6.2.1 CONSIDER THE FINAL INITIAL STUDY/MITIGATED NEGATIVE DECLARATION, MITIGATION MONITORING PROGRAM, AND THE PLANS AND SPECIFICATIONS FOR THE PROPOSED PASEO DE VALENCIA STREET WIDENING PROJECT, CIP NO. 145A**

City Attorney Simonian reported that Council Member Bressette had an interest in real property located within close proximity to the proposed project. Council Member Bressette recused himself and left the meeting.



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: APRIL 8, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: BRUCE E. CHANNING
CITY MANAGER

ISSUE: LAGUNA HILLS HIGH SCHOOL SYNTHETIC TURF PROJECT - STATUS REPORT

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AND FILE THE REPORT.

SUMMARY:

At the February 11, 2014, City Council meeting, the City Council directed staff to continue conversations with the Saddleback Valley Unified School District (SVUSD) about the City's participation in a synthetic turf project on the upper fields at Laguna Hills High School. Staff has been working with SVUSD on this project. The purpose of this report is to provide the City Council with a status update.

BACKGROUND:

At the February 11, 2014, City Council meeting, the City Council considered and approved a one-year extension of the Joint Recreation Maintenance and Operation Agreement with the Saddleback Valley Unified School District (SVUSD) regarding field allocation use of the upper field. Exhibit A to this report depicts the upper field on the Laguna Hills High School campus. The Joint Recreation Maintenance and Operating Agreement dates to 1994 and was the result of a cooperative venture between the City and SVUSD. The City paid \$192,000 for the installation of lights on the upper field and the construction of a temporary parking lot. In return, SVUSD granted field allocation rights to the City. The original term of the Agreement was for fifteen years, which expired on April 26, 2009. Upon expiration of the Agreement, ownership of the lights transferred to SVUSD and the City effectively lost its field allocation rights. Nevertheless, SVUSD has continued to grant field allocation rights to the City through one-year extensions to the Agreement. At the February 11, 2014, meeting, the City Council authorized the City Manager to extend the Agreement to April 26, 2015.

At that same meeting, the City Council was notified that the SVUSD desires to renovate the upper field with multi-use synthetic turf. The estimated cost for this project is \$2 million and the SVUSD is seeking funding assistance from the City. Any funding assistance from the City would be an integral component of a new Joint Recreation Agreement that would ensure continued field allocation rights for the City. The City Council showed interest in this project and directed staff to continue in conversations with SVUSD about the installation of synthetic turf on the upper field at the high school.

Staff has continued its discussions with SVUSD regarding terms and conditions of a new Agreement and specifically the level of financial participation from the City. In addition, given that this project was not anticipated in the current budget, staff has been investigating means by which the City could participate financially. First, staff has evaluated the use of Quimby Fees for this project. The owner/developer of Oakbrook Village is expected to pay the City approximately \$2.1 million in Quimby Fees by the end of this fiscal year when they pull building permits for the Oakbrook Village redevelopment project. The Quimby Act (Gov't. Code Sections 66477et seq.) authorizes the City to require dedication of parkland or the payment of fees in-lieu of such dedication in set amounts to meet the needs of the citizens of the community. The money collected by the City shall be used only for the purpose of developing new, or rehabilitating existing park or recreational facilities. It is staff's opinion that the upper field artificial turf project is Quimby Act eligible. However, the \$2.1 million of Quimby fee revenue was anticipated in the current biennial budget and 6-year Capital Improvement Plan (CIP). The following is a chart showing the projects over a 4-year period that are supported by Quimby fee revenues in the City's 2013-15 Biennial Budget and 6-year CIP:

CIP					
Project No.	Project Title	2013-14	2014-15	2015-16	2016-17
238	Soccer Field Renovations		\$ 200,000		\$ 225,000
239	Stockport Park Renovation	\$ 300,000			
240	Softball Field Improvements		\$ 200,000		
241	General Park Renovations	\$ 175,000		\$ 200,000	
513	Community Center Renovation:	\$ 100,000	\$ 50,000		\$ 100,000
514	Sports Complex Renovations	\$ 402,000			\$ 184,000
	Yearly Totals:	\$ 977,000	\$ 450,000	\$ 200,000	\$ 509,000
	Grand Total:	\$2,136,000			

Staff has evaluated this current funding plan in light of the overall 8-year financial plan and believes that a portion of the Quimby fee revenue dedicated to projects in 2016-17 could be moved up to help fund the upper field artificial turf project.

Second, staff has also investigated potential funding from appropriate Water Agencies that offer incentives for turf removal and synthetic turf installation. Staff is in the process of securing various incentives. Staff is confident that some combination of Quimby Act fees and Water Agency incentives could generate the \$650,000 (\$500,000 for design and construction plus \$15,000 per year for 10 years as a License Fee) requested by SVUSD as the City's share in return for similar field allocation rights on the upper fields that were granted the City in 1994.

Time is of the essence since SVUSD needs to undertake the project over the course of the summer recess. Staff will continue to finalize negotiations and an Agreement with SVUSD. The new Joint Recreation Agreement may be ready for consideration by the City Council at the April 22, 2014, meeting.

Sheep Hills Park

In the course of the February 11, 2014, meeting, Council Member Carruth stated under Council Comments that she was interested in receiving more information on the Quimby Act as it might apply to potential funding of Sheep Hills Park improvements and artificial turf at the high school's upper field. Sheep Hills Park is a private park with an underlying Irrevocable Offer of Dedication (IOD). It is included in the City's 6-year CIP under the "future" category. The budget estimates that to bring the park up to City standards and also build a parking lot and pedestrian bridge would require a capital investment of \$1,750,000. Although this capital investment would be eligible for Quimby funding, no such funds were earmarked for Sheep Hills Park in the budgeting process. In addition, converting the park from private to public would incur an annual operating budget impact of \$109,000. Operating expenses are not eligible under the Quimby Act.

It is staff's opinion that the upper field synthetic turf project at the high school is a separate discussion from Sheep Hills Park. The reasons for moving forward with SVUSD on the synthetic turf project is threefold: (1) cooperate with SVUSD to provide improved recreational facilities for Laguna Hills students and residents; (2) preserve field allocation rights for City recreation programs and youth sports teams; and, (3) water conservation. The decision on whether to take over Sheep Hills Park will hinge on the need for additional athletic fields in the City and the cost-benefit analysis of meeting that need, should it exist, with space at Sheep Hills Park.

FISCAL IMPACT:

The precise fiscal impact of this project on the City is unknown at this time. A fiscal impact statement will be provided when the City Council considers the Joint Use Agreement with SVUSD.

ATTACHMENTS:

- Laguna Hills High School Upper Fields Photo



95m
300ft

Date: 04/02/14

LAGUNA HILLS HIGH SCHOOL
UPPER FIELDS



4/8/2014 ITEM NO. 6.1.1



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: APRIL 8, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: BRUCE E. CHANNING
CITY MANAGER

ISSUE: CONSIDERATION OF AMENDMENTS TO THE LAGUNA HILLS SMOKING
ORDINANCE TO INCLUDE E-CIGARETTES

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AND FILE THE
REPORT.

SUMMARY:

During the Council Comments portion of the February 11, 2014, City Council Meeting, the topic of E-Cigarettes was raised by Council Member Kogerman for purposes of expressing an interest in considering new regulations aimed at controlling this relatively new form of smoking. The City Council asked the City Attorney to research the current trends related to the regulation of E-Cigarettes, sharing sample ordinances from other cities, and reviewing the current Laguna Hills Smoking Ordinance to determine what changes would be necessary to regulate the use of E-Cigarettes in public places and recommend any other changes to the Ordinance that might be appropriate for the City Council to consider.

At the March 25, 2014, meeting of the City Council, Council Member Carruth inquired about the status of the subject matter and when a report would be presented to the City Council for review and consideration. Given that there was no specific time period identified by the City Council when the matter was originally discussed, staff stated that it would still be a matter of months before this issue could be properly researched and presented to the City Council.

After some discussion, staff was directed to add an agenda item regarding the regulation of E-Cigarettes to the April 8, 2014, City Council Meeting for the purpose of allowing the Council to discuss the timeline and priority for taking action on any revisions to the City's Smoking Ordinance.

FISCAL IMPACT:

The cost of researching the existing laws pertaining to the regulation of E-Cigarettes, requesting and reviewing sample ordinances adopted by other cities in California on the regulation of smoking any and all tobacco products, including E-Cigarettes and then preparing a staff report and either a new or revised Smoking Ordinance, is largely a function of the amount of time required by the City Attorney's office. In total, the estimated cost for work on amending the existing Smoking Ordinance to address E-Cigarettes is in the range of \$7,500.