CITY OF LAGUNA HILLS
CITY COUNCIL SPECIAL MEETING
AGENDA
MARCH 10, 2015
4:00 PM

Dore J. Gilbert, M.D., Mayor

Barbara Kogerman, Mayor Pro Tempore | **Melody Carruth, Council Member**

Andrew Blount, Council Member | **Don Sedgwick, Council Member**

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

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 CARRUTH

ROLL CALL OF CITY COUNCIL MEMBERS

PUBLIC COMMENTS

<u>CITY COUNCIL GOAL SETTING/BUDGET STUDY SESSION FOR FY 2015-2017 MAJOR PLANS AND WORK PROGRAMS</u>

ADJOURNMENT

The next Regular Meeting of the City Council will be March 10, 2015, at 7:00 PM, 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 La Paz Center by March 9, 2015.

Peggy J. Johns

PEGGY J. JOHNS, CITY CLERK

March 9, 2015

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 convening this Special City Council Meeting.

City of Laguna Hills
City Council Meeting Agenda
Staff Report

DATE: MARCH 10, 2015

TO: MAYOR AND COUNCIL MEMBERS

FROM: DONALD J. WHITE, ASSISTANT CITY MANAGER

ISSUE: STRATEGIC PLANNING STUDY SESSION

SUMMARY:

The Strategic Planning Study Session represents the first of three budget study sessions in preparation for the budget public hearing on June 9, 2015. The Strategic Planning Study Session is devoted to City Council goal setting through the rating of proposed Major Plans submitted by individual Council Members, City Commissions, and staff.

BACKGROUND:

Every two years, the City Council and staff devote a considerable amount of time and effort to establish the priorities, policies, and projects that set the framework of the City's Biennial Budget. It has been the City's practice to use the Strategic Planning Study Session as a time for the City Council to receive input from various sources such as the Parks & Recreation and Traffic Commissions, individual City Council members and City staff. This process affords the City Council the opportunity to prioritize its goals and to direct staff in the creation of the City's Biennial Operating Budget.

The Strategic Planning Study Session binder is divided into three sections. A brief description is included below:

1) Staff Report

2) Budget Calendar – This section contains the calendar of City Council milestones for the 2015-17 Biennial Budget process. It should be noted that there are three other public meetings scheduled.

    I. April 14 – Capital Improvement Plan (CIP) Study Session (begins at 4pm)
    II. May 12 – Operating Budget Study Session (begins at 4pm)
    III. June 9 – Operating and CIP Budget Public Hearing and adoption

3) Department Reports – Proposed Major Plans submitted by individual City Council members, Commissions and staff are included in this section. Proposed Major Plans are printed on yellow paper and will be supplemented with a brief presentation by the respective Department Head. Major Plans proposed by individual Council members are included in the General Government section. Staff will also briefly review the status of their departmental 2013-15 Major Plans and Work Programs

<u>Major Plan Requirements</u>

A project or program qualifies as a Major Plan provided any if the following statements are true:

a) It is a first-time discretionary project that will cost the City over $25,000 annually.

b) It is a first-time discretionary project that occurs only once and will cost the City over $50,000 in the upcoming budget cycle.

c) It is a discretionary project that significantly reallocates staffing resources.

d) It is a new discretionary project that is highly visible or controversial thereby warranting City Council review and consideration.

In addition, Major Plans are not capital projects like constructing or renovating parks, roads or other public facilities. As a result, Major Plans impact the City's operating budget and not the CIP. Capital projects will be the subject of the April 14 study session.

After each proposed Major Plan is presented, each Council member is asked to rate the Major Plan by individually assigning the following numbers based on their interest in pursuing the Plan: **(2)** high priority; **(1)** low priority; and, **(0)** no interest. All individual ratings are then combined and divided by five. Those Major Plans receiving an average rating of 1.4 or higher, or those receiving a rating of "2" by at least three Council members, will move forward in the budget process. All such Major Plans will be assigned to the appropriate department for preliminary budgeting purposes. However, there is a possibility that some Major Plans may not be included in the City Manager's proposed budget that will be considered by the City Council at the May 12, Operating Budget Study Session if to do so would conflict with the City's Financial Policies. The City Manager will inform the City Council of any such action at which time the City Council will have the opportunity to reconsider the deleted Major Plan's funding priority in light of the entire budget. The rating results of proposed Major Plans will be included in the Appendix section of the City's Biennial Budget.

FISCAL IMPACT:

There is no direct fiscal impact associated with any decisions at the Strategic Planning Study Session. The specific cost of each Major Plan that makes it into the City Manager's proposed operating budget will be identified at the May 12 Operating Budget Study Session.

2015-2017 Biennial Budget Calendar

Budget Study Session 4:00 PM, City Council Meeting 7:00 PM

City Council Meeting

March 15

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- March 10 – City Council Strategic Planning Study Session

April 15

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- April 14 – City Council CIP Study Session

May 15

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- May 12 – City Council Operating Budget Study Session

June 15

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- June 9 – City Council Biennial Budget Public Hearing and Adoption of Budget

Major Plans and Work Programs

BIENNIAL BUDGET
FY 2013 – 2015
STATUS REPORT

Council-Manager

MAJOR PLANS:

1. Work with Simon Properties to facilitate the redevelopment of the Laguna Hills Mall work between Sears and JC Penny into a mixed-used development project, including residential.

   ***Status**: Merlone-Geier Partners purchased the Mall from Simon and also bought out Sears. They have submitted redevelopment plans to the City to implement a mixed-use project.*

2. Research and identify strategies to lower water rates for Laguna Hills residents and businesses.

   ***Status**: Over the past year, MNWD has been working on a Cost of Service and Rate Design study with a view toward changing rates to match actual costs of service and revenue requirements going forward. Staff has been tasked by the City Council to monitor this project. Staff has met with MNWD over the course of the past year and has encouraged the following:*
   a. *Consider abandoning the budget based rate structure.*
   b. *Expand the tier band widths.*
   c. *Remove offensive words used to describe each tier.*
   d. *Lower the cost per unit for tiers 3,4, and 5.*

   MNWD has completed the study and noticed a public hearing for February 11, to consider rate increases for water, recycled water, and waste water service fees. The Board approved the proposed rate schedule. District wide, rates will go up 7% on April 1, 2015, another 7% on January 1, 2016, and another 5% on January 1, 2017. While objectives a) and b) will not be a part of the new rate system, objectives c) and d) will. Overall, rates will drop for some customers and increase for others. The proposed rate structure is based on credible system costs.

3. Develop a business plan for establishing a South Orange County Family Justice Center in Laguna Hills for the City Council's consideration.

   Status: *Staff completed an evaluation of this issue and presented a report to the City Council. City Council approved the staff's recommendation to received and file the report.*

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WORK PROGRAMS:

1. Create a business friendly economic development webpage/portal as part of the City's web site overhaul.

   Status: *In-progress as part of the website overhaul project. Estimated Completion: 6/15*

2. Market the City's development and business opportunities at the ICSC conventions in Las Vegas (May) and San Diego (September) each year.

   Status: *Completed shows in Sept. 2013 and 2014 in San Diego and completed show in Las Vegas in May 2014. Currently planning for the show in May 2015 in Las Vegas and will highlight the Mall redevelopment project.*

3. Meet with all major property owners and commercial real estate brokers to discuss opportunities and challenges to their business success in Laguna Hills.

   Status: *Completed meetings with all property owners and brokers who desired a meeting. Most meetings were conducted at the ICSC conventions.*

4. Work with Phillips Car Dealership to facilitate the eventual redevelopment of the site to its highest and best use.

   Status: *Phillips has submitted a development proposal for a residential and commercial use for the property.*

5. Work toward the General Plan's vision for the Via Lomas Opportunity Study Area.

   Status: *Progress is slow. Most likely, market timing is not quite there yet. Although the market for multi-family housing is very strong, there are still too many other opportunities that have fewer obstacles and challenges than the Via Lomas Area.*

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Major Plans and Work Programs

BIENNIAL BUDGET
FY 2013 – 2015
STATUS REPORT

Administrative Services

MAJOR PLANS:

1. Overhaul and update the City's web site to improve its efficiency and effectiveness from the public's perspective.

   Status: *In Progress. Estimated completion: 6/15.*

2. Preserve the history of the city of Laguna Hills and the past twenty (20) years of accomplishments and actions by creating an oral recording and video production presenting significant events in chronological order.

   Status: *On-hold. Estimated cost is under $10,000. May be included as a work program in 2015-2017 depending on workload constraints.*

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WORK PROGRAMS:

1. Work with individual departments to evaluate the potential process improvements and select appropriate actions and implementation.

   Status: *Introduced LEAN to management team. Staff will incorporate LEAN concepts and process improvements in targeted areas beginning with the City Clerk's function.*

2. Work with the OC Animal Care and other contract cities to facilitate the planning and construction of a new OC Animal Shelter.

   Status: *This project has been stalled by the Dept. of the Navy. Just recently, they committed to the first time in writing a deadline for approving the transfer of property at the former Tustin Marine base to the County.*

3. Work with OC Animal Care, other contract cities and the Board of Supervisors to establish an OC Animal Care Public Advisory Board.

    ***Status**: This project is contingent with the transfer of property from the Dept. of the Navy to the County.*

4. Issue a property management Request for Proposal for the Civic Center, and the Community Center and other facilities.

    ***Status**: On-hold: may re-introduce next year.*

5. Issue a Request for Proposal for the selection of a new Independent Auditor.

    ***Status**: RFP to be issued soon. New auditors to be on-board by April/May.*

6. Investigate alternative service providers to provide Third-Party Administration for the City's self-insured liability program.

    ***Status**: No better alternatives found. Staff has instituted a biannual claims review committee with staff, Carl Warren, City Attorney and ERMAC. This process should resolve past issues.*

7. Update reserve analysis reports for the Civic Center, Community Center and Sports Complex and City parks.

    ***Status**: Draft reports completed. New reserve levels to be included in the City's 8-year Financial Plan and the Comprehensive Annual Financial Report ending June 30, 2015.*

8. Work with Fritz Duda Company in developing a thematic master plan of public art in the Oakbrook Village Shopping Center with a view toward creating a public art walk in the Urban Village Specific Plan area.

    ***Status**: The City Council approved a Public Art Memorandum with Fritz Duda/Shea. They submitted a conceptual plan to staff prior to the September 30, 2014 deadline. After feedback from staff, they have refined the concept plan, which will be presented to the City Council for review and approval on March 10. In the meantime, Oakbrook has paid its public art fees in full.*

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Major Plans and Work Programs

BIENNIAL BUDGET
FY 2013 – 2015
STATUS REPORT

City Clerk

MAJOR PLANS:

No Major Plans.

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WORK PROGRAMS:

1. Conduct the General Municipal Election in November 2014.

   Status: *Since only three candidates were nominated for three seats, the General Municipal Election was cancelled. Incumbent Council Members Kogerman and Carruth were re-appointed, along with Candidate Don Sedwick.*

2. Conduct Comprehensive Review of Citywide Records Program and Retention Schedule.

   Status: *The Retention Schedule update was completed in October 2014. The Comprehensive Review of Citywide Records Program was delayed, pending completion of Questys conversion project, which is still on-going.*

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Proposed Major Plans and Work Programs

BIENNIAL BUDGET
FY 2015 - 2017

General Government

MAJOR PLANS:

1. Work with Merlone-Geier Partners (MGP) to facilitate the redevelopment of the former Laguna Hills Mall (now “Five Lagunas”).

2. Negotiate a 2nd amendment to the Oakbrook Development Agreement to expedite implementation of Phase 2.

3. Develop and implement a succession/reorganization plan for the General Government Department (formerly Council/Manager, Administrative Services & City Clerk) to be completed by July 1, 2017. (Estimated savings $145,000 in first year and an additional $150,000 in fiscal year 2017-18)

4. Develop a Civic Leadership Academy course to prepare Laguna Hills residents for leadership roles in City Government.

5. Upgrade/replace agenda management software and migrate from a paper agenda packet to a digital agent packet. (Start-up cost = $60,000 with an annual maintenance cost estimated at $28,000)

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WORK PROGRAMS:

1. Conduct a Comprehensive Employee Compensation and Classification Study for use as the basis of negotiations with the Laguna Hills Employees Association. ($30,000 - $40,000)

2. Negotiate a Memorandum of Understanding (MOU) with the Laguna Hills Employees Association to be effective July 1, 2016.

3. Upgrade/replace the records management software system. ($30,000)

4. Investigate methods of soliciting public input on City projects and programs as an alternative to the traditional citizen survey.

5. Conduct the General Municipal Election in November 2016.

6. Work with OC Animal Care and other contract cities to facilitate the planning and construction of a new OC Animal Shelter.

7. Coordinate public art projects in the Urban Village Specific Plan area with a view toward creating a public art walk.

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Major Plans and Work Programs

BIENNIAL BUDGET
FY 2013 – 2015
STATUS REPORT

Non-Departmental

MAJOR PLANS:

1. Upgrade the City's phone system infrastructure at the Civic Center and the Community Center with new technology.

    ***Status**: Complete. A new ShoreTel VOIP phone system was installed during 2014 and the City was live with the new system on October 21, 2014.*

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Proposed Major Plans and Work Programs

BIENNIAL BUDGET
FY 2015 - 2017

Non-Departmental

MAJOR PLANS:

1. Implement a server virtualization project to reduce hardware and energy cost by consolidating more workloads on fewer servers. Server virtualization will also facilitate administration of City's business applications and server disaster recovery procedures. (Startup cost of $60k with annual cost of $5k).

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WORK PROGRAMS:

1. Update backup policies and procedures and all IT support documentation

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Major Plans and Work Programs

BIENNIAL BUDGET
FY 2013 – 2015
STATUS REPORT

Community Development

MAJOR PLANS:

1. Evaluate the Community Development Department's zoning and building permit processes and regulations to identify and recommend changes to the City Council to streamline development review requirements, and provide information that enhances and promotes the City's "business friendly" environment.

   Status: *In progress with 90 percent completion. Estimated completion by 6/15.*

2. Continue work efforts that facilitate the redevelopment of the Laguna Hills Mall through site plan reviews and evaluation of environment studies as needed.

   Status: *In progress. Staff is reviewing a zoning application submitted by Merlone-Grier in mid-February. Entitlement is anticipated in the 1st quarter of 2016.*

3. Evaluate the use of Administrative Citations as a way of expediting the City's Code Enforcement process and potentially reducing costs in pursuing code enforcement abatement through City Attorney's office.

   Status: *Not complete. A proposed Major Plan for FY15/16 – FY16/17 will request the City Council evaluate the City's public nuisance abatement process together with an administrative citation process as part of a modification to the department's approach to code enforcement.*

4. Provide adequate plan check and inspection services for approved major projects such as the redevelopment of The Village at Nellie Gail Ranch

(FY13-14) and Oakbrook Village (FY14-15) while also supporting routine plan check and inspection services.

Status: *On-going. Major construction at the Village at NGR is complete with one pad building remaining to be built. Oakbrook Village is also under construction and is expected to be built to completion by February. Day-to-day plan checking and inspection is continuing with the assistance of an additional consultant building inspector.*

5. Implement the City's CDBG contract with the Aliso Meadows Condominium association as required, using consultant services to fund grant administration duties.

   Status: *On-going. Staff has assisted the Aliso Meadows Condominium, Association in securing approximately $320,000 in CDBG funds from the County of Orange for the rehabilitation of 42 units in three phases. The last phase of 14 units will be completed by 6/15.*

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WORK PROGRAMS:

1. Support the economic development goals of the City Manager (as required) including:
   a. Redevelopment of the Phillips Mazda Site
   b. Establishment of a *Hospitality Overlay Zone* for properties along Interstate 5 near Lake Forest Drive
   c. ICSC/Shopping Center Outreach Programs
   d. Redevelopment of the Aliso Meadows Site

   Status: *On going. Plans for the redevelopment of the Phillips Mazda site is in process with a possible review by the City Council in the next 6-9 months. Staff completed the Hospitality Overlay Zone process in July 2014. Staff attended the national and western region ICSC events to promote City economic development plans. With the need to complete other projects such as the implementation of the Village at Nellie Gail Ranch, Oakbrook Village, and now the Laguna Hills Mall redevelopment, work on Aliso Meadows has been deferred.*

2. Grading Development Standards Review – In conjunction with the Public Services Department, evaluate the City's hillside design standards to establish a best design practices approach for pad and slope alterations.

   Status: *Not Completed. To be deferred.*

3. Monitor/ support OCTA District 5 Master Bike Planning activities to ensure regional bike route planning efforts adequately address the needs of residents.

    ***Status**: On-going. Staff has been part of the collaborative public process to identify the location of the new regional bike routes in South Orange County OCTA is near the completion of a draft plan for District 5.*

4. Complete the 2014-2021 Housing Element – Complete the City's in-house process to update the State-mandated housing element by October 2013.

    ***Status**: Completed.*

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Proposed Major Plans and Work Programs

BIENNIAL BUDGET
FY 2015 - 2017

Community Development

MAJOR PLANS:

1. Laguna Hills Mall Entitlement – Complete the entitlement process for the Laguna Hills Mall by March 2016.

2. Community Development Staffing – Implement a re-alignment of existing staff resources to accomplish the following:

    a. Code enforcement Staffing Hours – Increase the City's PT Code Enforcement Officer hours from 10 hours per week to 20 hours per week.
    b. Community Development Department Administrative Assistant – Re-establish the Administrative Assistant position within the Department.
    c. Promote an existing Office Assistant to Permit Technician.
    d. Convert an extended Part-Time Senior Planner to a Full-Time Senior Planner.

3. Building Services RFP – By July 1, 2015, evaluate retaining a new building services consultant to provide inspection, plan checking and back-up counter coverage for the Building Division.

4. Building Division Services Evaluation Study – By June 30, 2017, evaluate the City's Building Division function to either maintain the current staff/consultant building services function, a comprehensive city-staffed building services function, or transition to a consultant-staffed building services model.

5. Code Enforcement Process – By January 2016, provide the City Council with an evaluation of the City's current code enforcement process and effectiveness by evaluating the City's public nuisance abatement section and use of administrative citations.

6. Permit Streamlining – Complete the evaluation of a zoning code permit streamlining process for consideration by the City Council by July 2016, and adoption if directed by December 2016.

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WORK PROGRAMS:

1. 2017 Triennial Code Adoption – By January 2017, commence the code adoption process for the various State building codes and local amendments for the next triennial cycle.

2. Building Division Inspection – Throughout FY 2015/16 & FY2016/17, ensure necessary inspection coverage for the City's day-to-day inspection requirements in addition to major projects for Phillips Mazda, Oakbrook Village, and the Laguna Hills Mall.

3. Phillips Mazda Redevelopment – Complete the project environmental review and entitlement process for the Phillips Mazda redevelopment project by July 2015.

4. Oakbrook Village – Provide on-going support to the redevelopment of the Oakbrook Village redevelopment project for future amendments to the approved development agreement, and evaluation of Phase 2 improvements of the project as needed.

5. Moulton Niguel Water District Gordon Road Project – Monitor MNWD's anticipated process to sell its property and work with the subsequent property owner/MNWD for the redevelopment of the site as needed.

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Major Plans and Work Programs

BIENNIAL BUDGET
FY 2013 – 2015
STATUS REPORT

Public Services

MAJOR PLANS:

1. Evaluate alternative service delivery for Public Works Maintenance and for Traffic Signal Maintenance to consider utilization of private contractors in place of the County of Orange for these functions.

   ***Status**: Complete – Contracted with CAA for Street Maintenance and CSC for Traffic Signal Maintenance effective July 1, 2014.*

2. Evaluate the return of the Holiday Banners during the winter "Season's Greetings" holiday period and the spring "Patriotic" holiday period.

   ***Status**: Complete as finished by the Community Services Department. The Patriotic Banner program was reinstituted in spring 2014 with installation of banners on two arterial highways (Alicia and Paseo de Valencia) to coincide with the Half Marathon, Memorial Day and July 4th. Winter Holiday Banners were not approved for installation.*

3. Evaluate City wide speed limits in accordance with the California Manual of Uniform Traffic Control Devices and California Vehicle Code.

   ***Status**: Complete – City Council approved on May 27, 2014.*

4. Establish new five-year Professional Services Agreements for Civil Engineering support services and for Landscape Architecture support services.

   ***Status**: Complete – Retained four Civil Engineering firms and two Landscape Architecture firms effective July 1, 2014.*

5. Exercise the Irrevocable Offer of Dedication for Sheep Hills Park.

***Status**: On hold pending completion of the Community Center & Sports Complex Softball Field conversion to synthetic turf planned for spring 2015.*

6. Install shade structures at the Little League Field bleacher at Cabot Park.

   ***Status**: In process – site studies complete and working to a summer 2015 implementation.*

7. Modify the lower Cabot Park Little League field to allow for a new Little League 50/70 Intermediate Division play for 11 to 13 year olds.

   ***Status**: Complete – approved by City Council August 27, 2013, and implemented.*

8. Install "LH" letters on the hill behind the Ralph's Shopping Center across from the Laguna Hills Community Center so that the letters are visible to everyone sitting at the Laguna Hills High School stadium.

   ***Status**: In process by the Community Services Department. Presented to the Parks and Recreation Commission on December 3, 2014, as an Eagle Scout project.*

9. Improve the:
   1) storage area at the Community Center's Little League field for AYSO/ LHLL joint use, and
   2) Provide a portable storage bin at upper Cabot Park field for AYSO/ LHLL joint use.

   ***Status**:*

   1) *In process- Community Center storage needs will be addressed in the Sports Complex site renovations planned for spring 2015.*
   2) *Complete – storage at Cabot Park addressed by storage bin provided by AYSO with fenced area for LHLL.*

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WORK PROGRAMS:

1. Update the Traffic Signal Master Plan.

   ***Status**: In Process – Proposal in review with work planned to be complete in spring 2015.*

2. Expand the use of Geographic Information System to add layers of data for work efficiency.

   ***<u>Status</u>**: In Process- New Consultant contracted on February 11, 2014, with updates to the GIS underway.*

3. Seek grant funds for a "Safe Routes to School" program around Valencia Elementary.

   ***<u>Status</u>**: Funding acquired through the Active Transportation Program as of November 21, 2014. Contract with the State is pending. Design to occur in late 2015 followed by right of way acquisition and construction in 2016. The project, known as CIP No. 171, will receive $478,000 in grant funds and requires a $62,000 match. Right of way acquisition affecting the rear yard of several homes on the north side of La Paz Road and the side yard of one home on the south side of La Paz Road will be required.*

4. Seek grant funds through Measure M-2 for street improvements.

   ***<u>Status</u>**: OCTA has awarded the City a $500,000 grant for arterial pavement maintenance for work on all of Los Alisos Boulevard, a section of Alicia Parkway, a section of Paseo de Valencia and two sections of Cabot Road. Construction work to occur in FY 2016/2017, subject to budget approval.*

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Proposed Major Plans and Work Programs

BIENNIAL BUDGET
FY 2015 - 2017

Public Services

MAJOR PLANS:

1. Develop a current Americans with Disability Act (ADA) Transition Plan as required to remain in compliance with the ADA and the eligibility requirements to receive Federal funding for projects. Work to include an ADA assessment of all City Parks, public facilities and public rights of ways.

2. Develop a Hazard Mitigation Plan in conformance with the regulations of the Federal Emergency Management Agency (FEMA) to allow the City to remain eligible for emergency services and funding during natural disasters.

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WORK PROGRAMS:

1. Conduct a Citywide Tree Inventory update and Level 1 assessment of tree conditions.

2. Close out the current Paseo de Valencia Widening Project and seek new grant funds sufficient to perform an Environmental Impact Report for the project.

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Major Plans and Work Programs

BIENNIAL BUDGET
FY 2013 – 2015
STATUS REPORT

Community Services

MAJOR PLANS:

1. Enforce park use rules at Skate Park with the establishment of a new skate park use section in the City's municipal code, and install a fence around the Skate Park facility to regulate use if necessary.

   Status: *In progress. Staff has worked with the City Attorney's office to complete proposed revisions to Chapter 8-04 (Park and Recreation Facility Use Regulations) and the introduction of a new Chapter 8-10 (Skateboard Park Regulations) of the LHMC. The Parks and Recreation Commission reviewed the LHMC revisions at its February 4, 2015, meeting and will again review the municipal code revisions at its March 4, 2015, meeting. At this time, staff has not considered fencing the Skate Park facility to regulate use.*

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WORK PROGRAMS:

1. Leverage Facebook to promote the City's special events and recreation activity. Examine and possibly implement the use of paid advertisements to reduce costs of producing the City's recreation brochure and consider the use of paid advertisements through Facebook to offset some of the costs to provide recreation programming.

   Status: *In progress. In January of 2014, Community Services staff created a "Laguna Hills Community Center" Facebook page to promote the City's recreational activities and special events. Currently the site has 425 "Likes" and can be accessed at www.facebook.com/lagunahillscc. Staff is considering enabling comments on this page to expand Facebook's ability to reach out to more of the public. It was determined not to use paid advertisement in our recreation brochure and through Facebook.*

2. Host and promote multiple Community-wide events.

   ***Status**: Ongoing. The Community Services Department once again offered a variety of community events such as the Memorial Day Race, 4th of July event, Breakfast with Santa, and more. Staff also collaborated with OCSD on the annual "National Night Out" event and staff continues to look into other opportunities to implement community-wide events (e.g. scavenger hunt activity and Host Town for Special Olympics).*

3. Increase community awareness and availability of senior programs.

   ***Status**: Ongoing. Staff worked with the Emeritus Institute at Saddleback College to add additional classes such as Art Appreciation, Spanish, and Watercolor to boost total program participation to over 3,500 individuals per year. In addition, the drop-in ping pong program was also expanded to three days per week. In addition, the Senior Dial-a-Taxi program has increased to 321 registered members with an average of 32 seniors using this service per month.*

4. Continue to work with the Laguna Hills High School through existing joint use agreements and partnership to secure fields for youth sport activities and to mutually benefit the recreation facility needs of both parties.

   ***Status**: Complete. A new ten year joint use agreement was negotiated with SVUSD which was approved by the City Council in April 2014. The construction of an artificial turf field at the High School upper field is an essential element of the agreement and the new field was completed in November 2014. Per the agreement, City use of the facility increased from an annual use of 600 hours to 1,394 hours which is a benefit to the City's youth sports organizations.*

5. Expand recreational activity services (i.e. "Lunch-time Activities") to local elementary schools to promote the importance of physical activity and our "Get Fit Campaign."

   ***Status**: On hold. SVUSD was not interested in extending recreational activity of this sort during lunch time. However, the City's After School Sports program, which is hosted on elementary school campuses after school continues to be a very popular recreational program.*

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Major Plans and Work Programs

BIENNIAL BUDGET
FY 2013 – 2015
STATUS REPORT

Solid Waste and Recycling

MAJOR PLANS:

1. Determine the recycling requirements and the terms and conditions of the next Solid Waste and Recycling services agreement term which will begin July 2016, and conduct a procurement process for the next Solid Waste and Recycling Services agreement term.

    Status: *Complete. The City approved an amendment to its current franchise agreement with CR&R for waste hauling services, extending the term of the agreement by eight years through June 30, 2024. In exchange for this extension, CR&R agreed to reduce rates in the commercial and residential sectors and also to introduce new services free of charge such as the doorstep collection of household hazardous waste items.*

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Proposed Major Plans and Work Programs

BIENNIAL BUDGET
FY 2015 - 2017

Community Services

MAJOR PLANS:

No proposed major plans.

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WORK PROGRAMS:

1. Serve as a "Host Town" city for the delegation for the Los Angeles World Games Special Olympics

2. Evaluate the Senior Dial-a-Taxi program and its continuance in light of the OCTA SMP contract term expiration date of June 30, 2016.

3. Join the Healthy Eating Active Living (HEAL) Cities campaign which promotes the policies of active life land use decisions, healthy foods, and employee wellness.

4. Evaluate current use at the Hockey Rink and recommend other recreation multiple use of the facility to maximize use of the rink.

5. Analyze the recreation and facility rental fees and compare with the surrounding community and update the City's reservation policies.

6. Develop and implement recreation activities such as a community scavenger hunt that will promote the City's identity, its businesses, and its places of interest.

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Proposed Major Plans and Work Programs

BIENNIAL BUDGET
FY 2015 - 2017

Solid Waste and Recycling

MAJOR PLANS:

No proposed major plans.

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WORK PROGRAMS:

1. Host another regional mulch collection event and host paper shredding events for Laguna Hills residents.

2. Work with the Community Development Department on construction and demolition programs and ongoing trash and recycling service infrastructure consider the State's CalGreen Building code for the City's development projects.

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Major Plans and Work Programs

BIENNIAL BUDGET
FY 2013 – 2015
STATUS REPORT

Police Services

MAJOR PLANS:

1. Review current Police Services contract, including recommendations regarding any possible modifications or reallocations of resources. Include a study of the possible elimination or reallocation of motor positions and the impact on traffic safety.

   Status: *A review of the city's law enforcement contract with the OCSD was conducted, which included analysis by the OCSD and the Matrix Consulting Group. The findings showed the city has the appropriate resources in place to address and provide for its public safety needs. Staff is evaluating the defunding, or elimination, of one motor position. Staff is also in discussion with the City of Laguna Woods with regard to equity in contract costs for the services Laguna Hills Police Services provides to Laguna Woods for night service, as well as other incidental costs.*

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WORK PROGRAMS:

1. Provide monthly statistical report with current crime activity within the City.

   Status: *Staff receives from the OCSD a statistical report with current crime activity monthly and provides it to the City Manager.*

2. Coordinate and provide the Citizen's Emergency Preparedness Academy.

   Status: *A CEPA class commenced on February 6, 2014 and continued every Thursday until the graduation and mock disaster drill on March 27, 2014. Staff is in the process of scheduling a new CEPA for the upcoming fiscal year.*

3. Coordinate and host a “National Night Out” event that educates citizens on public safety resources available with the County.

   ***Status**: A “National Night Out” event was held August 5, 2014 and was a large success. Aliso Viejo partnered up with our city and the event was held at the LH Community Center/Park. “National Night Out” for 2015 will be on Tuesday, August 4, 2015 at the LH Community Center/Park.*

4. Participate in “National Take Back Day” where City residents are encouraged to bring unused prescription drugs for proper disposal.

   ***Status**: Two “National Take Back Days” were held on April 26th, 2014 and August 27, 2014. In 2015, this same event will take place with dates to be determined later.*

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Proposed Major Plans and Work Programs

BIENNIAL BUDGET
FY 2015 - 2017

Police Services

MAJOR PLANS:

No proposed major plans.

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WORK PROGRAMS:

1. Provide monthly statistical report with current crime activity within the City.

2. Coordinate and provide Citizen's Emergency Preparedness Academy

3. Coordinate and host a "National Night Out" event that educated citizens on public safety resources available within the County.

4. Participate in "National Take Back Day" where City residents are encouraged to bring unused prescription drugs for proper disposal.

5. Coordinate and host a Community Forum and Community event in the Via Lomas and Stockport's housing areas, which will bring attention and outreach with regard to community concerns, community resources, and public safety.

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