



**CITY OF LAGUNA HILLS
CITY COUNCIL/PLANNING AGENCY
REGULAR MEETING AGENDA
FEBRUARY 09, 2016
Closed Session at 6:00 PM (*when scheduled*)
General Business Session at 7:00 PM**

Barbara D. Kogerman, Mayor

**Don Sedgwick, Mayor Pro Tempore
Andrew Blount, Council Member**

**Melody Carruth, Council Member
Dore J. Gilbert, M.D., 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.

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 CARRUTH

ROLL CALL OF CITY COUNCIL MEMBERS:

CLOSED SESSION REPORT

1. PRESENTATIONS AND PROCLAMATIONS**1.1 TRANSPORTATION CORRIDOR AGENCY PRESENTATION**

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE A PRESENTATION FROM MIKE KRAMAN, CEO OF THE TRANSPORTATION CORRIDOR AGENCY.

1.2 CERTIFICATE OF RECOGNITION, TESSIE MIRAKI, LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON FOR THE 2015 FALL SEMESTER

RECOMMENDATION: THAT MAYOR KOGERMAN PRESENT A CERTIFICATE TO TESSIE MIRAKI RECOGNIZING HER SERVICE AS THE LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON.

1.3 APPOINTMENT OF LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON CALISTA SHANG FOR THE 2016 SPRING SEMESTER

RECOMMENDATION: THAT MAYOR KOGERMAN PRESENT A CERTIFICATE OF APPOINTMENT TO STUDENT LIAISON CALISTA SHANG

1.4 LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AN ORAL REPORT FROM LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON CALISTA SHANG

1.5 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.

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 READING 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 JANUARY 12, 2016

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE MINUTES OF THE JANUARY 12, 2016, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDING FEBRUARY 9, 2016

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE WARRANT REGISTER IN THE AMOUNT OF \$1,167,022.24.

3.4 PROGRESS PAYMENT NO. 2 FOR LAGUNA HILLS COMMUNITY CENTER AND SPORTS COMPLEX SITE IMPROVEMENTS, CIP NO. 514

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE PROGRESS PAYMENT NO. 2, IN THE NET AMOUNT OF \$91,099.78, TO HORIZONS CONSTRUCTION COMPANY FOR LAGUNA HILLS COMMUNITY CENTER AND SPORTS COMPLEX SITE IMPROVEMENTS, CIP NO. 514.

3.5 APPROVAL OF FINAL MAP, TRACT NO. 17460, OAKBROOK VILLAGE SHOPPING CENTER, FOR CONDOMINIUM PURPOSES

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE FINAL MAP, TRACT NO. 17460, OAKBROOK VILLAGE SHOPPING CENTER, FOR CONDOMINIUM PURPOSES, SUBJECT TO MINOR TECHNICAL CORRECTIONS, AND AUTHORIZE THE CITY CLERK AND CITY ENGINEER TO SIGN THE MAP.

3.6 PROGRESS PAYMENT NO. 6, FINAL, AND CONTRACT CHANGE ORDER NO. 2, FOR LAGUNA HILLS COMMUNITY CENTER SOFTBALL FIELD IMPROVEMENTS PROJECT, CIP NO. 240

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE CONTRACT CHANGE ORDER NO. 2 AND PROGRESS PAYMENT NO. 6, FINAL, IN THE NET AMOUNT OF \$6,441.66, TO LEHMAN CONSTRUCTION, FOR LAGUNA HILLS COMMUNITY CENTER SOFTBALL FIELD IMPROVEMENTS PROJECT, CIP NO. 240, AND AUTHORIZE THE FILING OF THE NOTICE OF COMPLETION AND SUBSEQUENT RELEASE OF RETENTION IN 35 DAYS, IF NO LIENS HAVE BEEN FILED.

3.7 SECOND QUARTER FINANCIAL AND TREASURER'S REPORT FOR FISCAL YEAR 2015/16

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

3.8 CIVIC CENTER SECOND QUARTER FINANCIAL REPORT FOR FISCAL YEAR 2015/2016

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

3.9 PROGRESS PAYMENT NO. 2, FINAL, AND CONTRACT CHANGE ORDER NO. 1, FOR CIVIC CENTER SITE IMPROVEMENTS

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE CONTRACT CHANGE ORDER NO. 1 AND PROGRESS PAYMENT NO. 2, FINAL, IN THE NET AMOUNT OF \$35,395.88, TO HARDY AND HARPER, INC., FOR CIVIC CENTER SITE IMPROVEMENTS PROJECT, AND AUTHORIZE THE FILING OF THE NOTICE OF COMPLETION AND SUBSEQUENT RELEASE OF RETENTION IN 35 DAYS, IF NO LIENS HAVE BEEN FILED.

3.10 CONSIDERATION TO PARTICIPATE IN THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY OPEN PACE PROGRAM

RECOMMENDATION: THAT THE CITY COUNCIL ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, CONSENTING TO THE INCLUSION OF PROPERTIES WITHIN THE CITY'S JURISDICTION IN THE CSCDA OPEN PACE PROGRAMS; AUTHORIZING THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT CONTRACTUAL ASSESSMENT PROCEEDINGS AND LEVY CONTRACTUAL ASSESSMENTS WITHIN THE CITY'S JURISDICTION; AND AUTHORIZING RELATED ACTIONS"

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 JANUARY 12, 2016

RECOMMENDATION: THAT THE PLANNING AGENCY APPROVE THE MINUTES OF THE JANUARY 12, 2016, REGULAR MEETING.

4.4 PLANNING AGENCY PUBLIC HEARINGS

PLANNING AGENCY ADJOURNMENT

PUBLIC IMPROVEMENT CORPORATION

ROLL CALL OF PUBLIC IMPROVEMENT CORPORATION

PUBLIC COMMENTS

ELECTION OF PUBLIC IMPROVEMENT CORPORATION OFFICERS

RECOMMENDATION: THAT THE BOARD OF DIRECTORS ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE LAGUNA HILLS PUBLIC IMPROVEMENT CORPORATION, LAGUNA HILLS, CALIFORNIA, ELECTING OFFICERS FOR 2016."

APPROVAL OF MINUTES FOR FEBRUARY 10, 2015

RECOMMENDATION: THAT THE PUBLIC IMPROVEMENT CORPORATION APPROVE THE MINUTES OF THE FEBRUARY 10, 2015, REGULAR MEETING.

PUBLIC IMPROVEMENT CORPORATION ADJOURNMENT

JOINT PLANNING AGENCY / CITY COUNCIL MEETING

ROLL CALL OF JOINT PLANNING AGENCY / CITY COUNCIL MEETING

PUBLIC COMMENTS

AMENDMENT TO A DEVELOPMENT AGREEMENT AND MODIFICATIONS TO CERTAIN CONDITIONS OF APPROVAL TO SITE DEVELOPMENT PERMIT/MASTER SIGN PROGRAM/CONDITIONAL USE PERMIT/PARKING USE PERMIT/VESTING TENTATIVE TRACT MAP/PRECISE PLAN/DEVELOPMENT AGREEMENT (SDPM/MSP/CUP/PUP/TTM/PREC/DEVA) NO. 12-11-2137 TO MODIFY THE TIMING OF THE COMMENCEMENT OF CERTAIN PHASE I IMPROVEMENTS

RECOMMENDATION: THAT THE PLANNING AGENCY AND CITY COUNCIL OPEN A JOINT PUBLIC HEARING AND CONTINUE THE HEARING TO MARCH 8, 2016, TO CONSIDER "AMENDMENT NO. 2 TO DEVELOPMENT

AGREEMENT BY AND BETWEEN THE CITY OF LAGUNA HILLS AND LAGUNA HILLS INVESTMENT COMPANY AND OAKBROOK URBAN VILLAGE I," AND MODIFICATIONS TO SITE DEVELOPMENT PERMIT/ MASTER SIGN PROGRAM/CONDITIONAL USE PERMIT/PARKING USE PERMIT/VESTING TENTATIVE TRACT MAP/PRECISE PLAN/DEVELOPMENT AGREEMENT NO. 12-11-2137, TO MODIFY THE TIMING OF THE COMMENCEMENT OF CERTAIN PHASE I IMPROVEMENTS.

JOINT PLANNING AGENCY / CITY COUNCIL MEETING ADJOURNMENT

5. CITY COUNCIL PUBLIC HEARINGS

- 5.1 ZONING TEXT AMENDMENT NO. 1-16-3425, AMENDING AND RESTATING CHAPTER 9-47 OF TITLE 9 OF THE LAGUNA HILLS MUNICIPAL CODE REGARDING LANDSCAPE WATER EFFICIENCY AND ADOPTION OF UPDATED GUIDELINES FOR THE IMPLEMENTATION OF THE CITY OF LAGUNA HILLS WATER EFFICIENT LANDSCAPE ORDINANCE

RECOMMENDATION: THAT THE CITY COUNCIL: (1) CONDUCT A PUBLIC HEARING; (2) INTRODUCE FOR FIRST READING, READ BY TITLE ONLY, AND WAIVE FURTHER READING OF AN ORDINANCE ENTITLED: "AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AMENDING AND RESTATING CHAPTER 9-47 OF TITLE 9 OF THE LAGUNA HILLS MUNICIPAL CODE REGARDING LANDSCAPE WATER EFFICIENCY;" AND (3) ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING THE 2016 GUIDELINES FOR IMPLEMENTATION OF THE CITY OF LAGUNA HILLS WATER EFFICIENT LANDSCAPE ORDINANCE."

- 5.2 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR 2016/2017 CDBG FUNDS FOR PUBLIC FACILITIES AND IMPROVEMENTS FOR THE FLORENCE SYLVESTER MEMORIAL SENIOR CENTER

RECOMMENDATION: THAT THE CITY COUNCIL: (1) CONDUCT A PUBLIC HEARING; AND (2) CONFIRM STAFF'S SUBMITTAL OF A CDBG APPLICATION FOR PUBLIC FACILITIES AND IMPROVEMENTS FOR THE 2016/2017 FISCAL YEAR.

6. ADMINISTRATIVE REPORTS

- 6.1 City Manager
- 6.2 Deputy City Manager/Community Services

6.2.1 MULTI-USE OF THE ROLLER HOCKEY RINK AND THE
INSTALLATION OF PICKLEBALL COURTS WITH
TEMPORARY NETTING

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE
INSTALLATION OF FOUR PICKLEBALL COURTS AT THE ROLLER HOCKEY
RINK.

6.2.2 2016 LAGUNA HILLS MEMORIAL DAY HALF MARATHON,
10K, AND 5K EVENT AND 3/5 MARINE BATTALION
TRIBUTE BANNERS

RECOMMENDATION: THAT THE CITY COUNCIL: 1) RECEIVE A
PRESENTATION ON THE PRE-EVENT PLANNING EFFORTS OF THE 2016
MEMORIAL DAY RACE; AND 2) APPROVE THE INSTALLATION OF 3/5
MARINE BATTALION TRIBUTE BANNERS.

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 February 23, 2016, in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, MELISSA AU-YEUNG, 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 February 5, 2016, at 5:00 PM.



MELISSA AU-YEUNG, CITY CLERK

February 5, 2016

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.

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



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

**FROM: MELISSA AU-YEUNG
ASSISTANT TO THE CITY MANAGER**

**ISSUE: CERTIFICATE OF RECOGNITION, TESSIE MIRAKI, LAGUNA HILLS HIGH
SCHOOL STUDENT LIAISON FOR THE 2015 FALL SEMESTER**

**RECOMMENDATION: THAT MAYOR KOGERMAN PRESENT A CERTIFICATE TO
TESSIE MIRAKI RECOGNIZING HER SERVICE AS THE LAGUNA HILLS HIGH
SCHOOL STUDENT LIAISON.**

SUMMARY:

The City of Laguna Hills and the Laguna Hills High School PTSO established a Student Liaison program in 1993. Tessie Miraki has served as the Student Liaison for the fall 2015 semester. Tessie has served as the Student Liaison with distinction, and it is in order to recognize that service.

ATTACHMENTS:

- Certificate of Recognition

CERTIFICATE OF RECOGNITION

TESSIE MIRAKI

Laguna Hills High School Student Liaison

June 23, 2015, through January 26, 2016

WHEREAS, the City of Laguna Hills and Laguna Hills High School established a Student Liaison Program to create a direct link between the School and the City Council; and

WHEREAS, Tessie Miraki was appointed to serve as the Student Liaison to the City Council and took the Oath of Office on June 23, 2015; and

WHEREAS Tessie Miraki has served as the Student Liaison with dedication and distinction, setting a fine example for those students who will serve in the future.

NOW, THEREFORE, I, Barbara D. Kogerman, Mayor, on behalf of the City Council of the City of Laguna Hills, California, do hereby recognize Tessie Miraki for her service to the City as Student Liaison to the City Council.

Dated this 9th day of February 2016.

BARBARA D. KOGERMAN, MAYOR



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

FROM: MELISSA AU-YEUNG
ASSISTANT TO THE CITY MANAGER

ISSUE: APPOINTMENT OF LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON
CALISTA SHANG FOR THE 2016 SPRING SEMESTER

RECOMMENDATION: THAT MAYOR KOGERMAN PRESENT A CERTIFICATE OF
APPOINTMENT TO STUDENT LIAISON CALISTA SHANG.

SUMMARY:

The Laguna Hills High School Student Liaison Program is set up to provide for the Student Liaison Alternate to assume the position of Student Liaison after serving as the Alternate for one semester. This past fall, Tessie Miraki served as the Student Liaison and Calista Shang served as the Alternate, and it is in order for Calista to take the oath as Student Liaison for the spring 2016 semester. There is currently no one selected as the Alternate. Interviews will occur in the spring to select a new Student Liaison and Alternate for the fall 2016 semester.

The Assistant to the City Manager met with Calista Shang prior to this meeting to administer the oath of office.

ATTACHMENTS:

- Certificate of Appointment

CERTIFICATE OF APPOINTMENT

be it known that

CALISTA SHANG

*on February 9, 2016, took the
Oath of Office
and on this date began serving as the*

STUDENT LIAISON

for the City of Laguna Hills

Dated this 9th day of February 2016.

BARBARA D. KOGERMAN, MAYOR

**CITY OF LAGUNA HILLS, CALIFORNIA
CITY COUNCIL/PLANNING AGENCY
REGULAR MEETING
MINUTES
JANUARY 12, 2016**

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

Mayor Kogerman called the Regular Meeting of the City Council of the City of Laguna Hills, California, to order at 7:01 p.m. in the Laguna Hills City Council Chamber, 24035 El Toro Road, Laguna Hills, California.

PLEDGE OF ALLEGIANCE: COUNCIL MEMBER GILBERT

ROLL CALL OF CITY COUNCIL MEMBERS

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

Absent: Council Member Blount

CLOSED SESSION REPORT

There was no Closed Session Report.

1. PRESENTATIONS AND PROCLAMATIONS

1.1 LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON

THE CITY COUNCIL RECEIVED AN ORAL REPORT FROM LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON TESSIE MIRAKI.

1.2 LAGUNA HILLS 3/5 MARINE SUPPORT COMMITTEE

CHAIR KAREN ROBBINS PROVIDED AN UPDATE ON THE STATUS OF THE 3/5 DARK HORSE COMMITTEE.

1.3 OC ANIMAL CARE SERVICES PRESENTATION AND UPDATE ON PROGRESS RELATED TO PERFORMANCE AUDIT AND GRAND JURY REPORT RECOMMENDATIONS

THE CITY COUNCIL RECEIVED A PRESENTATION FROM STEVEN FRANKS, DIRECTOR OF ORANGE COUNTY COMMUNITY RESOURCES, AND DR. JENNIFER HAWKINS, DIRECTOR OF ORANGE COUNTY ANIMAL CARE.

Mr. Franks provided an update on the County's construction efforts and tentative timeline for the design and construction of the new Orange County Animal Shelter. Dr. Hawkins reviewed and responded to: (1) the ten principal findings of the 2014-15 Grand Jury Report: "If Animals Could Talk About the Orange County Animal Shelter;" (2) reviewed various recommendations listed in the Performance Audit of Orange County Animal Care, and (3) responded to City Council requests for additional information.

2. PUBLIC COMMENTS

OC ANIMAL CARE SERVICES

Fran Tardiff, a resident of Laguna Hills, expressed concerns regarding the quality of service provided by the County.

Dr. Jim Gardner, a resident and Council Member of the City of Lake Forest, expressed concerns regarding the quality of service provided by the County.

Jean Bland, a resident of Laguna Hills, had questions regarding the Performance Audit conducted by Phillip Chang, Orange County Performance Audit Director, and expressed concerns regarding the services provided by the County.

Rose Tingle, a resident of Laguna Hills, reported that the public is not allowed to attend Financial and Operations Advisory Board (FOAB) meetings and reported that they do not take minutes of their meetings. Ms. Tingle requested that City Council make a motion to allow the public to attend future FOAB meetings.

April Josephson, Fifth District Representative to the Orange County Animal Care Community Outreach Committee, stated that there will be an Outreach meeting on January 27, 2016, and she will share information received during tonight's City Council meeting at that time.

CALIFORNIAFIRST PROPERTY ASSESS CLEAN ENERGY (PACE) PROGRAM

Jeremy Hutman, a CaliforniaFIRST PACE Financing Program representative, asked City Council to pass a resolution allowing CaliforniaFIRST the opportunity to offer their program to property owners in Laguna Hills for the financing of energy and water efficiency improvements for business and residential projects. CaliforniaFIRST is supported by the League of California Cities and is similar to the HERO program currently available in the City.

Ken Rosenfield, Director of Public Services, will provide a staff report regarding the CaliforniaFIRST PACE Program at a future City Council meeting.

3. CONSENT CALENDAR

MOTION TO APPROVE THE CONSENT CALENDAR, WITH MAYOR KOGERMAN REMOVING ITEM NO. 3.6, BY M/COUNCIL MEMBER CARRUTH, S/COUNCIL MEMBER GILBERT.

APPROVED BY A VOTE OF 4-0 (COUNCIL MEMBER BLOUNT ABSENT).

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 DECEMBER 8, 2015, REGULAR MEETING

THE CITY COUNCIL APPROVED THE MINUTES OF THE DECEMBER 8, 2015, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED JANUARY 12, 2016

THE CITY COUNCIL APPROVED THE WARRANT REGISTER IN THE AMOUNT OF \$1,525,046.00.

3.4 PROGRESS PAYMENT NO. 1 FOR LAGUNA HILLS COMMUNITY CENTER AND SPORTS COMPLEX SITE IMPROVEMENTS, CIP NO. 514

THE CITY COUNCIL APPROVED PROGRESS PAYMENT NO. 1, IN THE NET AMOUNT OF \$69,839.25, TO HORIZONS CONSTRUCTION COMPANY FOR LAGUNA HILLS COMMUNITY CENTER AND SPORTS COMPLEX SITE IMPROVEMENTS, CIP NO. 514.

3.5 PROGRESS PAYMENT NO. 1, FINAL, FOR BRIDGE DECK SEALING AND JOINT REPAIR, LAGUNA HILLS DRIVE/ALISO CREEK AND MILL CREEK DRIVE/CAÑADA CHANNEL, CIP NO. 189

THE CITY COUNCIL APPROVED PROGRESS PAYMENT NO. 1, FINAL, IN THE NET AMOUNT OF \$43,263.64, TO WESTERN STRUCTURES FOR BRIDGE DECK SEALING AND JOINT REPAIR, LAGUNA HILLS DRIVE/ALISO CREEK AND MILL CREEK DRIVE/CANADA CHANNEL, CIP NO. 189, AND AUTHORIZED THE FILING OF THE NOTICE OF COMPLETION AND SUBSEQUENT RELEASE OF RETENTION IN 35 DAYS, IF NO LIENS HAVE BEEN FILED.

3.7 PROGRESS PAYMENT NO. 5 FOR LAGUNA HILLS COMMUNITY CENTER SOFTBALL FIELD IMPROVEMENTS PROJECT, CIP NO. 240

THE CITY COUNCIL APPROVED PROGRESS PAYMENT NO. 5, IN THE NET AMOUNT OF \$140,139.11, TO LEHMAN CONSTRUCTION FOR LAGUNA HILLS COMMUNITY CENTER SOFTBALL FIELD IMPROVEMENTS PROJECT, CIP NO. 240.

ITEMS REMOVED FROM THE CONSENT CALENDAR**3.6 CONTRACT WITH AGE WELL SENIOR SERVICES FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR FISCAL YEAR 2015/2016**

Mayor Kogerman removed Item No. 3.6 from the Consent Calendar to give a brief overview of the item.

THE CITY COUNCIL APPROVED THE CONTRACT BETWEEN AGE WELL SENIOR SERVICES AND THE CITY OF LAGUNA HILLS FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR FISCAL YEAR 2015/2016 AND AUTHORIZED THE CITY MANAGER TO EXECUTE THE CONTRACT, BY M/MAYOR KOGERMAN, S/COUNCIL MEMBER CARRUTH.

APPROVED BY A VOTE OF 4-0 (COUNCIL MEMBER BLOUNT ABSENT).

4. PLANNING AGENCY

Mayor Kogerman 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 8:38 p.m.

4.1 ROLL CALL OF PLANNING AGENCY MEMBERS

Present: Chair Kogerman, Vice Chair Sedgwick, Agency Member Carruth, Agency Member Gilbert

Absent: Agency Member Blount

4.2 PUBLIC COMMENTS

There were no Public Comments

4.3 APPROVAL OF MINUTES FOR DECEMBER 8, 2015

THE PLANNING AGENCY APPROVED THE MINUTES OF THE DECEMBER 8, 2015, REGULAR MEETING, BY M/AGENCY MEMBER GILBERT, S/AGENCY MEMBER CARRUTH.

APPROVED BY A VOTE OF 4-0 (AGENCY MEMBER BLOUNT ABSENT).

4.4 ADMINISTRATIVE REPORTS

There were no Administrative Reports.

4.5 PLANNING AGENCY PUBLIC HEARINGS

4.5.1 CONDITIONAL USE PERMIT (CUP) NO. 1-15-3098, A REQUEST BY VERIZON WIRELESS TO ESTABLISH AND OPERATE A NEW

WIRELESS COMMUNICATIONS FACILITY STEALTHED AS A
EUCALYPTUS TREE AT 23300 SANTA VITTORIA DRIVE
(APN 588-042-15) IN THE OS-1 ZONE

Katie Crockett, Assistant Planner, reviewed the project in detail and provided a PowerPoint presentation. Assistant Planner Crockett stated that subject to the Conditions of Approval, the project meets the requirements and objectives of the City's Development Code and is consistent with the General Plan.

Assistant Planner Crockett, City Attorney Simonian, and Planning Agency members engaged in a detailed discussion regarding this CUP.

Chair Kogerman opened the Public Hearing.

Maree Hoeger, an authorized agent for Verizon Wireless, addressed the Planning Agency on behalf of the applicant and reported that Verizon Wireless identified the need for a new wireless communications facility (WCF) at this location due to a deficiency in service in the vicinity of Laguna Village. Ms. Hoeger stated that the facility will fit in with the context of the neighborhood and will not interfere with the use of the property, or that of neighboring land uses, and will comply with all FCC standards.

Attorney Matt Ober, a representative for the Laguna Village HOA, assured the Planning Agency that the lease between the Laguna Village HOA and Verizon Wireless is a valid contract; and stated that any issues with the contract should be addressed between objecting homeowners and the HOA.

Serafin Tagarao, a resident of Laguna Village, stated that he is in opposition to the installation of the WCF.

Maria Tagarao, a resident of Laguna Village, stated that she is in opposition to the installation of the WCF.

Leslie Millender-Irwin, Laguna Village HOA General Manager, stated that the contract between the Laguna Village HOA and Verizon Wireless was signed during an open session meeting with the homeowners and in accordance with the HOA's governing documents.

Jane Doseff, a resident of Laguna Village, stated that she is in opposition to the installation of the WCF.

Lawrence Fleming, a resident of Laguna Village, stated that he is in opposition to the installation of the WCF and presented the City Council with copies of the HOA's CC&R's, signed petitions in opposition to installation of the cell tower, and other documents.

David Riley, a resident of Laguna Village, stated that he is in opposition to the installation of the WCF.

Chair Kogerman closed the Public Hearing.

Agency Member Carruth moved to continue the item.

The Planning Agency approved the Resolution as originally written.

THE PLANNING AGENCY: (1) CONDUCTED A PUBLIC HEARING; AND (2) ADOPTED RESOLUTION NO. PA2016-01-12-1, A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT (CUP) NO. 1-15-3098, A REQUEST BY VERIZON WIRELESS TO ESTABLISH AND OPERATE A NEW WIRELESS COMMUNICATIONS FACILITY STEALTHED AS A EUCALYPTUS TREE AT 23300 SANTA VITTORIA DRIVE (APN 588-042-15) IN THE OS-1 ZONE, BY M/AGENCY MEMBER GILBERT, S/VICE CHAIR SEDGWICK. APPROVED BY A VOTE OF 3-1 (AGENCY MEMBER BLOUNT ABSENT AND AGENCY MEMBER CARRUTH VOTING NO).

PLANNING AGENCY ADJOURNMENT

Mayor Kogerman reconvened the City Council meeting at 9:52 p.m. All Council Members were present with the exception of Council Member Blount.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council Public Hearings.

6. ADMINISTRATIVE REPORTS

6.1 City Manager

There was no City Manager report.

6.2 Assistant City Manager

6.2.1 ANIMAL CARE SERVICES UPDATE – EVALUATION OF INITIAL RESPONSE FROM THE CITY OF MISSION VIEJO

Assistant City Manager Don White reviewed the information provided in the Staff Report.

Jean Bland, a resident of Laguna Hills, had questions regarding the indemnification language in the animal service contracts and inquired about what type of experience the OC Animal Services consultant and Dr. Hawkins have in turning around a problematic animal shelter.

Mike Bland, a resident of Laguna Hills, thanked the City Council and staff for their work on this issue and is in support of contracting with the City of Mission Viejo for animal care services.

April Josephson, founder of the non-profit Pet Adoption Center of Orange County, expressed concerns regarding the City of Mission Viejo's animal care laws and ordinances and how they may affect the Pet Adoption Center.

Fran Tardiff, a resident of Laguna Hills, asked that City Council not only consider the construction of the new building but also consider the plight of the animals.

**THE CITY COUNCIL RECEIVED AND FILED THE ANIMAL CARE SERVICES UPDATE – EVALUATION OF INITIAL RESPONSE FROM THE CITY OF MISSION VIEJO, BY M/COUNCIL MEMBER GILBERT, S/COUNCIL MEMBER CARRUTH.
APPROVED BY A VOTE OF 4-0 (COUNCIL MEMBER BLOUNT ABSENT).**

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

MAYOR KOGERMAN

Mayor Kogerman reported that she attended the SCAG Southern California Economic Summit on Thursday, January 7, 2016, where they featured a discussion on the economic analysis and benefits of the Draft 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy. Mayor Kogerman encouraged fellow Council Members to attend the Elected Official Briefing sponsored by Supervisor Bartlett to be held on Wednesday, January 20, 2016.

Mayor Kogerman made reference to a letter from the Saddleback Valley Unified School District to OCTA opposing the proposed service plan of 2016 eliminating Routes 85, 87, and 188. Mayor Kogerman requested that City staff also draft letter to OCTA stating the City's opposition. City Manager Channing stated that Public Services Director Rosenfield is involved in ongoing discussions with OCTA regarding the proposal.

ADJOURNMENT

There being no further business at this City Council session, Mayor Kogerman adjourned the City Council meeting at 10:36 p.m.

MELISSA AU-YEUNG, CITY CLERK

ATTEST:

BARBARA D. KOGERMAN, MAYOR

APPROVED AT MEETING OF FEBRUARY 9, 2016.



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 09, 2016

TO: MAYOR AND COUNCIL MEMBERS

FROM: DONALD J. WHITE, ASSISTANT CITY MANAGER

ISSUE: APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED FEBRUARY 09, 2016.

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE WARRANT REGISTER IN THE AMOUNT OF \$1,167,022.24.

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

2-1-16
DATE

FISCAL IMPACT:

The warrant register total is \$1,167,022.24.

ATTACHMENTS:

1. Warrant Register

Check Register Report

Warrant Register 02/09/16

Date: 02/01/2016

Time: 9:05 am

Page: 1

CITY OF LAGUNA HILLS

BANK: UNION BANK- GENERAL

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK- GENERAL Checks							
8810325	01/07/2016	Printed		A-0331	AT&T MOBILITY	Wireless Service, Dec '15	63.02
8810326	01/07/2016	Printed		B-0276	BANK OF AMERICA	Departmental Expenditure, Dec	6,196.25
8810327	01/07/2016	Printed		B-0332	BRAME, MARILYN	Contract Inst Svcs, Drawing	63.00
8810328	01/07/2016	Printed		C-1116	CA-HI-NV DISTRICT EXCHANGE	Meeting Expense, Feb '16	90.00
8810329	01/07/2016	Printed		C-1168	CAPITAL ONE COMMERCIAL	Costco, Program Expense, CS	603.35
8810330	01/07/2016	Printed		C-0023	COX COMMUNICATION	T-1 Lines, Wi-Fi, Cable, CH,	591.81
8810331	01/07/2016	Printed		C-1146	CYBERSOURCE CORPORATION	Gateway Expense, Dec '15	29.00
8810332	01/07/2016	Printed		E-0553	ELKINS, CHRISTINA	Contract Inst Svcs., Dance	136.50
8810333	01/07/2016	Printed		C-1007	LAW ENFORCEMENT	Law Enforcement Svcs, Jan '16	575,972.38
8810334	01/07/2016	Printed		M-1546	MAILFINANCE, INC.	Lease - Mailing Equip, Nov-Jan	583.26
8810335	01/07/2016	Printed		M-1302	MOULTON NIGUEL WATER DISTRICT	Water Usage, CC, Pub Svcs	8,985.18
8810336	01/07/2016	Printed		R-1964	REFUND, COMMUNITY DEV FEES	CSI Const, C&D Deposit, #51964	1,178.45
8810337	01/07/2016	Printed		R-1841	ROSENFELD, KEN	20 Yr Employee Recognition	275.00
8810338	01/07/2016	Printed		S-1902	SAN DIEGO GAS & ELECTRIC	ST Lites, Dec '15	14,155.45
8810339	01/07/2016	Printed		S-1904	SOUTHERN CALIFORNIA EDISON	ST Lites, TC, Dec '15	658.47
8810340	01/07/2016	Printed		T-2693	TELEPACIFIC COMMUNICATIONS	Communications Expense, Jan	1,140.29
8810341	01/07/2016	Printed		V-2249	US BANK VOYAGER FLEET SYS	Vehicle Fuel, Dec '15	1,160.11
8810342	01/07/2016	Printed		V-2224	VERIZON WIRELESS	Communication Expense, Dec '15	909.86
8810343	01/14/2016	Printed		A-0138	ALL CITY MANAGEMENT, INC.	Crossing Guard Svc, 12/6-12/19	4,029.60
8810344	01/14/2016	Printed		A-0284	ASCAP	Music Annual License Fee, CS	336.00
8810345	01/14/2016	Printed		A-0190	AUTOMOBILE CLUB OF	Membership, Public Services	73.00
8810346	01/14/2016	Printed		B-0354	BANK OF NEW YORK, THE	Bond Admin Fee, Jan-Dec '16	2,040.50
8810347	01/14/2016	Printed		C-0412	C&D ELECTRIC, INC.	Park Repairs, Pub Svcs, Dec-Jan	1,041.80
8810348	01/14/2016	Printed		C-1178	C2 IMAGING	Printing Services, City Clerk	64.17
8810349	01/14/2016	Printed		C-1102	CALIFORNIA BUILDINGS	Building Standard Fund, Oct-Dec	459.00
8810350	01/14/2016	Printed		C-0408	CARL WARREN & COMPANY	Processing Fee, Sml Claims Dec	351.89
8810351	01/14/2016	Printed		C-1022	CDW GOVERNMENT, INC.	Computer Hardware, Pub Svcs	89.99
8810352	01/14/2016	Printed		C-1139	COMPLETE OFFICE OF CALIFORNIA	Comp Office&Operating Supplies	686.29
8810353	01/14/2016	Printed		C-1176	COMPUTER SERVICE CO.	Traffic Sig. Maint, Dec '15	4,667.75
8810354	01/14/2016	Printed		C-0023	COX COMMUNICATION	Signal System, Pub Svcs, Jan	179.00
8810355	01/14/2016	Printed		D-0491	DELL COMPUTER CORPORATION	Computer Hardware, IT	273.50
8810356	01/14/2016	Printed		D-0453	DEPARTMENT OF CONSERVATION	Remittance, SMIP Fee, Oct-Dec	853.17
8810357	01/14/2016	Printed		D-0561	DOCU-TRUST	Offsite Data Storage, Dec '15	60.00
8810358	01/14/2016	Printed		E-0554	ECONOMICS, INC.	Prof Svcs, Recycling Prog	5,917.31
8810359	01/14/2016	Printed		E-0554	ECONOMICS, INC.	Prof Svcs, Recycling Prog, Nov	3,098.77
8810360	01/14/2016	Printed		E-0553	ELKINS, CHRISTINA	Contract Inst Svcs., Dance	27.30
8810361	01/14/2016	Printed		F-0717	FIELDTURF, USA, INC.	Retention Release CIP# 240	39,814.00
8810362	01/14/2016	Printed		G-0774	GOVERNMENTJOBS.COM, INC.	Recruitment Advertising, Dec	175.00
8810363	01/14/2016	Printed		G-0844	GREEN MART, INC.	Operating Supplies, Pub Svcs	1,026.00
8810364	01/14/2016	Printed		H-0829	HARTZOG & CRABILL, INC.	Traf Signal Mgmt Svs, Nov '15	115.00
8810365	01/14/2016	Printed		H-0956	HASTON, JAMES	Travel Advance, LOCC, Feb '15	261.00
8810366	01/14/2016	Printed		H-0864	HONDO COMPANY, INC.	Retention Release, CIP # 239	13,682.86
8810367	01/14/2016	Printed		I-0960	IRV SEAVER MOTORCYCLES	Motorcycle Maint, PS, Dec	51.02
8810368	01/14/2016	Printed		I-0942	IRVINE RANCH WATER DISTRICT	Water Usage, Public Svcs, Dec	112.24
8810369	01/14/2016	Printed		J-1057	JAMEY CLARK, INC.	Park Repair & Graffiti Removal	1,341.20
8810370	01/14/2016	Printed		L-1375	LA SOLAR GROUP	Refund, Dup Permit Payment	157.70
8810371	01/14/2016	Printed		L-1240	LEAGUE OF CAL CITIES	City Membership, 2016	12,449.84
8810372	01/14/2016	Printed		L-1374	LEHMAN CONSTRUCTION, INC.	Progress Payment #06, CIP# 240	6,441.66
8810373	01/14/2016	Printed		M-1388	MOBILE MINI, INC.	Storage Rental, CC, 1/5-2/1	83.16
8810374	01/14/2016	Printed		N-1404	NELLIE GAIL RANCH OWNERS' ASSN	Coyote Abatement Program	1,250.00
8810375	01/14/2016	Printed		N-1474	NIEVES LANDSCAPE, INC.	Monthly Landscape, Jan '16	74,609.24
8810376	01/14/2016	Printed		O-1525	OCCMA	Meeting Expense, Feb '16	210.00
8810377	01/14/2016	Printed		O-1546	OFFICE SOLUTIONS	Office/Operating Supplies	332.02
8810378	01/14/2016	Printed		O-1552	ORANGE COUNTY FIRE AUTHORITY	Remit, Fire Fees Collected, Dec	2,001.00

Check Register Report

Warrant Register 02/09/16

Date: 02/01/2016

Time: 9:05 am

Page: 2

CITY OF LAGUNA HILLS

BANK: UNION BANK- GENERAL

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK- GENERAL Checks							
8810379	01/14/2016	Printed		O-1500	ORANGE COUNTY REGISTER	Subscription, CC, 01/18-04/18	99.68
8810380	01/14/2016	Printed		P-1755	P. W. GILLIBRAND CO., INC.	Park Maintenance, CC, Dec	2,233.58
8810381	01/14/2016	Printed		R-1830	RALPHS GROCERY COMPANY	Operating Supplies, CS, Dec	23.92
8810382	01/14/2016	Printed		R-1964	REFUND, COMMUNITY DEV FEES	RJB2 Restaurant, CR# 52088	3,670.00
8810383	01/14/2016	Printed		R-1889	REFUND,FACILITY RENTAL DEPOSIT	Bella Vista, V# 2003659.002	250.00
8810384	01/14/2016	Printed		R-1889	REFUND,FACILITY RENTAL DEPOSIT	Indian Creek HOA,V#2003661.002	250.00
8810385	01/14/2016	Printed		R-1889	REFUND,FACILITY RENTAL DEPOSIT	T. Cunningham, V# 2003660.002	100.00
8810386	01/14/2016	Printed		R-1889	REFUND,FACILITY RENTAL DEPOSIT	F. LLama, V# 2003666.002	175.00
8810387	01/14/2016	Printed		R-1889	REFUND,FACILITY RENTAL DEPOSIT	B. Najera, V# 2003667.002	250.00
8810388	01/14/2016	Printed		R-1934	RENEGADE RACING	Event Mgmt Svcs, 1/2 Marathon	10,000.00
8810389	01/14/2016	Printed		R-1885	RETIREMENT FUND	Meeting Expense, Jan '16	20.00
8810390	01/14/2016	Printed		R-1946	RK ENGINEERING GROUP, INC.	Traffic St., Farmer Boys & MNWD	2,145.00
8810391	01/14/2016	Printed		S-2194	SECURE LIVE SCAN	Pre-employment Fingerprinting	20.00
8810392	01/14/2016	Printed		S-2253	SOCAL OFFICE TECHNOLOGIES-LEAS	Lease-Copier, CC, Jan '16	1,062.31
8810393	01/14/2016	Printed		S-1904	SOUTHERN CALIFORNIA EDISON	ST Lites, TC, Dec '15	8,865.67
8810394	01/14/2016	Printed		S-1980	STATE DEPARTMENT OF JUSTICE	Pre-employment Fingerprinting	64.00
8810395	01/14/2016	Printed		S-2209	STUDIO TWO BLACK DIAMOND	Printing Services, Jan '16	570.55
8810396	01/14/2016	Printed		S-2201	SUNSET PROPERTY SERVICES	Street Sweeping, Dec '15	10,257.62
8810397	01/14/2016	Printed		U-2165	UNDERGROUND SERVICE ALERT	Street Maintenance, Dec '15	75.00
8810398	01/14/2016	Printed		U-2162	UNIVERSAL PROTECTION SECURITY	Security Camera Maint, CC	1,340.00
8810399	01/14/2016	Printed		W-2302	WEST PUBLISHING CORPORATION	Subscription, City Clk, Dec	193.67
8810400	01/14/2016	Printed		W-2439	WESTAMERICA COMMUNICATIONS,INC	City Views, Winter Issue	7,875.00
8810401	01/14/2016	Printed		X-2400	XEROX CORPORATION	Copier Lease & Usage, Dec '15	779.33
8810402	01/21/2016	Printed		C-1177	CANON FINANCIAL SERVICES, INC.	Lease - Copier, Gen Gov, Jan	221.41
8810403	01/21/2016	Printed		C-0023	COX COMMUNICATION	T-1 Line, Civic Center	323.57
8810404	01/21/2016	Printed		D-0552	DUNBAR ARMORED, INC.	Courier Fee, Armored Trans,Jan	134.34
8810405	01/21/2016	Printed		L-1332	LABELS AND FOLDERS.COM	Office Supplies, City Clerk	189.73
8810406	01/21/2016	Printed		C-0448	LUCY, STEVEN	Program Expense, CS, 2/5/16	500.00
8810407	01/21/2016	Printed		M-1502	MIGLIACCIO, JENNIFER	Cntr Inst Svcs Early Childhood	5,040.00
8810408	01/21/2016	Printed		M-1302	MOULTON NIGUEL WATER DISTRICT	Water Usage, Pub Svcs, Dec	7,701.93
8810409	01/21/2016	Printed		R-1964	REFUND, COMMUNITY DEV FEES	KCD Hillside Cons, Grading Per	605.83
8810410	01/21/2016	Printed		R-1964	REFUND, COMMUNITY DEV FEES	D. Barnes, Permit, CR# 52517	150.00
8810411	01/21/2016	Printed		R-1889	REFUND,FACILITY RENTAL DEPOSIT	A. Viveics, V# 2003637.002	200.00
8810412	01/21/2016	Printed		R-1889	REFUND,FACILITY RENTAL DEPOSIT	LHHS, V# 2003678.002	500.00
8810413	01/21/2016	Printed		R-1889	REFUND,FACILITY RENTAL DEPOSIT	Friends of Sea Lions,V2003677.	750.00
8810414	01/21/2016	Printed		S-1902	SAN DIEGO GAS & ELECTRIC	ST Lites, TC, Dec '15	13,161.72
8810415	01/21/2016	Printed		S-1949	SMART & FINAL	Program Supplies, CC, Dec	983.55
8810416	01/21/2016	Printed		S-2250	SPARKLETTES	Operating Sup., CS & CH, Dec	129.65
8810417	01/21/2016	Printed		S-1907	SPRINT	Communication Expense, CS,Dec	87.41
8810418	01/21/2016	Printed		W-2441	WEST COAST MOVEMENT PROJECT,	Contract Inst Svcs., Dance	20,114.50
8810419	01/25/2016	Printed		C-1058	CLERK OF THE COURT	Filing Fee, Jackson Hanes	435.00
8810420	01/28/2016	Printed		A-0359	ANDERSON PENNA PARTNERS, INC.	Inspection Services, Dec '15	12,468.75
8810421	01/28/2016	Printed		A-0360	ARC DOCUMENT SOLUTIONS, LLC	Printing Services, Com Dev	316.90
8810422	01/28/2016	Printed		A-0358	ARDO, KARL	Contract Inst Svcs, Fitness Cl	630.00

2/9/2016 ITEM NO. 3.3

Check Register Report

Warrant Register 02/09/16

Date: 02/01/2016

Time: 9:05 am

Page: 3

CITY OF LAGUNA HILLS

BANK: UNION BANK- GENERAL

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK- GENERAL Checks							
8810423	01/28/2016	Printed		A-0309	AT&T- CALNET 2	Traf Sig, PS, Alarm, CC, Jan	89.12
8810424	01/28/2016	Printed		B-0332	BRAME, MARILYN	Contract Inst Svcs, Drawing	588.00
8810425	01/28/2016	Printed		B-0229	BSN SPORTS	Program Supplies, CS, Jan '15	1,844.64
8810426	01/28/2016	Printed		C-1133	CALIFORNIA YELLOW CAB	Senior Mobility Program Nov-Dec	6,389.00
8810427	01/28/2016	Printed		C-1022	CDW GOVERNMENT, INC.	Computer Hardware, Admin	379.25
8810428	01/28/2016	Printed		C-1144	CHARLES ABBOTT ASSOCIATES, INC	Road Maintenance, Dec '15	36,468.68
8810429	01/28/2016	Printed		C-1139	COMPLETE OFFICE OF CALIFORNIA	Comp Office&Operating Supplies	143.65
8810430	01/28/2016	Printed		C-1176	COMPUTER SERVICE CO.	Traffic Sig. Maint, Nov '15	9,295.57
8810431	01/28/2016	Printed		C-0023	COX COMMUNICATION	T-1 Line, Com Center	323.57
8810432	01/28/2016	Printed		D-0461	DATA TICKET, INC.	Processing Fee, Park Cit, Dec	634.95
8810433	01/28/2016	Printed		E-0595	ECLIPSE MESSENGER SERVICE, INC	Delivery Service, Jan '16	25.72
8810434	01/28/2016	Printed		E-0593	EISENBERG, DALE	Contract Inst Svcs., Aikido	1,484.00
8810435	01/28/2016	Printed		E-0553	ELKINS, CHRISTINA	Contract Inst Svcs., Dance	1,328.60
8810436	01/28/2016	Printed		E-0587	EMC DESIGN	City Views, Spring Issue	3,570.00
8810437	01/28/2016	Printed		H-0829	HARTZOG & CRABILL, INC.	Traf Signal Mgmt & CIP # 168	4,859.99
8810438	01/28/2016	Printed		H-0955	HR GREEN CALIFORNIA, INC.	Prof. Svcs,CIP 189,239,240,514	28,725.51
8810439	01/28/2016	Printed		I-0965	INT'L COUNCIL OF SHOPPING	Membership, Admin 2016	50.00
8810440	01/28/2016	Printed		J-1057	JAMEY CLARK, INC.	Park Repair & Graffiti Removal	2,900.15
8810441	01/28/2016	Printed		G-0709	JOE A. GONSALVES & SON	Legislative Services, Feb	2,900.00
8810442	01/28/2016	Printed		K-1196	KELLY ASSOCIATES MANAGEMENT	Professional Services, Jan '16	10,000.00
8810443	01/28/2016	Printed		K-1126	KNIGHT, LORNA ANGELA	Contract Inst Svcs, Yoga	940.80
8810444	01/28/2016	Printed		L-1206	LAGUNA HILLS HIGH SCHOOL	Public Safety Grant, LHHS 2016	4,000.00
8810445	01/28/2016	Printed		C-1007	LAW ENFORCEMENT	Comm 800MHz Allocation,2nd Qtr	3,812.42
8810446	01/28/2016	Printed		C-0448	LUCY, STEVEN	Program Expense, CS, 2/12/16	500.00
8810447	01/28/2016	Printed		M-1552	MARTIN-RUSK, DINA	Contract Instr Svcs, Zumba	970.90
8810448	01/28/2016	Printed		M-1583	MOORE IACOFANO GOLTSMAN, INC.	Planning Services, Com Dev.	22,055.00
8810449	01/28/2016	Printed		M-1302	MOULTON NIGUEL WATER DISTRICT	Water Usage, Pub Svcs, Dec	1,645.50
8810450	01/28/2016	Printed		M-1535	MUSIC MOVES ACADEMY, INC.	Contract Inst Svcs, Music	2,730.00
8810451	01/28/2016	Printed		N-1474	NIEVES LANDSCAPE, INC.	Other Assorted Landscape	7,595.80
8810453	01/28/2016	Printed		O-1546	OFFICE SOLUTIONS	Office/Operating Supplies	955.32
8810454	01/28/2016	Printed		C-1003	PARKING VIOLATIONS	Parking Fee Surcharge, Dec	1,959.25
8810455	01/28/2016	Printed		P-1614	PLANNING DIRECTORS ASSN OF OC	Membership Dues, DC	125.00
8810456	01/28/2016	Printed		P-1796	PMC PLUMBING, INC.	Park Repairs, Oct '15	892.00
8810457	01/28/2016	Printed		Q-1704	QUICK CRETE PRODUCTS CORP.	Misc Park Maintenance, Jan '16	1,927.81
8810458	01/28/2016	Printed		R-1964	REFUND, COMMUNITY DEV FEES	Core Dev., CUP Permit,CR49939	700.00
8810459	01/28/2016	Printed		R-1964	REFUND, COMMUNITY DEV FEES	RMJF LLC, Permit, CR# 52450	150.00
8810460	01/28/2016	Printed		R-1889	REFUND,FACILITY RENTAL DEPOSIT	Sunset Place, V# 2003682.002	250.00
8810461	01/28/2016	Printed		R-1855	RICHARD FISHER ASSOCIATES	Prof. Svcs, CIP# 240, 241	9,905.13
8810462	01/28/2016	Printed		R-1813	RPW SERVICES, INC.	Rodent Control, Pub Svcs, Dec	1,560.00
8810463	01/28/2016	Printed		S-1902	SAN DIEGO GAS & ELECTRIC	ST Lites, Comm Ctr, Dec	10,736.22
8810464	01/28/2016	Printed		S-2188	SCANNING SERVICE CORPORATION	Document Imaging Services, Jan	3,336.38
8810465	01/28/2016	Printed		S-1904	SOUTHERN CALIFORNIA EDISON	ST Lites, TC, Dec '15	1,991.79
8810466	01/28/2016	Printed		S-2019	SOUTHERN CALIFORNIA EDISON CO.	Release Trust Account Funds	2,757.19
8810467	01/28/2016	Printed		S-2059	STAPLETON, VIVIAN	Cntr Inst Svcs Early Childhood	582.75
8810468	01/28/2016	Printed		S-2209	STUDIO TWO BLACK DIAMOND	Printing Services, Jan '16	1,116.10
8810469	01/28/2016	Printed		T-2681	TOTALFUNDS BY HASLER	Postage Replenishment, Dec '15	1,000.00
8810470	01/28/2016	Printed		U-2163	USA DANCE, INC.	Contract Inst Svcs, Dancing	203.00
8810471	01/28/2016	Printed		W-2337	WEST COAST ARBORISTS, INC.	Tree Trimming, Dec '15	360.00
8810472	01/28/2016	Printed		W-2441	WEST COAST MOVEMENT PROJECT,	Contract Inst Svcs., Dance	241.50
8810473	01/28/2016	Printed		W-2377	WILLDAN ENGINEERING	Professional Svcs, CIP # 514	8,400.00

Check Register Report

Warrant Register 02/09/16

Date: 02/01/2016

Time: 9:05 am

Page: 4

CITY OF LAGUNA HILLS

BANK: UNION BANK- GENERAL

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK- GENERAL Checks							
8810474	01/28/2016	Printed		W-2438	WILLDAN FINANCIAL SERVICES	Professional Svcs, Fee Study	5,300.00
8810475	01/28/2016	Printed		W-2389	WOLFE ENGINEERING & DESIGN	Professional Svcs, CIP # 175	13,612.00
8810476	01/28/2016	Printed		R-1801	WOODRUFF, SPRADLIN & SMART	Professional Svcs, Legal, Dec	29,315.42
8810477	01/28/2016	Printed		Z-2606	ZUMAR INDUSTRIES, INC.	Maintenance, City Monument	7,276.58
				Total Checks: 152		Checks Total (excluding void checks):	1,167,022.24
				Total Payments: 152		Bank Total (excluding void checks):	1,167,022.24
				Total Payments: 152		Grand Total (excluding void checks):	1,167,022.24



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

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

ISSUE: PROGRESS PAYMENT NO. 2 FOR LAGUNA HILLS COMMUNITY CENTER
AND SPORTS COMPLEX SITE IMPROVEMENTS, CIP NO. 514

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE PROGRESS
PAYMENT NO. 2, IN THE NET AMOUNT OF \$91,099.78, TO HORIZONS
CONSTRUCTION COMPANY FOR LAGUNA HILLS COMMUNITY CENTER AND
SPORTS COMPLEX SITE IMPROVEMENTS, CIP NO. 514.

SUMMARY:

Work on the Laguna Hills Community Center and Sports Complex Site Improvements, CIP No. 514, began on November 16, 2015, and is being performed by Horizons Construction Company. Work performed in November and December included clearing and grubbing, removal and replacement of sidewalks, removal and replacement of storage unit, and restroom building repairs. 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 this project, Horizons Construction Company, has submitted the second progress payment for the subject project as follows:

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	\$ AMOUNT
1	Clearing and grubbing	.1	LS	\$9,360.00	\$936.00
2	Remove and replace pcc sidewalk	2,602	SF	\$13.00	\$33,826.00

Progress Payment No. 2
Laguna Hills Community Center and Sports
Complex Site Improvements, CIP No. 514
February 9, 2016
Page 2

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	\$ AMOUNT
3	Construct pcc access ramp with cast in place blue truncated dome	4	EA	\$4,550.00	\$18,200.00
13	Remove and replace storage unit	1	LS	\$19,500.00	\$19,500.00
22	Repair roof fascia/soffit at restrooms	0.90	LS	\$23,400.00	\$21,060.00
24	Remove interior doors at restrooms	2	EA	\$455.00	\$910.00
29	Refinish concrete floor including remove and replace base tile at restrooms	0.15	LS	\$9,750.00	\$1,462.50

TOTAL TO DATE	\$169,409.50	
LESS PRIOR BILLING	\$73,515.00	
TOTAL THIS PERIOD	\$95,894.50	\$95,894.50
LESS 5% RETENTION		\$(4,794.72)
DUE		\$91,099.78

FISCAL IMPACT:

The progress payment is within the Capital Improvement Program Budget for the Laguna Hills Community Center and Sports Complex Site Improvements, CIP No. 514.



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

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

**ISSUE: APPROVAL OF FINAL MAP, TRACT NO. 17460, OAKBROOK
VILLAGE SHOPPING CENTER, FOR CONDOMINIUM PURPOSES**

**RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE FINAL MAP,
TRACT NO. 17460, OAKBROOK VILLAGE SHOPPING CENTER, FOR CONDOMINIUM
PURPOSES, SUBJECT TO MINOR TECHNICAL CORRECTIONS, AND AUTHORIZE
THE CITY CLERK AND CITY ENGINEER TO SIGN THE MAP.**

SUMMARY:

The Oakbrook Village Shopping Center is currently being redeveloped, with the addition of housing units and the refurbishment of the retail stores, in a phase one of a proposed two-phase project. As a part of the Planning Agency approval of these improvements (see Conditions of Approval for SDPM 12-11-2137 approved on November 13, 2012, and amended on February 10, 2015) the first phase improvements are to be accompanied by a subdivision map to divide the residential property into a separate lot for condominium purposes. The Final Map for this project phase, known as Tract No. 17460, has been approved by the County Surveyor and the City Engineer. The Conditions of Approval preparatory to the approval of the Final Map have been met. The Final Map is ready for approval by the City Council and signature of the City Clerk and City Engineer, subject to minor technical corrections.

BACKGROUND:

The Oakbrook Village Shopping Center was approved for redevelopment by the Planning Agency by adopting Resolution No. PA2012-11-13-1 on November 13, 2012, with Conditions of Approval. The Planning Agency subsequently adopted Resolution No. PA2015-02-10-1 on February 10, 2015, which modified certain Conditions of Approval of the Site Development Permit/Master Sign Program/Conditional Use Permit/Parking Use Permit/Vesting Tentative Tract Map/Precise Plan and Development Agreement for this Shopping Center located at 24231-24391 Avenida de la Carlota. A Condition of Approval

for this project was that a Final Subdivision Map was required to be approved and recorded prior to occupancy of the residential units.

The Final Map, Tract No. 17640, attached, has been prepared for condominium purposes and reviewed by both the County Surveyor and the City Engineer. The Final Map consists of one lot, 3.350 acres, for the residential component of the Shopping Center. The Final Map has been submitted by the owner of the site, Oakbrook Urban Village I, LLC. The Final Map did not require the dedication of any public right-of-way.

The Final Map has been found to be in substantial conformance with the Vesting Tentative Map, has been prepared in accordance with the Subdivision Map Act, and has complied with the applicable Conditions of Approval. The Final Map has been noted as technically correct by the County Surveyor and the City Engineer. The Final Map is ready for approval by the City Council.

FISCAL IMPACT:

All development fees required prior to the approval of the Final Map have been paid and/or addressed through the appropriate deposit of funds.

ATTACHMENTS:

- Final Map, Tract No. 17460

SHEET 1 OF 4 SHEETS
ALL OF TENTATIVE TRACT MAP NO. 17460
NO. OF LOTS: 1 NUMBERED
ACREAGE: 3.350 AC. GROSS

DATE OF SURVEY: OCTOBER, 2013

TRACT NO. 17460

IN THE CITY OF LAGUNA HILLS, COUNTY OF ORANGE, STATE OF CALIFORNIA,

BEING A SUBDIVISION OF LOT 3 OF CERTIFICATE OF COMPLIANCE FOR LOT LINE ADJUSTMENT – CERTIFICATE OF COMPLIANCE LLA–2013–01 AS
RECORDED APRIL 24, 2014 AS INSTRUMENT NO. 2014000156993 OF OFFICIAL RECORDS OF SAID COUNTY.
C & V CONSULTING, INC. OCTOBER 2013
VINCENT W. SCARPATI R.C.E. 33520

ACCEPTED AND FILED AT THE
REQUEST OF
FIDELITY NATIONAL TITLE COMPANY

DATE _____
TIME _____ FEE \$ _____
INSTRUMENT NO. _____
BOOK _____ PAGE _____
HUGH NGUYEN
COUNTY CLERK–RECORDER
BY _____
DEPUTY

OWNERSHIP CERTIFICATE

WE, THE UNDERSIGNED, BEING ALL PARTIES HAVING ANY RECORD TITLE INTEREST IN THE LAND COVERED BY THIS MAP, DO HEREBY CONSENT TO THE PREPARATION AND RECORDATION OF SAID MAP, AS SHOWN WITHIN THE DISTINCTIVE BORDER LINE.

OAKBROOK URBAN VILLAGE I, LLC, A DELAWARE LIMITED LIABILITY COMPANY

BY: _____
PRINT NAME
TITLE:

BENEFICIARY

THE NORTHWESTERN MUTUAL LIFE INSURANCE COMPANY, A WISCONSIN CORPORATION,
BENEFICIARY UNDER DEED OF TRUST RECORDED SEPTEMBER 24, 2014 AS INSTRUMENT NO.
2014000387507 OF OFFICIAL RECORDS.

BY: _____
PRINT NAME:
& TITLE:

NOTARY ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA)
COUNTY OF _____)SS

ON _____ BEFORE ME, _____, A
NOTARY PUBLIC, PERSONALLY APPEARED _____, WHO PROVED TO ME ON THE
BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN
INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED
CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY
UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOIN
PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND

SIGNATURE _____ MY PRINCIPAL PLACE OF
BUSINESS IS IN
PRINTED NAME _____ COUNTY

MY COMMISSION NO. _____
MY COMMISSION EXPIRES _____

NOTARY ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA)
COUNTY OF _____)SS

ON _____ BEFORE ME, _____, A
NOTARY PUBLIC, PERSONALLY APPEARED _____, WHO PROVED TO ME ON THE
BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN
INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED
CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY
UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOIN
PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND

SIGNATURE _____ MY PRINCIPAL PLACE OF
BUSINESS IS IN
PRINTED NAME _____ COUNTY

MY COMMISSION NO. _____
MY COMMISSION EXPIRES _____

SIGNATURE OMISSIONS

PURSUANT TO SECTION 66436(a)(3)(A)&(C) OF THE SUBDIVISION MAP ACT, THE SIGNATURES OF THE FOLLOWING
OWNERS OF EASEMENTS AND/OR OTHER INTERESTS HAVE BEEN OMITTED:

GLEN E. MATHIS AND WIFE AND FIRST WESTERN BANK AND TRUST COMPANY, A CALIFORNIA CORPORATION, HOLDER
OF AN INTEREST IN, OR RIGHTS TO, MINERALS, WHICH MAY INCLUDE BUT WHICH MAY NOT BE LIMITED TO OIL, GAS,
OR OTHER HYDROCARBON SUBSTANCES RECORDED JULY 28, 1972 IN BOOK 10248, PAGES 164, 167 AND 170
OFFICIAL RECORDS.

PAN–AMERICAN PROPERTIES FORMERLY KNOWN AS CONTINENTAL ILLINOIS PROPERTIES, A CALIFORNIA REAL ESTATE
INVESTMENT TRUST; J. C. PENNEY PROPERTIES, INC., A DELAWARE CORPORATION; SEARS, ROEBUCK AND CO., A
NEW YORK CORPORATION; CARTER HAWLEY HALE STORES, INC., A CALIFORNIA CORPORATION, F/K/A
BROADWAY–HALE STORES; AND LAGUNA HILLS INVESTMENT COMPANY, A CALIFORNIA GENERAL PARTNERSHIP,
HOLDERS OF AN EASEMENT FOR INGRESS AND EGRESS RECORDED JUNE 09, 1980 IN INSTRUMENT NO. 8376, BOOK
13629, PAGE 1347, OFFICIAL RECORDS.

SOUTHERN CALIFORNIA EDISON COMPANY, HOLDER OF AN EASEMENT FOR UNDERGROUND LINES AND INCIDENTAL
PURPOSES RECORDED NOVEMBER 21, 1979 IN BOOK 13405, PAGE 1882, OFFICIAL RECORDS. (BLANKET IN NATURE)

LAGUNA HILLS INVESTMENT COMPANY, L.P., A DELAWARE LIMITED PARTNERSHIP, HOLDER OF AN EASEMENT FOR
ACCESS, PARKING, SURFACE DRAINAGE EMERGENCY ACCESS AND UTILITY RECORDED APRIL 24, 2014 IN
INSTRUMENT NO. 2014000156999, OFFICIAL RECORDS. (BLANKET IN NATURE)

EL TORO WATER DISTRICT, A PUBLIC CORPORATION, ITS SUCCESSORS AND ASSIGNS, HOLDER OF AN EASEMENT
FOR PIPELINES RECORDED OCTOBER 14, 2014 IN INSTRUMENT NO. 2014000416533, OFFICIAL RECORDS.

SOUTHERN CALIFORNIA EDISON COMPANY, A CORPORATION, HOLDER OF AN EASEMENT FOR UNDERGROUND LINES
AND INCIDENTAL PURPOSES RECORDED MAY 26, 2015 IN INSTRUMENTS NO. 2015000269259 & 2015000269260,
OFFICIAL RECORDS.

ENGINEER'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN
CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE
REQUEST OF SARAH KLAUSTERMEIER IN OCTOBER, 2013. I HEREBY STATE THAT ALL MONUMENTS ARE OF THE
CHARACTER AND OCCUPY THE, POSITIONS INDICATED, OR THAT THEY WILL BE SET 60 DAYS AFTER
COMPLETING REQUIRED IMPROVEMENTS AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE
SURVEY TO BE RETRACED. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE
CONDITIONALLY APPROVED TENTATIVE MAP.

VINCENT W. SCARPATI, R.C.E. 33520 DATE _____
LICENSE EXPIRES 6–30–16



COUNTY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP AND HAVE FOUND THAT ALL MAPPING PROVISIONS
OF THE SUBDIVISION MAP ACT HAVE BEEN COMPLIED WITH AND I AM SATISFIED SAID MAP IS
TECHNICALLY CORRECT.

DATED THIS _____ DAY OF _____, 20____

KEVIN R. HILLS, COUNTY SURVEYOR
L.S. NO. 6617, EXPIRATION DATE: 12/31/15



BY: CRAIG S. WEHRMAN, CHIEF DEPUTY SURVEYOR

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP AND HAVE FOUND IT TO BE SUBSTANTIALLY IN
CONFORMANCE WITH THE TENTATIVE MAP, IF REQUIRED, AS FILED WITH, AMENDED AND APPROVED BY
THE CITY PLANNING COMMISSION; THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND CITY
SUBDIVISION REGULATIONS HAVE BEEN COMPLIED WITH.

DATED THIS _____ DAY OF _____, 20____

KENNETH H. ROSENFELD
CITY ENGINEER R.C.E. 33496 EXP. 06/30/2016
CITY OF LAGUNA HILLS

CITY CLERK'S CERTIFICATE

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF LAGUNA HILLS)

I HEREBY CERTIFY THAT THIS MAP WAS PRESENTED FOR APPROVAL TO THE CITY COUNCIL OF THE CITY
OF LAGUNA HILLS AT A REGULAR MEETING THEREOF HELD ON THE 27 DAY OF NOVEMBER, 2012 AND
THAT THEREUPON SAID COUNCIL DID, BY AN ORDER DULY PASSED AND ENTERED, APPROVE SAID MAP.

AND DID ALSO APPROVE SUBJECT MAP PURSUANT TO THE PROVISIONS OF SECTION 66436(a)(3)(A) OF THE
SUBDIVISION MAP ACT.

DATED THIS _____ DAY OF _____, 2015 _____

MELISSA AU–YEUNG
CITY CLERK OF THE CITY OF LAGUNA HILLS

COUNTY TREASURER–TAX COLLECTOR'S CERTIFICATE

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF MY OFFICE, THERE ARE NO LIENS AGAINST
THE LAND COVERED BY THIS MAP OR ANY PART THEREOF FOR UNPAID STATE, COUNTY, MUNICIPAL OR
LOCAL TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES, EXCEPT TAXES OR SPECIAL
ASSESSMENTS COLLECTED AS TAXES NOT YET PAYABLE.

AND DO CERTIFY TO THE RECORDER OF ORANGE COUNTY THAT THE PROVISIONS OF THE SUBDIVISION
MAP ACT HAVE BEEN COMPLIED WITH REGARDING DEPOSITS TO SECURE PAYMENT OF TAXES OR
SPECIAL ASSESSMENTS COLLECTED AS TAXES ON THE LAND COVERED BY THIS MAP,

DATED: THIS _____ DAY OF _____, 20____

SHARI L. FREIDENRICH BY: _____
COUNTY TREASURER–TAX COLLECTOR TREASURER–TAX COLLECTOR

SHEET 2 OF 4 SHEETS
ALL OF TENTATIVE TRACT MAP NO. 17460
NO. OF LOTS: 1 NUMBERED
ACREAGE: 3.350 AC. GROSS
DATE OF SURVEY: OCTOBER, 2013

TRACT NO. 17460

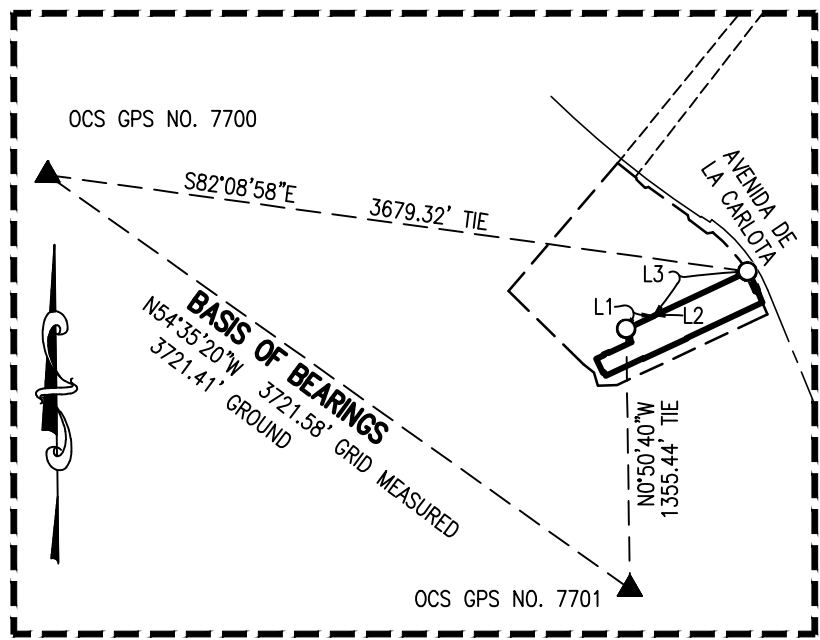
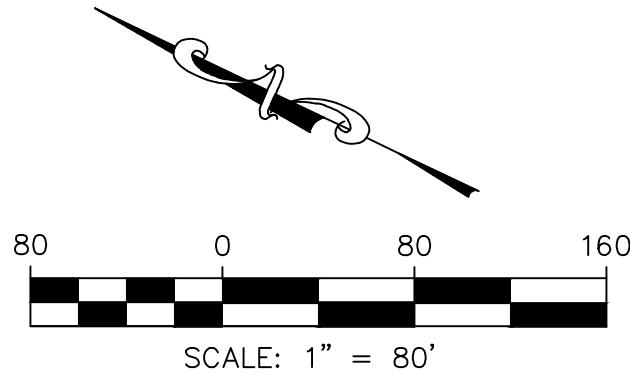
IN CITY OF LAGUNA HILLS, COUNTY OF ORANGE, STATE OF CALIFORNIA,

C & V CONSULTING, INC.
VINCENT W. SCARPATI

OCTOBER 2013
R.C.E. 33520

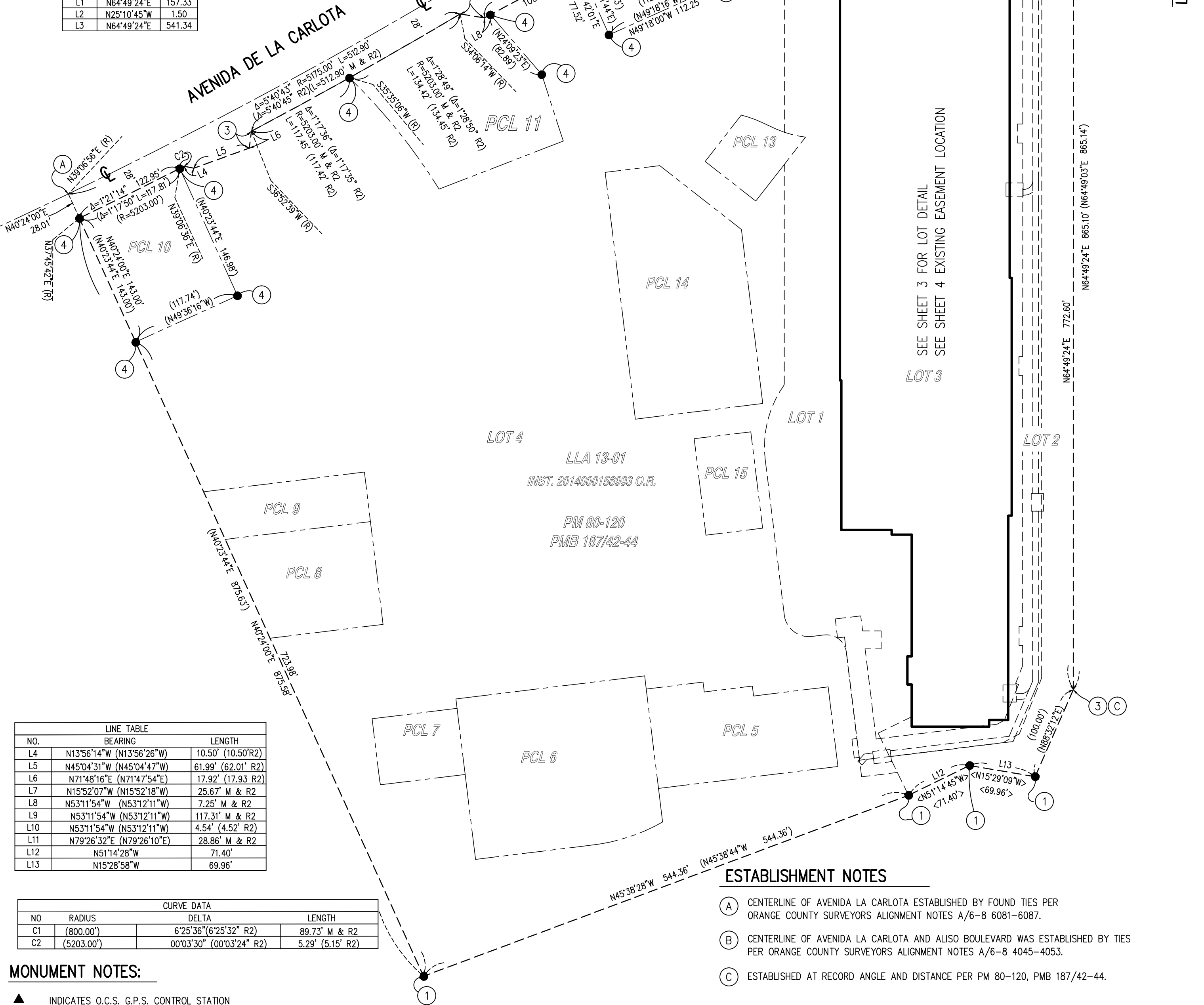
FOR CONDOMINIUM PURPOSES
PROCEDURE OF SURVEY

NOTE: SEE SHEET 3 FOR LOT DETAIL



BASIS OF BEARINGS DETAIL
SCALE: 1"=1000'

LINE #	DIRECTION	LENGTH
L1	N64°49'24"E	157.33
L2	N25°10'45"W	1.50
L3	N64°49'24"E	541.34



NO.	BEARING	LENGTH
L4	N13°56'14"W (N13°56'26"W)	10.50' (10.50' R2)
L5	N45°04'31"W (N45°04'47"W)	61.99' (62.01' R2)
L6	N71°48'16"E (N71°47'54"E)	17.92' (17.93' R2)
L7	N15°52'07"W (N15°52'18"W)	25.67' M & R2
L8	N53°11'54"W (N53°12'11"W)	7.25' M & R2
L9	N53°11'54"W (N53°12'11"W)	117.31' M & R2
L10	N53°11'54"W (N53°12'11"W)	4.54' (4.52' R2)
L11	N79°26'32"E (N79°26'10"E)	28.86' M & R2
L12	N51°14'28"W	71.40'
L13	N15°28'58"W	69.96'

NO	RADIUS	DELTA	LENGTH
C1	(800.00')	6°25'36" (6°25'32" R2)	89.73' M & R2
C2	(5203.00')	00°03'30" (00°03'24" R2)	5.29' (5.15' R2)

MONUMENT NOTES:

- ▲ INDICATES O.C.S. G.P.S. CONTROL STATION
- FD. MONUMENT AS NOTED UNDER "MONUMENT NOTES" LISTED HEREON.
- INDICATES 2" IP TAGGED "RCE 33520" TO BE SET, FLUSH; OR 8" S & W STAMPED "RCE 33520" IN ASPHALT HAVING A THICKNESS OF 2" OR MORE, TO BE SET, FLUSH; OR LEAD, TACK & TAG "RCE 33520" IN CONCRETE AT ALL TRACT CORNERS, TO BE SET FLUSH, UNLESS OTHERWISE INDICATED.

LEGEND:

- < > INDICATES RECORD DATA PER R1.
- () INDICATES RECORD DATA PER R2.
- R1 INDICATES RECORD DATA PER LOT 3 OF LOT LINE ADJUSTMENT LLA-2013-01, RECORDED APRIL 24, 2014, AS INSTRUMENT NO. 2014000156993 O.R.
- R2 INDICATES RECORD DATA PER PM 80-120, PMB 187/42-44.
- M & R INDICATES MEASURED AND RECORD DATA PER RECORD INDICATED
- (R) RADIAL
- L T & T LEAD, TACK & TAG

MONUMENT DESCRIPTIONS:

- ① FD. 2" IP TAGGED "LS 2921" PER PM 80-120, PMB 187/42-44 FLUSH.
- ② FD. L T & T TAGGED "LS 2921" PER PM 80-120, PMB 187/42-44 FLUSH.
- ③ SEARCHED, NOTHING FOUND.
- ④ FD. 1" IP TAGGED "LS 2921" PER PM 80-120, PMB 187/42-44 FLUSH.

ESTABLISHMENT NOTES

- Ⓐ CENTERLINE OF AVENIDA LA CARLOTA ESTABLISHED BY FOUND TIES PER ORANGE COUNTY SURVEYORS ALIGNMENT NOTES A/6-8 6081-6087.
- Ⓑ CENTERLINE OF AVENIDA LA CARLOTA AND ALISO BOULEVARD WAS ESTABLISHED BY TIES PER ORANGE COUNTY SURVEYORS ALIGNMENT NOTES A/6-8 4045-4053.
- Ⓒ ESTABLISHED AT RECORD ANGLE AND DISTANCE PER PM 80-120, PMB 187/42-44.

BASIS OF BEARINGS:

THE BEARINGS SHOWN HEREON ARE BASED ON THE BEARING BETWEEN O.C.S. HORIZONTAL CONTROL STATION GPS NO. 7700 AND 7701 BEING N54°35'20"W, PER RECORDS ON FILE IN THE OFFICE OF THE ORANGE COUNTY SURVEYOR.

GPS POINT LOCATIONS:

GPS #7700 N 2168659.99 E 6116321.80
FD PUNCHED SPIKE AND O.C.S. WASHER DOWN 0.1' IN A.C., STATION IS LOCATED AT CENTERLINE INTERSECTION OF PASEO DE VALENCIA AND CALLE DE LA PLATA, PER RSB 150/36-50

GPS #7701 N 2166503.56 E 6119354.95
FD NAIL AND TAG IN CONC., STAMPED "RCE 11932", DOWN 1.30' IN O.C.S. WELL MONUMENT. STATION IS LOCATED AT THE END OF CENTERLINE OF CREEKVIEW DRIVE, PER MM 439/25-28, RSB 150/36-50

DATUM STATEMENT:

COORDINATES SHOWN ARE BASED UPON THE CALIFORNIA COORDINATE SYSTEM (CCS83) ZONE VI, 1983 NAD (2007.00 EPOCH O.C.S. GPS ADJUSTMENT). ALL DISTANCES SHOWN ARE GROUND UNLESS OTHERWISE NOTED. TO OBTAIN GRID DISTANCE, MULTIPLY GROUND DISTANCE BY 1.000053744 (A MEAN VALUE)

SHEET 3 OF 4 SHEETS
ALL OF TENTATIVE TRACT MAP NO. 17460
NO. OF LOTS: 1 NUMBERED
ACREAGE: 3.350 AC. GROSS

DATE OF SURVEY: OCTOBER, 2013

NOTE: SEE SHEET 2 FOR BASIS OF BEARINGS,
BOUNDARY ESTABLISHMENT, MONUMENT NOTES
SEE SHEET 4 FOR EXISTING EASEMENT DETAIL

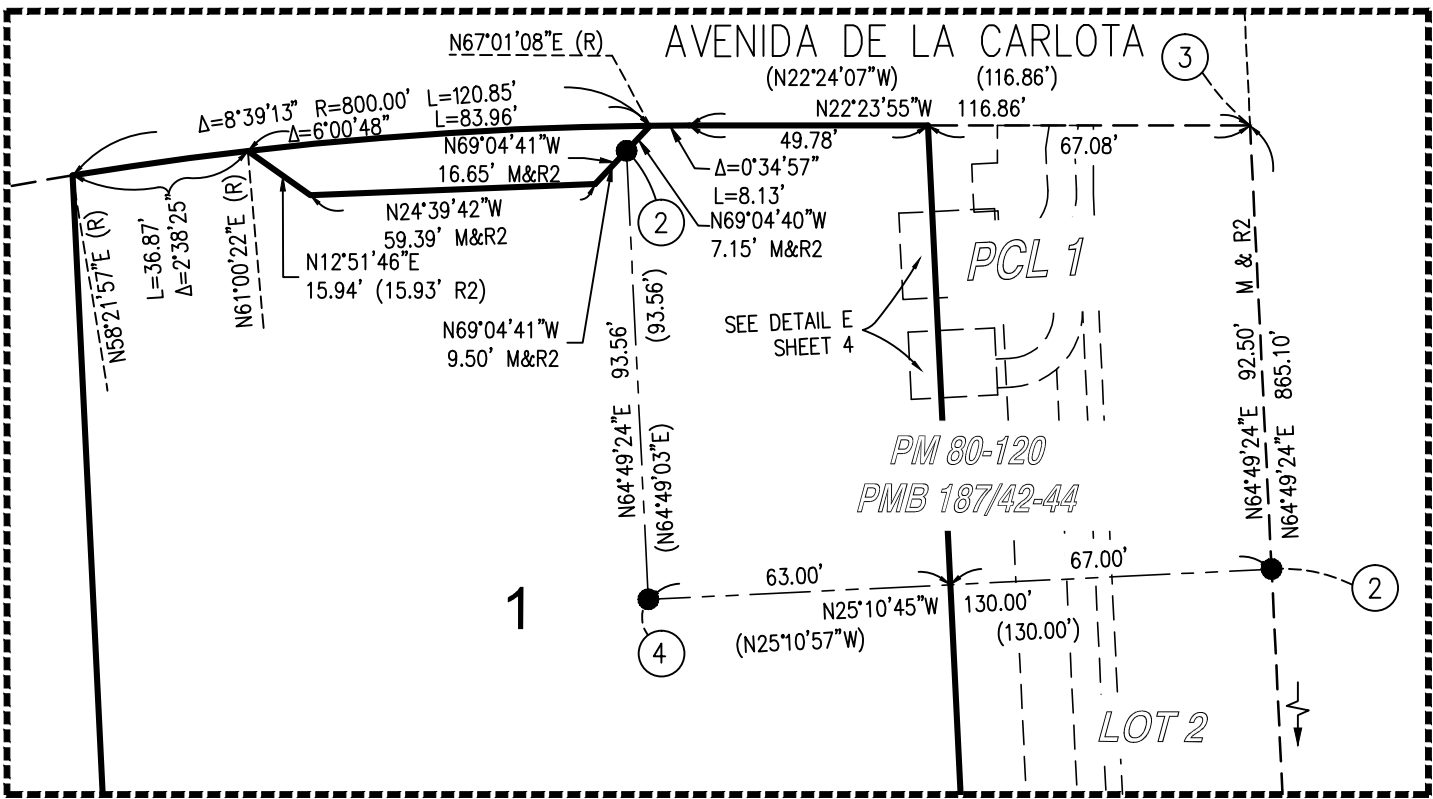
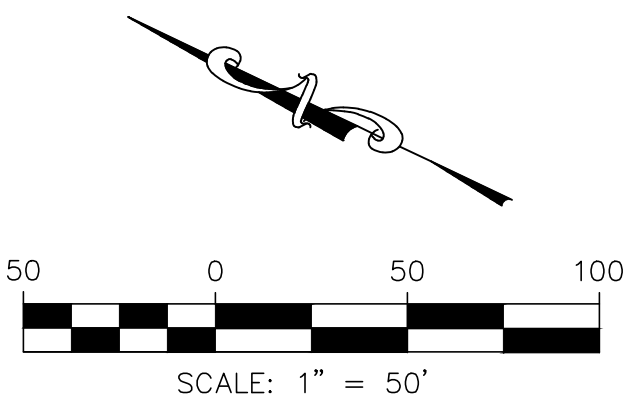
TRACT NO. 17460

IN THE CITY OF LAGUNA HILLS, COUNTY OF ORANGE, STATE OF CALIFORNIA,

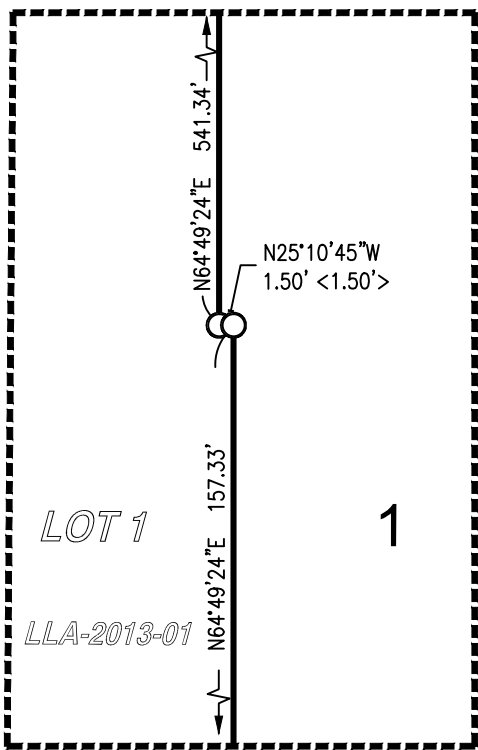
C & V CONSULTING, INC.
VINCENT W. SCARPATI

OCTOBER 2013
R.C.E. 33520

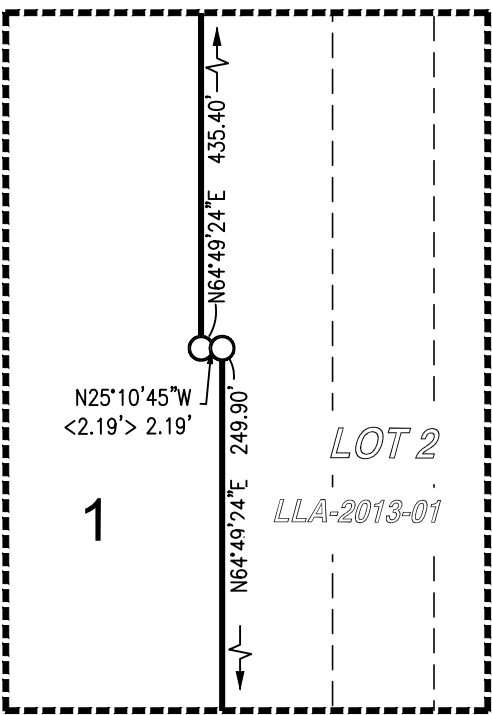
FOR CONDOMINIUM PURPOSES
LOT DETAIL



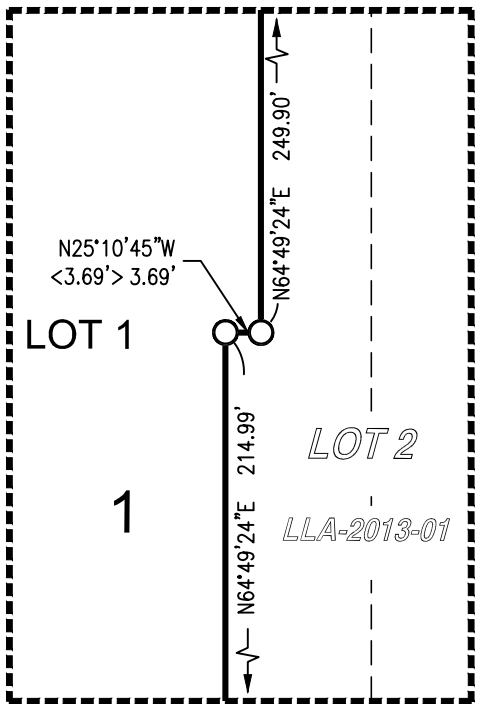
DETAIL "A"
SCALE 1"=40'



DETAIL "C"
SCALE 1"=20'



DETAIL "B"
SCALE 1"=20'



DETAIL "D"
SCALE 1"=20'

LEGEND:

< > INDICATES RECORD DATA PER R1.

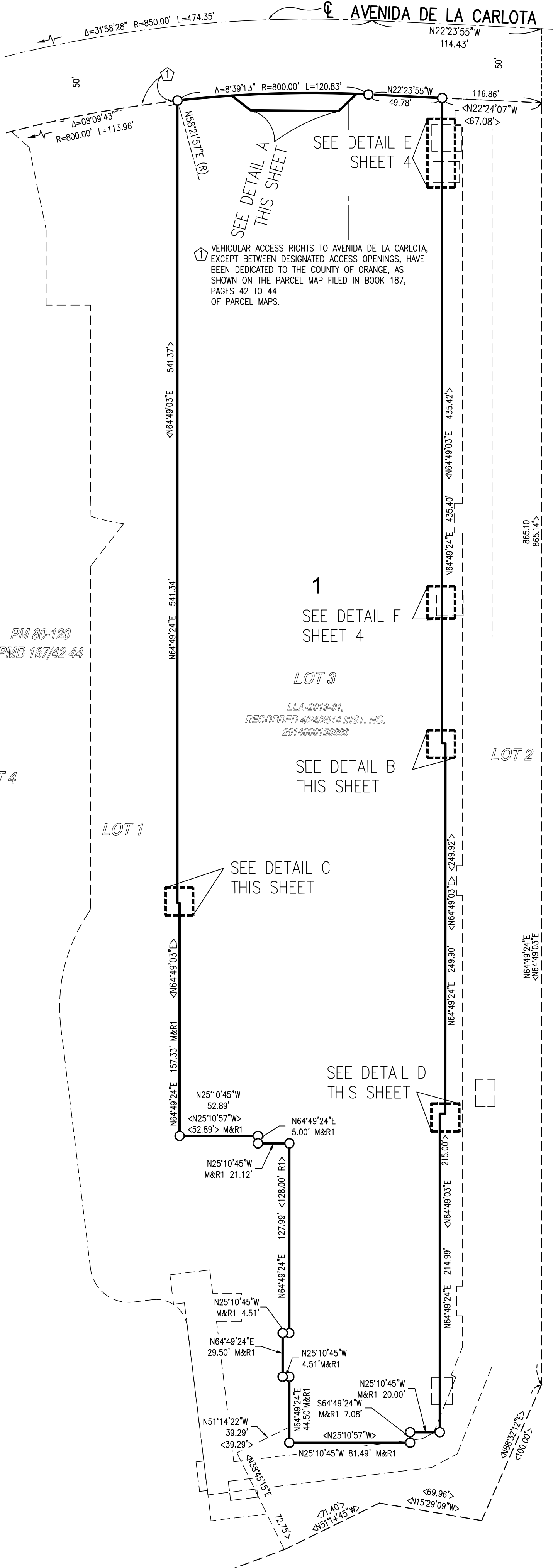
() INDICATES RECORD DATA PER R2.

R1 INDICATES RECORD DATA PER LOT 3 LINE ADJUSTMENT LLA-2013-01,
RECORDED APRIL 24, 2014, AS INSTRUMENT NO. 2014000156993 O.R.

R2 INDICATES RECORD DATA PER PM 80-120, PMB 187/42-44.

M&R INDICATES MEASURED AND RECORD DATA

(R) RADIAL



SHEET 4 OF 4 SHEETS
ALL OF TENTATIVE TRACT MAP NO. 17460
NO. OF LOTS: 1 NUMBERED
ACREAGE: 3.350 AC. GROSS
DATE OF SURVEY: OCTOBER, 2013

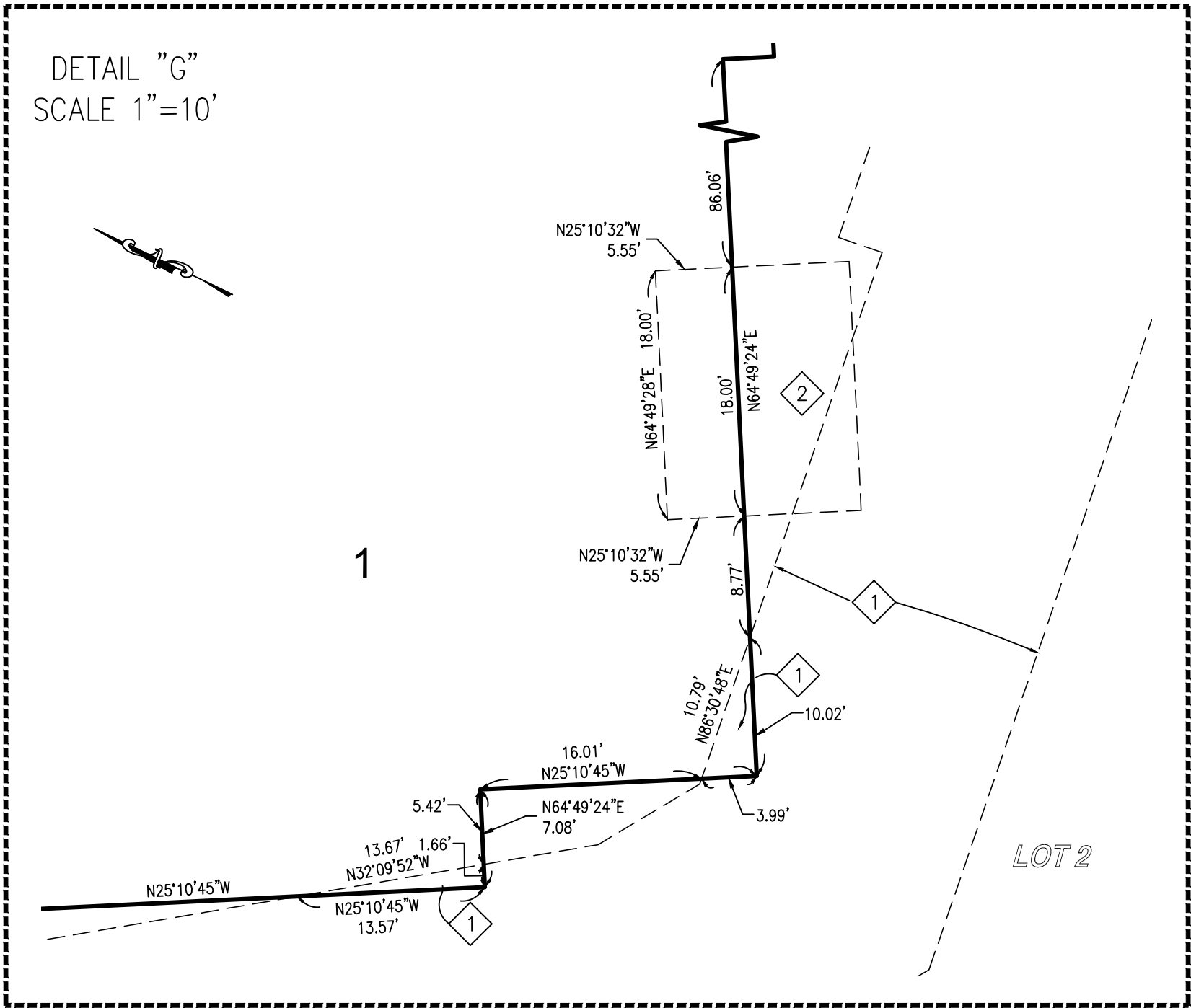
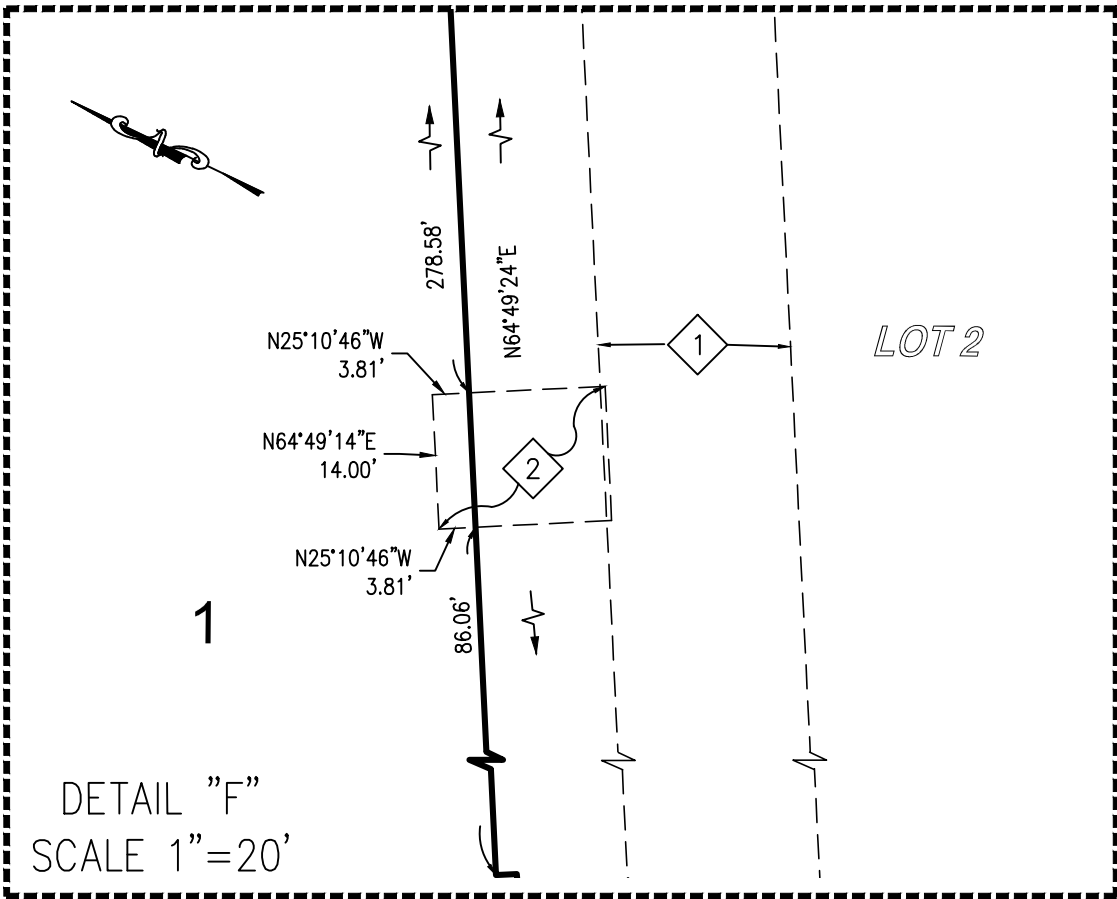
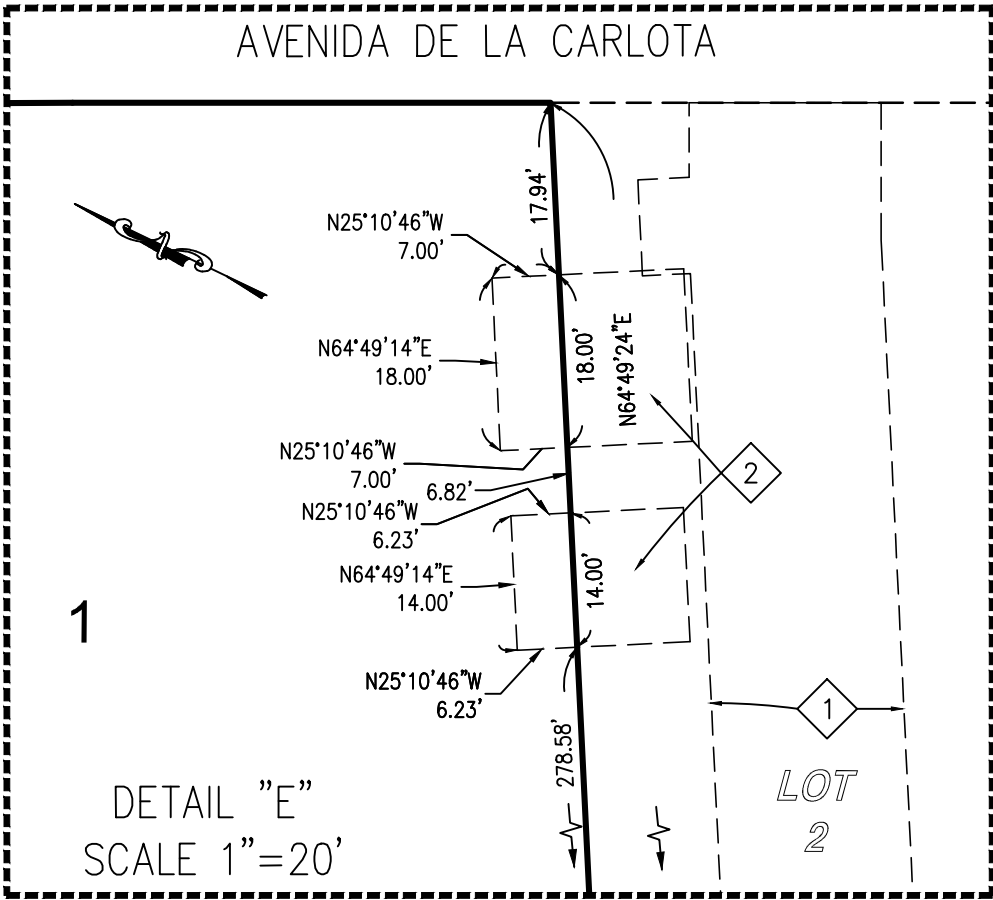
TRACT NO. 17460

IN THE CITY OF LAGUNA HILLS, COUNTY OF ORANGE, STATE OF CALIFORNIA,

C & V CONSULTING, INC.
VINCENT W. SCARPATI
OCTOBER 2013
R.C.E. 33520
FOR CONDOMINIUM PURPOSES
EXISTING EASEMENT DETAIL

EASEMENT NOTES

- 1 EL TORO WATER DISTRICT, A PUBLIC CORPORATION, ITS SUCCESSORS AND ASSIGNS, HOLDER OF AN EASEMENT FOR PIPELINES RECORDED OCTOBER 14, 2014 IN INSTRUMENT NO. 2014000416533, OFFICIAL RECORDS.
- 2 SOUTHERN CALIFORNIA EDISON COMPANY, A CORPORATION, HOLDER OF AN EASEMENT FOR UNDERGROUND LINES AND INCIDENTAL PURPOSES RECORDED MAY 26, 2015 IN INSTRUMENTS NO. 2015000269259 & 2015000269260, OFFICIAL RECORDS.





City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

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

ISSUE: PROGRESS PAYMENT NO. 6, FINAL, AND CONTRACT CHANGE ORDER NO. 2, FOR LAGUNA HILLS COMMUNITY CENTER SOFTBALL FIELD IMPROVEMENTS PROJECT, CIP NO. 240

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE CONTRACT CHANGE ORDER NO. 2 AND PROGRESS PAYMENT NO. 6, FINAL, IN THE NET AMOUNT OF \$6,441.66, TO LEHMAN CONSTRUCTION, FOR LAGUNA HILLS COMMUNITY CENTER SOFTBALL FIELD IMPROVEMENTS PROJECT, CIP NO. 240, AND AUTHORIZE THE FILING OF THE NOTICE OF COMPLETION AND SUBSEQUENT RELEASE OF RETENTION IN 35 DAYS, IF NO LIENS HAVE BEEN FILED.

SUMMARY:

Work on the Laguna Hills Community Center Softball Field Improvements Project, CIP No. 240, began on July 20, 2015, and has been completed by Lehman Construction. Work performed in December included sod maintenance and the completion of minor extra work included in Contract Change Order No. 2. It is proposed to approve the sixth, and final progress payment, and Contract Change Order No. 2, and record a Notice of Completion to allow for the release of the retention in 35 days, if no liens are filed.

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 this project, Lehman Construction, has submitted the sixth and final progress payment for the subject project as follows:

Progress Payment No. 6
Laguna Hills Community Center Softball
Field Improvements Project, CIP No. 240
February 9, 2016
Page 2

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	\$ AMOUNT
1	60-Day Sod Maintenance Period	0.67	LS	\$500.00	\$335.00
CO#2	Change Order	1	LS	\$6,445.69	\$6,445.69

TOTAL TO DATE	\$798,913.02	
LESS PRIOR BILLING	\$792,132.33	
TOTAL THIS PERIOD	\$6,780.69	\$6,780.69
LESS 5% RETENTION		\$(339.03)
DUE		\$6,441.66

The City Engineer deemed the project complete as of January 26, 2016, and directed a Notice of Completion be recorded.

CONTRACT CHANGE ORDER NO. 2:

Contract Change Order No. 2, attached, has been prepared to address minor extra work including a repair to the existing lighting conduit, replacement of valve boxes, replacement of barrier posts and cables, and painting the outfield homerun line over the new safety pads. Approval of this Change Order is recommended.

FISCAL IMPACT:

The progress payment is within the Capital Improvement Program Budget for the Laguna Hills Community Center Softball Field Improvements Project, CIP No. 240.

ATTACHMENTS:

- Change Order No. 2
- Notice of Completion

**CITY OF LAGUNA HILLS
CONTRACT CHANGE ORDER**

CONTRACT CHANGE ORDER NO. 2

SHEET 1 OF 2 SHEETS

PROJECT: Community Center Softball Field Improvements, CIP No. 240

CONTRACTOR: Lehman 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.

-
1. Replace damaged 1" lighting conduit, replace quick coupler valve box lids, extend and add stainless steel cabling for barrier rail along soccer field edge, remove and replace barrier posts and add yellow foul line paint over outfield pads.

Agreed Price: \$6,445.69

Increase \$ 6,445.69 Decrease \$

By reason of this order the time of completion will be adjusted as follows: Add zero 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

Notice to Proceed Date:		7/20/15
Original Contract Time:	90	
Original Completion Date:		11/24/15
Time Extension this C.O.:	0	
Total Contract Time Extension:	20	
Revised Contract Time:	110	
Revised Final Completion Due Date:		12/28/15
Time Subject to Liquidated Damages:	0	
Actual Final Completion Date:	0	

Original Contract Price	\$716,121.00
Prev. Authorized Changes	\$ 40,106.95
This Change (Add)	\$ 6,445.69
Amended Contract Price	\$762,673.64

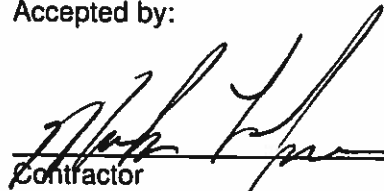
If the Contractor does not sign acceptance of this order, his attention to the requirements of the specifications as to proceeding with the order work and filing a written protest within the time therein specified.

Approved by:

Accepted by:

Director of Public Services

Date



Contractor

1-19-16

Date

Recording Requested by and
When Recorded Mail to:

Melissa Au-Yeung, City Clerk
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

No Fee Exempt per GC§27383

By: _____

NOTICE OF COMPLETION

Notice is hereby given that the following public improvements have been completed and accepted by the City of Laguna Hills as of January 26, 2016.

Description of Improvements

Laguna Hills Community Center Softball Field Improvements Project, CIP No. 240, including clearing and grubbing, concrete removals, grading, concrete, fencing, landscaping, irrigation, sod removal and placement, and lighting.

General Location

Laguna Hills Community Center and Sports Complex, 25555 Alicia Parkway, Laguna Hills, CA 92653

Owner of Property Address

City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

Contractor

Lehman Construction, Inc.
P.O. Box 3569
Tustin, CA 92781

I, Kenneth H. Rosenfield, P.E., declare under penalty of perjury that I am the City Engineer of the City of Laguna Hills, that I am familiar with the facts stated in the foregoing Notice of Completion executed for and on its behalf, and that I have read the foregoing Notice of Completion and know the contents thereof to be true.

Dated: January 27, 2016

Kenneth H. Rosenfield, P.E., Director of Public Works/City Engineer
City of Laguna Hills



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

FROM: DONALD J. WHITE
ASSISTANT CITY MANAGER

ISSUE: SECOND QUARTER FINANCIAL AND TREASURER'S REPORT FOR
FISCAL YEAR 2015/16

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

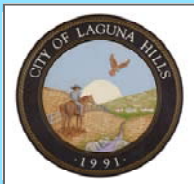
SUMMARY:

Attached to this report is a pamphlet entitled "City of Laguna Hills Quarterly Financial Highlights, Second Quarter, Fiscal Year 2015/16." The information presented in the pamphlet provides the City Council and City management with the results of the City's financial operations for the second quarter ended December 31, 2015. The total fund balance at the end of the second quarter for all governmental funds totaled \$7,947,501. The report states that there are no material deviations or significant variances to report at this time.

The Quarterly Financial Highlights also contains a condensed Treasurer's Investment Report as of December 31, 2015, on Page 6. The City's total portfolio of \$8,885,011 at the end of the second quarter is invested in authorized securities. The City's investment policy approved by City Council Resolution is the prevailing guideline in managing investments.

ATTACHMENTS:

- City of Laguna Hills Quarterly Financial Highlights
Second Quarter, Fiscal Year 2015/16



CITY OF LAGUNA HILLS

Quarterly Financial Highlights

Second Quarter, Fiscal Year 2015/16

Honorable Mayor and City Council Members:

The following unaudited financial information summarizes the City's overall financial position for the current fiscal year through December 31, 2015. A Summary of Funding Sources and Uses for the six months ended December 31, 2015 is presented in the following table:

Summary of Funding Sources & Uses For the 6 months ended December 31, 2015

	YTD Actual (million)	Budget (million)	YTD % of Budget
<i>Funding Sources</i>	\$ 7.4	\$ 25.3	29%
<i>Funding Uses</i>	11.1	26.1	42%
<i>Net Change</i>	(\$3.7)	(\$0.8)	

REPORT VARIANCES

The Comparative Statement of Operations for Governmental Funds, on page 3, shows the detail of the YTD Actual in relation to the budget. There are a number of revenue and expenditures items that would show significant deviation if the straight-line comparison was applied. In this approach, one would expect most line items to approximate 50% of budget by the end of the second quarter. However, several revenue and expenditure items do not follow this straight-line method and are received or expended unevenly over the course of the year. Government Accounting Standards Board (GASB) Statement No. 33 establishes the timing of recognition of non-exchange transactions, such as "derived tax revenue" and "imposed non-exchange revenues". In compliance with GASB No. 33, revenues from non-exchange transactions, such as property and sales tax, received in the first two months of this fiscal year were accrued in the prior fiscal year. There are also certain expenditures, such as annual insurance premiums, that are expended in full during the first part of the fiscal year. Thus, the YTD as a percentage of budget shown in this report does not necessarily indicate material deviations or budget variances. With this perspective in mind, staff has determined that there are no material budget variances to report at this time.

FUND BALANCE

Included in this pamphlet, on page 5, is a report on the City's Fund Balance as of December 31, 2015. City-managed short-term idle funds, as well as bond funds, are invested in approved securities. An abridged balance sheet, which itemizes the City's assets and liabilities, is included on page 4.

Continued on page 2

Funding Sources

The City's total funding sources comprise of general fund revenues, special fund revenues, and other financing sources. At the end of the second quarter, total funding sources were approximately \$7.4 million, or 29% of budget.

GENERAL FUND REVENUES

General Fund Revenues are utilized primarily to finance the City's general governmental activities. At quarter end, general fund revenues totaled \$6,741,628 or 33% of budget. Receipts of Property Tax came in at \$3,665,991 or 38% of budget. Intergovernmental Revenues, which includes sales tax revenue, were \$1,373,013, or 22% of budget. The recording of these revenue sources comply with GASB 33 which addresses the timing of recognition of non-exchange transactions, e.g. taxes and fines. Franchise fees from utility companies and transient occupancy tax comprise Franchise Taxes, which came in at 28% of budget. These receipts lag at least a quarter and no accrual was made at quarter end. Revenues from Licenses & Permits, \$391,293, and Charges for Services, \$472,082, are dependent upon development activities and came in at 56% and 42% of budget, respectively. Fines and Forfeitures, which includes parking and vehicle fines, ended the quarter at 46% of budget, at \$119,626.

SPECIAL REVENUES AND GRANTS

Many of the Special Revenue funding sources are tied in with the City's Capital Improvement Plan. The receipts of funding sources for certain capital projects typically lag behind the spending on the projects, as the claims are applied for during construction or after project-completion. At the end of the second quarter, special revenues receipts totaled \$639,565, or 14% of budget.

OTHER FUNDING SOURCES

In accordance with GAAP, not all increases in governmental fund financial resources can be classified as revenue. Certain increases instead are reported as other financing sources, such as sales of general capital assets, proceeds of general long-term debt, and financial inflows from other funds.

Funding Uses

The City's total funding uses consist of the City's Operating Expenditures, outlay for Capital Improvement projects, debt charges and expenditures for grant related programs. At the end of the second quarter, total funding uses were approximately \$11.1 million, which was 42% of the annual budget.

OPERATING EXPENDITURES

At the end of the second quarter, operating expenditures totaled roughly \$8.7 million, which represents 47% of the total operating budget. While the total operating expenditures came in below 50% of budget, the spending levels for Non-Departmental are slightly higher at 56% of budget due to annual insurance premiums paid in full at the onset of the fiscal year.

CAPITAL IMPROVEMENT PLAN

The amended budget of approximately \$5.2 million accounts for Traffic Signal Improvements, La Paz Road Sidewalk Widening, Arterial Highway Pavement Maintenance, Wayfinding Signs, NPDES/Water Quality Programs, Community

Center Renovations and General Park Renovation Projects. At the end of the second quarter, total capital expenditures were \$1,607,883, or 31% of budget.

The following table lists the City's capital projects by major expenditure categories as of the end of this reporting period.

Capital Improvement Program For the 6 Months Ended, December 31, 2015	
Streets, Signals & Lighting	\$ 46,056
Flood Control & Water Quality	109,199
Parks	1,269,134
Public Facilities	183,189
Trails & Open Space	305
Total	\$ 1,607,883

CITY OF LAGUNA HILLS
COMPARATIVE STATEMENT OF OPERATION - GOVERNMENTAL FUNDS
FOR THE 6 MONTHS ENDED, DECEMBER 31, 2015

	FY 2015/16			FY 2014/15		
	Y-T-D ACTUAL	AMENDED BUDGET	YTD % of BUDGET	Y-T-D ACTUAL	AMENDED BUDGET	YTD % of BUDGET
FUNDING SOURCES						
General Fund Revenues						
Property Taxes	\$ 3,665,991	\$ 9,662,081	38%	\$ 3,412,806	\$ 9,114,324	37%
Intergovernmental Revenues	1,373,013	6,307,000	22%	1,541,533	5,952,540	26%
Franchise Taxes	719,624	2,598,700	28%	684,438	2,611,407	26%
Licenses and Permits	391,293	700,000	56%	664,970	761,500	87%
Charges for Current Services	472,082	1,131,985	42%	391,063	962,371	41%
Fines & Forfeitures	119,626	260,000	46%	99,265	325,000	31%
Total General Fund Revenues	<u>6,741,628</u>	<u>20,659,766</u>	33%	<u>6,794,074</u>	<u>19,727,142</u>	34%
Special Revenue Funds						
Gas Tax Fund	269,740	736,729	37%	414,941	1,011,858	41%
Measure M2 Fair Share	214,494	587,490	37%	170,566	567,482	30%
Measure M - Competitive	9,813	2,092,000	0%	-	99,559	0%
AB 2766 Fund	-	-	-	9,638	40,000	24%
CDBG	-	70,380	0%	-	150,000	0%
HSIP	-	133,000	0%	-	-	-
Quimby Act Fees	-	-	-	2,136,288	2,062,260	104%
Water Conservation	-	320,000	0%	-	320,000	-
Beverage Recycling Fund	-	26,233	0%	-	19,984	0%
CR&R Recycling Fees	22,000	22,000	100%	20,000	20,000	100%
C&D Forfeited Deposits	50,843	54,806	93%	-	49,583	0%
Senior Mobility Program	12,240	28,776	43%	13,346	31,500	42%
Public Art Fund	-	-	-	320,669	-	-
Grants and Contributions	-	422,000	0%	-	-	-
Law Enforcement Grants	60,435	100,000	60%	43,474	100,000	43%
Total Special Revenue Funding	<u>639,565</u>	<u>4,593,414</u>	14%	<u>3,128,923</u>	<u>4,472,226</u>	70%
Other Funding Sources						
Interest Income	14,214	-	-	10,757	75,000	14%
Distribution from Enterprise Fund	-	50,000	0%	-	200,000	0%
Total Other Funding Sources	<u>14,214</u>	<u>50,000</u>	28%	<u>10,757</u>	<u>275,000</u>	4%
TOTAL FUNDING SOURCES	<u>\$ 7,395,406</u>	<u>\$ 25,303,180</u>	29%	<u>\$ 9,933,754</u>	<u>\$ 24,474,368</u>	41%
FUNDING USES						
Operating Expenditures						
General Government	\$ 1,158,212	2,694,512	43%	\$ 1,207,374	\$ 2,510,245	48%
Non-Departmental	381,847	680,763	56%	398,055	827,594	48%
Community Development	526,908	1,396,218	38%	568,422	1,191,500	48%
Public Services	2,045,311	4,300,900	48%	1,975,931	4,308,434	46%
Community Services	931,489	2,015,498	46%	884,812	1,815,506	49%
Police Services	3,678,008	7,496,195	49%	3,659,987	7,229,935	51%
Total Operating Expenditures	<u>8,721,775</u>	<u>18,584,086</u>	47%	<u>8,694,581</u>	<u>17,883,214</u>	49%
Capital Improvement Program	<u>1,607,883</u>	<u>5,194,739</u>	31%	<u>2,214,289</u>	<u>5,138,293</u>	43%
Other Funding Uses						
Debt Charges	250,694	1,801,387	14%	275,694	1,801,387	15%
Use of Reserves	4,875	250,000	2%	8,583	87,251	10%
Distribution to Enterprise Fund	471,000	60,030	785%	-	-	-
Special Revenue Fund Expenditures	-	-	-	-	-	-
CDBG Fund Expenditures	-	70,380	0%	28,160	150,000	19%
Senior Mobility Program	13,453	28,776	47%	9,854	31,500	31%
Beverage Recycling	-	26,233	0%	-	19,984	0%
CR&R Recycling Fund	15,837	22,000	72%	22,616	20,000	113%
Forfeited C&D Deposits	1,402	54,806	3%	2,419	49,583	5%
Total Other Funding Uses	<u>757,261</u>	<u>2,313,612</u>	33%	<u>347,726</u>	<u>2,159,705</u>	16%
TOTAL FUNDING USES	<u>\$ 11,086,919</u>	<u>\$ 26,092,437</u>	42%	<u>\$ 11,256,595</u>	<u>\$ 25,181,212</u>	45%
NET CHANGE IN FUND BALANCE	<u>\$ (3,691,512)</u>	<u>\$ (789,257)</u>		<u>\$ (1,322,841)</u>	<u>\$ (706,844)</u>	

CITY OF LAGUNA HILLS
ABRIDGED BALANCE SHEET - GOVERNMENTAL FUNDS (UNAUDITED)
DECEMBER 31, 2015

ASSETS

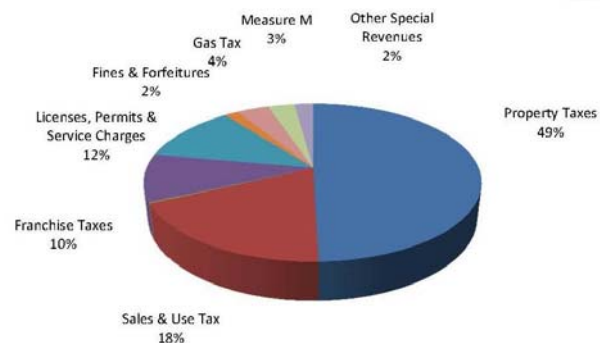
Cash and investments	\$ 8,706,345
Receivables:	
Accounts	142,278
Interest	6,684
Due from other governments	71,160
Prepaid items	<u>33,097</u>
Total assets	<u>\$ 8,959,564</u>

LIABILITIES AND FUND BALANCES

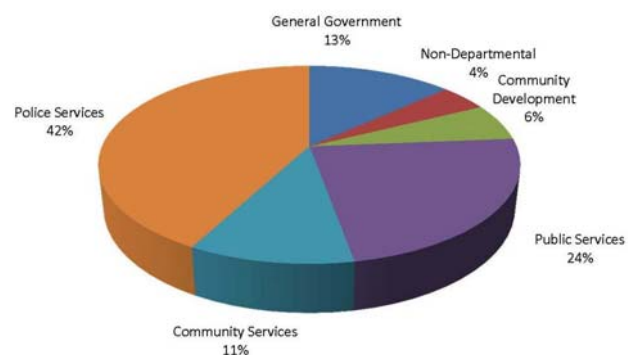
Liabilities:	
Accounts payable	\$ 382,781
Due to Other Governments	-
Payroll and benefits	-
Refundable deposits to contractors	538,174
Deferred revenue	74,781
Trust accounts	<u>16,327</u>
Total liabilities	<u>1,012,063</u>
Fund balances:	<u>7,947,501</u>
Total liabilities and fund balances	<u>\$ 8,959,564</u>

REVENUES -

**General Fund &
Special Revenue Funds
FY 2015/16,
As of 12/31/15**



**OPERATING
EXPENDITURES
FY 2015/16,
As of 12/31/15**



CITY OF LAGUNA HILLS**GOVERNMENTAL FUNDS****STATEMENT OF WORKING FUNDS (UNAUDITED)
AS OF DECEMBER 31, 2015****Fund Balance**

General Fund	\$ 6,944,532
AB 2766 Fund	30,889
CARITS	1,064,465
Water Conservation	323,865
Senior Mobility Program	73,109
Quimby Act Park Impact Fees	1,407,346
Beverage Recycling	34,560
CR&R Recycling	(2,717)
C&D Forfeited Deposits	55,351
AB 939 Surcharge Grant	51
Public Art Fund	(227,254)
Law Enforcement Special Revenue Funds	1,147
Grants & Contributions	127,202
Debt Service	1,806,468

Total Beginning Fund Balance, as of July 1, 2015 **11,639,013**

Net Change in Fund Balance, as of December 31, 2015 (3,691,512)

Total Fund Balance, as of December 31, 2015 **\$ 7,947,501**

Disposition of Working Funds

Total Cash and Demand Deposits	\$ 772,480
Total Investments	7,933,866
Total Cash and Investments (for details see Treasurer's Report)	8,706,345
Receivables Net of Liabilities	<u>(758,845)</u>

Total Fund Balance, as of December 31, 2015 **\$ 7,947,501**

The Quarter End Financial Management Report for the Second Quarter of Fiscal Year 2015-16 is hereby submitted. The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. To the best of our knowledge and belief, the above information is reported in a manner that presents fairly the financial position and results of operation of the Governmental Funds of the City of Laguna Hills as of December 31, 2015.

Respectfully submitted,

original signed

Donald J. White
Assistant City Manager

January 25, 2016

Date

TREASURER'S INVESTMENT REPORT - ALL FUNDS (CONDENSED)
FOR THE 2ND QUARTER ENDED DECEMBER 31, 2015

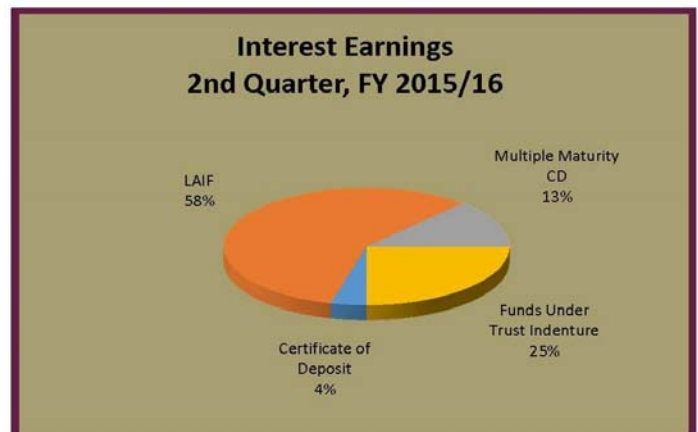
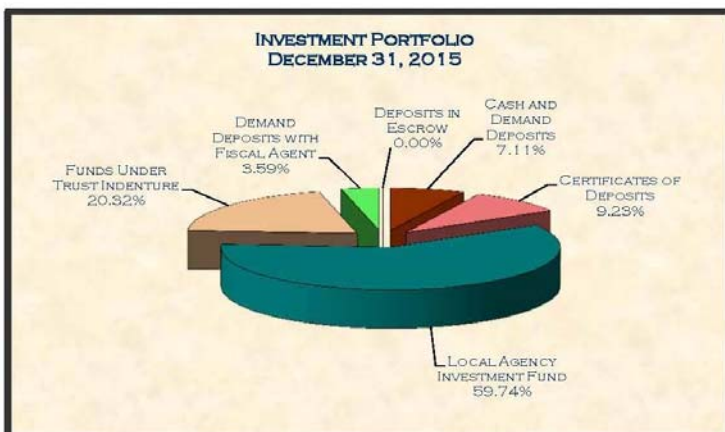
Cash and Investments by Type	2nd Quarter Beginning Book Value	Deposits	Withdrawals	2nd Quarter Ending Book Value	2nd Quarter Interest Income
Cash on Hand	\$ 1,750	\$ -	\$ -	\$ 1,750	\$ -
Demand Deposits	493,474	8,012,270	7,875,677	630,067	-
Certificates of Deposits	750,000	-	-	750,000	271
Multiple Maturity Certificates of Deposits	70,502	-	-	70,502	893
State Treasurer's Investment Fund	5,102,718	1,605,037	1,400,000	5,307,755	3,858
Funds Under Trust Indenture	1,804,156	9,179	7,727	1,805,608	1,668
Demand Deposits with Fiscal Agent	267,848	824,653	773,173	319,328	-
Deposits in Escrow	88,990	-	88,990	-	-
TOTAL	\$ 8,579,438	\$ 10,451,139	\$ 10,145,566	\$ 8,885,011	\$ 6,690

The City's investment policy approved by Council resolution is the prevailing guideline in managing investments. Short-term excess cash is currently invested primarily in the Local Agency Investment Fund (LAIF) administered by the State Treasurer. Funds held under trust indenture by The Bank of New York Mellon Trust Company, N.A, is a Reserve Fund established to secure the timely payment of principal and interest represented by the 2010 Refinancing Project bond issues.

The following is the summary of the cash and investments for the 2nd quarter ended December 31, 2015, compared with the same period of the previous fiscal year:

	December 31, 2015	December 31, 2014
Cash on hand	\$ 1,750	\$ 1,750
Pooled Deposits:		
Demand Deposits	949,395	1,050,030
Certificates of Deposits	820,502	820,502
Total Pooled Deposits	1,769,897	1,870,532
Pooled Investments:		
Local Agency Investment Fund	5,307,755	5,840,738
Restricted Cash and Investments:		
Local Agency Investment Fund	1,800,138	1,804,000
Demand Deposits	5,470	137,541
Total Cash and Investments	\$ 8,885,011	\$ 9,654,561

We believe the City's portfolio provides sufficient cash flow liquidity to meet the next six months of the City's projected operating expenditures.





City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

**FROM: MELISSA AU-YEUNG
ASSISTANT TO THE CITY MANAGER**

**ISSUE: CIVIC CENTER SECOND QUARTER FINANCIAL REPORT FOR FISCAL
YEAR 2015/2016**

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

SUMMARY:

This Civic Center 2nd Quarter Financial Report for Fiscal Year 2015/2016 is intended to provide the City Council with an overview of the Civic Center leasing operation finances over the October 2015 through December 2015 period.

The abridged Balance Sheet and income statement summary for the Laguna Hills Civic Center leasing operation is shown below in Tables 1 & 2. As of December 31, 2015, the balance sheet shows equity of \$17,638,180.

**Table 1: Abridged Balance Sheet
As of December 31, 2015**

ASSETS	
Total Current Assets	\$ 231,232
Total Fixed Assets	\$ 17,478,228
TOTAL ASSETS	\$ 17,709,460
LIABILITY & EQUITY	
Total Current Liabilities	\$ 71,281
Total Equity	\$ 17,638,180
TOTAL LIABILITIES & EQUITY	\$ 17,709,460

**Table 2: Income Statement Summary
For the Year Ended December 31, 2015**

	Actuals	Budgeted	Variance
Total Income	\$ 272,278	\$ 258,370	\$ 13,907
Total Expenses	\$ 244,070	\$ 258,214	\$ (14,144)
NET INCOME/(LOSS)	<u>\$ 28,208</u>	<u>\$ 156</u>	

As shown in Table 2, Essex Realty, the management company for the property, reported a net income of \$28,208 for the first six months of the fiscal year. After adding back contra rent revenue associated with the City's occupied spaces, the effective net income for the period is \$303,190.

A detailed Balance Sheet, Income Statement, and Check Register for the three months in the quarter have been provided as attachments to this report.

ATTACHMENTS:

- Balance Sheet as of December 31, 2015
- Income Statement for the Period Ending December 31, 2015
- Check Register for October, November, and December 2015

Database: ESSEXREALTY
ENTITY: 742

Standard Balance Sheet
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 1
Date: 1/4/2016
Time: 10:02 AM

Accrual

Report includes an open period. Entries are not final.

Dec 2015

ASSETS

CURRENT ASSETS

Cash - Operating	33,208.23
Cash - MMA	145,457.06

TOTAL CASH AND CASH EQUIVALENTS	178,665.29
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Accounts Receivable	19,064.68
Prepaid Insurance	33,501.99

NET ACCOUNTS RECEIVABLE	52,566.67
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TOTAL CURRENT ASSETS	231,231.96
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FIXED ASSETS

Land	2,854,051.00
Building	3,343,004.00
Capital Improvements	9,779,643.11
Tenant Improvements	1,266,416.76
Lease Commissions	232,129.82
Closing Costs	2,983.62

TOTAL FIXED ASSETS	17,478,228.31
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TOTAL ASSETS	17,709,460.27
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LIABILITIES & EQUITY

CURRENT LIABILITY

Prepaid Rent & CAM	2,934.73
Accrued Expenses	15,535.00
Security Deposits	52,810.99

TOTAL CURRENT LIABILITY	71,280.72
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LONG TERM LIABILITY

TOTAL LONG TERM LIABILITIES	0.00
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EQUITY

Current Yr Earnings	28,207.81
Suspense	137.00
Distribution	(700,000.00)
Capital	6,114,688.39
Paid by Owner	8,855,504.28
Funds from Owner	1,686,863.71
Retained Earnings	1,652,778.36

TOTAL EQUITY	17,638,179.55
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Database: ESSEXREALTY
ENTITY: 742

Standard Balance Sheet
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 2
Date: 1/4/2016
Time: 10:02 AM

Accrual

Report includes an open period. Entries are not final.

Dec 2015

TOTAL LIABILITIES & EQUITY

17,709,460.27

Database: ESSEXREALTY
ENTITY: 742

Income Statement
Income Statement
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 1
Date: 1/4/2016
Time: 10:03 AM

Accrual

Report includes an open period. Entries are not final.

	Current Period	Year-To-Date
	1 Month	6 Months
Thru:	Dec 2015	Dec 2015

INCOME

RENTAL INCOME

Rent	94,151.58	540,723.19
Contra Revenue	(45,830.40)	(274,982.40)
CAM Revenue	5,906.24	35,436.44
Contra CAM	(5,028.11)	(30,168.66)
TOTAL RENTAL INCOME	49,199.31	271,008.57

RECOVERY INCOME

TOTAL RECOVERY INCOME	0.00	0.00
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OTHER INCOME

Late Fee Revenue	0.00	164.23
Other Revenue	0.00	900.01
Non-tenant Other Revenue	0.00	200.00
TOTAL OTHER INCOME	0.00	1,264.24

TOTAL INCOME	49,199.31	272,272.81
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EXPENSES

DIRECT OPERATING EXPENSES

Security-Contracted	0.00	145.00
Security-Fire Alarms	277.00	1,781.20
Cleaning Contract-Janitor	1,932.43	14,834.94
Add'l Cleaning-DayPorter	3,083.55	17,983.55
Cleaning Supplies	1,135.22	3,575.25
Mgmt Fee-Agent	3,616.75	21,954.83
HVAC Contract Services	1,324.50	7,865.00
HVAC Repair/Maint	1,600.00	4,548.39
Elevator Contract Service	483.94	2,833.88
Fire, Life, Safety	0.00	725.30
Plumbing Repairs/Supplies	78.39	357.68
Electrical Repair/Maint	116.48	1,964.17
Doors & Locks	0.00	1,212.50
Floor & Carpet Rpr/Maint	0.00	550.00
Pest Control	75.00	450.00
Onsite Maint Personnel	2,399.22	4,618.57
Electricity-General	4,341.03	68,677.36
Gas	152.59	255.83
Water & Sewer	2,382.62	12,866.61
Property Telephone	238.96	1,662.91
Pkg Lot-Lighting	514.27	2,122.29
Pkg Lot-Sweeping	221.00	1,326.00
Landscaping Contract	2,400.00	14,400.00
Landscaping-Interior	362.12	2,172.84
Fountain Maintenance	253.56	1,791.56

Database: ESSEXREALTY
ENTITY: 742

Income Statement
Income Statement
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 2
Date: 1/4/2016
Time: 10:03 AM

Accrual

Report includes an open period. Entries are not final.

	Current Period	Year-To-Date
	1 Month	6 Months
Thru:	Dec 2015	Dec 2015
Insurance	3,115.98	19,395.88
Insurance - Earthquake	1,645.13	11,240.99
Real Estate Taxes	3,195.19	4,789.91
TOTAL DIRECT OPERATING EXPENSES	34,944.93	226,102.44
NET OPERATING INCOME	14,254.38	46,170.37
OTHER INCOME & EXPENSES		
Advertising & Promotion	658.00	1,958.00
Legal Fees	0.00	260.00
Admin & Professional Exp.	50.00	8,993.97
Tenant Space Refurb	0.00	276.50
Repairs & Maint- Indirect	1,034.66	6,478.79
Interest Income	(0.65)	(4.70)
TOTAL OTHER INCOME & EXPENSES	1,742.01	17,962.56
NET INCOME/(LOSS)	12,512.37	28,207.81

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 1
Date: 10/28/2015
Time: 08:46 AM

10/15 Through 10/15

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
104029	10/7/2015	10/15	ESSEX	ESSEX REALTY MANAGEMENT INC					
742		5305-0000	Mgmt Fee-Agent	742-100115	10/1/2015	10/1/2015	3,378.00	0.00	3,378.00
@	742	10/15 Mgmt Fee							
						<i>Check Total:</i>	3,378.00	0.00	3,378.00
104030	10/7/2015	10/15	ABLEBU	CROWN BLDG MAINTENANCE CO INC dba					
742		5130-0000	Cleaning Contract-Janitor	M1087788-IN	9/23/2015	9/23/2015	2,456.43	0.00	2,456.43
@	111	09/15 Janitorial Svc							
						<i>Check Total:</i>	2,456.43	0.00	2,456.43
104031	10/7/2015	10/15	ABMSER	ABM ONSITE SERVICES WEST INC.					
742		5495-0000	Onsite Maint Personnel	8492120A	9/12/2015	8/31/2015	612.82	0.00	612.82
@	7596921	08/15 Engineering							
742		5495-0000	Onsite Maint Personnel	8373951A	7/12/2015	7/12/2015	1,215.09	0.00	1,215.09
@	7596921	07/15 Engineering							
						<i>Check Total:</i>	1,827.91	0.00	1,827.91
104032	10/7/2015	10/15	AT&T	AT&T					
742		5504-0000	Property Telephone	000007056739	9/15/2015	9/15/2015	216.10	0.00	216.10
@	9495837765123	08/15/15-09/14/15 08/15/2015-09/14/2015	949-583-7765						
742		5504-0000	Property Telephone	000007056737	9/15/2015	9/15/2015	34.88	0.00	34.88
@	9494587929811	08/15/15-09/14/15 08/15/2015-09/14/2015	949-458-7929						
742		5504-0000	Property Telephone	000007056736	9/15/2015	9/15/2015	34.32	0.00	34.32
@	9494587292655	08/15/15-09/14/15 949-458-7292							
						<i>Check Total:</i>	285.30	0.00	285.30
104033	10/7/2015	10/15	CITYLA	CITY OF LAGUNA HILLS					
742		5499-0000	Electricity-General	742-091415	9/14/2015	9/14/2015	284.08	0.00	284.08
@	742	Utility Cost Mgmt 2Q Reimb Inv #20658							
						<i>Check Total:</i>	284.08	0.00	284.08
104034	10/7/2015	10/15	COXCOM	COX COMMUNICATIONS					
742		5410-0000	HVAC Contract Services	11901-090515	9/5/2015	9/5/2015	79.00	0.00	79.00
@	001760148511901	09/05/15-10/04/15 DSL for EMS							
						<i>Check Total:</i>	79.00	0.00	79.00

Database: ESSEXREALTY		Check Register						Page: 2	
ENTITY: 742		Essex Realty SaaS DB						Date: 10/28/2015	
		CITY OF LAGUNA HILLS						Time: 08:46 AM	
10/15 Through 10/15									
Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice		Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date	Due Date	Amount	Amount	Amount
Dept	Reference	Description							
104035	10/7/2015	10/15	ELTORO	EL TORO WATER DISTRICT					
742		5502-0000	Water & Sewer	49548-091415	9/14/2015	10/1/2015	563.02	0.00	563.02
@	169922449548	08/13/15-09/14/15 Mtr 08188857							
742		5502-0000	Water & Sewer	49542-091415	9/14/2015	10/1/2015	56.00	0.00	56.00
@	169922449542	08/13/15-09/14/15 Mtr 00036089							
742		5502-0000	Water & Sewer	49540-091415	9/14/2015	10/1/2015	1,355.25	0.00	1,355.25
@	169922449540	08/13/15-09/14/15 Mtr 08956098							
Check Total:							1,974.27	0.00	1,974.27
104036	10/7/2015	10/15	ESSEX	ESSEX REALTY MANAGEMENT INC					
742		5305-0000	Mgmt Fee-Agent	742-0915R	9/30/2015	9/30/2015	263.44	0.00	263.44
@	742	09/15 Mgmt Fee Recon							
Check Total:							263.44	0.00	263.44
104037	10/7/2015	10/15	HARRI1	HARRINGTON GEOTECHNICAL ENGINEERING					
742		1230-0000	Capital Improvements	16975	9/11/2015	9/11/2015	2,255.50	0.00	2,255.50
@		Grading Engineering							
Check Total:							2,255.50	0.00	2,255.50
104038	10/7/2015	10/15	MASTE5	MASTERCARE PROTECTION & CLEANING					
742		5485-0000	Floor & Carpet Rpr/Maint	20930	7/14/2015	8/13/2015	275.00	0.00	275.00
@		7/15 Carpet Cleaning							
Check Total:							275.00	0.00	275.00
104039	10/7/2015	10/15	NIEVES	NIEVES LANDSCAPE INC					
742		5560-0000	Landscaping Contract	58135	7/1/2015	7/31/2015	2,400.00	0.00	2,400.00
@		07/15 Landscape Svc							
Check Total:							2,400.00	0.00	2,400.00
104040	10/7/2015	10/15	SCE	SOUTHERN CALIFORNIA EDISON					
742		5499-0000	Electricity-General	97749-092515	9/25/2015	9/25/2015	8,018.69	0.00	8,018.69
@	2265197749	08/24/15-09/23/15							
Check Total:							8,018.69	0.00	8,018.69
104041	10/7/2015	10/15	SSDSYS	SECURITY SIGNAL DEVICES INC dba					
742		7333-0000	Repairs & Maint- Indirect	1131064-A	9/11/2015	9/11/2015	517.33	0.00	517.33

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 3
Date: 10/28/2015
Time: 08:46 AM

10/15 Through 10/15

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date	Amount	Amount	Amount	Amount	Amount
Dept	Reference	Description								
@	10/15 Sys Maint									
742		5121-0000	Security-Fire Alarms	1131064-A	9/11/2015	9/11/2015	160.00	0.00	160.00	
@	10/15 Sys Maint									
Check Total:							677.33	0.00	677.33	
104042	10/9/2015	10/15	ABLEBU	CROWN BLDG MAINTENANCE CO INC dba						
742		5160-0000	Cleaning Supplies	M1088692-IN	9/24/2015	9/24/2015	528.01	0.00	528.01	
@	111	09/15 Supplies								
Check Total:							528.01	0.00	528.01	
104043	10/9/2015	10/15	ASSOC	ASSOC LANDSCAPE & DISPLAY GRP INC						
742		5562-0000	Landscaping-Interior	5053	9/29/2015	10/14/2015	362.12	0.00	362.12	
@	09/15 Int Plant Svc									
Check Total:							362.12	0.00	362.12	
104044	10/9/2015	10/15	BKFOUN	WILLIAM P WARD JR						
742		5565-0000	Fountain Maintenance	0912155942	9/12/2015	10/12/2015	488.87	0.00	488.87	
@	Rplc Auto Fill Valve									
742		5565-0000	Fountain Maintenance	0911155950	9/11/2015	10/11/2015	165.00	0.00	165.00	
@	08/15 Fountian Maint									
742		5565-0000	Fountain Maintenance	0805155930	8/5/2015	9/4/2015	165.00	0.00	165.00	
@	07/15 Fountian Maint									
742		5565-0000	Fountain Maintenance	0629155910	6/29/2015	7/29/2015	209.28	0.00	209.28	
@	06/15 Fountain Maint									
742		5565-0000	Fountain Maintenance	0805155930	8/5/2015	9/4/2015	123.01	0.00	123.01	
@	07/15 Fountian Rpr									
742		5565-0000	Fountain Maintenance	0911155950	9/11/2015	10/11/2015	44.28	0.00	44.28	
@	08/15 Fountian Rprs									
Check Total:							1,195.44	0.00	1,195.44	
104045	10/9/2015	10/15	CONTRO	CONTROLLED KEY SYSTEMS INC						
742		5475-0000	Doors & Locks	222005	9/23/2015	10/23/2015	349.80	0.00	349.80	
@	Roof Access Door Rpr									
Check Total:							349.80	0.00	349.80	
104046	10/9/2015	10/15	FERGU1	FERGUSON ENTERPRISES INC						

Database: ESSEXREALTY		Check Register							Page: 4	
ENTITY: 742		Essex Realty SaaS DB							Date: 10/28/2015	
		CITY OF LAGUNA HILLS							Time: 08:46 AM	
10/15 Through 10/15										
Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date			Amount	Amount	Amount
Dept	Reference	Description								
742		5460-0000	Plumbing Repairs/Supplies	2449850	9/24/2015	10/4/2015		24.72	0.00	24.72
@	44385	09/24 Plumbing Parts								
Check Total:								24.72	0.00	24.72
104047	10/9/2015	10/15	FIRESA	THE BRETHREN INC dba						
742		5121-0000	Security-Fire Alarms	1017128	10/1/2015	10/31/2015		150.00	0.00	150.00
@	ACCT1965	10/15-12/15 Fire Alarm Monit								
Check Total:								150.00	0.00	150.00
104048	10/9/2015	10/15	HATTOX	HATTOX DESIGN GROUP LLC						
742		7320-0000	Admin & Professional Exp.	1509100	9/24/2015	10/24/2015		3,317.50	0.00	3,317.50
@	Suite 160 space plan									
Check Total:								3,317.50	0.00	3,317.50
104049	10/9/2015	10/15	LIGHT4	LIGHTING TECHNOLOGY SERVICES INC						
742		5510-0000	Pkg Lot-Lighting	1243172	9/25/2015	10/25/2015		124.00	0.00	124.00
@	09/15 Int Lighting									
742		5510-0000	Pkg Lot-Lighting	1243172	9/25/2015	10/25/2015		466.01	0.00	466.01
@	09/15 Lighting parts									
Check Total:								590.01	0.00	590.01
104050	10/9/2015	10/15	NIEVES	NIEVES LANDSCAPE INC						
742		5560-0000	Landscaping Contract	58560	10/1/2015	10/31/2015		2,400.00	0.00	2,400.00
@	10/15 Landscape Svc									
Check Total:								2,400.00	0.00	2,400.00
104051	10/9/2015	10/15	PACRIM	PACIFIC RIM MECHANICAL, INC.						
742		1240-0000	Tenant Improvements	SRV51396	9/25/2015	9/25/2015		5,492.00	0.00	5,492.00
@	10770	HVAC Change out - Sheriff Offices								
Check Total:								5,492.00	0.00	5,492.00
104052	10/9/2015	10/15	SKYLIN	CTJAMJT CORPORATION dba						
742		5490-0000	Pest Control	21987	9/25/2015	10/25/2015		75.00	0.00	75.00
@	3018	09/15 Pest Control								

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 5
Date: 10/28/2015
Time: 08:46 AM

10/15 Through 10/15

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
Check Total:							75.00	0.00	75.00
104053	10/15/2015	10/15	C&DELE	C & D ELECTRIC INC					
742		1230-0000	Capital Improvements	83391	9/4/2015	10/4/2015	562.44	0.00	562.44
@	Prkg lot electrical	repair related to asphalt work							
Check Total:							562.44	0.00	562.44
104054	10/15/2015	10/15	FIRESA	THE BRETHERN INC dba					
742		5448-0000	Fire, Life, Safety	1016248	9/16/2015	10/16/2015	725.30	0.00	725.30
@	ACCT1965	Waterflow Switch Repair - Banc Of CA							
Check Total:							725.30	0.00	725.30
104055	10/15/2015	10/15	HARDYH	HARDY AND HARPER INC					
742		1230-0000	Capital Improvements	42345	9/14/2015	10/14/2015	263,616.45	0.00	263,616.45
@	Pk Lot Slurry/Stripe								
Check Total:							263,616.45	0.00	263,616.45
104056	10/15/2015	10/15	MASTE5	MASTERCARE PROTECTION & CLEANING					
742		5485-0000	Floor & Carpet Rpr/Maint	21529	10/9/2015	11/8/2015	275.00	0.00	275.00
@	10/15 Qtrly Cleaning	Carpets							
Check Total:							275.00	0.00	275.00
104057	10/15/2015	10/15	MERCH1	MERCHANTS BULDING MAINTENANCE LLC					
742		5150-0000	Add'l Cleaning-DayPorter	417237	10/1/2015	10/1/2015	2,980.00	0.00	2,980.00
@	33013	10/15 Day porter							
Check Total:							2,980.00	0.00	2,980.00
104058	10/15/2015	10/15	NIEVES	NIEVES LANDSCAPE INC					
742		1230-0000	Capital Improvements	58505	9/16/2015	10/16/2015	395.00	0.00	395.00
@	Instl Tree & plants	at entrance of Bank							
742		1230-0000	Capital Improvements	58508	9/16/2015	10/16/2015	195.00	0.00	195.00
@	Add 3 Yds Plant Mix	to Planter - related to Ashpalt repair							
Check Total:							590.00	0.00	590.00
104059	10/15/2015	10/15	PACRIM	PACIFIC RIM MECHANICAL, INC.					

Database: ESSEXREALTY		Check Register						Page: 6		
ENTITY: 742		Essex Realty SaaS DB						Date: 10/28/2015		
		CITY OF LAGUNA HILLS						Time: 08:46 AM		
10/15 Through 10/15										
Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice			Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date	Due Date		Amount	Amount	Amount
Dept	Reference	Description								
742		5415-0000	HVAC Repair/Maint	SRV052077	9/30/2015	9/30/2015		337.60	0.00	337.60
@	10770	Replaced condensate pump Police Serv.					Check Total:	337.60	0.00	337.60
104060	10/15/2015	10/15	SCE	SOUTHERN CALIFORNIA EDISON						
742		5499-0000	Electricity-General	47635-092315	9/23/2015	10/13/2015		5,511.23	0.00	5,511.23
@	3023947635	08/21/15-09/22/15 Mtr 259000-050224					Check Total:	5,511.23	0.00	5,511.23
104061	10/15/2015	10/15	THEGAS	THE GAS COMPANY						
742		5500-0000	Gas	71474-100615	10/6/2015	10/26/2015		22.43	0.00	22.43
@	14430971474	09/02/15-10/02/15 Mtr 13001720					Check Total:	22.43	0.00	22.43
104062	10/15/2015	10/15	TSCMCO	TSCM CORP.						
742		5525-0000	Pkg Lot-Sweeping	1015116	10/1/2015	10/31/2015		221.00	0.00	221.00
@	10/15 Sweeping Svc						Check Total:	221.00	0.00	221.00
104063	10/20/2015	10/15	ABLEBU	CROWN BLDG MAINTENANCE CO INC dba						
742		5160-0000	Cleaning Supplies	M1091795-IN	9/30/2015	9/30/2015		444.26	0.00	444.26
@	111	09/15 Janitorial Supplies					Check Total:	444.26	0.00	444.26
104064	10/20/2015	10/15	C&DELE	C & D ELECTRIC INC						
742		1230-0000	Capital Improvements	83385	9/2/2015	10/2/2015		747.50	0.00	747.50
@	08/15 Rpr Electrical	conduit related to asphalt work					Check Total:	747.50	0.00	747.50
104065	10/20/2015	10/15	FERGU1	FERGUSON ENTERPRISES INC						
742		5460-0000	Plumbing Repairs/Supplies	24926964	10/6/2015	10/16/2015		64.66	0.00	64.66
@	44385	10/15 Plumbing Rprs					Check Total:	64.66	0.00	64.66
104066	10/22/2015	10/15	ESSEX	ESSEX REALTY MANAGEMENT INC						

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 7
Date: 10/28/2015
Time: 08:46 AM

10/15 Through 10/15

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Invoice	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date	Due Date	Amount	Amount	Amount
Dept	Reference	Description							
742		1240-0000	Tenant Improvements	742-100815	10/8/2015	10/8/2015	274.60	0.00	274.60
@	742	CMF Pacific Rim Inv SRV051396 Sheriff's Office Heat Pump							
Check Total:							274.60	0.00	274.60
CITY OF LAGUNA HILLS Total:							315,032.02	0.00	315,032.02
Grand Total:							315,032.02	0.00	315,032.02

Database: ESSEXREALTY		Check Register Essex Realty SaaS DB						Page: 1 Date: 1/28/2016 Time: 12:31 PM		
11/15 Through 11/15										
Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check	
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount	
Dept	Reference	Description								
104067	11/2/2015	11/15	ESSEX	ESSEX REALTY MANAGEMENT INC ***	VOID ***	Voided Check				
742		5305-0000	Mgmt Fee-Agent	742-110115	11/1/2015	11/1/2015	3,378.00	0.00	3,378.00	
@	742	11/15 Mgmt Fee								
742		5305-0000	Mgmt Fee-Agent	742-1015R	10/27/2015	10/27/2015	676.35	0.00	676.35	
@	742	10/15 Mgmt Fee Recon								
742		5305-0000	Mgmt Fee-Agent	742-110115	11/1/2015	11/1/2015	-3,378.00	0.00	-3,378.00	
@	VOID	11/15 Mgmt Fee								
742		5305-0000	Mgmt Fee-Agent	742-1015R	10/27/2015	10/27/2015	-676.35	0.00	-676.35	
@	VOID	10/15 Mgmt Fee Recon								
Check Total:							0.00	0.00	0.00	
104068	11/2/2015	11/15	ABLEBU	CROWN BLDG MAINTENANCE CO INC dba						
742		7333-0000	Repairs & Maint- Indirect	M1092507-IN	9/30/2015	9/30/2015	640.00	0.00	640.00	
@	111	Clean Grout in City Office RR								
742		5130-0000	Cleaning Contract-Janitor	M1094243-IN	10/21/2015	10/21/2015	2,456.43	0.00	2,456.43	
@	111	10/15 Janitorial Svc								
Check Total:							3,096.43	0.00	3,096.43	
104069	11/2/2015	11/15	BKFOUN	WILLIAM P WARD JR						
742		5565-0000	Fountain Maintenance	1030155970	10/12/2015	10/12/2015	209.28	0.00	209.28	
@	09/15 Fountain Svc									
Check Total:							209.28	0.00	209.28	
104070	11/2/2015	11/15	CHRIS9	BAPPTRE LANDSCAPING INC. dba						
742		7305-0000	Advertising & Promotion	594	9/9/2015	10/9/2015	1,300.00	0.00	1,300.00	
@	Holiday lighting dep	osit								
Check Total:							1,300.00	0.00	1,300.00	
104071	11/2/2015	11/15	ELTORO	EL TORO WATER DISTRICT						
742		5502-0000	Water & Sewer	49548-101315	10/13/2015	11/2/2015	1,293.88	0.00	1,293.88	
@	169922449548	09/14/15-10/13/15 Mtr 08188857								
742		5502-0000	Water & Sewer	49542-101315	10/13/2015	11/2/2015	56.00	0.00	56.00	
@	169922449542	09/14/15-10/13/15 Mtr 00036069								
742		5502-0000	Water & Sewer	49540-101315	10/13/2015	11/2/2015	594.45	0.00	594.45	
@	169922449540	09/14/15-10/13/15 Mtr 08956098								
Check Total:							1,944.33	0.00	1,944.33	

Database: ESSEXREALTY

Check Register
Essex Realty SaaS DB

Page: 2

Date: 1/28/2016

Time: 12:31 PM

11/15 Through 11/15

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
104072	11/2/2015	11/15	HATTOX	HATTOX DESIGN GROUP LLC					
742		7320-0000	Admin & Professional Exp.	1510102	10/7/2015	11/6/2015	1,043.60	0.00	1,043.60
@	Space planning #100	Braille Inst City Plan Check Fees Reimb							
					<i>Check Total:</i>		<i>1,043.60</i>	<i>0.00</i>	<i>1,043.60</i>
104073	11/2/2015	11/15	NIEVES	NIEVES LANDSCAPE INC					
742		1230-0000	Capital Improvements	58507	9/16/2015	10/16/2015	1,084.00	0.00	1,084.00
@	09/15 Landscape Rprs	renovation- public works project							
742		1230-0000	Capital Improvements	58414	8/27/2015	9/26/2015	1,100.00	0.00	1,100.00
@	08/15 Landscape Rprs	renovation - public works project							
					<i>Check Total:</i>		<i>2,184.00</i>	<i>0.00</i>	<i>2,184.00</i>
104074	11/2/2015	11/15	SCE	SOUTHERN CALIFORNIA EDISON					
742		5499-0000	Electricity-General	47635-102315	10/23/2015	11/12/2015	4,127.68	0.00	4,127.68
@	3023947635	09/22/15-10/22/15 Mtr 259000-050224							
					<i>Check Total:</i>		<i>4,127.68</i>	<i>0.00</i>	<i>4,127.68</i>
104075	11/2/2015	11/15	SKYLIN	CTJAMJT CORPORATION dba					
742		5490-0000	Pest Control	24259	10/26/2015	11/25/2015	75.00	0.00	75.00
@	3018	10/15 Pest Control							
					<i>Check Total:</i>		<i>75.00</i>	<i>0.00</i>	<i>75.00</i>
104076	11/2/2015	11/15	ESSEX	ESSEX REALTY MANAGEMENT INC					
742		5305-0000	Mgmt Fee-Agent	742-110115	11/1/2015	11/1/2015	3,378.00	0.00	3,378.00
@	742	11/15 Mgmt Fee							
742		5305-0000	Mgmt Fee-Agent	742-1015R	10/27/2015	10/27/2015	676.35	0.00	676.35
@	742	10/15 Mgmt Fee Recon							
					<i>Check Total:</i>		<i>4,054.35</i>	<i>0.00</i>	<i>4,054.35</i>
104077	11/10/2015	11/15	AT&T	AT&T					
742		5504-0000	Property Telephone	000007183786	10/15/2015	10/15/2015	219.26	0.00	219.26
@	9495837765123	09/15/15-10/14/15 949-583-7765							
					<i>Check Total:</i>		<i>219.26</i>	<i>0.00</i>	<i>219.26</i>

Database: ESSEXREALTY		Check Register Essex Realty SaaS DB						Page: 3 Date: 1/28/2016 Time: 12:31 PM	
11/15 Through 11/15									
Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
104078	11/10/2015	11/15	AT&T	AT&T					
742		5504-0000	Property Telephone	00007183784	10/15/2015	10/15/2015	35.16	0.00	35.16
@	9494587929811	09/15/15-10/14/15	949-458-7929						
Check Total:							35.16	0.00	35.16
104079	11/10/2015	11/15	HATTOX	HATTOX DESIGN GROUP LLC					
742		7320-0000	Admin & Professional Exp.	1510105	10/29/2015	11/28/2015	3,467.37	0.00	3,467.37
@	Design Fees Ste 160								
Check Total:							3,467.37	0.00	3,467.37
104080	11/10/2015	11/15	LIGHT4	LIGHTING TECHNOLOGY SERVICES INC					
742		5510-0000	Pkg Lot-Lighting	1243664	11/2/2015	12/2/2015	124.00	0.00	124.00
@	10/15 Int Lighting								
742		5510-0000	Pkg Lot-Lighting	1243664	11/2/2015	12/2/2015	33.29	0.00	33.29
@	10/15 Lighting Parts								
Check Total:							157.29	0.00	157.29
104081	11/10/2015	11/15	NIEVES	NIEVES LANDSCAPE INC					
742		5560-0000	Landscaping Contract	58720	11/1/2015	12/1/2015	2,400.00	0.00	2,400.00
@	11/15 Landscape Svc								
Check Total:							2,400.00	0.00	2,400.00
104082	11/10/2015	11/15	PACRIM	PACIFIC RIM MECHANICAL, INC.					
742		5415-0000	HVAC Repair/Maint	SRV053184	10/31/2015	10/31/2015	495.00	0.00	495.00
@	10770		Troubleshoot EMS IVUE						
742		5415-0000	HVAC Repair/Maint	SRV053183	10/31/2015	10/31/2015	208.00	0.00	208.00
@	10770		AC Rpr 100 Server Room						
Check Total:							703.00	0.00	703.00
104083	11/10/2015	11/15	SCE	SOUTHERN CALIFORNIA EDISON					
742		5499-0000	Electricity-General	97749-102715	10/27/2015	11/16/2015	6,103.51	0.00	6,103.51
@	2265197749	09/23/15-10/23/15							
Check Total:							6,103.51	0.00	6,103.51
104084	11/10/2015	11/15	THEGAS	THE GAS COMPANY					
742		5500-0000	Gas	71474-110315	11/3/2015	11/24/2015	13.81	0.00	13.81

Database: ESSEXREALTY

Check Register
Essex Realty SaaS DBPage: 5
Date: 1/28/2016
Time: 12:31 PM

11/15 Through 11/15

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date	Due Date	Amount	Amount
Dept	Reference	Description						

Check Total: 7,944.74 0.00 7,944.74

104091	11/18/2015	11/15	MERCH1	MERCHANTS BULDING MAINTENANCE LLC				
742		5130-0000	Cleaning Contract-Janitor	419410	11/1/2015	11/11/2015	2,980.00	2,980.00
@	33013	11/15 Janitorial Svc						

Check Total: 2,980.00 0.00 2,980.00

Grand Total: 44,176.82 0.00 44,176.82

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 1
Date: 1/4/2016
Time: 10:03 AM

12/15 Through 12/15

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
104092	12/9/2015	12/15	ABLEBU	CROWN BLDG MAINTENANCE CO INC dba					
742		5130-0000	Cleaning Contract-Janitor	M1100835-IN	11/23/2015	12/23/2015	2,456.43	0.00	2,456.43
@	111	11/15 Janitorial Svc							
742		5160-0000	Cleaning Supplies	M1098789-IN	10/30/2015	11/29/2015	603.45	0.00	603.45
@	111	10/15 Janitorial Supplies							
Check Total:							3,059.88	0.00	3,059.88
104093	12/9/2015	12/15	AMTEC2	PACIFIC COAST ELEVATOR INC dba					
742		5435-0000	Elevator Contract Service	DVB06326C15	11/20/2015	11/20/2015	1,421.94	0.00	1,421.94
@	320358	12/15-02/16 Elevator Svc							
Check Total:							1,421.94	0.00	1,421.94
104094	12/9/2015	12/15	AT&T	AT&T					
742		5504-0000	Property Telephone	000007306845	11/15/2015	11/15/2015	34.57	0.00	34.57
@	9494587292655	10/15/15-11/14/15 949-458-7292							
Check Total:							34.57	0.00	34.57
104095	12/9/2015	12/15	AT&T	AT&T					
742		5504-0000	Property Telephone	000007306846	11/15/2015	11/15/2015	35.13	0.00	35.13
@	9494587929811	10/15/15-11/14/15 949-458-7929							
Check Total:							35.13	0.00	35.13
104096	12/9/2015	12/15	AT&T	AT&T					
742		5504-0000	Property Telephone	000007306848	11/15/2015	11/15/2015	219.26	0.00	219.26
@	9495837765123	10/15/15-11/14/15 949-583-7765							
Check Total:							219.26	0.00	219.26
104097	12/9/2015	12/15	ELTORO	EL TORO WATER DISTRICT					
742		5502-0000	Water & Sewer	49540-111115	11/11/2015	12/1/2015	493.01	0.00	493.01
@	169922449540	10/13/15-11/11/15 Meter #08956098							
742		5502-0000	Water & Sewer	49542-111115	11/11/2015	12/1/2015	56.00	0.00	56.00
@	169922449542	10/13/15-11/11/15 Meter #00036069							
742		5502-0000	Water & Sewer	49548-111115	11/11/2015	12/1/2015	1,553.61	0.00	1,553.61
@	169922449548	10/13/15-11/11/15 Meter #08188857							
Check Total:							2,102.62	0.00	2,102.62

Database: ESSEXREALTY		Check Register						Page: 2		
ENTITY: 742		Essex Realty SaaS DB						Date: 1/4/2016		
		CITY OF LAGUNA HILLS						Time: 10:03 AM		
12/15 Through 12/15										
Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice			Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name		Number	Date	Due Date	Amount	Amount	Amount
Dept	Reference	Description								
104098	12/9/2015	12/15	HRGREE	HR GREEN CALIFORNIA INC						
742		1230-0000	Capital Improvements		100913	11/18/2015	12/18/2015	4,620.00	0.00	4,620.00
@	09/15 CIP Inspection									
Check Total:								4,620.00	0.00	4,620.00
104099	12/9/2015	12/15	NIEVES	NIEVES LANDSCAPE INC						
742		1230-0000	Capital Improvements		58413	8/27/2015	9/26/2015	1,387.80	0.00	1,387.80
@	08/15 Landscape Rprs	Rplc irrigation damaged by CIP rennovations								
Check Total:								1,387.80	0.00	1,387.80
104100	12/9/2015	12/15	REGENC	REGENCY ENTERPRISES INC dba						
742		5465-0000	Electrical Repair/Maint		3493095	11/17/2015	12/17/2015	29.88	0.00	29.88
@	1287741	11/17 Ligthing Supplies								
Check Total:								29.88	0.00	29.88
104101	12/9/2015	12/15	SCE	SOUTHERN CALIFORNIA EDISON						
742		5499-0000	Electricity-General		47635-112315	11/23/2015	12/14/2015	3,153.12	0.00	3,153.12
@	3023947635	10/22/15-11/21/15 Mtr 259000-050224								
742		5499-0000	Electricity-General		97749-112515	11/25/2015	12/14/2015	4,589.91	0.00	4,589.91
@	2265197749	10/23/15-11/23/15								
Check Total:								7,743.03	0.00	7,743.03
104102	12/9/2015	12/15	SKYLIN	CTJAMJT CORPORATION dba						
742		5490-0000	Pest Control		26498	11/20/2015	12/20/2015	75.00	0.00	75.00
@	3018	11/15 Pest Control								
Check Total:								75.00	0.00	75.00
104103	12/9/2015	12/15	SSDSYS	SECURITY SIGNAL DEVICES INC dba						
742		5121-0000	Security-Fire Alarms		1137389-A	10/13/2015	10/13/2015	160.00	0.00	160.00
@	11/15 Sys Maint									
742		7333-0000	Repairs & Maint- Indirect		1137389-A	10/13/2015	10/13/2015	517.33	0.00	517.33
@	11/15 Sys Maint									
Check Total:								677.33	0.00	677.33
104104	12/10/2015	12/15	ESSEX	ESSEX REALTY MANAGEMENT INC						
742		5305-0000	Mgmt Fee-Agent		742-110115A	11/1/2015	11/1/2015	101.00	0.00	101.00

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 3
Date: 1/4/2016
Time: 10:03 AM

12/15 Through 12/15

Check # Entity Dept	Check Date P.O. Number Reference	Check Pd Account Number	Vendor ID Account Name Description	Vendor Name	Invoice Number	Invoice Date	Due Date	Invoice Amount	Discount Amount	Check Amount
@	742		11/15 Mgmt Fee Increase							
742		5305-0000	Mgmt Fee-Agent		742-1115R	12/2/2015	12/2/2015	36.75	0.00	36.75
@	742		11/15 Mgmt Fee Recon							
742		5305-0000	Mgmt Fee-Agent		742-120115	12/1/2015	12/1/2015	3,479.00	0.00	3,479.00
@	742		12/15 Mgmt Fee							
Check Total:								3,616.75	0.00	3,616.75
104105	12/10/2015	12/15	ESSEX	ESSEX REALTY MANAGEMENT INC						
742		1230-0000	Capital Improvements		742-120715	12/7/2015	12/7/2015	4,371.58	0.00	4,371.58
@	742		Const Mgmt Fee Pkg Lot Rprs Hardy & Harper Inv #42345							
Check Total:								4,371.58	0.00	4,371.58
104106	12/16/2015	12/15	ABLEBU	CROWN BLDG MAINTENANCE CO INC dba						
742		5160-0000	Cleaning Supplies		M1102499-IN	11/30/2015	12/30/2015	531.77	0.00	531.77
@	111		11/15 Janitorial supplies							
Check Total:								531.77	0.00	531.77
104107	12/16/2015	12/15	ASSOC	ASSOC LANDSCAPE & DISPLAY GRP INC						
742		5562-0000	Landscaping-Interior		5996	11/24/2015	12/9/2015	362.12	0.00	362.12
@	12/15 Int Plant Svc									
Check Total:								362.12	0.00	362.12
104108	12/16/2015	12/15	DMS	DMS FACILITY SERVICES LLC						
742		5495-0000	Onsite Maint Personnel		L39162 D	10/31/2015	10/31/2015	1,297.74	0.00	1,297.74
@	095002		10/15 Engineering							
Check Total:								1,297.74	0.00	1,297.74
104109	12/16/2015	12/15	DONNAB	BAKERY BOUTIQUE INC dba.						
742		7305-0000	Advertising & Promotion		72666	11/20/2015	12/20/2015	658.00	0.00	658.00
@	TNT appreciation									
Check Total:								658.00	0.00	658.00
104110	12/16/2015	12/15	FERGU1	FERGUSON ENTERPRISES INC						
742		5460-0000	Plumbing Repairs/Supplies		2451159a	9/24/2015	10/4/2015	78.39	0.00	78.39
@	44385		Plumbing Rprs 9/24							

Database: ESSEXREALTY
 ENTITY: 742

Check Register
 Essex Realty SaaS DB
 CITY OF LAGUNA HILLS

Page: 4
 Date: 1/4/2016
 Time: 10:03 AM

12/15 Through 12/15

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
<i>Check Total:</i>							78.39	0.00	78.39
104111	12/16/2015	12/15	FIRESA	THE BRETHERN INC dba					
742		5121-0000	Security-Fire Alarms	1018012	10/21/2015	11/20/2015	195.00	0.00	195.00
@	ACCT1965	4th Qtr Inspection							
<i>Check Total:</i>							195.00	0.00	195.00
104112	12/16/2015	12/15	LIGHT4	LIGHTING TECHNOLOGY SERVICES INC					
742		5510-0000	Pkg Lot-Lighting	1244397	12/1/2015	12/31/2015	124.00	0.00	124.00
@	742	11/15 Lot Lighting							
742		5510-0000	Pkg Lot-Lighting	1244397	12/1/2015	12/31/2015	390.27	0.00	390.27
@	742	11/15 Lighting Parts							
<i>Check Total:</i>							514.27	0.00	514.27
104113	12/16/2015	12/15	MERCH1	MERCHANTS BULDING MAINTENANCE LLC					
742		5150-0000	Add'l Cleaning-DayPorter	421194	12/1/2015	12/11/2015	2,980.00	0.00	2,980.00
@	33013	12/15 Dayporter Svc							
<i>Check Total:</i>							2,980.00	0.00	2,980.00
104114	12/16/2015	12/15	PACRIM	PACIFIC RIM MECHANICAL, INC.					
742		5410-0000	HVAC Contract Services	SRV054247	12/1/2015	12/31/2015	3,669.50	0.00	3,669.50
@	C2448	12/15 Qtly HVAC Svc							
742		5415-0000	HVAC Repair/Maint	SRV054541	11/30/2015	11/30/2015	1,600.00	0.00	1,600.00
@	10770	Replaced Compressor - IT Room							
<i>Check Total:</i>							5,269.50	0.00	5,269.50
104115	12/16/2015	12/15	REGENC	REGENCY ENTERPRISES INC dba					
742		5465-0000	Electrical Repair/Maint	3482283	11/4/2015	12/4/2015	86.60	0.00	86.60
@	1187015	11/04 Lighting Parts							
<i>Check Total:</i>							86.60	0.00	86.60
104116	12/16/2015	12/15	SKYLIN	CTJAMJT CORPORATION dba					
742		5490-0000	Pest Control	28622	12/28/2015	1/27/2016	75.00	0.00	75.00
@	3018	12/15 Pest Control							

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 5
Date: 1/4/2016
Time: 10:03 AM

12/15 Through 12/15

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
Check Total:							75.00	0.00	75.00
104117	12/16/2015	12/15	SSDSYS	SECURITY SIGNAL DEVICES INC dba					
742		5121-0000	Security-Fire Alarms	1143258-A	11/13/2015	12/13/2015	160.00	0.00	160.00
@	12/15 Sys Maint								
742		7333-0000	Repairs & Maint- Indirect	1143258-A	11/13/2015	12/13/2015	517.33	0.00	517.33
@	12/15 Sys Maint								
Check Total:							677.33	0.00	677.33
104118	12/16/2015	12/15	THEGAS	THE GAS COMPANY					
742		5500-0000	Gas	71474-120715	12/7/2015	12/29/2015	87.59	0.00	87.59
@	14430971474	10/30/15-12/03/15 Mtr 13001720							
Check Total:							87.59	0.00	87.59
104119	12/16/2015	12/15	TSCMCO	TSCM CORP.					
742		5525-0000	Pkg Lot-Sweeping	1215112	12/1/2015	12/31/2015	221.00	0.00	221.00
@	12/15 Sweeping Svc								
Check Total:							221.00	0.00	221.00
104120	12/17/2015	12/15	ESSEX	ESSEX REALTY MANAGEMENT INC					
742		1240-0000	Tenant Improvements	742-040215	4/2/2015	4/2/2015	341.64	0.00	341.64
@	742	Const Mgmt Fee #250 Commercial Carpet Inv							
Check Total:							341.64	0.00	341.64
104121	12/17/2015	12/15	PRINGL	L C PRINGLE SALES INC					
742		4800-0000	Tenant Reimbursements	128537	10/6/2015	11/5/2015	251.28	0.00	251.28
@	Tnt interior blinds	Conf. Room							
Check Total:							251.28	0.00	251.28
104122	12/24/2015	12/15	ESSEX	ESSEX REALTY MANAGEMENT INC					
742		5150-0000	Add'l Cleaning-DayPorter	742-120915	12/9/2015	12/9/2015	103.55	0.00	103.55
@	742	Extra Hours							
Check Total:							103.55	0.00	103.55
104123	12/24/2015	12/15	BKFOUN	WILLIAM P WARD JR					

Database: ESSEXREALTY		Check Register						Page: 6	
ENTITY: 742		Essex Realty SaaS DB						Date: 1/4/2016	
		CITY OF LAGUNA HILLS						Time: 10:03 AM	
12/15 Through 12/15									
Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice		Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date	Due Date	Amount	Amount	Amount
Dept	Reference	Description							
742		5565-0000	Fountain Maintenance	1103155990	11/3/2015	11/3/2015	209.28	0.00	209.28
@	10/15 Fountain Maint								
742		5565-0000	Fountain Maintenance	1210156010	12/10/2015	12/10/2015	209.28	0.00	209.28
@	11/15 Fountain Maint								
Check Total:							418.56	0.00	418.56
104124	12/24/2015	12/15	COXCOM	COX COMMUNICATIONS					
742		5410-0000	HVAC Contract Services	11901-120615	12/6/2015	12/6/2015	79.00	0.00	79.00
@	0017601048511901	DSL for EMS							
Check Total:							79.00	0.00	79.00
104125	12/24/2015	12/15	DMS	DMS FACILITY SERVICES LLC					
742		5495-0000	Onsite Maint Personnel	L39400	11/30/2015	11/30/2015	1,101.48	0.00	1,101.48
@	095005	11/15 Engineering							
Check Total:							1,101.48	0.00	1,101.48
CITY OF LAGUNA HILLS Total:							44,724.59	0.00	44,724.59
Grand Total:							44,724.59	0.00	44,724.59



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

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

ISSUE: PROGRESS PAYMENT NO. 2, FINAL, AND CONTRACT CHANGE ORDER NO. 1, FOR CIVIC CENTER SITE IMPROVEMENTS

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE CONTRACT CHANGE ORDER NO. 1 AND PROGRESS PAYMENT NO. 2, FINAL, IN THE NET AMOUNT OF \$35,395.88, TO HARDY AND HARPER, INC., FOR CIVIC CENTER SITE IMPROVEMENTS PROJECT, AND AUTHORIZE THE FILING OF THE NOTICE OF COMPLETION AND SUBSEQUENT RELEASE OF RETENTION IN 35 DAYS, IF NO LIENS HAVE BEEN FILED.

SUMMARY:

Work on the Civic Center Site Improvements Project began on August 10, 2015, and has been completed by Hardy and Harper, Inc. Work performed in October included pavement striping and marking, removal and replacement of signs, and red and yellow curb painting. Contract Change Order No. 1 is proposed for approval to address minor extra work on the project. It is proposed to approve the second, and final progress payment, and Contract Change Order No. 1, and record a Notice of Completion to allow for the release of retention in 35 days, if no liens are filed.

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 this project, Hardy and Harper, Inc., has submitted the second and final progress payment for the subject project as follows:

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	\$ AMOUNT
1	Clearing and Grubbing	0.10	LS	\$15,000.00	\$1,500.00

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	\$ AMOUNT
2	Striping and markings	1	LS	\$18,500.00	\$18,500.00
15	Remove and replace signs	16	EA	\$75.00	\$1,200.00
16	Repaint all red and yellow curb in the parking lots	1,104	LF	\$1.50	\$1,656.00
27	R&R PCC sidewalk	(135)	SF	\$7.00	\$(945.00)
CO#1	Change Order	1	LS	\$15,347.82	\$15,347.82

TOTAL TO DATE	\$314,749.82	
LESS PRIOR BILLING	\$277,491.00	
TOTAL THIS PERIOD	\$37,258.82	\$37,258.82
LESS 5% RETENTION		\$(1,862.94)
DUE		\$35,395.88

CONTRACT CHANGE ORDER:

Contract Change Order No. 1 is proposed to address additional work necessitated to complete the site improvements including additional concrete, asphalt concrete, drainage, and sign work in the total amount of \$15,347.82, a 4.9% increase.

FISCAL IMPACT:

The progress payment is within the budget for the Civic Center Site Improvements Project, and is processed for payment through the Civic Center management company, Essex Realty Management, Inc.

ATTACHMENTS:

- Change Order No. 1
- Notice of Completion

**CITY OF LAGUNA HILLS
CONTRACT CHANGE ORDER**

CONTRACT CHANGE ORDER NO. 1

SHEET 1 OF 2 SHEETS

PROJECT: CIVIC CENTER SITE IMPROVEMENTS

CONTRACTOR: HARDY & HARPER, 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. Remove and Replace PCC slab at Refuse Enclosure, Agreed Price	\$4256.00
2. Modify culvert for field conditions, Agreed Price	\$2055.56
3. Additional AC remove and replace at ramps, Agreed Price	\$1768.50
4. Dowel new/old concrete and additional SE curb, Agree Price	\$2634.40
5. Construction signs, Agreed Price	\$1633.26
6. Saturday Work to repair AC for Slurry Schedule, Agreed Price	\$3,000.00

Increase \$ 15,347.82

Decrease \$

By reason of this order the time of completion will be adjusted as follows: Add zero
Working Days

CONTRACT CHANGE ORDER NO. 1

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.

Original Contract Price	\$258,975.00
Prev. Authorized Changes	\$ 0.00
This Change (Add)	\$ 15,347.82
Amended Contract Price	\$274,322.82

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

1-22-16

Date

Recording Requested by and
When Recorded Mail to:

Melissa Au-Yeung, City Clerk
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

No Fee Exempt per GC§27383

By: _____

NOTICE OF COMPLETION

Notice is hereby given that the following public improvements have been completed and accepted by the City Council of the City of Laguna Hills on February 9, 2016.

Description of Improvements

Civic Center Site Improvements Project, including pavement repairs, concrete repairs, drainage improvements, ADA ramps, grinding, asphalt concrete overlay, slurry seal, striping, and related work.

General Location

Within the parking lots of the Civic Center located at 24035 El Toro Road, Laguna Hills, CA 92653

Owner of Property Address

City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

Contractor

Hardy & Harper, Inc.
1312 East Warner Avenue
Santa Ana, CA 92705

This Notice of Completion is executed under authority of a directive from the City Council of the City of Laguna Hills.

I, Kenneth H. Rosenfield, P.E., declare under penalty of perjury that I am the City Engineer of the City of Laguna Hills, that I am familiar with the facts stated in the foregoing Notice of Completion executed for and on its behalf, and that I have read the foregoing Notice of Completion and know the contents thereof to be true.

Dated: February 10, 2016

Kenneth H. Rosenfield, P.E., Director of Public Works/City Engineer
City of Laguna Hills



City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

**FROM: DONALD WHITE
ASSISTANT CITY MANAGER**

**ISSUE: CONSIDERATION TO PARTICIPATE IN THE CALIFORNIA STATEWIDE
COMMUNITIES DEVELOPMENT AUTHORITY OPEN PACE PROGRAM**

RECOMMENDATION: THAT THE CITY COUNCIL ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, CONSENTING TO THE INCLUSION OF PROPERTIES WITHIN THE CITY'S JURISDICTION IN CSCDA OPEN PACE PROGRAMS; AUTHORIZING THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT CONTRACTUAL ASSESSMENT PROCEEDINGS AND LEVY CONTRACTUAL ASSESSMENTS WITHIN THE CITY'S JURISDICTION; AND AUTHORIZING RELATED ACTIONS."

SUMMARY:

The City Council directed staff to bring back a report with information pertaining to the City's participation in CaliforniaFIRST, a Property Assessed Clean Energy (PACE) program, which provides financing to participating property owners for qualifying energy-related improvements to existing building stock. The CaliforniaFIRST program is sponsored by a joint powers authority, the California Statewide Communities Development Authority (Authority), and operates under the Authority's Open PACE program as an authorized program administrator. Currently, the Authority has appointed three authorized program administrators that operate under its Open PACE Program, including Renewable Funding LLC (CaliforniaFIRST), AllianceNRG Program, and PACE Funding LLC.

Pursuant to state law, the Authority's voluntary Open PACE Program provides qualifying property owners with financing for the installation of distributed generation renewable energy sources, energy efficiency improvements, water efficiency improvements, seismic strengthening improvements, and electric vehicle charging infrastructure within existing residential and non-residential building stock. To pay for the installed improvements, participating property owners enter into a contractual assessment lien, which is placed on each participating property. The assessment is generally collected with the property tax.

The City Council's approval of the attached Resolution would enable property owners within Laguna Hills to undertake a wide variety of energy efficiency improvements on their property using the financing mechanism under the Open PACE Program. There are no costs to the City to participate in the Open PACE Program.

BACKGROUND:

In July 2008, the California Legislature approved Assembly Bill 811 authorizing cities and counties to establish voluntary contractual assessment programs to fund conservation and renewable energy projects proposed by property owners. Subsequently, Assembly Bill 474 and Assembly Bill 184 added water efficiency improvements and seismic strengthening improvements for inclusion in eligible projects for contractual assessment programs, respectively. Together, these statutes are commonly referred to as PACE. The Legislature's adoption of PACE enabling legislation allows for joint powers authorities, such as the Authority, to create local programs that provide low-cost financing for renewable energy improvements, energy efficiency upgrades, and other improvements to participating property owners.

Consistent with the provisions of Assembly Bills 811, 474, and 184, the Authority established the Open PACE Program, which is available to cities and counties statewide. The program allows participating property owners to finance renewable energy, energy and water efficiency improvements, electric vehicle charging infrastructure, and seismic strengthening improvements on their property. Under the Open PACE Program, a contractual assessment lien is placed on each participating property in an amount necessary to fund the installation of the authorized improvement, pay for the costs of issuing bonds, and pay the costs of administering the Open PACE Program. The contractual assessment payments are collected on the property tax bill and remain an obligation to the property until the loan is repaid in full.

The Authority's Open PACE Program acts as a PACE marketplace, providing property owners a choice among multiple pre-qualified PACE financing providers. Currently, the Authority has authorized three PACE financing providers (CaliforniaFIRST, Alliance NRG Program, and PACE Funding LLC) to participate in its program. The Authority pre-qualifies PACE financing providers based on their rates, experience, and capital commitment to the PACE market. Should the City participate in the Open PACE Program, all pre-qualified PACE financing administrators would be eligible to operate within Laguna Hills.

All costs associated with the Open PACE Program are folded into the contractual assessment lien that the property owner enters into with the Authority. Consequently, there is no cost to the City for participation in the Open PACE Program. In addition, the City has no obligation to repay the bonds or pay the assessments levied on the participating properties. Since assessment administration, bond issuance, and bond

administration functions are handled by the Authority and its pre-qualified program administrators, City staff time is not required to participate in the Open PACE Program.

In March 2014, the City Council adopted a resolution consenting to the inclusion of properties within the City's jurisdiction to the HERO Program, a PACE program administered by the Western Riverside Council of Governments. The Open PACE Program is functionally similar to the HERO Program, with the primary difference being that the programs are administered under different joint powers authorities. In addition, both programs follow the same requirements in Assembly Bills 811, 474, and 184. The City is eligible to participate in both programs concurrently.

If the City Council is interested in its property owners being able to participate in the Open PACE Program, the following requirements must be met: (1) the City must be a member of the Authority; and (2) the City Council must adopt a resolution consenting to the inclusion of properties within the City's jurisdiction to the Open PACE Program and authorize the Authority to accept applications, conduct contractual assessment proceedings, levy contractual assessments within the City's jurisdiction, and other related actions. The City is currently a member of the Authority and, consequently, would only need to adopt a resolution to participate in the Open PACE Program.

FISCAL IMPACT:

Costs related to the administration and participation in the Open PACE Program are covered through the property owner's voluntary contractual assessment. There is no fiscal impact to the General Fund.

CEQA FINDINGS:

Environmental review is not required under the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Chapter 3, Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) because it has no potential for resulting in physical change to the environment, directly or indirectly.

ATTACHMENTS:

- Resolution
- California Statewide Communities Development Authority Open PACE Program Report

RESOLUTION NO. 2016-02-09-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, CONSENTING TO THE INCLUSION OF PROPERTIES WITHIN THE CITY'S JURISDICTION IN THE CSCDA OPEN PACE PROGRAMS; AUTHORIZING THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT CONTRACTUAL ASSESSMENT PROCEEDINGS AND LEVY CONTRACTUAL ASSESSMENTS WITHIN THE CITY'S JURISDICTION; AND AUTHORIZING RELATED ACTIONS

The City Council of the City of Laguna Hills, California, hereby finds, determines, declares, and resolves as follows:

WHEREAS, the California Statewide Communities Development Authority (the "Authority") is a joint exercise of powers authority, the members of which include numerous cities and counties in the State of California, including the City of Laguna Hills; and

WHEREAS, the Authority is implementing Property Assessed Clean Energy (PACE) programs, which it has designated CSCDA Open PACE, consisting of CSCDA Open PACE programs each administered by a separate program administrator (collectively with any successors, assigns, replacements or additions, the "Programs"), to allow the financing or refinancing of renewable energy, energy efficiency, water efficiency and seismic strengthening improvements, electric vehicle charging infrastructure and such other improvements, infrastructure or other work as may be authorized by law from time to time (collectively, the "Improvements") through the levy of contractual assessments pursuant to Chapter 29 of Division 7 of the Streets & Highways Code ("Chapter 29") within counties and cities throughout the State of California that consent to the inclusion of properties within their respective territories in the Programs and the issuance of bonds from time to time; and

WHEREAS, the program administrators currently active in administering Programs are the AllianceNRG Program (presently consisting of Deutsche Bank Securities Inc., CounterPointe Energy Solutions LLC and Leidos Engineering, LLC), PACE Funding LLC and Renewable Funding LLC, and the Authority will notify the City of Laguna Hills in advance of any additions or changes; and

WHEREAS, Chapter 29 provides that assessments may be levied under its provisions only with the free and willing consent of the owner or owners of each lot or parcel on which an assessment is levied at the time the assessment is levied; and

WHEREAS, the City of Laguna Hills desires to allow the owners of property ("Participating Property Owners") within its territory to participate in the Programs and to allow the Authority to conduct assessment proceedings under Chapter 29 within its territory and to issue bonds to finance or refinance Improvements; and

WHEREAS, the territory within which assessments may be levied for the Programs shall include all of the territory within the City of Laguna Hills official boundaries; and

WHEREAS, the Authority will conduct all assessment proceedings under Chapter 29 for the Programs and issue any bonds issued in connection with the Programs; and

WHEREAS, the City of Laguna Hills will not be responsible for the conduct of any assessment proceedings; the levy of assessments; any required remedial action in the case of delinquencies in such assessment payments; or the issuance, sale or administration of any bonds issued in connection with the Programs.

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

SECTION 1. This City Council hereby finds and declares that properties in the territory of the City of Laguna Hills will benefit from the availability of the Programs within the territory of the City of Laguna Hills and, pursuant thereto, the conduct of special assessment proceedings by the Authority pursuant to Chapter 29 and the issuance of bonds to finance or refinance Improvements.

SECTION 2. In connection with the Programs, the City of Laguna Hills hereby consents to the conduct of special assessment proceedings by the Authority pursuant to Chapter 29 on any property within the territory of the City of Laguna Hills and the issuance of bonds to finance or refinance Improvements; provided, that

- A. The Participating Property Owners, who shall be the legal owners of such property, execute a contract pursuant to Chapter 29 and comply with other applicable provisions of California law in order to accomplish the valid levy of assessments; and
- B. The City of Laguna Hills will not be responsible for the conduct of any assessment proceedings; the levy of assessments; any required remedial action in the case of delinquencies in such assessment payments; or the issuance, sale or administration of any bonds issued in connection with the Programs.

SECTION 3. The appropriate officials and staff of the City of Laguna Hills are hereby authorized and directed to make applications for the Programs available to all property owners who wish to finance or refinance Improvements; provided, that the Authority shall be responsible for providing such applications and related materials at its

own expense. The following staff persons, together with any other staff persons chosen by the City Manager of the City of Laguna Hills from time to time, are hereby designated as the contact persons for the Authority in connection with the Programs: David Chantarangsu, Community Development Director.

SECTION 4. The appropriate officials and staff of the City of Laguna Hills are hereby authorized and directed to execute and deliver such certificates, requisitions, agreements and related documents as are reasonably required by the Authority to implement the Programs.

SECTION 5. The City Council hereby finds that adoption of this Resolution is not a "project" under the California Environmental Quality Act, because the Resolution does not involve any commitment to a specific project which may result in a potentially significant physical impact on the environment, as contemplated by Title 14, California Code of Regulations, Section 15378(b)(4).

SECTION 6. This Resolution shall take effect immediately upon its adoption. The City Clerk is hereby authorized and directed to transmit a certified copy of this resolution to the Secretary of the Authority at: Secretary of the Board, California Statewide Communities Development Authority, 1400 K Street, Sacramento, CA 95814.

PASSED, APPROVED, AND ADOPTED this 9th day of February 2016.

BARBARA D. KOGERMAN, MAYOR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No.
2016- adopted by the City Council of the City of Laguna Hills, California, at a Regular
Meeting thereof held on the 9th day of February 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

California Statewide Communities Development Authority

Open PACE Program Report

December 4, 2014

1. Introduction

The California Statewide Communities Development Authority ("CSCDA") has established the CSCDA Open PACE Program for the benefit of its county-members (including any incorporated city within those counties) and the cities in Los Angeles County that are members of CSCDA (Los Angeles County is not currently a member of CSCDA). This CSCDA Open PACE Program Report (this "Program Report") outlines the basic design and financing structure of a property assessed clean energy ("PACE") municipal financing program called the CSCDA Open PACE Program (the "Open PACE Program" or "Program").

CSCDA anticipates that there will be multiple program administrators engaged to independently administer and provide financing under the Open PACE Program. Separate Program Handbooks will provide additional details about how the Open PACE Program will operate in respect of a particular program administrator.

1.1 California Statewide Communities Development Authority

The California Statewide Communities Development Authority ("CSCDA") is a statewide joint powers authority sponsored by the California State Association of Counties and the League of California Cities. CSCDA's mission is to provide local governments access to low-cost financing for projects that provide a tangible public benefit, contribute to social and economic growth, and improve the overall quality of life in local communities.

1.2 Purpose of the Open PACE Program

CSCDA is offering the Open PACE Program on a statewide basis to encourage the installation of distributed generation renewable energy sources, energy efficiency improvements, water efficiency improvements, seismic strengthening improvements and electric vehicle charging infrastructure within the existing residential and non-residential building stock. CSCDA will issue assessment-backed bonds that will allow property owners to access competitive interest rates offered by the capital markets.

With the passage of AB 32, the State of California (the "State") set ambitious goals for reducing carbon emissions and building alternative energy use. The California Public Utilities Commission has set a goal of retrofitting over 13 million residences in the State to be at least 30% more energy efficient. Many California cities and counties have also set their own greenhouse gas reduction targets. Similarly, water conservation efforts, including the promotion of water-related improvements to residential, commercial, industrial, or other real property, are necessary to address the issue of chronic water shortages in the State.

Property owners can help to achieve greenhouse gas reductions and reduce water use and, at the same time, save money by investing in distributed generation renewable energy sources, energy efficiency, and/or water efficiency improvements. The number one barrier to achieving these goals is the large upfront cost. Utilities sell power and water to their customers as a simple pay-as-you-go service. Homes and businesses can be converted to clean energy and reduce water use quickly, but many believe that it can happen only if paying for distributed generation renewable energy sources, energy efficiency improvements and water efficiency improvements becomes simple – like paying a utility bill. The Open PACE Program can make this happen.

Many cities and counties in the State have begun screening properties in their jurisdictions for deficient wood frame construction ("Soft Story") and enacting mandatory seismic retrofit ordinances to address these problems. The Open PACE Program can provide property owners with an efficient means to finance these seismic retrofits and comply with local law.

1.3 Assessment Financing; Contractual Assessments

The Open PACE Program uses a tool that is widely used by local agencies in California to finance public benefit projects: land-secured financing. State law has long provided cities and counties with the power to issue bonds and levy assessments on the county property tax bill to finance public projects such as sewers, parks, and the undergrounding of utilities.

Chapter 29 of the Improvement Act of 1911, commencing with Section 5898.10 of the Streets & Highways Code of the State ("Chapter 29"), authorizes the levy of "contractual assessments" to finance the installation of distributed generation renewable energy sources, energy efficiency improvements, water efficiency improvements, seismic strengthening improvements, and electric vehicle charging infrastructure that are permanently fixed to real property.

A "contractual assessment" is an assessment that is levied by contract, between a public agency and property owner, pursuant to Chapter 29. A draft form of assessment contract is attached to this Program Report as Exhibit A (the "Assessment Contract"). The Assessment Contract is strictly voluntary and will be executed by each participating property owner and CSCDA.

Under the Open PACE Program, a contractual assessment lien is placed on each participating property in an amount necessary to (i) finance the installation of authorized renewable energy, energy efficiency, water efficiency, seismic strengthening or electric vehicle charging infrastructure improvements over a 5-39 year period of time, depending upon the expected useful life of the financed improvements, (ii) pay for costs of issuing bonds (including funding a reserve fund, if required), and (iii) pay the costs of administering the Open PACE Program. The contractual assessment installments are collected on the property tax bill of the county in which the participating property is located. If the owner sells the property, the contractual assessment obligation remains an obligation of the property.

Under the Open PACE Program, if a property owner fails to pay the annual contractual assessment installments, CSCDA is obligated to strip the delinquent installments off the property tax bill and commence judicial proceedings to foreclose the lien of the delinquent installments. This is an expedited procedure that can result in the public sale of the property in less than a year.

All property owners participating in the Open PACE Program need to consult their private lenders to determine that the execution of the Assessment Contract will not violate their existing loan agreements. Property owners may wish to obtain written consent or affirmative acknowledgement of existing lenders whose consent or affirmative acknowledgement is required for further encumbrance. The Open PACE Program's consent or affirmative acknowledgement requirement, if any, will be detailed in the Program Handbooks.

The Open PACE Program is completely voluntary, and property taxes for properties that do not choose to participate are completely unaffected by the Open PACE Program. Individual contractual assessments are not affected by other properties participating in the Open PACE Program.

1.4 Purpose of This Program Report

This Program Report constitutes the report required pursuant to Section 5898.22 of Chapter 29 for the Open PACE Program. The Open PACE Program will be offered throughout the State to owners of property that is located within the boundaries of:

- a. the unincorporated territory of a county that is a member of CSCDA, and the board of supervisors of that county has adopted an authorizing resolution in compliance with applicable law;
- b. the incorporated territory of a city located within a county that is a member of CSCDA, and the legislative body of the city has adopted an authorizing resolution in compliance with applicable law; or
- c. a city in Los Angeles County, and the legislative body of the City in Los Angeles County has adopted an authorizing resolution in compliance with applicable law.

1.5 Program Administration and Underwriting

CSCDA has hired third-party administrators to administer the Open PACE Program, initially the AllianceNRG™ Program (delivered by Counterpointe Energy Solutions, Deutsche Bank and Leidos Engineering) and Renovate America, LLC. The administrators will review applications and provide marketing and customer service through a website, email, and a toll-free phone number.

2. Program Requirements

This Program Report identifies the Open PACE Program requirements relating to the types of improvements that can be financed under the Open PACE Program, eligible properties and financing parameters.

2.1 Eligible Products

The Open PACE Program offers financing of the installation of only approved distributed generation renewable energy sources, energy efficiency improvements, water efficiency improvements, seismic strengthening improvements and electric vehicle charging infrastructure improvements that will be permanently fixed to real property ("Eligible Products").

The Open PACE Program will offer financing for a number of eligible equipment types, energy efficiency measures, water efficiency/conservation improvements, solar systems, seismic strengthening improvements and other innovative, energy-saving, water saving, and energy generation custom products for residential and commercial property owners as specified in the applicable Program Handbook.

Minimum energy efficiency specifications are set at EnergyStar, California Title 24 and Title 20, and WaterSense standards, as applicable. Efficiency standards will "ratchet-up" with EnergyStar, WaterSense, California Title 24 and Title 20 standards, or other new standards as may be appropriate and as agreed upon by the applicable program administrator.

Any solar PV system must be eligible for and participate in CSI or an equivalent utility rebate program, unless the property is not connected to the electricity grid or such utility rebate program is not available.

Property owners are responsible for installation, operation and maintenance of the Eligible Products installed as a result of their participation in the Open PACE Program. Property owners must address performance and other system-related issues directly with the contractor according to the terms of the contract between the property owner and the contractor. The Open PACE Program is a financing program only. Neither CSCDA nor its employees or agents are responsible for the Eligible Products or their performance.

2.2 Property Eligibility Criteria

In order to receive financing from the Open PACE Program, the property to be assessed and its owners must meet the following basic requirements. Details on the criteria are provided in the Program Handbooks; the criteria may be modified from time to time by the program administrators (without action by the Commission of CSCDA) in order to conform to changes in law, emerging best practices or otherwise deemed appropriate but the criteria must at all times be in compliance with applicable law.

- a. **Applicant.** Applicant(s) must be the property owner(s) of record.
- b. **Address.** The applicant's property must be located within the boundaries of a jurisdiction that has authorized the Open PACE Program to operate within its boundaries as described in Section 1.4 of this Program Report.
- c. **Involuntary Liens.** The property must not be subject to involuntary liens, judgments or defaults or judgments in excess of the amount identified in the applicable Program Handbook.
- d. **Property Taxes.** The property owners must be current on their property taxes within the time period specified in the applicable Program Handbook.
- e. **Mortgage Debt.** The mortgage debt on the property must not exceed that certain percentage of the value of the property as set forth in the applicable Program Handbook.
- f. **Annual Property Taxes.** The total annual property tax and assessments, including the contractual assessment, on the property must not exceed 5% of the property's market value, as determined at the time of approval of the Assessment Contract.
- g. **Bankruptcy.** The property owner must not have declared bankruptcy within the time period specified in the applicable Program Handbook.

2.3 Eligible Contractors

The cost of installation of Eligible Products shall be eligible to be financed under the Open PACE Program only if such installation is completed by a contractor that is registered with the Open PACE Program or by the property owner if self-installing such Eligible Products. A list of contractors that are registered with the Open PACE Program shall also be located on the Open PACE Program website. Registration of a contractor with the Open PACE Program is neither a recommendation of such contractor nor a guaranty of or acceptance of responsibility for such of such contractors by CSCDA, Deutsche Bank, Leidos Engineering, Counterpointe Energy Solutions, Renovate America or the City or County in which the property upon which the Eligible Products are installed is located, any of their

respective officers, employees nor agents and none of CSCDA, Deutsche Bank, Leidos Engineering, Counterpointe Energy Solutions, Renovate America, the City or County in which the property upon which the Eligible Products are installed is located or any of their respective officers, employees or agents have any responsibility whatsoever for the selection by a property owner of a registered contractor or the work performed by such registered contractor.

2.4 Quality Assurance

Quality assurance protocols serve to prevent improper or low-quality installation of energy and water improvements and protect against fraud and abuse in the Open PACE Program. The Open PACE Program will institute a quality assurance protocol. All quality assurance procedures are subject to review and adjustment based on applicable State and federal standards. Details on the current quality assurance procedures are outlined in the applicable Program Handbook. Despite the presence of these protocols and procedures, the responsibility for the successful operation of any products is that of the property owner and its contractor, and not of CSCDA, Deutsche Bank, Leidos Engineering, Counterpointe Energy Solutions, Renovate America or the City or County in which the property upon which the Eligible Products are installed is located, including their respective officers, agents or employees.

3. Financing of the Open PACE Program

3.1 Minimum and Maximum Financing Amounts

Maximum Financing Amount for the Open PACE Program. The maximum aggregate dollar amount of the principal component of contractual assessments to be levied under the Open PACE Program is \$41 billion, subject to increase if there is sufficient demand.

Minimum and Maximum Financing Amounts for Each Property. The minimum and maximum financing amount for a single property is defined in the Program Handbooks.

3.2 Financing Structure

CSCDA will finance the installation of Eligible Products by issuing bonds backed by the assessments created by the Open PACE Program. The proceeds from the sale of the bonds will provide capital for the Open PACE Program to finance the Eligible Products. The financing or refinancing of Eligible Products may be in the form of paying for the ownership of the Improvements or, subject to the requirements of Chapter 29, paying or prepaying for the energy or other output of the Improvements, which Improvements may be owned for tax purposes or otherwise by a third-party.

3.3 Overview of Application and Financing Process

Applications from property owners for financing will be considered on a first come, first served basis. If an authorized maximum amount is exceeded, then the last property that caused the authorization amount to be exceeded will be ineligible for financing. All applications receive a time stamp in order to evidence priority.

Sample Residential Application and Financing Process

Education. Property owners visit the Open PACE Program website to learn about the Open PACE Program, financing terms and other details, and find approved contractors and products.

Application. Property owners may complete an application over the phone, mail, fax or on-line. Completed applications must include a proposed project and contractor bid. Property owners must agree to the Open PACE Program terms as part of the application.

Review and Approval. The Open PACE Program performs title search to confirm ownership, screens for unpaid taxes or other delinquent property-based debt, applies loan-to-value metrics, and evaluates the proposed project. CSCDA will approve an application only after confirming that the property meets the underwriting criteria and other Open PACE Program requirements as outlined in this Program Report and the applicable Program Handbook.

Reservation. If CSCDA approves an application, the Open PACE Program will provide a Notice to Proceed to the property owner. The property owner has a specific period of time to install the Eligible Products and to request funding when the property has met all the applicable requirements for funding.

Installation. A qualified contractor must complete the installation of Eligible Products on the property. See "Eligible Products" and "Eligible Contractors" in the applicable Program Handbook.

Financing. Once a project is complete, the property owner submits a Completion Certificate, a lien is placed on the property, a bond is issued, and payment is released to the payment designee; however, where identified in the applicable Program Handbook, progress payments in the form of multiple disbursements may be arranged.

Repayment. The property owner will be expected to pay the contractual assessment installments in the amounts and at the times specified in the Assessment Contract. In general, the contractual assessments will be due at the same time as property taxes.

Sample Non-Residential Application and Financing Process

Education. Property owners visit the Open PACE Program web site to learn about the Open PACE Program, financing terms and other details, and find approved contractors and products. Additional information will be provided to non-residential property owners to determine that they meet the eligibility requirements outlined in the applicable Program Handbook.

Application. Property owners will complete an application over the phone, mail, fax or on-line. Applications must include a proposed project and contractor bid. Property owners must agree to the Open PACE Program terms as part of the application.

Review and Approval. The Open PACE Program performs title work to confirm ownership, screens for unpaid taxes or other delinquent property-based debt, applies loan-to-value metrics, and evaluates the proposed project. CSCDA will approve an application only after confirming that the property meets the underwriting criteria and other Open PACE Program requirements as outlined in this Program Report the applicable Program Handbook.

Reservation. If CSCDA approves an application, the Open PACE Program will provide a notice to proceed to the property owner. The property owner has a specific period of time to install the Eligible Products and request funding when the property has met all the applicable requirements for funding.

Installation. A qualified contractor must complete the installation of Eligible Products on the property. See Eligible Products” and “Eligible Contractors” in the applicable Program Handbook.

Financing. Once a project is complete, the property owner submits a Completion Certificate, a lien is placed on the property, a bond is issued, and payment is released to the payment designee; however, where identified in the applicable Program Handbook, progress payments in the form of multiple disbursements may be arranged.

Repayment. The property owner will be expected to pay the contractual assessment installments in the amounts and at the times specified in the Assessment Contract. In general, the contractual assessments will be due at the same time as property taxes.

3.4 Application; Approval or Denial

Application. All property owners interested in applying to the Open PACE Program must submit a signed application along with other application documents.

Approval or Denial. Based on the eligibility requirements listed in the applicable Program Handbook, CSCDA will approve or deny a residential or non-residential application within the specific time periods identified in the applicable Program Handbook. The applicant will be notified of approval or denial via email. See “Consumer Protection” in Section 4.

3.5 Costs of Issuance and Administrative Costs

The costs of issuing bonds and administering the Open PACE Program will be financed through participant application fees, proceeds of the financing, and an administrative component of the contractual assessment installments.

Financing of Upfront Costs. In addition to financing installation of the Eligible Products, CSCDA may finance certain costs of issuance and administrative costs, including but not limited to, the following amounts, which amounts may be included in the Assessment:

- **Program-Related Fees.** These include closing fees paid from a portion of bond proceeds to CSCDA, any other entities responsible for program management and administration, and bond counsel to CSCDA, as well as any other related costs of issuance of any bond.

- **Lien Recording Fee.** This one-time fee is paid from a portion of bond proceeds to cover the cost associated with recording the lien of the Assessment on the participating property.
- **Reserve Fund Deposit.** This is a one-time deposit from a portion of bond proceeds into a debt service reserve fund for bonds issued by CSCDA to finance installation of the Eligible Products on the property and other properties participating in the Open PACE Program.
- **California Alternative Energy and Advanced Transportation Financing Authority (“CAEATFA”) PACE Loss Reserve Program Fee.** This is a one-time fee associated with the CAEATFA PACE Loss Reserve Program, which benefits any first mortgage lender on the property and other properties participating in the Open PACE Program. The fee will be paid from a portion of bond proceeds. This fee only applies to residential financing.
- **Deposit to Administrative Expense Fund for Foreclosure Expenses.** This is a one-time deposit from a portion of bond proceeds into an account that CSCDA may use to pay for the costs of foreclosing on the property and other properties participating in the Open PACE Program as a result of a delinquency in the payment of any contractual assessment installments or administrative expenses.
- **Capitalized Interest.** Each county establishes a deadline for placing contractual assessment installments and related administrative expenses on the county’s tax roll each year. Depending on the date that CSCDA issues a bond to finance installation of Eligible Products on a particular property in relationship to the applicable tax roll deadline of the county in which the related participating property is located a portion of the proceeds of the bond may be used to fund the payment of one or more interest payments on the bond.

Administrative Expenses. Pursuant to the 1915 Act (including Sections 8682(b) and 8682.1(a)), CSCDA may add annual amounts to any Financing Installment in order to pay for the costs of collecting that installment and administering the Open PACE Program.

3.6 Amounts That Can Be Financed

Financing Cost. In order to receive funding, property owners will agree to pay annual assessment installments in an amount equal to (i) a portion of the principal amount of the contractual assessment (ii) interest on the unpaid principal amount of the contractual assessment, and (iii) ongoing administrative expenses.

1. Principal Amount. The principal amount of the contractual assessment may be composed of various costs and deposits including, but not limited to, the following items:

- Eligible Costs.** The Open PACE Program may finance the costs of installing Eligible Products, energy-efficiency or water-efficiency audit costs, and related professional services fees for engineering, project management and financing transaction structuring. All local and state rebates received for the project must be deducted from the financed amount prior to approval. The amount of the federal Investment Tax Credit (ITC) that the property may be eligible to receive does not need to be deducted from the financed amount.
- Deposit to a Debt Service Reserve Fund.** CSCDA or project investors may require property owners to finance a deposit to a debt service reserve fund; the reserve fund would be used to pay debt service on the bonds in the event of contractual assessment installment delinquencies. The amount of the deposit to a debt service reserve fund will be provided in the applicable Program Handbook.
- Deposit to CAEATFA Loss Reserve Fund.** The Open PACE Program may participate in the California Alternative Energy and Advanced Transportation Finance Authority’s Loss Reserve Program that will reimburse mortgage holders on losses experienced as a result of the Open PACE Program lien on foreclosed properties. The amount of the deposit to the Loss Reserve Fund will be provided in the applicable Program Handbook.
- Deposit to Administrative Expense Fund for Foreclosure Expenses.** CSCDA may require property owners to finance a deposit to an account that will cover CSCDA’s costs to initiate judicial foreclosure for properties that are delinquent on payment of their assessment contract. The amount of such deposit will be provided in the applicable Program Handbook.
- Capitalized Interest.** Because each county has established a deadline for placing the contractual assessments on its property tax bill, the principal component of the contractual assessment may also include the interest on the related bonds for one or more interest payment dates.

- f. **Costs of Issuance and Administrative Costs.** Initial administrative costs and the costs of issuing any bonds are built into the principal component of the contractual assessment. The costs to be included in the principal component are provided in the applicable Program Handbook. See Costs of Issuance of Administrative Costs in Section 3.5.

2. Interest Rate. The rate of interest on the contractual assessment will be a fixed interest rate. The rate will be fixed at the time of a completed application for each assessment contract.

3. Ongoing Program Administrative Fees. Ongoing administrative costs are reflected in the administrative component of the annual contractual assessment installments and subject to increase by CSCDA. See "Costs of Issuance and Administrative Costs" in Section 3.5.

3.7 Payment Terms

Payment of the Open PACE annual contractual assessment installments is made through the addition of a line item on the property tax bill. Payment terms range from five to 39 years, depending on the average expected useful life of the installed Eligible Product.

Contractual assessments may be prepaid in full or in part at any time and may or may not be subject to a prepayment penalty. The prepayment penalty will be identified in the Assessment Contract.

3.8 Transfer or Resale of Property

The contractual assessment obligation remains an obligation of the subject property following the sale of the subject property. Successor property owners will receive disclosure of the contractual assessment as a result of the two statutory notices recorded in the real property records: the "Notice of Assessment" and the "Payment of Contractual Assessment Required." In addition, sellers of property are obligated by California law to disclose the contractual assessment obligations to prospective purchasers.

4. Consumer Protection

The Open PACE Program is subject to certain State and federal laws designed to protect consumers. Among other things, these laws require CSCDA to disclose information to property owners and, only during the three-day period following execution of the Assessment Contract, guarantee certain residential property owners the right to rescind the Assessment Contract without penalty (including the return of the application fee, if applicable). CSCDA will comply with all applicable State and federal laws in connection with the Open PACE Program.

5. Duration

The Open PACE Program will continue as long as there is sufficient demand and there is a positive regulatory environment.

6. Public Agency Official

CSCDA will, from time to time, authorize certain representatives to execute Assessment Contracts on its behalf; the current authorized representative is:

Name: Norman Copping
Title: Administrative Director
Phone: (916) 658-8277
Email: ncoppinger@cacities.org
Address: 1400 K Street, Suite 400
Sacramento, CA 95814

7. Changes to the Report

CSCDA may make changes to this Report and the other Open PACE Program documents from time to time in its absolute discretion. No such changes will affect the amounts payable by a property owner under an existing Assessment Contract.

8. Program Handbooks

CSCDA has prepared Program Handbooks to communicate the Open PACE Program details to property owners and other interested parties. The Program Handbooks will be amended from time to time to reflect the details of the Open PACE Program.

9. Schedules and Exhibits

Schedule I: List of County-Members

Schedule II: List of City-Members Within Los Angeles County

Exhibit A: Form of Assessment Contract

Exhibit B: Open PACE Program Boundary Maps

SCHEDULE I
LIST OF COUNTIES

Alameda	Placer
Alpine	Plumas
Amador	Riverside
Butte	Sacramento
Calaveras	San Benito
Colusa	San Bernardino
Contra Costa	San Diego
Del Norte	San Francisco
El Dorado	San Joaquin
Fresno	San Luis Obispo
Glenn	San Mateo
Humboldt	Santa Barbara
Imperial	Santa Clara
Inyo	Santa Cruz
Kern	Shasta
Kings	Sierra
Lake	Siskiyou
Lassen	Solano
Madera	Sonoma
Marin	Stanislaus
Mariposa	Sutter
Mendocino	Tehama
Merced	Trinity
Modoc	Tulare
Mono	Tuolumne
Monterey	Ventura
Napa	Yolo
Nevada	Yuba
Orange	

SCHEDULE II

LIST OF CITIES WITHIN LOS ANGELES COUNTY

Agoura Hills	Gardena	Paramount
Alhambra	Glendale	Pasadena
Arcadia	Glendora	Pico Rivera
Artesia	Hawaiian Gardens	Pomona
Avalon	Hawthorne	Rancho Palos Verdes
Azusa	Hermosa Beach	Redondo Beach
Baldwin Park	Huntington Park	Rolling Hills Estates
Bell	Industry	San Dimas
Bell Gardens	Inglewood	San Gabriel
Bellflower	La Mirada	San Marino
Beverly Hills	La Verne	Santa Clarita
Burbank	Lakewood	Santa Fe Springs
Calabasas	Lancaster	Santa Monica
Carson	Lomita	South Gate
Claremont	Long Beach	South Pasadena
Commerce	Los Angeles	Temple City
Compton	Lynwood	Torrance
Covina	Maywood	Vernon
Cudahy	Monrovia	Walnut
Culver City	Montebello	West Covina
Downey	Monterey Park	West Hollywood
Duarte	Norwalk	Westlake Village
El Monte	Palmdale	Whittier
El Segundo	Palos Verdes Estates	

EXHIBIT A
FORM OF ASSESSMENT CONTRACT
[ATTACHED]

**CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY
OPEN PACE PROGRAM
ASSESSMENT CONTRACT**

This Assessment Contract (this "Contract") is made and entered into as of this ____ day of _____, 20__, by and between the California Statewide Communities Development Authority (the "Authority"), and the record owner(s), _____ (the "Property Owner") of the fee title to the real property identified on Exhibit A (the "Property").

RECITALS

WHEREAS, the Authority is a joint exercise of powers authority the members of which include numerous cities and counties in the State of California; and

WHEREAS, the Authority has established the CSCDA Open PACE Program (the "Program") to allow the financing or refinancing of certain distributed generation renewable energy sources, energy efficiency improvements, water efficiency improvements, seismic strengthening improvements, electric vehicle charging infrastructure and such other work, infrastructure or improvements as may be authorized by law from time to time that are permanently fixed to real property (the "Authorized Improvements") through the levy of contractual assessments pursuant to Chapter 29 of Division 7 of the Streets & Highways Code ("Chapter 29") and the issuance of improvement bonds under the Improvement Bond Act of 1915 (Streets and Highways Code Sections 8500 and following) (the "1915 Act") upon the security of the unpaid contractual assessments; and

WHEREAS, Chapter 29 provides that assessments may be levied under its provisions only with the free and willing consent of the owner of each lot or parcel on which an assessment is levied at the time the assessment is levied pursuant to a contract between the property owner and the public agency; and

WHEREAS, the Authority has conducted the proceedings required by Chapter 29 with respect to the territory within the boundaries of the City or County identified in Exhibit A (the "Participating Entity"); and

WHEREAS, the Authority has appointed _____, as a program administrator (together with any successors or assigns, the "Program Administrator") for the Program as it pertains to this Contract; and

WHEREAS, the Property is located in the boundaries of the Participating Entity, and the Participating Entity has consented to (i) owners of property within its jurisdiction (the "Participating Property Owners") participating in the Program and (ii) the Authority conducting assessment proceedings under Chapter 29 and issuing bonds under the 1915 Act to finance or refinance the Authorized Improvements; and

WHEREAS, pursuant to Chapter 29, the Authority and the Property Owner wish to enter into a contract pursuant to which the Property Owner would agree to pay an assessment in order to finance or refinance the installation of the Authorized Improvements described in Exhibit A (the "Improvements") and the Authority would agree to provide financing, all on the terms set forth in this Contract;

NOW, THEREFORE, in consideration of the foregoing and the material covenants hereinafter contained, the Property Owner and the Authority formally covenant, agree and bind themselves and their successors and assigns as follows:

AGREEMENT

Section 1. Purpose. The Property Owner and the Authority are entering into this Contract for the purpose of financing or refinancing the installation of the Improvements identified on Exhibit A.

Section 2. The Property. This Contract relates to the real property identified on Exhibit A. The Property Owner has supplied to the Authority current evidence of its ownership of fee title to the Property and possesses all legal authority necessary to execute this Contract on behalf of the Property Owner.

Section 3. Contract to Pay Assessment; Prepayment; Non-Completion Assessment

(a) Payment of Assessment. The Property Owner hereby freely and willingly agrees to pay the assessment set forth on Exhibit B (the "Assessment"). The Authority will not provide financing in an amount in excess of the Assessment. Interest will accrue on the Assessment at the interest rate set forth on Exhibit B beginning on the date on which the Authority issues bonds to finance or refinance the installation of the Improvements. Except as otherwise set forth in this Contract, the Assessment will be paid in the installments set forth in Exhibit B.

(b) Administrative Expenses. The Property Owner hereby acknowledges that, pursuant to the 1915 Act, including Sections 8682(b) and 8682.1(a), the Authority may add amounts to an annual installment of the Assessment in order to pay for the costs of collecting the Assessment, the annual administration of the Assessment, the annual administration of bonds secured by the Assessment and other administrative costs (the "Annual Assessment Administrative Fee").

(c) Prepayment of the Assessment. The Assessment may be prepaid, in whole or in any amount of at least \$[2,500], at any time upon the payment of (a) the amount of any delinquent installments of principal or interest on the Assessment, together with penalties accrued to the date of prepayment, plus (b) the whole or, subject to the minimum amount set forth in this subsection, a portion of the unpaid non-delinquent principal of the Assessment (the "Assessment Prepayment Amount"), plus (c) interest on the Assessment Prepayment Amount to the earlier of March 2nd or September 2nd occurring at least 50 days following the date the prepayment is made, plus (d) an amount equal to the redemption premium, if any, necessary to redeem the principal amount of bonds corresponding to the amount of the Assessment Prepayment Amount, plus (e) a reasonable fee, if charged by the Authority or Program Administrator, for the cost of administering the prepayment and the redemption of bonds.

(d) Absolute Obligation. The Property Owner hereby agrees that the Assessment will not be subject to reduction, offset or credit of any kind in the event that the Improvements fail to perform in any way or for any reason, the bonds secured thereby are refunded or for any other reason.

Section 4. Collection of Assessment; Lien. The Assessment, the interest and penalties thereon as a result of a delinquency in the payment of any installment of the Assessment, and the Annual Assessment Administrative Fee shall constitute a lien against the Property until they are paid and shall be collected and, as set forth in Chapter 29, such lien shall be coequal to and independent of the lien for general taxes.

The Property Owner acknowledges that if any Assessment installment is not paid when due, the Authority has the right to have such delinquent installment and its associated penalties and interest stripped off the secured property tax roll and immediately enforced through a judicial foreclosure action that could result in a sale of the Property for the payment of the delinquent installments, associated penalties and interest, and all costs of suit, including attorneys' fees. The Property Owner acknowledges

that, if bonds are sold to finance the Improvements, the Authority may pledge and assign this Contract and the related Assessment and lien as security for the bonds and obligate itself, through a covenant with the owners of such bonds, to exercise its judicial foreclosure rights with respect to delinquent Assessment installments under circumstances specified in such covenant.

Section 5. Financing or Refinancing of the Improvements.

(a) Contract to Finance or Refinance Improvements. The Authority hereby agrees to use the Assessment, together with the Annual Assessment Administrative Fee, to finance or refinance the Improvements, including the payment of the Authority's reasonable costs of administering the Program, subject to the Property Owner's compliance with the conditions for such financing or refinancing established by the Authority. Such financing or refinancing may be in the form of paying for the ownership of the Improvements or, subject to the requirements of Chapter 29, paying or prepaying for the energy or other output of the Improvements, which Improvements may be owned for tax purposes or otherwise by a third-party.

(b) Assessment Installments. The Property Owner agrees to the issuance of bonds by the Authority to finance or refinance the installation of the Improvements. The interest rate used to calculate the Assessment installments set forth on Exhibit B is identified on Exhibit B. If the Authority determines in its sole discretion that the Assessment installments may be reduced because the applicable interest rate on the bonds issued to finance or refinance installation of the Improvements is lower than the interest rate specified in Exhibit B or if the cost of the Improvements, as shown in a final invoice provided to the Authority by the Property Owner, is less than the amount shown on Exhibit B, then, concurrently with the disbursement of funds to the Property Owner, the Authority may provide the Property Owner with a schedule of annual Assessment installments that provides for annual installments that are less than those set forth in the attached Exhibit B. The Authority's determination shall be final and conclusive.

Section 6. Term: Contract Runs with the Land: Subdivision.

(a) Except as otherwise set forth in this Contract, this Contract shall expire upon the final payment or prepayment of the Assessment.

(b) This Contract establishes rights and obligations that are for the benefit of the Property and, therefore, such rights and obligations run with the land pursuant to Civil Code Section 1462.

(c) In the event the Property is subdivided while the Assessment remains unpaid, the Assessment will be assigned to each of the newly-created parcels on a per-acre basis, unless the Authority, in its sole discretion, determines that the Assessment should be allocated in an alternate manner.

Section 7. Recordation of Documents. The Property Owner hereby authorizes and directs the Authority to cause to be recorded in the office of the County Recorder the various notices and other documents required by Chapter 29 and other applicable laws to be recorded against the Property.

Section 8. Notice. To the extent required by applicable Law, the Property Owner hereby agrees to provide written notice to any subsequent purchaser of the Property of the obligation to pay the Assessment pursuant to this Contract.

Section 9. Waivers, Acknowledgment and Contract. Because this Contract reflects the Property Owner's free and willing consent to pay the Assessment following a noticed public hearing, the Property Owner hereby waives any otherwise applicable requirements of Article XIID of the California Constitution

or any other provision of California law for an engineer's report, notice, public hearing, protest or ballot.

The Property Owner hereby waives its right to repeal the Assessment by initiative or any other action, or to file any lawsuit or other proceeding to challenge the Assessment or any aspect of the proceedings of the Authority undertaken in connection with the Program. The Property Owner hereby agrees that the Property Owner and its successors in interest to fee title in the Property shall be solely responsible for the installation, operation and maintenance of the Improvements. The Property Owner hereby acknowledges that the Property will be responsible for payment of the Assessment regardless of whether the Improvements are properly installed, operated, maintained or perform as expected.

The Property Owner hereby agrees that the Authority is entering into this Contract solely for the purpose of assisting the Property Owner with the financing or refinancing of the installation of the Improvements, and that the Authority and the Participating Entity has no responsibility of any kind for, and shall have no liability arising out of, the installation, operation, financing, refinancing, maintenance or performance of the Improvements. Based upon the foregoing, the Property Owner hereby waives the right to recover from and fully and irrevocably releases the Authority, the Participating Entity and any and all agents, employees, program administrators, attorneys, representatives and successors and assigns of the Authority and the Participating Entity from any and all losses, liabilities, claims, damages (including consequential damages), penalties, fines, forfeitures, costs and expenses (including all reasonable out-of-pocket litigation costs and reasonable attorney's fees), relating to the subject matter of this Contract that the Property Owner may now have or hereafter acquire against the Authority, the Participating Entity and any and all agents, employees, program administrators, attorneys, representatives and successors and assigns of the Authority or the Participating Entity.

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To the extent that the foregoing waivers and agreements are subject to Section 1542 of the California Civil Code or similar provisions of other applicable law, it is the intention of the Property Owner that the foregoing waivers and agreements will be effective as a bar to any and all losses, liabilities, claims, damages (including consequential damages), penalties, fines, forfeitures, costs and expenses (including all reasonable out-of-pocket litigation costs and reasonable attorney's fees), of whatever character, nature and kind, known or unknown, suspected or unsuspected, and Property Owner agrees to waive any and all rights and benefits conferred upon the Property Owner by the provisions of Section 1542 of the California Civil Code or similar provisions of applicable law. Section 1542 reads as follows:

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM OR HER MUST HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR."

BY INITIALING BELOW, OWNER HEREBY WAIVES THE PROVISIONS OF SECTION 1542 SOLELY IN CONNECTION WITH THE MATTERS WHICH ARE THE SUBJECT OF THE FOREGOING WAIVERS AND RELEASES.

Property Owner 1 Initials:

Property Owner 2 Initials:

Property Owner 3 Initials:

Property Owner 4 Initials:

The waivers, releases and agreements set forth in this Section 9 shall survive termination of this Contract.

Section 10. Indemnification. The Property Owner agrees to indemnify, defend, protect, and hold harmless the Authority, the Participating Entity and any and all agents, employees, program administrators, attorneys, representatives and successors and assigns of the Authority or the Participating Entity, from and against all losses, liabilities, claims, damages (including consequential damages), penalties, fines, forfeitures, costs and expenses (including all reasonable out-of-pocket litigation costs and reasonable attorney's fees) and any demands of any nature whatsoever related directly or indirectly to, or arising out of or in connection with (i) the Property Owner's participation in the Program, (ii) the Assessment, (iii) the Improvements, or (iv) any other fact, circumstance or event related to the subject matter of this Contract, regardless of whether such losses, liabilities, claims, damages (including consequential damages), penalties, fines, forfeitures, costs and expenses (including all reasonable out-of-pocket litigation costs and reasonable attorney's fees) accrue before or after the date of this Contract.

The provisions of this Section 10 shall survive the termination of this Contract.

Section 11. Right to Inspect Property. The Property Owner hereby grants the Authority, its agents and representatives the right to enter at any reasonable time, upon reasonable notice, to inspect the Improvements. The Property Owner further hereby grants the Authority, its agents and representatives the right to examine and copy any documentation relating to the Improvements.

Section 12. Carbon Credits. The Property Owner hereby agrees that any carbon credits attributable to the Improvements shall be owned by the Authority or its assignees.

Section 13. Program Application. The Property Owner hereby represents and warrants to the Authority that the information set forth in the Program Application submitted to the Authority in connection with its request for financing is true and correct as of the date hereof, and that the representations set forth in the Program Application with respect to the Property and the Property Owner are true and correct as of the date hereof as if made on the date hereof.

Section 14. Amendment. Except as set forth in Section 5(b), this Contract may be modified only by the written agreement of the Authority and the Property Owner.

Section 15. Binding Effect; Assignment. This Contract inures to the benefit of and is binding upon the Authority, the Property Owner and their respective successors and assigns. The Authority has the right to assign any or all of its rights and obligations under this Contract without the consent of the Property Owner. The Authority intends to delegate certain of its functions under this Contract to the Program Administrator and may pledge and assign this Contract to a trustee as security for the bonds issued to finance or refinance the Improvements. The obligation to pay the Assessment set forth in this Contract is an obligation of the Property and no agreement or action of the Property Owner will be competent to impair in any way the Authority's rights, including, but not limited to, the right to pursue judicial foreclosure of the Assessment lien or the right to enforce the collection of the Assessment or any installment thereof against the Property.

Section 16. Exhibits. Exhibits A and B attached to this Contract are incorporated into this Contract by this reference as if set forth in their entirety in this Contract.

Section 17. Severability. If any provision of this Contract is held invalid or unenforceable by any court of competent jurisdiction, such holding will not invalidate or render unenforceable any other provision of this Contract.

Section 18. Corrective Instruments. The Authority and the Property Owner agree that they will, from time to time, execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, such supplements hereto and such further instruments as may reasonably be required in order to carry out the expressed intention of this Contract.

Section 19. Governing Law: Venue. This Contract shall be construed in accordance with and governed by the laws of the State of California applicable to contracts made and performed in the State of California. This Contract shall be enforceable in the State of California, and any action arising hereunder shall (unless waived by the Authority in writing) be filed and maintained in the Superior Court of California, County of Sacramento; provided, however, that actions to foreclose delinquent installments of the Assessment will be filed and maintained in the Superior Court of California in the County identified in Exhibit A.

Section 20. Counterparts. This Contract may be executed in several counterparts, each of which is an original and all of which constitutes one and the same instrument.

Section 21. Monitoring and Recording of Telephone Calls. The Program may monitor and/or record telephone calls for security and customer service purposes. By agreeing to this Assessment Contract the Property Owner agrees to have their telephone calls with the Program recorded.

Section 22. Electronic Signatures.

(a) The parties hereto acknowledge and agree that this Contract may be executed by one or more electronic means (hereinafter referred to as "Electronic Signatures"). Each party hereto agrees that Electronic Signatures provided by such party shall constitute effective execution and delivery of this Contract by such party to all other parties to or relying on this Contract. Each party hereto agrees that Electronic Signatures shall constitute complete and satisfactory evidence of the intent of such party to be bound by those signatures and by the terms and conditions of this Contract as signed. Each party agrees that Electronic Signatures shall be deemed to be original signatures for all purposes.

(b) Each party hereto agrees to accept Electronic Signatures provided by any and all other parties to this Contract as: (i) full and sufficient intent by such parties to be bound hereunder, (ii) effective execution and delivery of this Contract and (iii) constituting this Contract an original for all purposes, without the necessity for any manually signed copies to be provided, maintained or to exist for back up or for any other purpose.

(c) If Electronic Signatures are used to execute this Contract, each party hereto hereby accepts the terms of, and intends and does sign, this Contract by its Electronic Signature hereto.

Section 23. Contract Documents. Property Owner understands and acknowledges that the entire agreement between Property Owner and the Authority includes each and every document specified in the List of Documents contained in Exhibit B to this Contract (together, the "Contract Documents").

By executing this Contract Property Owner acknowledges and agrees that:

a. Property Owner has had sufficient time to review and has reviewed each of the Contract Documents and has had the opportunity to ask any questions of the Authority that Property Owner may have regarding such Contract Documents.

b. Property Owner has reviewed, understands and agrees to each and every additional requirement and term contained in [Appendix B] to the Program Handbook (as defined in Exhibit B to this Contract, the "Program Handbook").

c. Property Owner has reviewed, understands, agrees to and affirms each and every representation and warranty contained in the Property Owner's application and the Program Handbook.

Prior to executing this Assessment Contract I have read and understand (a) the Property Owners Acknowledgments and Disclosures contained in the (a) Application, (b) this Assessment Contract, (c) the Privacy Notice and (d) the Program Handbook

Owner(s) must execute and return this Contract to the Authority at the address set forth in the "Notice Information" section of Exhibit A hereto so that it is received by the Authority not later than _____. If the Property Owner(s) fail to return the signed Assessment Contract to the Authority by the indicated date, the Program reserves the right to require the Property Owner(s) to enter into a new Contract. All signatures of the Owner(s) must be notarized by a duly licensed notary unless all Owner(s) have previously successfully completed the identity verification process approved by the Authority.

IN WITNESS WHEREOF, the Authority and the Property Owner have caused this Contract to be executed in their respective names by their duly authorized representatives, all as of the Effective Date.

The "Effective Date" is defined as the last date entered with the signatures of the parties below.

Owner 1:

_____, Signature

Date: _____
Month/Day/Year

Identity Verification Code:

Owner 2:

_____, Signature

Date: _____
Month/Day/Year

Identity Verification Code:

Authority: Authorized Signatory:

Name (*Please Print*)

Signature

Date of Execution by Authority

EXHIBIT A

DESCRIPTION OF PROPERTY, DESCRIPTION OF THE IMPROVEMENTS, AND NOTICE INFORMATION

Description of Property:

Property Owner(s) Name(s):

Property Address:

APN:

Participating Entity:

County:

Description of Improvements:

The Improvements include the following:

Notice Information:

[Open PACE Program Notice Information]

[Property Owner Notice Information]

EXHIBIT B

LIST OF CONTRACT DOCUMENTS, DISBURSEMENT, AND SCHEDULE OF ANNUAL ASSESSMENT INSTALLMENTS, INCLUDING PRINCIPAL, INTEREST AND ANNUAL ASSESSMENT ADMINISTRATIVE FEE

List of Contract Documents:

The Contract shall consist of the following documents:

- This Contract and the exhibits hereto;
- The Application;
- The Completion Certificate;
- The Assessment Cost and Payment Summary;
- The Notice of Assessment;
- The Payment of Contractual Assessment Required;
- The Program Handbook (____ Program), Version ____, dated ____; and
- The Program website located at _____.

Disbursement:

The Maximum Disbursement Amount is \$_____.

The Estimated Disbursement Date(s) will be no later than _____, which date(s) are used in the table below.

Schedule of Estimated Maximum Annual Assessment Installments:

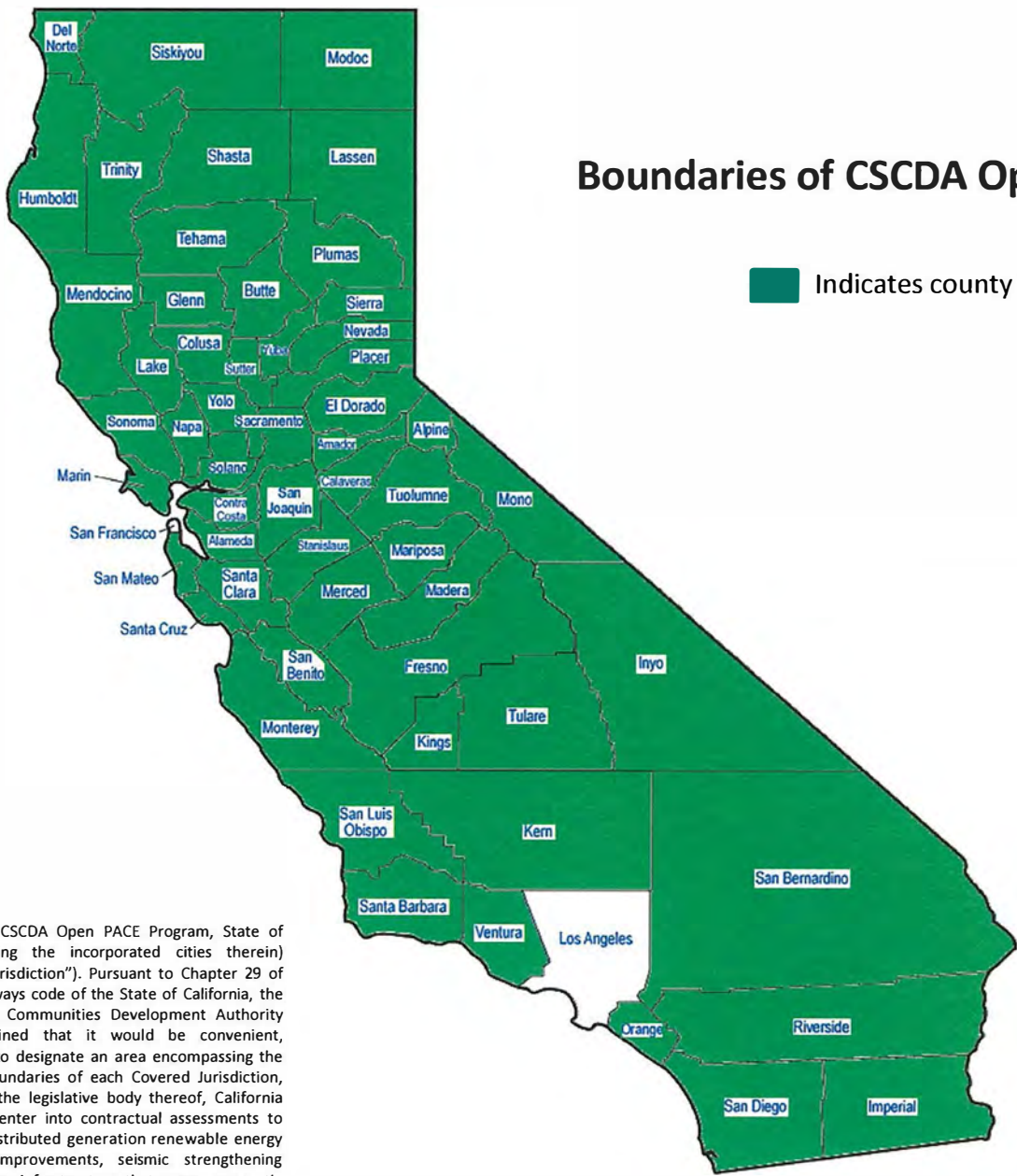
The schedule of the estimated maximum Annual Assessment Installments is based on the following assumptions:

1. The Authority disburses the Maximum Disbursement Amount.
2. Interest totaling a maximum of \$_____ will accumulate until your first Payment. That amount will be added to the Maximum Disbursement Amount.
3. The Authority disburses [the Maximum Disbursement Amount] [\$_____] on [each of] the Estimated Disbursement Date(s).
4. The Assessment Interest Rate is ____%.
5. The Annual Percentage Rate (APR) of your assessment is ____%. APR is the Effective Cost of Credit in consumer loans and real estate loans expressed as a percentage interest rate. The annual percentage rate is the interest rate the borrower actually pays, including fees required in order to participate in the Program.
6. The total administrative fees, recording fees and other fees and costs added to your assessment is \$_____.

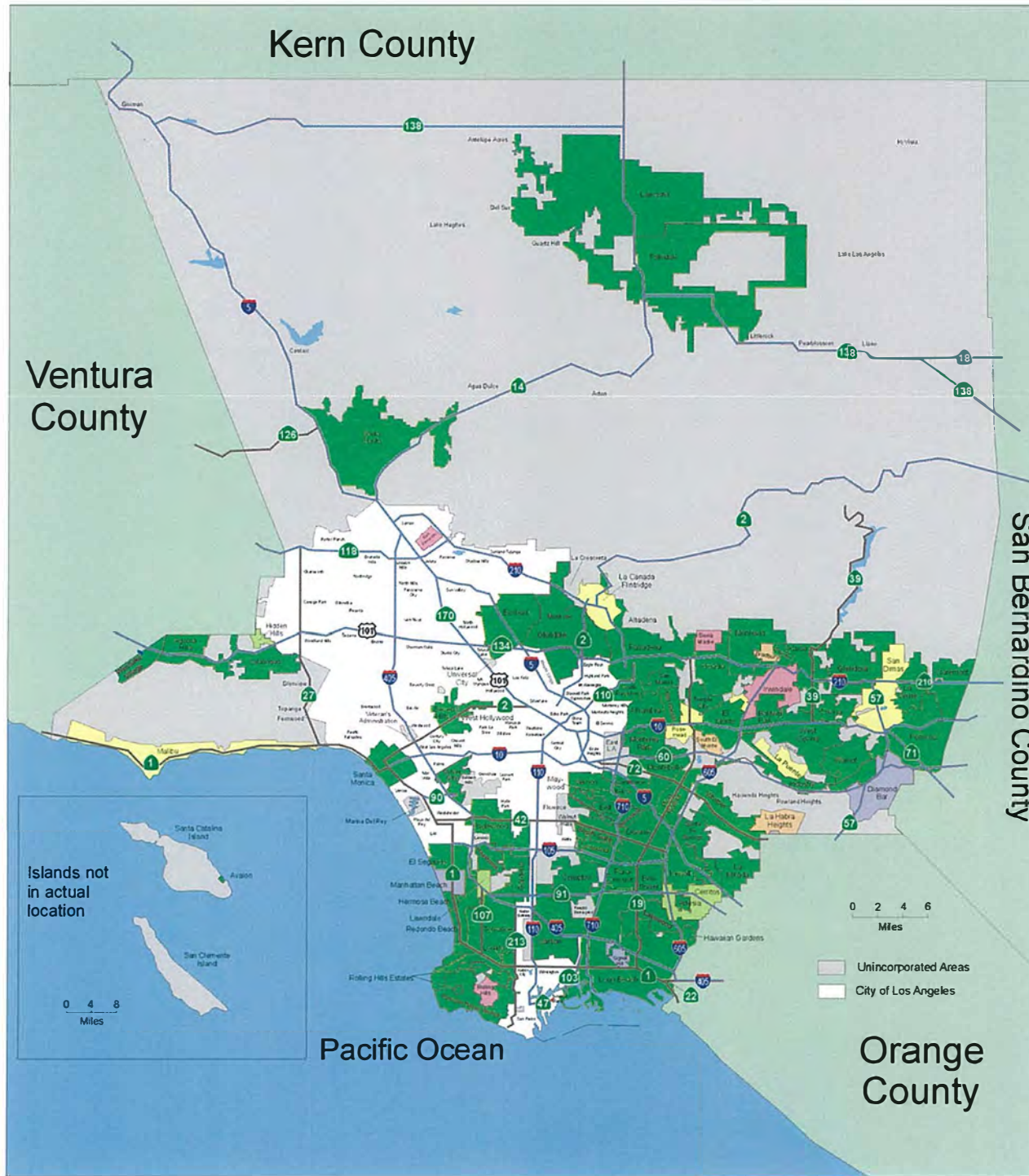
EXHIBIT B
OPEN PACE PROGRAM BOUNDARY MAPS
[ATTACHED]

Boundaries of CSCDA Open PACE Program

 Indicates county members of CSCDA



This map shows the boundaries of the CSCDA Open PACE Program, State of California, within the counties (including the incorporated cities therein) highlighted in green (each, a "Covered Jurisdiction"). Pursuant to Chapter 29 of Part 3 of Division 7 of the Streets & Highways code of the State of California, the Commission of the California Statewide Communities Development Authority ("California Communities") has determined that it would be convenient, advantageous, and in the public interest to designate an area encompassing the entire geographic territory within the boundaries of each Covered Jurisdiction, within which, subject to the consent of the legislative body thereof, California Communities and property owners may enter into contractual assessments to finance or refinance the installation of distributed generation renewable energy sources, energy or water efficiency improvements, seismic strengthening improvements and electric vehicle charging infrastructure that are permanently fixed to real property.



Boundaries of CSCDA Open PACE Program

This map shows the boundaries of the CSCDA Open PACE Program, State of California, within the cities colored in green herein (each, a "Covered Jurisdiction"). Pursuant to Chapter 29 of Part 3 of Division 7 of the Streets & Highways Code of the State of California, the Commission of the California Statewide Communities Development Authority ("California Communities") has determined that it would be convenient, advantageous, and in the public interest to designate an area encompassing the entire geographic territory within the boundaries of each Covered Jurisdiction, within which, subject to the consent of the legislative body thereof, California Communities and property owners may enter into contractual assessments to finance or refinance the installation of distributed generation renewable energy sources, energy or water efficiency improvements, seismic strengthening improvements and electric vehicle charging infrastructure that are permanently fixed to real property.

ITEMS REMOVED FROM THE CONSENT CALENDAR**3.6 CONTRACT WITH AGE WELL SENIOR SERVICES FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR FISCAL YEAR 2015/2016**

Mayor Kogerman removed Item No. 3.6 from the Consent Calendar to give a brief overview of the item.

THE CITY COUNCIL APPROVED THE CONTRACT BETWEEN AGE WELL SENIOR SERVICES AND THE CITY OF LAGUNA HILLS FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR FISCAL YEAR 2015/2016 AND AUTHORIZED THE CITY MANAGER TO EXECUTE THE CONTRACT, BY M/MAYOR KOGERMAN, S/COUNCIL MEMBER CARRUTH.

APPROVED BY A VOTE OF 4-0 (COUNCIL MEMBER BLOUNT ABSENT).

4. PLANNING AGENCY

Mayor Kogerman 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 8:38 p.m.

4.1 ROLL CALL OF PLANNING AGENCY MEMBERS

Present: Chair Kogerman, Vice Chair Sedgwick, Agency Member Carruth, Agency Member Gilbert

Absent: Agency Member Blount

4.2 PUBLIC COMMENTS

There were no Public Comments

4.3 APPROVAL OF MINUTES FOR DECEMBER 8, 2015

THE PLANNING AGENCY APPROVED THE MINUTES OF THE DECEMBER 8, 2015, REGULAR MEETING, BY M/AGENCY MEMBER GILBERT, S/AGENCY MEMBER CARRUTH.

APPROVED BY A VOTE OF 4-0 (AGENCY MEMBER BLOUNT ABSENT).

4.4 ADMINISTRATIVE REPORTS

There were no Administrative Reports.

4.5 PLANNING AGENCY PUBLIC HEARINGS

4.5.1 CONDITIONAL USE PERMIT (CUP) NO. 1-15-3098, A REQUEST BY VERIZON WIRELESS TO ESTABLISH AND OPERATE A NEW

WIRELESS COMMUNICATIONS FACILITY STEALTHED AS A
EUCALYPTUS TREE AT 23300 SANTA VITTORIA DRIVE
(APN 588-042-15) IN THE OS-1 ZONE

Katie Crockett, Assistant Planner, reviewed the project in detail and provided a PowerPoint presentation. Assistant Planner Crockett stated that subject to the Conditions of Approval, the project meets the requirements and objectives of the City's Development Code and is consistent with the General Plan.

Assistant Planner Crockett, City Attorney Simonian, and Planning Agency members engaged in a detailed discussion regarding this CUP.

Chair Kogerman opened the Public Hearing.

Maree Hoeger, an authorized agent for Verizon Wireless, addressed the Planning Agency on behalf of the applicant and reported that Verizon Wireless identified the need for a new wireless communications facility (WCF) at this location due to a deficiency in service in the vicinity of Laguna Village. Ms. Hoeger stated that the facility will fit in with the context of the neighborhood and will not interfere with the use of the property, or that of neighboring land uses, and will comply with all FCC standards.

Attorney Matt Ober, a representative for the Laguna Village HOA, assured the Planning Agency that the lease between the Laguna Village HOA and Verizon Wireless is a valid contract; and stated that any issues with the contract should be addressed between objecting homeowners and the HOA.

Serafin Tagarao, a resident of Laguna Village, stated that he is in opposition to the installation of the WCF.

Maria Tagarao, a resident of Laguna Village, stated that she is in opposition to the installation of the WCF.

Leslie Millender-Irwin, Laguna Village HOA General Manager, stated that the contract between the Laguna Village HOA and Verizon Wireless was signed during an open session meeting with the homeowners and in accordance with the HOA's governing documents.

Jane Doseff, a resident of Laguna Village, stated that she is in opposition to the installation of the WCF.

Lawrence Fleming, a resident of Laguna Village, stated that he is in opposition to the installation of the WCF and presented the City Council with copies of the HOA's CC&R's, signed petitions in opposition to installation of the cell tower, and other documents.

David Riley, a resident of Laguna Village, stated that he is in opposition to the installation of the WCF.

Chair Kogerman closed the Public Hearing.

Agency Member Carruth moved to continue the item.

The Planning Agency approved the Resolution as originally written.

THE PLANNING AGENCY: (1) CONDUCTED A PUBLIC HEARING; AND (2) ADOPTED RESOLUTION NO. PA2016-01-12-1, A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT (CUP) NO. 1-15-3098, A REQUEST BY VERIZON WIRELESS TO ESTABLISH AND OPERATE A NEW WIRELESS COMMUNICATIONS FACILITY STEALTHED AS A EUCALYPTUS TREE AT 23300 SANTA VITTORIA DRIVE (APN 588-042-15) IN THE OS-1 ZONE, BY M/AGENCY MEMBER GILBERT, S/VICE CHAIR SEDGWICK. APPROVED BY A VOTE OF 3-1 (AGENCY MEMBER BLOUNT ABSENT AND AGENCY MEMBER CARRUTH VOTING NO).

PLANNING AGENCY ADJOURNMENT

Mayor Kogerman reconvened the City Council meeting at 9:52 p.m. All Council Members were present with the exception of Council Member Blount.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council Public Hearings.

6. ADMINISTRATIVE REPORTS

6.1 City Manager

There was no City Manager report.

6.2 Assistant City Manager

6.2.1 ANIMAL CARE SERVICES UPDATE – EVALUATION OF INITIAL RESPONSE FROM THE CITY OF MISSION VIEJO

Assistant City Manager Don White reviewed the information provided in the Staff Report.

Jean Bland, a resident of Laguna Hills, had questions regarding the indemnification language in the animal service contracts and inquired about what type of experience the OC Animal Services consultant and Dr. Hawkins have in turning around a problematic animal shelter.



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: PRESIDENT AND DIRECTORS

**FROM: MELISSA AU-YEUNG
CITY CLERK**

ISSUE: ELECTION OF PUBLIC IMPROVEMENT CORPORATION OFFICERS

RECOMMENDATION: THAT THE BOARD OF DIRECTORS ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE LAGUNA HILLS PUBLIC IMPROVEMENT CORPORATION, LAGUNA HILLS, CALIFORNIA, ELECTING OFFICERS FOR 2016."

SUMMARY:

The second Tuesday of February is the time of the annual meeting of the Laguna Hills Public Improvement Corporation (PIC). The City Council sits as the Board of Directors. At this meeting, the Board will elect officers for 2016 and approve the minutes of the previous meeting of February 10, 2015. As the current President of the Public Improvement Corporation, President Dore J. Gilbert, M.D. will call the meeting to order. After the roll call, he will entertain a motion to adopt the Resolution electing the Officers for 2016. President Kogerman will then take the gavel and chair the remainder of the PIC meeting.

BACKGROUND:

In September 1998, the City Council, acting as the Board of Directors for the Laguna Hills Public Improvement Corporation (PIC), took several actions, including the adopting of bylaws, election of officers, and adoption of a Resolution appointing the time and place of meetings. The PIC is a nonprofit, public benefit corporation whose primary purpose is to render financial assistance to the City.

Pursuant to the bylaws, the annual meeting is to be held the second Tuesday of February each year, and the Board of Directors is to elect officers at the annual meeting. A Resolution has been prepared that will elect the Mayor as President and reelect the City Manager as Vice President, the Assistant City Manager as Treasurer, and the City Clerk as Secretary.

ATTACHMENTS:

- Resolution

RESOLUTION NO. 2016-1

A RESOLUTION OF THE LAGUNA HILLS PUBLIC
IMPROVEMENT CORPORATION, LAGUNA HILLS,
CALIFORNIA, ELECTING OFFICERS FOR 2016

RESOLVED, by the Board of Directors of the Laguna Hills Public Improvement Corporation, that the following persons are elected to the offices set forth opposite their names below, as officers of the Corporation, to serve until the election and qualification of their successors, as provided in Article IV, Section 2 of the Bylaws of the Corporation.

Name	Office
Barbara D. Kogerman	President
Bruce E. Channing	Vice President
Donald J. White	Treasurer
Melissa Au-Yeung	Secretary

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

I, Melissa Au-Yeung, Secretary of the Laguna Hills Public Improvement Corporation, DO HEREBY CERTIFY that the foregoing is a full, true, and correct copy of a Resolution duly passed and adopted by the Board of Directors of the Laguna Hills Public Improvement Corporation, at a meeting thereof held on the 9th day of February 2016, by the following vote of the Directors thereof:

AYES:

NOES:

ABSENT:

ABSTAIN:

MELISSA AU-YEUNG, SECRETARY

**CITY OF LAGUNA HILLS, CALIFORNIA
PUBLIC IMPROVEMENT CORPORATION
MINUTES
FEBRUARY 10, 2015**

CALL TO ORDER

The Regular Meeting of the Public Improvement Corporation of the City of Laguna Hills, California, was called to order by President Blount at 10:35 PM in the Laguna Hills City Council Chamber, 24035 El Toro Road, Laguna Hills.

ROLL CALL:

Present: President Blount, Director Carruth, Director Gilbert, Director Kogerman, and Director Sedgwick.

STAFF PRESENT: Bruce Channing, Vice President; Donald White, Treasurer; and Peggy Johns, Secretary.

ELECTION OF PUBLIC IMPROVEMENT CORPORATION OFFICERS

**THE PUBLIC IMPROVEMENT CORPORATION ADOPTED RESOLUTION NO. 2015-1, A RESOLUTION OF THE LAGUNA HILLS PUBLIC IMPROVEMENT CORPORATION, LAGUNA HILLS, CALIFORNIA, ELECTING OFFICERS FOR 2015, BY M/DIRECTOR KOGERMAN, S/DIRECTOR CARRUTH.
APPROVED BY A VOTE OF 5-0.**

MINUTES OF FEBRUARY 11, 2014, ANNUAL MEETING

**THE PUBLIC IMPROVEMENT CORPORATION APPROVED THE MINUTES OF THE FEBRUARY 11, 2014, ANNUAL MEETING, BY M/DIRECTOR CARRUTH, S/DIRECTOR KOGERMAN.
APPROVED BY A VOTE OF 5-0.**

ADJOURNMENT

There being no further business before the Public Improvement Corporation at this session, President Gilbert declared the meeting adjourned at 10:37 PM.

MELISSA AU-YEUNG, SECRETARY



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS & PLANNING AGENCY

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

ISSUE: AMENDMENT TO A DEVELOPMENT AGREEMENT AND MODIFICATIONS TO CERTAIN CONDITIONS OF APPROVAL TO SITE DEVELOPMENT PERMIT/MASTER SIGN PROGRAM/CONDITIONAL USE PERMIT/PARKING USE PERMIT/VESTING TENTATIVE TRACT MAP/PRECISE PLAN/DEVELOPMENT AGREEMENT (SDPM/MSP/CUP/PUP/TTM/PREC/DEVA) NO. 12-11-2137 TO MODIFY THE TIMING OF THE COMMENCEMENT OF CERTAIN PHASE I IMPROVEMENTS.

RECOMMENDATION: THAT THE PLANNING AGENCY AND CITY COUNCIL OPEN A JOINT PUBLIC HEARING AND CONTINUE THE HEARING TO MARCH 8, 2016, TO CONSIDER "AMENDMENT NO. 2 TO DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF LAGUNA HILLS AND LAGUNA HILLS INVESTMENT COMPANY AND OAKBROOK URBAN VILLAGE I," AND MODIFICATIONS TO SITE DEVELOPMENT PERMIT/MASTER SIGN PROGRAM/CONDITIONAL USE PERMIT/PARKING USE PERMIT/VESTING TENTATIVE TRACT MAP/PRECISE PLAN/DEVELOPMENT AGREEMENT NO. 12-11-2137, TO MODIFY THE TIMING OF THE COMMENCEMENT OF CERTAIN PHASE I IMPROVEMENTS.

SUMMARY:

Staff recommends this item be continued to the March 8, 2016 City Council/Planning Agency meeting. The proposed amendments to the Development Agreement were not completed as planned due to on-going discussions between staff and the Applicant concerning the scope of the proposed amendment and modifications to conditions of approval.



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

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

ISSUE: ZONING TEXT AMENDMENT NO. 1-16-3425, AMENDING AND RESTATING CHAPTER 9-47 OF TITLE 9 OF THE LAGUNA HILLS MUNICIPAL CODE REGARDING LANDSCAPE WATER EFFICIENCY AND ADOPTION OF UPDATED GUIDELINES FOR THE IMPLEMENTATION OF THE CITY OF LAGUNA HILLS WATER EFFICIENT LANDSCAPE ORDINANCE

RECOMMENDATION: THAT THE CITY COUNCIL: (1) CONDUCT A PUBLIC HEARING; (2) INTRODUCE FOR FIRST READING, READ BY TITLE ONLY, AND WAIVE FURTHER READING OF AN ORDINANCE ENTITLED: "AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AMENDING AND RESTATING CHAPTER 9-47 OF TITLE 9 OF THE LAGUNA HILLS MUNICIPAL CODE REGARDING LANDSCAPE WATER EFFICIENCY;" AND (3) ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING THE 2016 GUIDELINES FOR IMPLEMENTATION OF THE CITY OF LAGUNA HILLS WATER EFFICIENT LANDSCAPE ORDINANCE."

SUMMARY:

In response to Governor Brown's declared state of emergency due to severe drought conditions and his Executive Order (EO B-29-15) to update the state's Model Water Efficient Landscape Ordinance (MWELO), cities throughout California are required to update their landscape ordinances. The revised model ordinance creates increased water efficiency standards for new and retrofitted landscapes through more efficient irrigation systems, greywater usage, onsite storm water capture, and by limiting the portion of landscapes that can be covered in turf. It also requires reporting on the implementation and enforcement of the new requirements to the state.

Major changes from the current ordinance include a reduction in the square footage above which landscape projects are subject to the ordinance. The threshold size was reduced from 2,500 square feet to 500 square feet for new residential, commercial, industrial, and institutional projects. Projects will be subject to the new requirements if landscape

renovations are included as part of property improvements subject to a building permit, or if landscape renovations are part of a zoning approval such as a Site Development Permit. Attachment 3 contains a summary of the proposed changes from the current MWELO requirements.

BACKGROUND:

In 1992, the State of California enacted the Water Conservation in Landscaping Act (AB 325) requiring the adoption of a water efficient landscape ordinance by cities and counties throughout the state. In response, the City adopted Ordinance No. 2009-7, which established the City's requirements for water efficiency in landscape design in line with the model provided in AB 325. These requirements are codified in Chapter 9-47 of the Laguna Hills Municipal Code (LHMC).

With the drought conditions at emergency levels, Governor Brown issued an Executive Order (EO B-29-15) on April 1, 2015, directing the Department of Water Resources (DWR) to update the State Model Water Landscape Ordinance to increase water efficiency standards for new and existing landscapes through more efficient irrigation systems, greywater usage, onsite storm water capture, and by limiting the portion of landscaping that can be covered in turf. On July 15, 2015, the California Water Commission (CWC) adopted revisions to the California Code of Regulations Title 23, Division 2, Chapter 2.7 "Model Water Efficient Landscape Ordinance." In this approval, the CWC also adopted the requirement that cities adopt an ordinance being at least as effective as the new MWELO.

Staff is recommending City Council adopt the regional approach which was crafted by ACC-OC and its stakeholder group which included the Orange County Building Industry Association, local water purveyors, south Orange County cities, and other interested stakeholders. The proposed revisions are "at least as effective as" the state MWELO. In this regard, the ACC-OC process has resulted in the development of highly detailed climate information that landscape and irrigation designers could use in preparing their project plans. In addition, the ACC-OC approach provides a checklist and online worksheet to make the process and calculations to enhance the implementation effectiveness of the revised MWELO, and adds guidelines and definitions that provide a greater level of certainty for applicants and staff.

The following describes the significant revisions to the MWELO adopted by the state which are also included in the ACC-OC's work effort:

- **Project Size Applicability:** Landscape area thresholds that trigger compliance with the Ordinance have been reduced. New residential, commercial, industrial, and public development projects that include landscape areas of 500 square feet or more are subject to the Ordinance. The previous landscape size threshold for new development projects was 2,500 square feet. The size threshold for existing

landscapes remains unchanged at 2,500 square feet. Only rehabilitated landscapes that are associated with a building permit or part of a zoning approval are subject to the new provisions.

- **Prescriptive Compliance Option:** A simplified landscape plan submittal is offered as an option for projects with landscape areas between 500 square feet and 2,500 square feet or for projects that use greywater. The Prescriptive Compliance checklist is outlined in "Appendix A" of the "Guidelines for Implementation of the Landscape Ordinance," which is included in Attachment 2.
- **Definitions:** Clarified and expanded definitions of technical terms have been incorporated into the Ordinance and Guidelines.
- **Water Budget:** The maximum amount of water that can be applied to the total project landscape area is reduced. This reduction limits the amount of high water use plants, such as cool season turf/grass, that can be used in projects. The water limit effectively reduces the amount of turf to approximately 25% of the residential landscape areas and makes the use of turf in nonresidential projects infeasible. Special function areas such as active recreation landscapes, edible gardens, and landscapes that use recycled water are given an increased water allowance.
- **Landscape Design Plan:** Prior to planting, 4 yards of compost must be incorporated per 1,000 square feet of permeable area. Compacted soils must be transformed to a friable state. The depth of mulch was increased from 2 to 3 inches.
- **Irrigation Design Plan:** Dedicated landscape water meters or submeters are required for residential landscapes over 5,000 square feet and for nonresidential landscapes over 1,000 square feet. The minimum width of areas that can be overhead irrigated was increased from 8 feet to 10 feet. Landscape areas less than 10 feet wide must be irrigated with subsurface drip or other alternative system that does not produce spray or runoff. The revised Ordinance requires the irrigation auditor to be a local agency auditor or third party auditor to reduce conflicts of interest.
- **Public Education:** New model homes that are required to provide water efficient landscapes are also required to provide signage demonstrating low water use approaches to landscaping.
- **Reporting:** Local agencies are required to report on their ordinance implementation and enforcement efforts to DWR on an annual basis.

CONCLUSION:

DWR estimates that a typical California landscape will use 12,000 gallons less a year or 20 percent less than allowed by the 2009 ordinance. Commercial landscapes will cut water use by 35%. Over the next three years, it is predicted that 472,000 new homes associated with 20,000 acres of landscape will be built in California. With proper implementation and enforcement by local agencies, the state anticipates that the new MWELO will lead to substantial water savings.

FISCAL IMPACT:

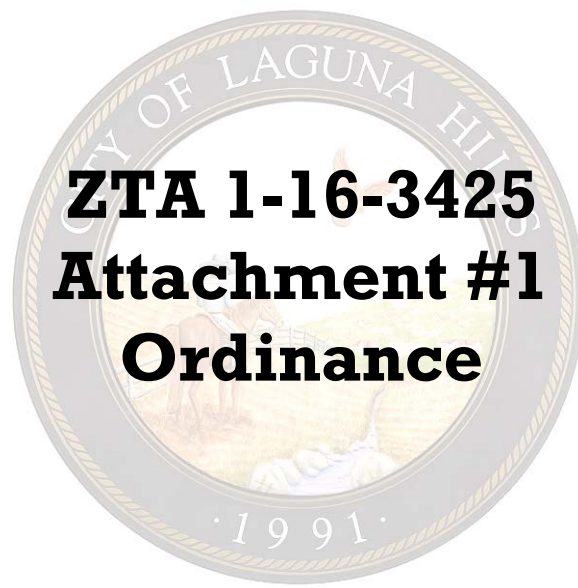
None

CEQA FINDINGS:

The adoption of the proposed Ordinance and Resolution approving the associated guidelines are exempt from environmental review under the California Environmental Quality Act ("CEQA") (California Public Resources Code Section 21000 et seq.), because pursuant to Section 15307 of the state's CEQA Guidelines (14 Cal. Code Regs., § 15307), the Ordinance and Resolution approving the associated Guidelines are covered by the CEQA Categorical Exemption for actions taken to assure the maintenance, restoration, enhancement, or protection of a natural resource where the regulatory process involves procedures for the protection of the environment. The adoption of the Ordinance and associated guidelines will result in the enhancement and protection of water resources in the City, and will not result in cumulative adverse environmental impacts.

ATTACHMENTS:

- Attachment 1 – Ordinance No. 2016-02-09-_____
- Attachment 2 – Resolution Approving the 2016 Guidelines for Implementation of City of Laguna Hills Water Efficient Landscape Ordinance
- Attachment 3 –Summary of Changes



**ZTA 1-16-3425
Attachment #1
Ordinance**

ORDINANCE NO. 2016-____

AN ORDINANCE OF THE CITY OF LAGUNA HILLS,
CALIFORNIA, AMENDING AND RESTATING
CHAPTER 9-47 OF TITLE 9 OF THE LAGUNA HILLS
MUNICIPAL CODE REGARDING LANDSCAPE
WATER EFFICIENCY

WHEREAS, in 1992, the State of California enacted the Water Conservation in Landscaping Act, (AB 325) requiring cities and counties throughout the state to adopt water efficient landscape ordinances. To assist local agencies, the Department of Water Resources (DWR) developed a model water efficient landscape ordinance (MWELO) that established water efficient landscape design standards for urban landscapes; and

WHEREAS, in 2006, Governor Schwarzenegger signed Assembly Bill 1881 (Laird, Water Conservation) amending the Water Conservation in the Landscape Act directing DWR to update the original MWELO and required cities and counties to update local landscape ordinances by January 1, 2010; and

WHEREAS, the City of Laguna Hills adopted Ordinance No. 2009-7 codified as Chapter 9-47 of the Laguna Hills Municipal Code to comply with AB 1881, and adopted guidelines implementing Ordinance No. 2009-7; and

WHEREAS, due to the on-going drought conditions within California, Governor Brown issued Executive Order (EO B-29-15) on April 1, 2015, directing DWR to update the MWELO by July 15, 2015 to increase water efficiency standards for new and existing landscapes through more efficient irrigation systems, greywater usage, onsite storm water capture and limiting the portion of landscaping that can be covered in turf; and

WHEREAS, on July 15, 2015, the California Water Commission (CWC) adopted revisions to the California Code of Regulations Title 23, Division 2, Chapter 2.7 "Model Water Efficient Landscape Ordinance", which requires cities and counties to adopt local or regional water efficient landscape ordinances that are at least as effective as the updated MWELO; and

WHEREAS, the Association of California Cities – Orange County (ACC-OC), the Municipal Water District of Orange County (MWDOC) and Building Industry Association, Orange County (BIAOC) formed a stakeholder group that developed a regional ordinance that is at least effective as the updated MWELO that includes a greater degree of local data than the state MWELO, provides a checklist and online worksheet to make the process and calculations to enhance the implementation effectiveness of the revised MWELO,

and adds guidelines and definitions that provide a greater level of certainty for applicants and staff; and

WHEREAS, the proposed Ordinance No. 2016-___ is consistent with the model regional ordinance developed under the guidance of the ACC-OC, MWDOC, and BIAOC; and

WHEREAS, the State Legislature has found that:

- (a) The waters of the state are of limited supply and are subject to ever increasing demands;
- (b) The continuation of California's economic prosperity is dependent on the availability of adequate supplies of water for future uses;
- (c) It is the policy of the state to promote the conservation and efficient use of water and to prevent the waste of this valuable resource;
- (d) Landscapes are essential to the quality of life in California by providing areas for active and passive recreation and as an enhancement to the environment by cleaning air and water, preventing erosion, offering fire protection, and replacing ecosystems lost to development;
- (e) Landscape design, installation, maintenance, and management can and should be water efficient; and
- (f) Article X, Section 2 of the California Constitution specifies that the right to use water is limited to the amount reasonably required for the beneficial use to be served, and the right does not and shall not extend to waste or unreasonable method of use of water.

WHEREAS, Orange County has an established, large reclaimed water infrastructure system; and

WHEREAS, allocation-based and tiered water rate structures allow public agencies to document water use in landscapes; and

WHEREAS, incentive-based water use efficiency programs have been actively implemented within Orange County since before 1991; and

WHEREAS, current local design practices in new landscapes strive to achieve the intent of the state MWELO water use goals; and

WHEREAS, all water services within the City are metered and billed based on volume of use; and

WHEREAS, Orange County is a leader in researching and promoting the use of smart irrigation controllers with more than 12,900 installations as of June 2009 and promotion of sustainable landscape transformation with more than 30 million square feet of turf removal; and

WHEREAS, all new irrigation controllers sold after 2012 within Orange County were smart irrigation controllers; and

WHEREAS, landscape plan submittal and review has been a long standing practice in Laguna Hills; and

WHEREAS, the average rainfall in Orange County is approximately 12 inches per year; and

WHEREAS, the El Toro Water District and the Moulton Niguel Water District are the water utility districts serving the City of Laguna Hills and both districts implement a budget-based tiered-rate billing and/or enforcement of water waste prohibitions for all existing metered landscaped areas throughout its service area, which includes the City of Laguna Hills in its entirety; and

WHEREAS, the City properly noticed the public hearing concerning the adoption of this Ordinance pursuant to Government Code section 6061 and as required under Government Code section 65090; and

WHEREAS, the City Council of the City of Laguna Hills has considered information presented on the proposed Ordinance by City Staff, the public, and other interested parties at a Public Hearing held on February 9, 2016.

THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The above recitals are true and correct, and are incorporated herein by reference.

SECTION 2. Consistent with the above recitals, the purpose of the City's Water Efficient Landscape Ordinance is to establish an alternative model acceptable under Governor Brown's April 1, 2015 Drought Executive Order (EO-B-19-25) as being at least as effective as the state MWELO in the context of conditions in the City in order to:

1. Promote the benefits of consistent landscape ordinances with neighboring local and regional agencies;

2. Promote the values and benefits of landscapes while recognizing the need to invest water and other resources as efficiently as possible;
3. Establish a structure for planning, designing, installing, and maintaining and managing water efficient landscapes in new construction and rehabilitated projects;
4. Establish provisions for water management practices and water waste prevention for existing landscapes;
5. Use water efficiently without waste by setting a Maximum Applied Water Allowance as an upper limit for water use and reduce water use to the lowest practical amount; and
6. Encourage the use of economic incentives that promote the efficient use of water, such as implementing a budget-based tiered-rate structure, providing rebate incentives and offering educational programs.

SECTION 3. The proposed Ordinance No. 2016-__ is exempt from environmental review under the California Environmental Quality Act ("CEQA") (California Public Resources Code Section 21000 et seq.), because pursuant to Section 15307 of the state's CEQA Guidelines (14 Cal. Code Regs., § 15307), this Ordinance is covered by the CEQA Categorical Exemption for actions taken to assure the maintenance, restoration, enhancement, or protection of a natural resource where the regulatory process involves procedures for the protection of the environment. The adoption of this Ordinance will result in the enhancement and protection of water resources in the City, and will not result in cumulative adverse environmental impacts. It is therefore exempt from the provisions of CEQA.

SECTION 4. In accordance with Section 9-92.080 of the Laguna Hills Municipal Code, the required findings by the City for approval of the proposed Zone Text Amendment have been met and made as follows:

1. That the amendment or plan is consistent with the intent of the goals and policies of the General Plan as a whole, and is not inconsistent with any element thereof:

The City's Conservation and Open Space Element of the General Plan adopted July 2009 includes Goals and Policies that support the management of natural resources, including water. Goal 1 of the Conservation and Open Space Element provides the following:

Goal COS-1: Manage limited resources so that future generations can enjoy the environmental and scenic wealth this community has to offer.

Goal COS-1 is supported by the following policies under Water Supply and Quality:

Policy COS-1.1: Reduce water consumption by encouraging the use of low water use landscaping, water efficient plumbing, and water reclamation techniques in public and private projects.

Policy COS-1.2: Coordinate with regional water service providers to plan for emergency water services and drought.

Policy COS-1.3: Encourage the use of natural drainage improvements to retain and detain stormwater runoff, minimizing volume and pollutant concentrations.

Policy COS-1.4: Promote the use of LID standards in the design of new development and redevelopment.

Policy COS-1.5: Support the expansion of reclaimed water for irrigation of public and private landscaping.

The proposed zoning text amendment incorporates elements of each policy by limiting water use in certain new or rehabilitated landscapes and encouraging alternative methods of landscape and irrigation. The proposed Ordinance encourages the use of drought tolerant plant material, provides for the use of “greywater” and recycled water as part of project’s irrigation design, provides for the incorporation of LID, and other stormwater management techniques in landscape design to minimize the use of potable water, thus conserving and managing the City’s limited water resources. While the goals and policies of the Conservation and Open Space Element directly address water conservation, other policies contained in various elements of the general plan also support concepts of sustainable development, conservation, and resource management including:

Policy LU-3.7: Support the upgrade of existing buildings and landscapes for energy efficiency, water conservation, and runoff reduction.

Policy LU-4.5: Continue to plant and maintain attractive drought tolerant and native landscaping that enhances the character of Laguna Hills.

Policy COS-3.1: Continue to preserve important native trees and plant new low water use landscaping and trees.

Policy CSF-5.1: Work closely with local and regional water suppliers and distributors to ensure that high-quality water is available for the community.

Policy CSF-5.2: Actively promote water conservation by residents, businesses and organizations.

Policy S-6.2: Require that new development and redevelopment minimize stormwater and urban runoff into drainage facilities by incorporating on-site design features such as detention basins, water features, or other suitable strategies. Where feasible, support the use of common detention facilities serving more than one development.

Therefore, the proposed zoning text amendment is consistent with the General Plan.

2. That the amendment or plan is necessary to prescribe reasonable controls and standards for affected land uses to ensure compatibility and integrity of those uses with other established uses.

The proposed zoning text amendment adopts regulations approved on July 15, 2015 by the California Water Commission revising the state's MWELO in response to Governor Brown's Drought Executive Order of April 1, 2015 (EO B-29-15). The amendment provides for the reduction of water use in landscapes consistent with the new regulations found in 23 CCR 490.1 *et al.* The regulations ensure the City is implementing the requirements set forth by the state.

3. That the amendment or plan is necessary to provide reasonable property development rights while protecting environmentally sensitive land uses and species.

The proposed zoning text amendment adopts regulations approved on July 15, 2015 by the California Water Commission revising the state's MWELO in response to Governor Brown's Drought Executive Order of April 1, 2015 (EO B-29-15). The amendment provides for the reduction of water use in landscapes consistent with the new regulations found in 23 CCR 490.1 *et al.* The regulations ensure the City is implementing the requirements set forth by the state. The proposed ordinance and guidelines do not diminish the development rights of any property, but rather implement landscape and irrigation requirements that ensure the efficient use of water resources.

4. That the plan or amendment is necessary to correct discrepancies in standards or policies within the plan area or land use category.

The proposed zoning text amendment revises the City's water efficient landscape requirements that were adopted in 2010, adopting the state's regulations as set forth in AB 1881 enacted in 2006 (Laird, Water Conservation). The proposed amendment is necessary to update the newer water efficient landscape standards adopted by the state on July 15, 2015.

5. That the plan or amendment is necessary to protect the general health, safety, or general welfare of the community as a whole.

The proposed zoning text amendment requires the use of certain water conservation methods and techniques in landscape and irrigation design to conserve the City's water supply.

SECTION 5. Title 9 of the City of Laguna Hills Municipal Code (Zoning and Subdivisions), is hereby revised by amending and restating Chapter 9-47 in its entirety with a new Chapter 9-47 as set forth in Exhibit "A" which is attached to this Ordinance.

SECTION 6. This Ordinance shall take effect on _____, 2016, the 31st day following the adoption of this Ordinance by the City Council.

SECTION 7. Upon the effective date of this Ordinance, the provisions hereof shall supersede any inconsistent or conflicting provisions of the Laguna Hills Municipal Code.

SECTION 8. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more section, subsection, subdivision, sentence, clause, phrase, or portion thereof be declared invalid or unconstitutional.

SECTION 9. The City Clerk shall certify to the adoption of this Ordinance and cause the same to be posted at the duly designated posting places within the City and published once within fifteen days after passage and adoption as may be required by law; or, in the alternative, the City Clerk may cause to be published a summary of this Ordinance and a certified copy of the text of this Ordinance shall be posted in the Office of the City Clerk five days prior to the date of adoption of this Ordinance; and, within fifteen days after adoption, the City Clerk shall cause to be published, the aforementioned summary and shall post a certified copy of this Ordinance, together with the vote for and against the same, in the Office of the City Clerk.

PASSED, APPROVED, AND ADOPTED this ____ day of _____,
2016.

BARBARA KOGERMAN, MAYOR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing Ordinance No. _____ was duly introduced and placed upon its first reading at a Regular Meeting of the City Council on the _____ day of _____, 2016, and that thereafter, said Ordinance was duly adopted and passed at a Regular Meeting of the City Council held on the _____ day of _____, 2016, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

AFFIDAVIT OF POSTING
AND PUBLICATION

MELISSA AU-YEUNG, being first duly sworn, deposes and says:

That she is the duly appointed and qualified City Clerk of the City of Laguna Hills;

That in compliance with State Laws of the State of California, ORDINANCE NO. _____, being:

AN ORDINANCE OF THE CITY OF LAGUNA HILLS,
CALIFORNIA, AMENDING AND RESTATING
CHAPTER 9-47 OF TITLE 9 OF THE LAGUNA HILLS
MUNICIPAL CODE REGARDING LANDSCAPE
WATER EFFICIENCY

on the ____ day of _____, 2016, was published in summary in The Register and on the ____ day of _____, 2016, was published in summary in the Saddleback Valley News; and was, in compliance with City Resolution No. _____, on the ____ day of _____, 2016, caused to be posted in three places in the City of Laguna Hills, to wit:

Laguna Hills City Hall
Laguna Hills Community Center
Courtyard at La Paz Center

MELISSA AU-YEUNG, CITY CLERK
Laguna Hills, California

EXHIBIT A

Chapter 9-47

Landscape Water Efficiency

Sections:

- 9-47.010 Purpose.
- 9-47.020 Applicability.
- 9-47.030 Implementation Procedures.
- 9-47.040 Landscape Water Use Standards.
- 9-47.050 Delegation.
- 9-47.060 Definitions.

9-47.010 Purpose.

The State Legislature has found that:

- a) The waters of the state are of limited supply and are subject to ever increasing demands;
- b) The continuation of California's economic prosperity is dependent on the availability of adequate supplies of water for future uses;
- c) It is the policy of the state to promote the conservation and efficient use of water and to prevent the waste of this valuable resource;
- d) Landscapes are essential to the quality of life in California by providing areas for active and passive recreation and as an enhancement to the environment by cleaning air and water, preventing erosion, offering fire protection, and replacing ecosystems lost to development;
- e) Landscape design, installation, maintenance, and management can and should be water efficient; and
- f) Article X, Section 2 of the California Constitution specifies that the right to use water is limited to the amount reasonably required for the beneficial use to be served, and the right does not and shall not extend to waste or unreasonable method of use of water.

9-47.020 Applicability.

- A. This chapter shall apply to the following landscape projects:

1. New landscape projects with an aggregate landscape area equal to or greater than 500 square feet, requiring a building or landscape permit, plan check or design review;
 2. Rehabilitated landscape projects with an aggregate landscape area equal to or greater than 2,500 square feet, requiring a building or landscape permit, plan check or design review;
 3. New or rehabilitated landscape projects with an aggregate landscape area of 2,500 square feet or less may comply with the performance requirements of this chapter or conform to the prescriptive measures contained in Appendix A of the Guidelines;
 4. New or rehabilitated projects using treated or untreated graywater or rainwater capture on site, any lot or parcels within the project that has less than 2,500 square feet of landscape area and meets the lot or parcel's landscape water requirement (Estimated Total Water Use) entirely with the treated or untreated graywater or through stored rainwater capture on site is subject only to Appendix A of the Guidelines.
- B. Section 9-47.040(B) of the Landscape Water Use Standards of this Water Efficient Landscape Ordinance shall apply to:
1. All landscaped areas, whether installed prior to or after January 1, 2010; and
 2. All landscaped areas installed after February 1, 2016 to which Section 9-47.020(A) is applicable.
- C. This chapter shall not apply to:
1. Registered local, state, or federal historical sites;
 2. Ecological restoration projects that do not require a permanent irrigation system;
 3. Mined-land reclamation projects that do not require a permanent irrigation system; or
 4. Plant collections, as part of botanical gardens and arboretums open to the public.

9-47.030 Implementation Procedures.

- A. Prior to installation, a Landscape Documentation Package shall be submitted to the City for review and approval of all landscape projects subject to the provisions of this chapter. Any Landscape Documentation Package submitted to the City shall comply with the provisions of the Guidelines.

B. The Landscape Documentation Package shall include a certification by a professional appropriately licensed in the State of California stating that the landscape design and water use calculations have been prepared by or under the supervision of the licensed professional and are certified to be in compliance with the provisions of this chapter and its Guidelines.

1. Landscape and irrigation plans shall be submitted to the City for review and approval with appropriate water use calculations. Water use calculations shall be consistent with calculations contained in the Guidelines and shall be provided to the local water purveyor, as appropriate, under procedures determined by the City.

2. Verification of compliance of the landscape installation with the approved plans shall be obtained through a Certification of Completion in conjunction with a Certificate of Use and Occupancy or permit final process, as provided in the Guidelines.

9-47.040 Landscape Water Use Standards.

A. For applicable landscape installation or rehabilitation projects subject to Section 9-47.020(A) of this chapter, the Estimated Applied Water Use allowed for the landscaped area shall not exceed the MAWA calculated using an ET adjustment factor of 0.55 for residential areas and 0.45 for non-residential areas, except for special landscaped areas where the MAWA is calculated using an ET adjustment factor of 1.0; or the design of the landscaped area shall otherwise be shown to be equivalently water-efficient in a manner acceptable to the City; as provided in the Guidelines.

B. Irrigation of all landscaped areas shall be conducted in a manner conforming to the rules and requirements, and shall be subject to penalties and incentives for water conservation and water waste prevention as determined and implemented by the local water purveyor or as mutually agreed by local water purveyor and the local agency.

9-47.050 Delegation.

The City may delegate to, or enter into a contract with, a local agency to implement, administer, and/or enforce any of the provisions of this chapter on behalf of the City.

9-47.060 Definitions.

As used in this chapter:

“Aggregate landscape areas” pertains to the areas undergoing development as one project or for production home neighborhoods or other situations where

multiple parcels are undergoing development as one project, but will eventually be individually owned.

“Applied water” means the portion of water supplied by the irrigation system to the landscape.

“Budget-based tiered-rate structure” means tiered or block rates for irrigation accounts charged by the retail water agency in which the block definition for each customer is derived from lot size or irrigated area and the evapotranspiration requirements of landscaping.

“Community Aesthetics Evaluation” – While not subject to a permit, plan check or design review, the Community Aesthetics Evaluation may be performed to ensure the aesthetic standards of the community and irrigation efficiency intent is maintained.

“Ecological restoration project” means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.

“Estimated Applied Water Use” means the average annual total amount of water estimated to be necessary to keep plants in a healthy state, calculated as provided in the Guidelines. It is based on the reference evapotranspiration rate, the size of the landscape area, plant water use factors, and the relative irrigation efficiency of the irrigation system.

“Evapotranspiration adjustment factor” or “ETAF” of 0.55 for residential areas and 0.45 for non-residential areas, that, when applied to reference evapotranspiration, adjusts for plant factors and irrigation efficiency, two major influences upon the amount of water that needs to be applied to the landscape. The ETAF for new and existing (non-rehabilitated) Special Landscape Area shall not exceed 1.0. The ETAF for existing non-rehabilitated landscapes is 0.8.

“Guidelines” refers to the Guidelines for Implementation of Chapter 9-47, as adopted by the City, which describes procedures, calculations, and requirements for landscape projects subject to this Water Efficient Landscape Ordinance.

“Hardscapes” means any durable material or feature (pervious and non-pervious) installed in or around a landscaped area, such as pavements or walls. Pools and other water features are considered part of the landscaped area and not considered hardscapes for purposes of this chapter.

“Irrigation efficiency” means the measurement of the amount of water beneficially used divided by the amount of water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The irrigation efficiency for purposes of this Water Efficient Landscape Ordinance are 0.75 for overhead spray devices and 0.81 for drip systems.

“Landscaped area” means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance and Estimated Applied Water Use calculations. The landscaped area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

“Landscape contractor” means a person licensed by the State of California to construct, maintain, repair, install, or subcontract the development of landscape systems.

“Landscape Documentation Package” means the documents required to be provided to the City for review and approval of landscape design projects, as described in the Guidelines.

“Landscape project” means total area of landscape in a project, as provided in the definition of “landscaped area,” meeting the requirements under Section 9-47.020 of this chapter.

“Local agency” means a local water purveyor or city or county, including a charter city or charter county, that is authorized to implement, administer, and/or enforce any of the provisions of this chapter. The local agency may be responsible for the enforcement or delegation of enforcement of this chapter, including, but not limited to, design review, plan check, issuance of permits, and inspection of a landscape project.

“Local water purveyor” means any entity, including a public agency, city, county, or private water company that provides retail water service.

“Maximum Applied Water Allowance” or “MAWA” means the upper limit of annual applied water for the established landscaped area as specified in Section 2.2 of the Guidelines. It is based upon the area’s reference evapotranspiration, the ET Adjustment Factor, and the size of the landscaped area. The Estimated Applied Water Use shall not exceed the Maximum Applied Water Allowance. $MAWA = (ET_o) (0.62) [(ETAF \times LA) + ((1-ETAF) \times SLA)]$

“Mined-land reclamation projects” means any surface mining operation with a reclamation plan approved in accordance with the Surface Mining and Reclamation Act of 1975.

“New construction” means, for the purposes of this Water Efficient Landscape Ordinance, a new building with a landscape or other new landscape such as a park, playground, or greenbelt without an associated building.

“Non-pervious” means any surface or natural material that does not allow for the passage of water through the material and into the underlying soil.

“Pervious” means any surface or material that allows the passage of water through the material and into the underlying soil.

“Permit” means an authorizing document issued by local agencies for new construction or rehabilitated landscape.

“Plant factor” or “plant water use factor” is a factor, when multiplied by ETo, that estimates the amount of water needed by plants. For purposes of this Water Efficient Landscape Ordinance, the plant factor range for very low water use plants is 0 to 0.1; the plant factor range for low water use plants is 0 to 0.3; the plant factor range for moderate water use plants is 0.4 to 0.6; and the plant factor range for high water use plants is 0.7 to 1.0. Plant factors cited in this Water Efficient Landscape Ordinance are derived from the publication “Water Use Classification of Landscape Species.” Plant factors may also be obtained from horticultural researchers from academic institutions or professional associations as approved by the California Department of Water Resources (DWR).

“Recycled water” or “reclaimed water” means treated or recycled waste water of a quality suitable for non-potable uses such as landscape irrigation and water features. This water is not intended for human consumption.

“Reference evapotranspiration” or “ETo” means a standard measurement of environmental parameters which affect the water use of plants. ETo is given expressed in inches per day, month, or year as represented in Appendix A of the Guidelines, and is an estimate of the evapotranspiration of a large field of four-to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the Maximum Applied Water Allowances.

“Rehabilitated landscape” means any re-landscaping project that meets the applicability criteria of Section 9-47.020 where the modified landscape area is greater than 2,500 square feet.

“Smart irrigation controller” means an automatic irrigation controller utilizing either evapotranspiration or soil moisture sensor data with non-volatile memory that shall be required for irrigation scheduling in all irrigation systems, recommending U.S. EPA WaterSense labeled devices as applicable.

“Special landscape area” means an area of the landscape dedicated solely to edible plants such as orchards and vegetable gardens, areas irrigated with recycled water, water features using recycled water, and recreational areas dedicated to active play such as parks, sports fields, golf courses, and where turf provides a playing surface.

“Turf” means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

“Valve” means a device used to control the flow of water in an irrigation system.

“Water feature” means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of water features is included in the high water use hydrozone of the landscaped area. Constructed wetlands used for on-site wastewater treatment, habitat protection or storm water best management practices that are not irrigated and used solely for water treatment or storm water retention are not water features and, therefore, are not subject to the water budget calculation.

The seal of the City of Laguna Hills is a circular emblem. It features a central illustration of a person riding a horse through a field. The words "CITY OF LAGUNA HILLS" are inscribed around the top inner edge of the seal, and "1991" is at the bottom. The seal is rendered in a light, faded gray.

ZTA 1-16-3425
Attachment #2
Resolution & Guidelines

RESOLUTION NO. 2016-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING THE 2016 GUIDELINES FOR IMPLEMENTATION OF THE CITY OF LAGUNA HILLS WATER EFFICIENT LANDSCAPE ORDINANCE

The City Council of the City of Laguna Hills, California, hereby finds, determines, declares, and resolves as follows:

WHEREAS, in compliance with Assembly Bill 1881 (Laird, Water Conservation) the City Council adopted Ordinance 2009-7 on December 8, 2009 implementing the state Model Water Efficient Landscape Ordinance (MWELO) and adopted by minute order a document entitled: "Guidelines for Implementation of the City of Laguna Hills Water Efficient Landscape Ordinance" (hereinafter "2009 Guidelines"), which provided technical assistance to staff and the public for the purpose of implementing the City's MWELO; and

WHEREAS, due to the on-going drought conditions within California, Governor Brown issued Executive Order (EO B-29-15) on April 1, 2015, directing the California Department of Water Resources to update the MWELO to increase water efficiency standards for new and existing landscapes through more efficient irrigation systems, greywater usage, onsite storm water capture and limiting the portion of landscaping that can be covered in turf; and

WHEREAS, on July 15, 2015, the California Water Commission (CWC) adopted revisions to the California Code of Regulations Title 23, Division 2, Chapter 2.7 "Model Water Efficient Landscape Ordinance", which requires the City to update its 2009 Guidelines to ensure consistency with the updated requirements of the state MWELO; and

WHEREAS, the proposed 2016 Guidelines for Implementation of the City of Laguna Hills Water Efficient Landscape Ordinance ("2016 Guidelines") are incorporated by reference into the updated City of Laguna Hills Water Efficient Landscape Ordinance, which has been prepared to comply with the requirements of Governor Brown's Executive Order (EO B-29-15) and the state MWELO; and

WHEREAS, the purpose of the proposed 2016 Guidelines is to provide procedural and design guidance for project applicants proposing landscape installation or rehabilitation projects that are subject to the requirements of the updated Water Efficient Landscape Ordinance.

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

SECTION 1. The Guidelines for Implementation of the City of Laguna Hills Water Efficient Landscape Ordinance adopted by the City Council by minute action on December 8, 2009 are hereby repealed in their entirety.

SECTION 2. The 2016 Guidelines for Implementation of the City of Laguna Hills Water Efficient Landscape Ordinance and their Appendices (A-H), attached hereto as Exhibit A, are hereby approved and adopted.

SECTION 3. Effective Date. This Resolution shall take effect upon the effective date of Ordinance No. 2016-____.

PASSED, APPROVED, AND ADOPTED this 9th day of February 2016.

BARBARA KOGERMAN, MAYOR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. _____ adopted by the City Council of the City of Laguna Hills, California, at a Regular Meeting thereof held on the _____ day of _____, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

EXHIBIT A

GUIDELINES

FOR IMPLEMENTATION OF THE

CITY OF LAGUNA HILLS

WATER EFFICIENT LANDSCAPE

ORDINANCE (CHAPTER 9-47)

TABLE OF CONTENTS

<u>Section</u>	<u>Page No.</u>
1. Purpose and Applicability	1
1.1 Purpose.....	1
1.2 Applicability	1
2. Submittal Requirements for New Landscape Installations or Landscape Rehabilitation Projects	2
2.2 Elements of the Landscape Documentation Package	3
2.3 Water Efficient Landscape Calculations and Alternatives	4
2.4 Soil and Stormwater Management.....	7
2.5 Landscape Design Plan	9
2.6 Irrigation Design Plan	12
2.7 Grading Design Plan	17
2.8 Certification of Completion	18
2.9 Post-Installation Irrigation Scheduling	19
2.10 Post-Installation Landscape and Irrigation Maintenance.....	19
3. Provisions for Existing Landscapes	19
4. Public Education	20
Appendix A: Prescriptive Compliance Option.....	21
Appendix B: Certification of Landscape Design	24
Appendix C: Water Efficient Landscape Worksheet	25
Appendix D: Reference Evapotranspiration Table	27
Appendix E: Certificate of Completion.....	30
Appendix F: Definitions	32
Appendix G: Irrigation Plan Checklist	38
Appendix H: Inspection Affidavit.....	39

1. Purpose and Applicability

1.1 Purpose

- (A) The primary purpose of these Guidelines is to provide procedural and design guidance for project applicants proposing landscape installation or rehabilitation projects that are subject to the requirements of the City's Water Efficient Landscape Ordinance found at Chapter 9-47 of the Laguna Hills Municipal Code. This document is also intended for use and reference by City staff in reviewing and approving designs and verifying compliance with Chapter 9-47. The general purpose of Chapter 9-47 is to promote the design, installation, and maintenance of landscaping in a manner that conserves regional water resources by ensuring that landscaping projects are not unduly water-needy and that irrigation systems are appropriately designed and installed to minimize water waste.
- (B) Other regulations affecting landscape design and maintenance practices are potentially applicable and should be consulted for additional requirements. These regulations include but may not be limited to:
 - (1) State of California Assembly Bill 1881;
 - (2) National Pollutant Discharge Elimination Permit for the Municipal Separate Storm Sewer System;
 - (3) Orange County Fire Authority Regulations for Fuel Modification in the Landscape;
 - (4) Water Conservation and Drought Response Regulations of the El Toro Water District or Moulton Niguel Water District;
 - (5) Regulations of the El Toro Water District and/or Moulton Niguel Water District governing use of Recycled Water;
 - (6) Title 9 of the Laguna Hills Municipal Code (Zoning and Subdivisions);
 - (7) Title 10 of the Laguna Hills Municipal Code (Buildings and Construction);
 - (8) The City of Laguna Hills General Plan, and
 - (9) Conditions of approval for a specific project

1.2 Applicability

- (A) Chapter 9-47 of the Laguna Hills Municipal Code and these Guidelines apply to all of the following landscape projects:

- (1) New landscape projects with an aggregate landscape area equal to or greater than 500 square feet, requiring a building or landscape permit, plan check or design review;
 - (2) Rehabilitated landscape projects with an aggregate landscape area equal to or greater than 2,500 square feet, requiring a building or landscape permit, plan check or design review;
 - (3) New or rehabilitated landscape projects with an aggregate landscape area of 2,500 square feet or less may comply with the performance requirements of this ordinance or conform to the prescriptive measures contained in Appendix A ;
 - (4) New or rehabilitated projects using treated or untreated graywater or rainwater capture on site, any lot or parcels within the project that has less than 2,500 square feet of landscape area and meets the lot or parcel's landscape water requirement (Estimated Total Water Use) entirely with the treated or untreated graywater or though stored rainwater capture on site is subject only to Appendix A Section (5).
- (B) The requirements of the Guidelines may be partially or wholly waived, at the discretion of the City or its designee, for landscape rehabilitation projects that are limited to replacement plantings with equal or lower water needs and where the irrigation system is found to be designed, operable and programmed consistent with minimizing water waste in accordance with local water purveyor regulations.
- (C) Unless otherwise determined by the City, the Water Efficient Landscape Ordinance and these Guidelines do not apply to:
- (1) Registered local, state, or federal historical sites;
 - (2) Ecological restoration projects that do not require a permanent irrigation system;
 - (3) Mined-land reclamation projects that do not require a permanent irrigation system; or
 - (4) Plant collections, as part of botanical gardens, and arboretums open to the public.

2. Submittal Requirements for New Landscape Installations or Landscape Rehabilitation Projects

- (A) Discretionary approval is typically required for landscape projects that are subject to site plan reviews, or where a variance from a local building code is requested, or other procedural processes apply such that standard or special conditions of

approval may be required by the City. Discretionary projects with conditions of approval may be approved administratively by City staff, or acted on formally by the Planning Commission, City Council, or other jurisdictional authority. A typical standard condition of approval reads:

“Landscaping for the project shall be designed to comply with Chapter 9-47 of the Laguna Hills Municipal Code and with the Guidelines for Implementation of the Water Efficient Landscape Ordinance.”

Landscape or water features that typically require a ministerial permit (i.e., a building, plumbing, electrical, or other similar permit), thereby triggering compliance with the Water Efficient Landscape Ordinance requirements independently of the need for discretionary approval include, but are not limited to, swimming pools, and fountains or ponds.

2.2 Elements of the Landscape Documentation Package

- (A)** A Landscape Documentation Package is required to be submitted by the project applicant for review and approval prior to the issuance of ministerial permits for landscape or water features by the City, and prior to start of construction. Unless otherwise directed by the City, the Landscape Documentation Package shall include the following elements either on plan sheets or supplemental pages as directed by the City:
 - (1)** Project Information, including, but not limited to, the following:
 - (a)** Date;
 - (b)** Project name;
 - (c)** Project address, parcel, and/or lot number(s);
 - (d)** Total landscape area (square feet) and rehabilitated landscape area (if applicable);
 - (e)** Project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed);
 - (f)** Water supply type (e.g., potable, recycled, or well) and identification of the local retail water purveyor if the project applicant is not served by a private well;
 - (g)** Checklist or index of all documents in the Landscape Documentation Package;
 - (h)** Project contacts, including contact information for the project applicant and property owner;

- (i) Certification of Design in accordance with **Exhibit A** of these Guidelines that includes a landscape professional's professional stamp, as applicable, signature, contact information (including email and telephone number), license number, and date, certifying the statement that "The design of this project complies with the requirements of the City's Water Efficient Landscape Ordinance" and shall bear the signature of the landscape professional as required by law; and
 - (j) Any other information the City deems relevant for determining whether the landscape project complies with the Water Efficient Landscape Ordinance and these Guidelines.
- (2) Maximum Applied Water Allowance (MAWA) and Estimated Applied Water Use (EAWU) expressed as annual totals including, but not limited to, the following:
 - (a) Water Efficient Landscape Worksheet (optional at discretion of the City) for the landscape project;
 - (b) Hydrozone information table (optional at the discretion of the City) for the landscape project; and
 - (c) Water budget calculations (optional at the discretion of the City) for the landscape project.
- (3) A soil management report or specifications, or specification provision requiring soil testing and amendment recommendations and implementation to be accomplished during construction of the landscape project.
- (4) A landscape design plan for the landscape project.
- (5) An irrigation design plan for the landscape project.
- (6) A grading design plan, unless grading information is included in the landscape design plan for the landscape project or unless the landscape project is limited to replacement planting and/or irrigation to rehabilitate an existing landscape area.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

2.3 Water Efficient Landscape Calculations and Alternatives

- (A) The project applicant shall provide the calculated Maximum Applied Water Allowance (MAWA) and Estimated Applied Water Use (EAWU) for the landscape area as part of the Landscape Documentation Package submittal to the

City. The MAWA and EAWU shall be calculated based on completing the Water Efficient Landscape Worksheets (in accordance with the sample worksheets in **Appendix C**) which contain information on the plant factor, irrigation method, irrigation efficiency and area associated with each hydrozone. Calculations are then made to show that the evapotranspiration adjustment factor (ETAF) for the landscape project does not exceed a factor of 0.55 for residential areas and 0.45 for non-residential areas, exclusive of Special Landscape Areas. The ETAF for a landscape project is based on the plant factors and irrigation methods selected. The Maximum Applied Water Allowance is calculated based on the maximum ETAF allowed (0.55 for residential areas and 0.45 for non-residential areas) and expressed as annual gallons required. The EAWU is calculated based on the plants used and irrigation method selected for the landscape design.

- (B) The EAWU allowable for the landscape area shall not exceed the MAWA. The MAWA shall be calculated using an evapotranspiration adjustment factor (ETAF) of 0.55 for residential areas and 0.45 for non-residential areas, except for the portion of the MAWA applicable to any Special Landscape Areas within the landscape project, which shall be calculated using an ETAF of 1.0. Where the design of the landscape area can otherwise be shown to be equivalently water-efficient, the project applicant may submit alternative or abbreviated information supporting the demonstration that the annual EAWU is less than the MAWA, at the discretion of and for the review and approval of the local agency.
- (C) Water budget calculations shall adhere to the following requirements:
 - (1) The MAWA shall be calculated using the Water Efficient Landscape Worksheets and equation presented in **Appendix C**.
 - (2) The EAWU shall be calculated using the Water Efficient Landscape Worksheet and equations presented in **Appendix C**.
 - (3) For the calculation of the MAWA and EAWU, a project applicant shall use the ETo values from the closest location listed the Reference Evapotranspiration Table in **Appendix D**. For geographic areas not covered in **Appendix D**, data from other cities, or zip codes, located nearby in the same reference evapotranspiration zone may be used.
 - (4) For calculation of the EAWU, the plant water use factor shall be determined as appropriate to the project location from the Water Use Efficiency of Landscape Species (WUCOLS) Species Evaluation List or from horticultural researchers with academic institutions or professional associations as approved by the California Department of water Resources (DWR). The plant factor ranges from 0 to 0.1 for very low water use plants, 0.1 to 0.3 for low water use plants, 0.4 to 0.6 for moderate water use plants, and 0.7 to 1.0 for high water use plants.

- (5) For calculating the EAWU, the plant water use factor shall be determined for each valve hydrozone based on the highest-water-use plant species within the zone. The plant factor for each hydrozone may be required to be further refined as a “landscape coefficient,” according to protocols defined in detail in the WUCOLS document, to reflect planting density and microclimate effects on water need at the option of the project applicant or the City.
- (6) For calculation of the EAWU, the area of a water feature shall be defined as a high water use hydrozone with a plant factor of 1.0.
- (7) For calculation of the EAWU, a temporarily irrigated hydrozone area, such as an area of highly drought-tolerant native plants that are not intended to be irrigated after they are fully established, shall be defined as a very low water use hydrozone with a plant factor of 0.1.
- (8) For calculation of the MAWA, the ETAF for Special Landscape Areas (SLA) shall be set at 1.0. For calculation of the EAWU, the ETAF for SLA shall be calculated as the SLA plant factor divided by the SLA irrigation efficiency factor.
- (9) Irrigation efficiency (IE) of the irrigation heads used within each hydrozone shall be assumed to be as follows, unless otherwise indicated by the irrigation equipment manufacturer’s specifications or demonstrated by the project applicant:

Irrigation Method	DU_{LQ}	DU_{LH} *	EU	IE**
Spray nozzles	65%	79%		71%
High efficiency spray nozzles	70%	82%		73%
Multi stream/Multi trajectory rotary (MSMT) nozzles	75%	85%		76%
Stream rotor nozzle	70%	82%		73%
Microspray	75%	85%		76%
Bubblers			85%	77%
Drip emitter			90%	81%
Subsurface drip			90%	81%

* $DU_{LH} = .386 + (.614)(DU_{LQ})$

** IE (spray) = $(DU_{LH})(IME)$

** IE (drip) = Emission uniformity (EU)(IME)

- (D) The Maximum Applied Water Allowance shall adhere to the following requirements:
 - (1) The Maximum Applied Water Allowance shall be calculated using the equation presented in **Appendix C**. The reference evapotranspiration (ET_o) values used for this calculation are from the Reference Evapotranspiration Table in **Appendix D** and are for planning purposes

only. For actual irrigation scheduling, automatic irrigation controllers are required and shall use current ETo data, such as from the California Irrigation Management Information System (CIMIS), other equivalent data, or soil moisture sensor data.

2.4 Soil and Stormwater Management

- (A)** All planted landscape areas are required to have friable soil to maximize retention and infiltration. On engineered slopes, only amended planting holes need meet this requirement.
- (B)** In order to reduce runoff and encourage healthy plant growth, a soil management report shall be completed by the project applicant, or his/her designee, as follows:
 - (1)** Submit soil samples to a certified agronomic soils laboratory for analysis and recommendations.
 - (a)** Soil sampling shall be conducted in accordance with laboratory protocol, including protocols regarding adequate sampling depth for the intended plants.
 - (b)** The soil analysis may include, but is not limited to:
 - 1. soil texture;
 - 2. infiltration rate determined by laboratory test or soil texture infiltration rate table;
 - 3. pH;
 - 4. total soluble salts;
 - 5. sodium;
 - 6. percent organic matter; and
 - 7. recommendations.
 - (2)** In projects with multiple landscape installations (i.e. production home developments or common interest developments that are installing landscaping) a soil sampling rate of 1 in 7 lots or approximately 15% will satisfy this requirement; evenly disbursed throughout the development. Large landscape projects shall sample at a rate equivalent to 1 in 7 lots or approximately 15% landscape area. The project applicant, or his/her designee, shall comply with one of the following:

- (a) If significant mass grading is not planned, the soil analysis report shall be submitted to the local agency as part of the Landscape Documentation Package; or
- (b) If significant mass grading is planned, the soil analysis report shall be submitted to the City as part of the Certification of Completion.
- (c) The soil analysis report shall be made available, in a timely manner, to the professionals preparing the landscape design plans and irrigation design plans in order to make any necessary adjustments to the design plans.
- (d) The project applicant, or his/her designee, shall submit documentation verifying implementation of soil analysis report recommendations to the local agency with the Certification of Completion.

[Note: Authority Cited: Section 65595, Government Code.
Reference: Section 65596, Government Code.]

- (C) It is strongly recommended that landscape areas be designed for capture and infiltration capacity that is sufficient to prevent runoff from impervious surfaces (i.e. roof and paved areas) from additional capacity as required by any applicable local, regional, state, or federal regulation and/or one of the following: the one inch, 24-hour rain event or the 85th percentile, 24-hour rain event.
- (D) It is recommended that storm water projects incorporate any of the following elements to improve on-site stormwater and dry weather runoff capture and use:
 - (1) Grade impervious surfaces, such as driveways, during construction to drain into vegetated areas.
 - (2) Minimize the area of impervious surfaces such as paved areas, roof, and concrete driveways.
 - (3) Incorporate pervious or porous surfaces (e.g. gravel, permeable pavers or blocks, pervious or porous concrete) that minimize runoff.
 - (4) Direct runoff from paved surfaces and roof areas into planting beds or landscape areas to maximize site water capture and reuse.
 - (5) Incorporate rain gardens, cisterns, and other rain harvesting or catchment systems.
 - (6) Incorporate infiltration beds, swales, basins, and drywells to capture stormwater and dry weather runoff and increase percolation into the soil.

- (7) Consider constructed wetlands and ponds that retain water, equalize excess flow, and filter pollutants.

[Note: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

2.5 Landscape Design Plan

- (A) For the efficient use of water, a landscape shall be carefully designed and planned for the intended function of the project. The following design criteria shall be submitted as part of the Landscape Documentation Package.
 - (1) Plant Material
 - (a) Any plant may be selected for the landscape area provided the EAWU in the landscape area does not exceed the MAWA. Methods to achieve water efficiency shall include one or more of the following:
 - (2) Protection and preservation of non-invasive water-conserving plant, tree and turf species;
 - (3) Selection of water-conserving plant, tree and turf species;
 - (4) Selection of plants based on local climate suitability, disease and pest resistance;
 - (5) Selection of trees based on applicable City and local tree ordinances or tree shading guidelines, and size at maturity as appropriate for the planting area; and
 - (6) Selection of plants from local and regional landscape program plant lists.
 - (7) Selection of plants from local Fuel Modification Plan Guidelines.
- (B) Each hydrozone shall have plant materials with similar water use; with the exception of hydrozones with plants of mixed water use, as specified in Section 2.6(a)(2)(D) of these Guidelines.
- (C) Plants shall be selected and planted appropriately based upon their adaptability to the climatic, geologic, and topographical conditions of the project site. Methods to achieve water efficiency shall include one or more of the following:
 - (1) Use the Sunset Western Climate Zone System, or equivalent generally accepted models, which takes into account temperature, humidity, elevation, terrain, latitude, and varying degrees of continental and marine influence on local climate;

- (2) Recognize the horticultural attributes of plants (i.e., mature plant size, invasive surface roots) to minimize damage to property or infrastructure (e.g., buildings, sidewalks, and power lines); allow for adequate soil volume for healthy root growth and
 - (3) Consider the solar orientation for plant placement to maximize summer shade and winter solar gain.
- (D) Turf is discouraged on slopes greater than 25% where the toe of the slope is adjacent to an impermeable hardscape and where 25% means 1 foot of vertical elevation change for every 4 feet of horizontal length (rise divided by run x 100 = slope percent).
 - (E) High water use plants, characterized by a plant factor of 0.7 to 1.0, are prohibited in street medians.
 - (F) A landscape design plan for projects in fire-prone areas and fuel modification zones shall comply with requirements of the local Fire Authority, where applicable. Refer to the local Fuel Modification Plan Guidelines. When conflicts between water conservation and fire safety design elements exist, the fire safety requirements shall have priority.
 - (G) The use of invasive plant species, such as those listed by the California Invasive Plant Council, is strongly discouraged.
 - (H) The architectural guidelines of a common interest development, which include community apartment projects, condominiums, planned developments, and stock cooperatives, shall not prohibit or include conditions that have the effect of prohibiting the use of water efficient plant species as a group.
- (1) Water Features
 - (a) Recirculating water systems shall be used for water features.
 - (b) Where available and consistent with public health guidelines, recycled water shall be used as a source for decorative water features.
 - (c) The surface area of a water feature shall be included in the high water use hydrozone area of the water budget calculation.
 - (d) Pool and spa covers are highly recommended.
 - (2) Soil Preparation, Mulch and Amendments
 - (a) Prior to planting of any materials, compacted soils shall be transformed to a friable condition. On engineered slopes, only amended planting holes need to meet this requirement.

- (b) Soil amendments shall be incorporated according to the recommendations of the soil report and what is appropriate for plants selected.
 - (c) For landscape installations, compost at a rate of a minimum of four cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six inches into the soil. Soils with greater than 6% organic matter in the top 6 inches of soil are exempt from adding compost and tilling.
 - (d) A minimum three inch (3") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife, up to 5% of the landscape area may be left without mulch. Designated insect habitat must be included in the landscape design plan as such.
 - (e) Stabilizing mulching products shall be used on slopes that meet current engineering standards such as those detailed in the USDA/USAID Low-Volume Roads Engineering Best Management Practices Field Guide.
 - (f) The mulching portion of the seed/mulch slurry in hydro-seeded applications shall meet the mulching requirement.
 - (g) Organic mulch materials made from recycled or post-consumer shall take precedence over inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local fuel Modification Plan Guidelines or other applicable local ordinances.
- (I) The landscape design plan, at a minimum, shall:
- (1) Delineate and label each hydrozone by number, letter, or other method;
 - (2) Identify each hydrozone as low, moderate, high water, or mixed water use. Temporarily irrigated areas of the landscape area shall be included in the low water use hydrozone for the water budget calculation;
 - (3) Identify recreational areas;
 - (4) Identify areas permanently and solely dedicated to edible plants;
 - (5) Identify areas irrigated with recycled water;
 - (6) Identify type of mulch and application depth;

- (7) Identify soil amendments, type, and quantity;
- (8) Identify type and surface area of water features;
- (9) Identify hardscapes (pervious and non-pervious);
- (10) Identify location and installation details, and 24-hour retention or infiltration capacity of any applicable storm water best management practices that encourage on-site retention and infiltration of storm water. Project applicants shall refer to the local agency or regional Water Quality Control Board for information on any applicable stormwater technical requirements. Storm water best management practices are encouraged in the landscape design plan and examples are provided in Section 2.4(C).
- (11) Identify any applicable rain harvesting or catchment technologies (e.g., rain gardens, cisterns, etc.);
- (12) Contain the following statement: “I have complied with the criteria of the Water Efficient Landscape Ordinance and applied them for the efficient use of water in the landscape design plan;” and
- (13) Bear the signature of a California-licensed landscape professional.

[Note: Authority Cited: Section 65595, Reference: Section 65596, Government Code and Section 1351, Civil Code.]

2.6 Irrigation Design Plan

- (A) This section applies to landscape areas requiring permanent irrigation, not areas that require temporary irrigation solely for the plant establishment period. For the efficient use of water, an irrigation system shall meet all the requirements listed in this section and the manufacturer’s recommendations. The irrigation system and its related components shall be planned and designed to allow for proper installation, management, and maintenance. An irrigation design plan meeting the following design criteria shall be submitted as part of the Landscape Documentation Package.
 - (1) System
 - (a) Landscape water meters, defined as either a dedicated water service meter or private sub meter, shall be installed for all non-residential irrigated landscapes of 1,000 sq. ft. but not more than 5,000 sq. ft. (the level at which Water Code 535 applies) and residential irrigated landscapes of 5,000 sq. ft. or greater. A landscape water meter may be either:

1. A customer service meter dedicated to landscape use provided by the local water purveyor; or
 2. A privately owned meter or sub meter.
- (b) Automatic irrigation controllers utilizing either evapotranspiration or soil moisture sensor data with non-volatile memory shall be required for irrigation scheduling in all irrigation systems, recommending U.S. EPA WaterSense labeled devices as applicable.
- (c) Sensors (rain, freeze, wind, etc.), either integral or auxiliary, that suspend or alter irrigation operation during unfavorable weather conditions shall be required on all irrigation systems, as appropriate for local climatic conditions. Irrigation should be avoided during windy or freezing weather or during rain.
- (d) If the water pressure is below or exceeds the recommended pressure of the specified irrigation devices, the installation of a pressure regulating device is required to ensure that the dynamic pressure at each emission device is within the manufacturer's recommended pressure range for optimal performance.
1. If the static pressure is above or below the required dynamic pressure of the irrigation system, pressure-regulating devices such as inline pressure regulators, booster pumps, or other devices shall be installed to meet the required dynamic pressure of the irrigation system.
 2. Static water pressure, dynamic or operating pressure, and flow reading of the water supply shall be measured at the point of connection. These pressure and flow measurements shall be conducted at the design stage. If the measurements are not available at the design stage, the measurements shall be conducted at installation.
- (e) Backflow prevention devices shall be required to protect the water supply from contamination by the irrigation system. A project applicant shall refer to the applicable City code (i.e., public health) for additional backflow prevention requirements.
- (f) A master shutoff valve shall be as close as possible to the point of connection and is required on all projects; with the exception for landscapes that make use of technologies that allow for the individual control of sprinklers that are individually pressurized in a system equipped with low pressure shut down features.

- (g) Flow sensors that detect high flow conditions created by system damage or malfunction are required for all non-residential landscapes and residential landscapes of 5,000 sq. ft. or larger. The flow sensor must be in combination with a master shut-off valve.
- (h) Manual isolation valves (such as a gate valve, ball valve, or butterfly valve) shall be required downstream of the point of connection of the water supply to minimize water loss in case of an emergency (such as a main line break) or routine repair.
- (i) The irrigation system shall be designed to prevent runoff, low head drainage, overspray, or other similar conditions where irrigation water flows onto non-targeted areas, such as adjacent property, non-irrigated areas, hardscapes, roadways, or structures.
- (j) Relevant information from the soil management plan, such as soil type and infiltration rate, shall be utilized when designing irrigation systems.
- (k) The design of the irrigation system shall conform to the hydrozones of the landscape design plan.
- (l) All irrigation emission devices must meet the requirements set in the American National Standards Institute (ANSI) standard, American Society of Agricultural and Biological Engineers'/International Code Council's (ASABE/ICC) 802-2014 "Landscape Irrigation Sprinkler and Emitter Standard, All Sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASBE/ICC 802-2014.
- (m) Average irrigation efficiency (IE) for the project shall be determined in accordance with the EAWU calculation sheet in **Appendix C**. Unless otherwise indicated by the irrigation equipment manufacturer's specifications or demonstrated by the project applicant, the irrigation efficiency of the irrigation heads used within each hydrozone shall as listed in Section 2.3(C)(9).
- (n) It is highly recommended that the project applicant or local agency inquire with the local water purveyor about peak water operating demands (on the water supply system) or water restrictions that may impact the effectiveness of the irrigation system.
- (o) In mulched planting areas, the use of low volume irrigation (drip or low volume overhead irrigation) is required to maximize water infiltration into the root zone; with the exception of areas with fuel modification requirements and/or those that require plant establishment to comply with local grading ordinances.

- (p) Sprinkler heads and other emission devices shall have matched precipitation rates, unless otherwise directed by the manufacturer's recommendations.
- (q) Head to head coverage is recommended. However, sprinkler spacing shall be designed to achieve the highest possible distribution uniformity using the manufacturer's recommendations.
- (r) Swing joint components are required on all sprinklers subject to damage that are adjacent to hardscapes or in high traffic areas of turf.
- (s) Check valves or anti-drain valves are required on all sprinkler heads where low point drainage could occur.
- (t) Areas less than ten (10) feet in width in any direction shall be irrigated with subsurface irrigation or other means that produces no runoff or overspray.
- (u) Overhead irrigation shall not be permitted within 24 inches of any non-permeable surface. Allowable irrigation within the setback from non-permeable surfaces may include drip, drip line, or other low flow non-spray technology. The setback area may be planted or unplanted. The surfacing of the setback may be mulch, gravel, or other porous material. These restrictions may be modified if:
 - 1. the landscape area is adjacent to permeable surfacing and no runoff occurs; or
 - 2. the adjacent non-permeable surfaces are designed and constructed to drain entirely to landscaping; or
 - 3. the irrigation designer for the landscape project specifies an alternative design or technology, as part of the Landscape Documentation Package, and clearly demonstrates strict adherence to the irrigation system design criteria in Section 2.G (A)(1) hereof. Prevention of overspray and runoff must be confirmed during an irrigation audit.
 - 4. slopes greater than 25% shall not be irrigated with an irrigation system with a application rate exceeding 0.75 inches per hour. This restriction may be modified if the landscape designer of the landscape project specifies an alternative design or technology, as part of the Landscape Documentation Package, and clearly demonstrates no runoff or erosion will occur. Prevention of runoff and erosion must be confirmed during the irrigation audit.

(2) Hydrozone

- (a)** Each valve shall irrigate a hydrozone with similar site, slope, sun exposure, soil conditions, and plant materials with similar water use.
- (b)** Sprinkler heads and other emission devices shall be selected based on what is appropriate for the plant type within that hydrozone.
- (c)** Where feasible, trees shall be placed on separate valves from shrubs, groundcovers, and turf to facilitate the appropriate irrigation of trees. The mature size and extent of the root zone shall be considered when designing irrigation for the tree.
- (d)** Individual hydrozones that mix plants of moderate and low water use or moderate and high water use may be allowed if:
 - 1.** The plant factor calculation is based on the proportions of the respective plant water uses and their respective plant factors; or
 - 2.** The plant factor of the higher water using plant is used for the calculations.
- (e)** Individual hydrozones that mix high and low water use plants shall not be permitted.
- (f)** On the landscape design plan and irrigation design plan, hydrozone areas shall be designated by number, letter, or other designation. On the irrigation design plan, designate the areas irrigated by each valve and assign a number to each valve.
- (g)** The irrigation design plan, at a minimum, shall contain:
 - 1.** the location and size of separate water meters for landscape;
 - 2.** the location, type, and size of all components of the irrigation system, including controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices;
 - 3.** static water pressure at the point of connection to the public water supply;
 - 4.** flow rate (gallons per minute), application rate (inches per hour), and design operating pressure (pressure per square inch) for each station;

5. irrigation schedule parameters necessary to program smart timers specified in the landscape design;
6. the following statement: “I have complied with the criteria of Chapter 9-47 of the Laguna Hills Municipal Code and applied them accordingly for the efficient use of water in the irrigation design plan;” and
7. the signature of a California-licensed *landscape professional*.

[Note: Authority Cited: Section 65595, Government Code.
Reference: Section 65596, Government Code.]

2.7 Grading Design Plan

- (A) For the efficient use of water, grading of a landscape project site shall be designed to minimize soil erosion, runoff, and water waste. Finished grading configuration of the landscape area, including pads, slopes, drainage, post-construction erosion control, and storm water control Best Management Practices, as applicable, shall be shown on the Landscape Plan unless this information is fully included in separate Grading Plans for the project, or unless the project is limited to replacement planting and/or irrigation to rehabilitate an existing landscape area.
- (B) The project applicant shall submit a landscape grading plan that indicates finished configurations and elevations of the landscape area including:
 - (1) Height of graded slopes;
 - (2) Drainage patterns;
 - (3) Pad elevations;
 - (4) Finish grade; and
 - (5) Storm water retention improvements, if applicable.
- (C) To prevent excessive erosion and runoff, it is highly recommended that the project applicant:
 - (1) Grade so that all irrigation and normal rainfall remains within property lines and does not drain on to non-permeable hardscapes;
 - (2) Avoid disruption of natural drainage patterns and undisturbed soil; and
 - (3) Avoid soil compaction in landscape areas.
- (D) The Grading Design Plan shall contain the following statement: “I have complied with the criteria of the ordinance and applied them accordingly for the efficient

use of water in the grading design plan” and shall bear the signature of the landscape professional, as required by law.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

2.8 Certification of Completion

- (A) Landscape project installation shall not proceed until the Landscape Documentation Package has been approved by the City and any ministerial permits required are issued.
- (B) The project applicant shall notify the City at the beginning of the installation work and at intervals, as necessary, for the duration of the landscape project work to schedule all required inspections.
- (C) Certification of Completion of the landscape project shall be obtained through a Certificate of Use and Occupancy or a permit final. The requirements for the Final Inspection and Permit Closure include submittal of:
 - (1) A Landscape Installation Certificate of Completion in the form included as **Appendix E** of these Guidelines, which shall include: (i) certification by a landscape professional that the landscape project has been installed per the approved Landscape Documentation Package; and (ii) the following statement: “The landscaping has been installed in substantial conformance to the design plans, and complies with the provisions of the Water Efficient Landscape Ordinance for the efficient use of water in the landscape.”
 - (a) Where there have been significant changes (as deemed by the local permitting agency) made in the field during construction, these “as-built” or record drawings shall be included with the certificate
 - (b) A diagram of the irrigation plan showing hydrozones shall be kept with the irrigation controller for subsequent management purposes.
 - (2) Documentation of the irrigation scheduling parameters used to set the controller(s);
 - (3) An irrigation audit report from a local agency landscape irrigation auditor or third party certified landscape irrigation auditor, documentation of enrollment in regional or local water purveyor’s water conservation programs, and/or documentation that the MAWA and EAWU information for the landscape project has been submitted to the local water purveyor, may be required at the option of the City. Example Inspection Affidavit is included as **Appendix H**.

- (a) Landscape audits shall not be conducted by the person who designed or installed the landscape.
- (b) In large projects or projects with multiple landscape installations (i.e. production home developments or common interest developments) an auditing rate of 1 in 7 lots or approximately 15% will satisfy this requirement.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

2.9 Post-Installation Irrigation Scheduling

- (A) For the efficient use of water, all irrigation schedules shall be developed, managed, and evaluated to utilize the minimum amount of water required to maintain plant health. Irrigation schedules shall meet the following criteria:
 - (1) Irrigation scheduling shall be regulated by automatic irrigation controllers.
 - (2) Overhead irrigation shall be scheduled in accordance with the local water purveyor's Water Conservation Ordinance. Operation of the irrigation system outside the normal watering window is allowed for auditing and system maintenance.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

2.10 Post-Installation Landscape and Irrigation Maintenance

- (A) Landscapes shall be maintained to ensure water use efficiency in accordance with Chapter 9-47 of the Laguna Hills Municipal Code.

3. Provisions for Existing Landscapes

- (A) Irrigation of all landscape areas shall be conducted in a manner conforming to the rules and requirements and shall be subject to penalties and incentives for water conservation and water waste prevention, as determined and implemented by the local water purveyor and as may be mutually agreed by the City.
- (B) The City and/or the regional or local water purveyor may administer programs such as irrigation water use analyses, irrigation surveys and/or irrigation audits, tiered water rate structures, water budgeting by parcel, or other approaches to achieve landscape water use efficiency community-wide to a level equivalent to or less than would be achieved by applying a MAWA calculated with an ETAF of 0.8 to all landscape areas in the City over one acre in size.
- (C) The architectural guidelines of a common interest development, including apartments, condominiums, planned developments, and stock cooperatives, shall

not prohibit or include conditions that have the effect of prohibiting the use of low-water use plants as a group.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

4. Public Education

- (A)** Publications. Education is a critical component to promote the efficient use of water in landscapes. The use of appropriate principles of design, installation, management, and maintenance that save water is encouraged in the community.
- (B)** Model Homes. All model homes that are landscaped shall use signs and written information to demonstrate the principles of water efficient landscapes as described.
 - (1)** Signs shall be used to identify the model as an example of a water efficient landscape featuring elements such as hydrozones, irrigation equipment, and others that contribute to the overall water efficient theme. Signage shall include information about the site water use as designed per the local ordinance; specify who designed and installed the site water efficient landscape; and demonstrate low water use approaches to landscaping such as using appropriate plants, alternative water sources, or rainwater catchment systems.
 - (2)** Information shall be provided about designing, installing, managing, and maintaining water efficient landscapes.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

Appendix A: Prescriptive Compliance Option

PRESCRIPTIVE COMPLIANCE OPTION

- (A)** This appendix contains prescriptive requirements which may be used as a compliance option to the Ordinance.
- (B)** Compliance with the following items is mandatory and must be documented in a landscape plan in order to use the prescriptive compliance option:
 - (1)** Submit a Landscape Documentation Package which includes the following elements:
 - (a)** Date
 - (b)** Project applicant
 - (c)** Project address (if available, parcel and/or lot number (s))
 - (d)** Total landscape area (square feet), including a breakdown of turf and plant material
 - (e)** Project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed)
 - (f)** Water supply type (e.g., potable, recycled, well) and identify the local retail water purveyor if the applicant is not served by a private well
 - (g)** Contact information for the project applicant and property owner
 - (h)** Applicant signature and date with statement, "I agree to comply with the requirements of the prescriptive compliance option to the MWELO"
 - (2)** Incorporate compost at a rate of at least four cubic yards per 1,000 square feet to a depth of six inches into landscape area (unless contra-indicated by a soil test);
 - (3)** Plant material shall comply with all of the following:
 - (a)** For residential areas, install climate adapted plants that require occasional, little or no summer water (average WUCOLS plan factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water; For non-residential areas, install climate adapted plants that require occasional, little or no summer water

(average WUCOLS plan factor 0.3) for 100% of the plant area excluding edibles and areas using recycled water;

- (b)** A minimum three inch (3”) layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated.

(4) Turf shall comply with all of the following:

- (a)** Turf shall not exceed 25% of the landscape area in residential areas, and turf shall not be planted in non-residential areas
- (b)** Turf shall not be planted on sloped areas which exceed a slope of 1 foot vertical elevation change for every 4 feet of horizontal length;
- (c)** Turf is prohibited in parkways less than 10 feet wide, unless the parkway is adjacent to a parking strip and used to enter and exit vehicles. Any turf in parkways must be irrigated by sub-surface irrigation, or by other technology that creates no overspray or runoff.

(5) Irrigation systems shall comply with the following:

- (a)** Automatic irrigation controllers are required and must use evapotranspiration or soil moisture sensor data
- (b)** Irrigation controllers shall be of a type which does not lose programming data in the event the primary power source is interrupted.
- (c)** Pressure regulators shall be installed on the irrigation system to ensure the dynamic pressure of the system is within the manufacturers recommended pressure range.
- (d)** Manual shut-off valves (such as a gate valve, ball valve, or butterfly valve) shall be installed as close as possible to the point of connection of the water supply.
- (e)** All irrigation emission devices must meet the requirements set in the ANSI standard, ASABE/ICC802-2014. “Landscape irrigation Sprinkler and Emitter Standard.” All Sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.

- (C) At the time of final inspection, the permit applicant must provide the owner of the property with a certificate of completion, certificate of installation, irrigation schedule and a schedule of landscape and irrigation maintenance.

Appendix B: Certification of Landscape Design

CERTIFICATION OF LANDSCAPE DESIGN

I hereby certify that:

(1) I am a professional appropriately licensed in the State of California to provide professional landscape design services.

(2) The landscape design and water use calculations for the property located at _____
_____ (provide street address or parcel number(s)) were prepared by me or under my supervision.

(3) The landscape design and water use calculations for the identified property comply with the requirements of the City of _____ Water Efficient Landscape Ordinance (Municipal Code Sections _____) and the City of _____ Guidelines for Implementation of the City of _____ Water Efficient Landscape Ordinance.

(4) The information I have provided in this Certificate of Landscape Design is true and correct and is hereby submitted in compliance with the City of _____ Guidelines for Implementation of the City of _____ Water Efficient Landscape Ordinance.

Print Name

Date

Signature

License Number

Address

Telephone

E-mail Address

Landscape Design Professional's Stamp
(If applicable)

Appendix C: Water Efficient Landscape Worksheet

WATER EFFICIENT LANDSCAPE WORKSHEET

This worksheet is filled out by the project applicant and it is a required item of the Landscape Documentation Package.

Reference Evapotranspiration (ET_o)^a: _____

Landscape Area Sector Type ☐ Residential
(select one): ☐ Non-Residential

	Hydrozone #/Planting Description	Location	Plant Factor ^b (PF)	Irrigation Method ^c	Irrigation Efficiency ^c (IE)	ETAF (PF/IE)	Landscape Area (sq-ft)	ETAF x Area	Estimated Total Water Use ^d (ETWU)
Regular Landscape Area									
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									

Average	Total	Total

Average ETAF for Regular In Not In
Landscape Areas^e (circle one): Compliance Compliance

Special Landscape Area

SLA-1									
SLA-2									
SLA-3									
SLA-4									
SLA-5									

Totals

Total Landscape Area

Site wide ETAF

ETWU Total

Maximum Allowed Water Allowance (MAWA)^f

WORKSHEET INFORMATION & EQUATIONS

^a Local monthly evapotranspiration rates are listed in Appendix D.

^b The following table can be used for common plant factors:

Plant Factor	PF
Very low water use plant	0.1
Low water use plant	0.2
Medium water use plant	0.5
High water use plant	0.8
Lawn	0.8
Pool, spa, or other water feature	1.0

^c *Irrigation efficiency* is derived from measurements and estimates of irrigation system characteristics and management practices. The minimum average *irrigation efficiency* for purposes of these *Guidelines* is 0.71. The following *irrigation efficiency* may be obtained for the listed irrigation heads with an *Irrigation Management Efficiency* of 90%:

Irrigation Method	IE
Spray nozzles	71%
High efficiency spray nozzles	73%
Multi stream/Multi trajectory rotary (MSMT) nozzles	76%
Stream rotor nozzle	73%
Microspray	76%
Bubblers	77%
Drip emitter	81%
Subsurface drip	81%

^d Estimated Total Water Use (ETWU) is the annual gallons required

$$\text{ETWU} = (\text{ETo}) \times (0.62) \times (\text{ETAF} \times \text{Area})$$

where, ETo = annual evapotranspiration rate in inches per year
 0.62 = factor used to convert inches per year to gallons per square foot
 ETAF = plant factor ÷ irrigation efficiency

^e Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for nonresidential areas.

^f Maximum Allowed Water Allowance (MAWA) is the annual gallons allowed

$$\text{MAWA} = (\text{ETo}) \times (0.62) \times [(\text{ETAF} \times \text{LA}) + ((1-\text{ETAF}) \times \text{SLA})]$$

where, ETo = annual evapotranspiration rate in inches per year
 0.62 = factor used to convert inches per year to gallons per square foot
 ETAF = plant factor ÷ irrigation efficiency
 LA = total (site wide) landscape area in square feet
 SLA = total special landscape area

Appendix D: Reference Evapotranspiration Table

REFERENCE EVAPOTRANSPIRATION (ET_O) TABLE

City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Total (inches per year)
Aliso Viejo	2.6	2.5	3.6	4.3	5.1	5.1	5.6	5.6	4.7	3.4	2.6	2.0	47.1
Anaheim	2.7	2.7	3.3	4.6	5.3	5.6	5.9	6.0	5.1	3.4	2.6	2.0	49.2
Atwood	2.7	2.8	3.5	4.9	5.6	6.2	6.5	6.5	5.5	3.6	2.7	2.0	52.5
Balboa	2.6	2.4	3.4	4.2	4.9	4.5	5.1	5.1	4.4	3.3	2.5	2.0	44.4
Balboa Island	2.6	2.4	3.4	4.2	4.9	4.6	5.2	5.2	4.5	3.3	2.5	2.0	44.7
Brea	2.7	2.8	3.4	4.8	5.5	6.0	6.4	6.4	5.4	3.6	2.7	2.0	51.8
Buena Park	2.6	2.5	3.6	4.4	5.3	5.3	6.0	5.8	4.9	3.5	2.5	2.0	48.4
Capistrano Beach	2.6	2.5	3.5	4.2	5.0	4.7	5.3	5.3	4.6	3.3	2.5	2.0	45.4
Corona Del Mar	2.6	2.5	3.4	4.2	4.9	4.6	5.2	5.2	4.5	3.3	2.5	2.0	44.9
Costa Mesa	2.6	2.5	3.5	4.2	5.0	4.8	5.4	5.3	4.6	3.3	2.5	2.0	45.6
Coto De Caza	2.6	2.5	3.7	4.5	5.5	5.6	6.2	6.1	5.1	3.6	2.6	2.0	49.8
Cypress	2.6	2.5	3.5	4.3	5.2	5.1	5.7	5.6	4.7	3.4	2.5	2.0	47.2
Dana Point	2.6	2.5	3.5	4.2	4.9	4.7	5.2	5.2	4.5	3.3	2.5	2.0	45.1
El Modena	2.7	2.7	3.4	4.7	5.4	5.9	6.2	6.2	5.3	3.5	2.7	2.0	50.7
Foothill Ranch	2.6	2.5	3.7	4.5	5.5	5.6	6.3	6.1	5.1	3.6	2.6	2.0	50.1
Fountain Valley	2.7	2.6	3.2	4.4	4.9	5.0	5.3	5.4	4.8	3.2	2.6	2.0	46.0
Fullerton	2.7	2.7	3.3	4.6	5.3	5.7	6.0	6.0	5.2	3.4	2.6	2.0	49.7
Garden Grove	2.7	2.7	3.2	4.5	5.0	5.2	5.5	5.6	4.9	3.3	2.6	2.0	47.2
Huntington Beach	2.6	2.5	3.4	4.2	4.9	4.7	5.3	5.2	4.5	3.3	2.5	2.0	45.0
Irvine (North)	2.6	2.5	3.7	4.5	5.4	5.5	6.1	6.0	5.0	3.6	2.6	2.1	49.5
Irvine (South)	2.6	2.5	3.6	4.4	5.3	5.2	5.8	5.7	4.8	3.4	2.6	2.0	47.9

City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Total (inches per year)
La Habra	2.6	2.5	3.7	4.5	5.6	5.6	6.4	6.2	5.1	3.6	2.6	2.0	50.4
La Palma	2.6	2.5	3.6	4.4	5.3	5.2	5.8	5.7	4.8	3.4	2.5	2.0	47.8
Ladera Ranch	2.6	2.5	3.6	4.4	5.3	5.3	5.9	5.8	4.9	3.5	2.6	2.1	48.4
Laguna (South)	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.5	4.7	3.4	2.5	2.0	46.5
Laguna Beach	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.4	4.6	3.4	2.5	2.0	48.4
Laguna Niguel	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.5	4.7	3.4	2.5	2.0	46.5
Laguna Woods	2.6	2.5	3.6	4.4	5.3	5.2	5.8	5.7	4.9	3.5	2.6	2.0	48.0
Lake Forest	2.6	2.5	3.7	4.4	5.4	5.4	6.1	5.9	5.0	3.5	2.6	2.1	49.2
Lido Isle	2.6	2.4	3.4	4.2	4.9	4.6	5.1	5.1	4.4	3.3	2.5	2.0	44.4
Los Alamitos	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.4	4.6	3.4	2.5	2.0	46.4
Midway City	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.5	4.7	3.4	2.5	2.0	46.5
Mission Viejo	2.6	2.5	3.7	4.4	5.4	5.4	6.0	5.9	4.9	3.5	2.6	2.0	48.9
Monarch Bay	2.6	2.5	3.5	4.2	4.9	4.7	5.2	5.2	4.5	3.3	2.5	2.0	45.1
Newport Beach	2.6	2.5	3.5	4.2	5.0	4.7	5.3	5.3	4.5	3.3	2.5	2.0	45.4
Orange	2.7	2.7	3.3	4.6	5.3	5.7	6.0	6.0	5.2	3.4	2.7	2.0	49.7
Placentia	2.7	2.7	3.4	4.7	5.4	5.9	6.2	6.2	5.3	3.5	2.7	2.0	50.9
Rancho Santa Margarita	2.6	2.5	3.7	4.4	5.5	5.5	6.1	6.0	5.0	3.6	2.6	2.0	49.5
Rossmoor	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.4	4.6	3.4	2.5	2.0	46.4
San Clemente	2.6	2.5	3.5	4.3	5.1	4.9	5.4	5.4	4.7	3.4	2.6	2.0	46.4
San Juan Capistrano	2.6	2.5	3.6	4.4	5.4	5.4	6.0	5.9	4.9	3.5	2.6	2.0	48.8
Santa Ana	2.6	2.6	3.4	4.5	5.2	5.3	5.7	5.7	4.9	3.4	2.6	2.0	47.8
Seal Beach	2.6	2.5	3.4	4.2	5.0	4.7	5.3	5.3	4.5	3.3	2.5	2.0	45.4
Silverado Canyon	2.6	2.5	3.7	4.5	5.6	5.8	6.5	6.3	5.2	3.6	2.6	2.0	51.0
Stanton	2.6	2.5	3.5	4.3	5.2	5.1	5.7	5.6	4.7	3.4	2.5	2.0	47.4

City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Total (inches per year)
Sunset Beach	2.6	2.5	3.4	4.2	5.0	4.7	5.3	5.2	4.5	3.3	2.5	2.0	45.0
Surfside	2.6	2.5	3.4	4.2	5.0	4.7	5.3	5.2	4.5	3.3	2.5	2.0	45.0
Trabuco Canyon	2.6	2.5	3.7	4.5	5.5	5.6	6.2	6.1	5.1	3.6	2.6	2.0	49.8
Tustin	2.7	2.7	3.3	4.6	5.3	5.6	5.9	5.9	5.1	3.4	2.7	2.0	49.2
Villa Park	2.7	2.7	3.4	4.7	5.4	5.9	6.2	6.2	5.3	3.5	2.7	2.0	50.8
Westminster	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.5	4.7	3.4	2.5	2.0	46.5
Yorba Linda	2.7	2.8	3.5	4.9	5.7	6.3	6.6	6.6	5.6	3.7	2.7	2.0	53.1

* The values in this table were derived from California Irrigation Management Information System (CIMIS) Spatial CIMIS data by zip code. Cities with multiple zip codes present monthly averages.

Appendix E: Certificate of Completion

LANDSCAPE INSTALLATION CERTIFICATE OF COMPLETION

I hereby certify that:

(1) I am a professional appropriately licensed in the State of California to provide professional landscape design services for: _____

(project name, mailing address and telephone).

(2) The landscape project for the property located at _____
_____ (provide street address or parcel
number(s)) was installed by me or under my supervision.

(3) The landscaping for the identified property has been installed in substantial conformance with the approved Landscape Documentation Package and complies with the requirements of the City of _____ Water Efficient Landscape Ordinance (Municipal Code Sections _____) and the City of _____ Guidelines for Implementation of the City of _____ Water Efficient Landscape Ordinance for the efficient use of water in the landscape.

(4) The following elements are attached hereto:

- a. Irrigation scheduling parameters used to set the controller;
- b. Landscape and irrigation maintenance schedule;
- c. Irrigation audit report; and
- d. Soil analysis report, if not submitted with Landscape Documentation Package, and documentation verifying implementation of the soil report recommendations.

(5) The site installation complies with the following:

- a. The required irrigation system has been installed according to approved plans and specifications and if applicable, any prior approved irrigation system alternatives.

_____ Yes _____ No

- b. Sprinklers comply with ASABE/ICC 802-2014 Landscape Irrigation Sprinkler & Emitter Standard.

_____ Yes _____ No

(6) The information I have provided in this Landscape Installation Certificate of Completion is true and correct and is hereby submitted in compliance with the City of _____ Guidelines for Implementation of the City of _____ Water Efficient Landscape Ordinance.

Print Name

Date

Signature

License Number

Address

Telephone

E-mail Address

Landscape Design Professional's Stamp
(If Appropriate)

Appendix F: Definitions

DEFINITIONS

The terms used in these Guidelines have the meaning set forth below:

“Aggregate” area pertains to production home neighborhoods, common interest developments, or other situations where multiple parcels are undergoing landscape development as one project, but may eventually be individually owned or maintained.

“Backflow prevention device” means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.

“Check valve” or “anti-drain valve” means a valve located under a sprinkler head, or other location in the irrigation system, to hold water in the system to prevent drainage from sprinkler heads when the sprinkler is off.

“Certified Landscape Irrigation Auditor” means a person certified to perform landscape irrigation audits by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency’s WaterSense irrigation auditor certification program and Irrigation Association’s Certified Landscape Irrigation Auditor program.

“Certification of Design” means the certification included as Exhibit E of these Guidelines that must be included in the Landscape Documentation Package pursuant to Section 2.1 of these Guidelines.

“City” means the City of _____ or its authorized designee.

“Common interest developments” means community apartment projects, condominium projects, planned developments, and stock cooperatives per Civil Code Section 1351

“Distribution Uniformity” or “DU” is a measure of how uniformly an irrigation head applies water to a specific target area and theoretically ranges from zero to 100 percent.

“Drip” irrigation means any non-spray low volume irrigation system utilizing emission devices with a flow rate measured in gallons per hour. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

“Emitter” means a drip irrigation emission device that delivers water slowly from the system to the soil.

“Estimated Applied Water Use” or “EAWU” means the annual total amount of water estimated to keep plants in a healthy state. It is based on factors such as reference evapotranspiration rate, the size of the landscape area, plant water use factors, and the irrigation efficiency within each hydrozone.

“Evapotranspiration adjustment factor” or “ETAF” of 0.55 for residential areas and 0.45 for non-residential areas, that, when applied to reference evapotranspiration, adjusts for plant factors and irrigation efficiency, two major influences upon the amount of water that needs to be applied to the landscape. The ETAF for new and existing (non-rehabilitated) Special Landscape Area shall not exceed 1.0. The ETAF for existing non-rehabilitated landscapes is 0.8.

“Evapotranspiration rate” means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time.

“Flow rate” means the rate at which water flows through pipes, valves and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.

“Hardscapes” means any durable material or feature (pervious and non-pervious) installed in or around a landscape area, such as pavements or walls. Pools and other water features are considered part of the landscape area and not considered hardscapes for purposes of these Guidelines.

“Graywater” means a system intreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthy processing, manufacturing, or operating wastes. Graywater includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines. And laundry tubs, but does not include wastewater from kitchen sinks or dishwashers as per the Health and Safety Code (Section 17922.12). Graywater systems promote the efficient use of water and are encouraged to assist in on-site landscape irrigation. All graywater systems shall conform to the California Plumbing Code (Title 24, Part 5, Chapter 16) and any applicable local ordinance standards.

“Hydrozone” means a portion of the landscape area having plants with similar water needs and typically irrigated by one valve/controller station. A hydrozone may be irrigated or non-irrigated.

“Infiltration rate” means the rate of water entry into the soil expressed as a depth of water per unit of time (e.g., inches per hour).

“Invasive” plants species or “noxious” means species of plants not historically found in California that spread outside cultivated areas and can damage environmental or economic resources. Invasive plant species may be regulated by county agricultural agencies as noxious species.

“Irrigation audit” means an in-depth evaluation of the performance of an irrigation system conducted by a Certified Landscape Irrigation Auditor. An irrigation audit includes, but is not limited to: inspection, system tune-up, system test with distribution uniformity or emission uniformity, reporting overspray or runoff that causes overland flow, and preparation of an irrigation schedule.

“Irrigation Management Efficiency” or “IME” means the measurement used to calculate the irrigation efficiency of the irrigation system for a landscaped project. A 90% IME can be

achieved by using evapotranspiration controllers, soil moisture sensors, and other methods that will adjust irrigation run times to meet plant water needs.

“Irrigation efficiency” or “IE” means the measurement of the amount of water beneficially used divided by the amount of water applied to a landscape area. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The minimum average irrigation efficiency for purposes of these Guidelines is 0.71. Greater irrigation efficiency can be expected from well designed and maintained systems. The following irrigation efficiency may be obtained for the listed irrigation heads with an IME of 90%:

Irrigation Method	DU_{LQ}	DU_{LH} *	EU	IE**
Spray nozzles	65%	79%		71%
High efficiency spray nozzles	70%	82%		73%
Multi stream/Multi trajectory rotary (MSMT) nozzles	75%	85%		76%
Stream rotor nozzle	70%	82%		73%
Microspray	75%	85%		76%
Bubblers			85%	77%
Drip emitter			90%	81%
Subsurface drip			90%	81%

$$*DU_{LH} = .386 + (.614)(DU_{LQ})$$

$$** IE (spray) = (DU_{LH})(IME)$$

$$** IE (drip) = \text{Emission uniformity (EU)}(IME)$$

“Landscape coefficient” (K_L) is the product of a plant factor multiplied by a density factor and a microclimate factor. The landscape coefficient is derived to estimate water loss from irrigated landscape areas and special landscape areas.

“Landscape Documentation Package” means the package of documents that a project applicant is required to submit to the City pursuant to Section 2.1 of these Guidelines.

“Landscape Installation Certificate of Completion” means the certificate included as Exhibit F of these Guidelines that must be submitted to the City pursuant to Section 2.7(a)(1) of hereof.

“Landscape professional” means a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape pursuant to Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the California Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the California Food and Agriculture Code.

“Landscape area” means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance and Estimated Applied Water Use calculations. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

“Lateral line” means the water delivery pipeline that supplies water to the emitters or sprinklers from the valve.

“Low volume irrigation” means the application of irrigation water at low pressure through a system of tubing or lateral lines and low volume emitters such as drip, drip lines, and bubblers. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

“Low volume overhead irrigation” means aboveground irrigation heads with an upper flow limit of 0.5 GPM.

“Main line” means the pressurized pipeline that delivers water from the water source to the valve or outlet.

“Manual Isolation Valve” means a valve such as a gate valve, ball valve, or butterfly valve installed downstream of the point of connection of the water supply to shutdown water flow through mainline piping for routine maintenance and emergency repair.

“Master shut-off valve” an electronic valve such as a solenoid valve installed as close as possible to the point of connection and is used in conjunction with a flow sensor and flow monitoring controller technology to automatically shutdown system wide water flow in the event of high flow conditions such as mainline pipe break.

“Maximum Applied Water Allowance” or “MAWA” means the upper limit of annual applied water for the established landscape area, as specified in Section 2.2 of these Guidelines. It is based upon the area’s reference evapotranspiration, the ETAF, and the size of the landscape area. The Estimated Applied Water Use shall not exceed the Maximum Applied Water Allowance.

“Microclimate” means the climate of a small, specific area that may contrast with the climate of the overall landscape area due to factors such as wind, sun exposure, plant density, or proximity to reflective surfaces.

“Mulch” means any organic material such as leaves, bark, straw or compost, or inorganic mineral materials such as rocks, gravel, or decomposed granite left loose and applied to the soil surface for the beneficial purposes of reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion.

“Non-pervious” means any surface or natural material that does not allow for the passage of water through the material and into the underlying soil.

“Operating pressure” means the pressure at which the parts of an irrigation system of sprinklers are designed to operate at by the manufacturer

“Overspray” means the irrigation water which is delivered beyond the target area.

“Person” means any natural person, firm, joint venture, joint stock company, partnership, public or private association, club, company, corporation, business trust, organization, public or private

agency, government agency or institution, school district, college, university, any other user of water provided by the City or the local water purveyor, or the manager, lessee, agent, servant, officer, or employee of any of them or any other entity which is recognized by law as the subject of rights or duties.

“Pervious” means any surface or material that allows the passage of water through the material and into the underlying soil.

“Plant factor” or “plant water use factor” is a factor, when multiplied by ETo, that estimates the amount of water needed by plants. For purposes of this Water Efficient Landscape Ordinance, the plant factor range for low water use plants is 0 to 0.3; the plant factor range for moderate water use plants is 0.4 to 0.6; and the plant factor range for high water use plants is 0.7 to 1.0. Plant factors cited in these Guidelines are derived from the Department of Water Resources 2000 publication “Water Use Classification of Landscape Species.”

“Precipitation rate” means the rate of application of water measured in inches per hour.

“Project applicant” means the person submitting a Landscape Documentation Package required under Section 2.1 to request a permit, plan check, or design review from the local agency. A project applicant may be the property owner or his or her designee.

“Property owner” or “owner” means the record owner of real property as shown on the most recently issued equalized assessment roll.

“Reference evapotranspiration” or “ETo” means a standard measurement of environmental parameters which affect the water use of plants. ETo is given expressed in inches per day, month, or year as represented in Appendix C of these Guidelines, and is an estimate of the evapotranspiration of a large field of four to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the Maximum Applied Water Allowances.

“Recycled water” or “reclaimed water” means treated or recycled waste water of a quality suitable for non-potable uses such as landscape irrigation and water features. This water is not intended for human consumption.

“Runoff” means water which is not absorbed by the soil or landscape to which it is applied and flows from the landscape area. For example, runoff may result from water that is applied at too great a rate (application rate exceeds infiltration rate) or when there is a slope.

“Special Landscape Areas” or “SLA” means an area of the landscape dedicated solely to edible plants such as orchards and vegetable gardens, areas irrigated with recycled water, water features using recycled water, and areas dedicated to active play such as community pools and spas, parks, sports fields, golf courses, and where turf provides a playing surface.

“Sprinkler head” means a device which delivers water through a nozzle.

“Static water pressure” means the pipeline or municipal water supply pressure when water is not flowing.

“Station” means an area served by one valve or by a set of valves that operate simultaneously.

“Swing joint” means an irrigation component that provides a leak-free connection between the emission device and lateral pipeline to allow movement in any direction and to prevent equipment damage.

“Turf” means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

“Valve” means a device used to control the flow of water in an irrigation system.

“Water Efficient Landscape Ordinance” means Ordinance No. _____, adopted by the City Council on February 9, 2016, and codified in the Municipal Code in Chapter 9-47 of the Laguna Hills Municipal Code.

“Water Efficient Landscape Worksheets” means the worksheets required to be completed pursuant to Section 2.2 of these Guidelines and which are included in Appendix B hereof.

“Water feature” means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of water features is included in the high water use hydrozone of the landscape area. Constructed wetlands used for on-site wastewater treatment, habitat protection, or storm water best management practices that are not irrigated and used solely for water treatment or storm water retention are not water features and, therefore, are not subject to the water budget calculation.

“Watering window” means the time of day irrigation is allowed.

“WUCOLS” means the Water Use Classification of Landscape published by the University of California Cooperative Extension, the Department of Water Resources, and the Bureau of Reclamation, 2000. www.owue.water.ca.gov/docs/wucols00

Appendix G: Irrigation Plan Checklist

This is a voluntary compliance tool template developed by the Irrigation Association.

IRRIGATION PLAN CHECKLIST

Please complete the following checklist by checking all appropriate categories under APPLICANT column, indicating compliance with these content requirements. All submitted plans shall contain the following information:

LANDSCAPE PLAN NUMBER: _____

NAME OF PROJECT: _____

Applicant		Plan Checker/ Inspector
☐	1. Prevailing winds	☐
☐	2. Slope aspect and degree of slope	☐
☐	3. Soil type and infiltration rate	☐
☐	4. Vegetation type	☐
☐	5. Microclimates	☐
☐	6. Expansive or hazardous soil conditions	☐
☐	7. Water harvesting potential	☐
☐	8. Available water supply, including non-potable and recycled water	☐
All pertinent system information is indicated, including:		
☐	9. Irrigation zones substantially corresponding to hydrozones on the landscape plan and labeled by precipitation rates and method of application	☐
☐	10. Water meters	☐
☐	11. Tap-in location	☐
☐	12. Static water pressure at the point of connection	☐
☐	13. System controller	☐
☐	14. Rain sensor/shut-off device	☐
☐	15. Backflow preventers	☐
☐	16. Shut-off valves and zone control valves	☐
☐	17. Main line and lateral piping	☐
☐	18. Sprinkler heads	☐
☐	19. Bubblers and drip irrigation tubing runs	☐
☐	20. Type and size of main irrigation system components	☐
☐	21. Total required operating pressure for each control valve/zone	☐
☐	22. Graphic depiction of the locations of irrigation system components	☐
☐	23. Total required operating pressure for each control valve/zone	☐
☐	24. Any supplemental stormwater and/or runoff harvesting	☐
System design is in conformance with the following standards:		
☐	25. Certification of Professional Qualifications, attached	☐
☐	26. Pedestrian surfaces located on plan	☐
☐	27. Equipment installed flush with grade for safety	☐
☐	28. Compliance with local codes	☐
☐	29. Overspray onto impervious areas minimized	☐

Appendix H: Inspection Affidavit

This is a voluntary compliance tool template developed by the Irrigation Association.

IRRIGATION INSPECTION AFFIDAVIT

(To be submitted in conformance with Code Section 309.C)

Irrigation Plan File No: _____ Name of Project: _____

Irrigation Plan Designer: _____ Inspector: _____

Date(s) of Inspection: _____

This project was inspected within the limits of customary access for compliance with the approved irrigation plan on file in City Planning. At least two (2) inspections were conducted. The findings are as follows:

	(Check One)	<u>Yes</u>	<u>No</u>
A. Inspection during construction to check main line in open trench:			
1. Location of main line conforms to as-built plan	_____	_____	_____
2. Size of main line conforms to plan	_____	_____	_____
3. Depth of main line conforms to plan	_____	_____	_____
4. Main line condition is undamaged	_____	_____	_____
5. Main line pressure tested with water and meter to check for visible leaks	_____	_____	_____
6. Specific observations attached if needed	_____	_____	_____
B. Inspection after completion of system installation prior to seeding or sodding:			
1. Settling along trenches is absent	_____	_____	_____
2. System components (i.e., controller, backflow preventer, rain sensor, etc.) installed as specified	_____	_____	_____
3. Rotary heads pressure tested	_____	_____	_____
4. System activated for observation of compliance	_____	_____	_____
5. Landscape components are not blocking application	_____	_____	_____
6. Each station complies with design / as-built plan	_____	_____	_____
7. Matched precipitation rates provided by zone	_____	_____	_____
8. As-built plan provided to owner	_____	_____	_____
9. Specific observations attached as needed	_____	_____	_____

I hereby certify that I am qualified to submit this irrigation inspection affidavit based on the qualification indicated below: (check one)

☐ Certified Irrigation Designer certified by The Irrigation Association, indicate year of certification _____

State: _____ Licensed No. _____

State Agency Phone No. (_____) _____

Name
(PRINT)

Signature

Date

The seal of the City of Laguna Hills is a circular emblem. It features a central illustration of a landscape with a winding river, a bridge, and a sun rising over hills. The words "CITY OF LAGUNA HILLS" are inscribed around the top inner edge of the seal, and "1991" is at the bottom. The text "ZTA 1-16-3425", "Attachment #3", and "Summary of Changes" is overlaid on the seal in a large, bold, black font.

ZTA 1-16-3425
Attachment #3
Summary of Changes

Applicability

	NEW 2015 WELO	2009 WELO	WHAT DOES IT MEAN?
New Development Landscape Area	500–2,500 sf: Prescriptive compliance optional (Appendix D) ≥ 2500 sf: Full compliance	2,500 sf or 5,000 sf	Increased applicability. Prescriptive compliance is easier for small projects.
Existing Development Landscape Area	≥ 2500 sf	≥ 2,500 sf	No change
Graywater or Rainwater Satisfied ETWU	Prescriptive compliance optional. Appendix D (b) (5) irrigation system requirements only.	None	Requires only the irrigation section of Appendix D instead of the entire Appendix D. StopWaste recommends adding compost and mulch requirements for graywater/rainwater landscapes.

Water Budget Changes

	NEW 2015 WELO	2009 WELO	WHAT DOES IT MEAN?
Residential ET Adjustment Factor	0.55	0.70	DWR states that high water use plants are reduced from 33% to 25% of the landscaped area. Water budget is flexible. Possible water use combinations include: • 75% low (0.3) and 25% high (0.8) • 51% very low (0.1) and 49% high (0.8) with all drip • 100% moderate (0.4)
Non-residential ET Adjustment Factor	0.45	0.70	DWR states high water use plants are reduced from 33% to infeasible. Water budget is flexible. Possible water use combinations include: • 90% low (0.3) and 10% high (0.8) • 63% very low (0.1) and 37% high (0.8) with all drip • 70% low (0.3) and 30% moderate (0.5) Unlimited special landscape areas including recreational lawns are still allowed.

Water Budget Changes Continued

	NEW 2015 WELO	2009 WELO	WHAT DOES IT MEAN?
Irrigation Efficiency	Projects can now use a different IE for each hydrozone: 0.81 for drip 0.75 for spray	0.71 average	Water budget calculations will now easily accommodate projects that install products with a mix of irrigation efficiencies.
Plant Factor Source	WUCOLS or other sources as approved by DWR	Derived from WUCOLS	More accurate representation of plant water use.
Plant Factor Range	0 to 0.1 very low 0.1 to 0.3 low	0 to 0.3 low	Separates very low and low water use designations.
Recreational Area	Excludes private single family areas	Vague for residential areas.	Residential lawn can no longer be considered a special landscape area and is therefore limited to 25% of landscape.

Landscape Design Plan

	NEW 2015 WELO	2009 WELO	WHAT DOES IT MEAN?
Medians	High water use plants, 0.7 to 1.0 are prohibited in medians.	None	No turf with a plant factor of 0.7 to 1.0 or other high water use plants in medians.
Compost	Incorporate a minimum of 4CY/1000 sf compost	None	4 CY/1000 sf compost or 1.3 inches compost required. Meets Bay-Friendly Basics requirements, although some jurisdictions have higher requirements.
Mulch Layer	3 in. mulch Recommends local recycled mulch Exemptions for 5% bee habitat	2 in. mulch	3" of mulch are required. Meets Bay-Friendly Basics requirements.
Mulch Layer Type	Organic mulch from recycled materials takes precedent over inorganic mulch	No statement on mulch type	Requires recycled content organic mulch unless there are no local feedstocks or prohibited by Local Fuel Modification Plan.

Irrigation Design Plan

	NEW 2015 WELO	2009 WELO	WHAT DOES IT MEAN?
Water Meters or Submeter	Non-residential ≥ 1,000 sf Residential ≥ 5,000 sf	All projects ≥ 5,000 sf	Lower threshold to require a meter or submeter for non-residential.
Pressure Regulators	Pressure regulating device required if pressure is under or over recommended pressure for irrigation device used.	None	Pressure regulators required if appropriate.
Flow Sensors	Required for all non-residential ≥ 5,000 sf	Recommended	Required flow sensors for non-residential.
Master Valves	Required	None	Master valves required.
Efficiency Requirements	Emission devices must meet the national standard.	None	Sprinklers must have a DU (distribution uniformity) of 0.65 or higher and meet additional national standards.
Low Volume/ Subsurface Irrigation	Subsurface irrigation required in areas less than 10 ft.	Low volume irrigation required in areas less than 8 ft.	Increased requirement from 8 ft. to 10 ft. and changed to subsurface irrigation.

Certification of Completion

	NEW 2015 WELO	2009 WELO	WHAT DOES IT MEAN?
Hydrozone Diagram	Hydrozone diagram in controller required.	None	Diagram with hydrozones shall be kept with irrigation controller.
Maintenance Schedule	Added topdressing compost.	Regular maintenance schedule.	Maintenance schedule has new requirement for topdressing compost.

Irrigation Audits

	NEW 2015 WELO	2009 WELO	WHAT DOES IT MEAN?
Irrigation Audits	Audit must be a third party. Irrigation Auditor Certification Program or Watersense program. Audit of 15% of production homes required.	Audits are required.	Increased auditor qualifications and made production home audits more reasonable.

Reporting Requirements

	NEW 2015 WELO	2009 WELO	WHAT DOES IT MEAN?
Reporting Requirements	Reports due March 1, 2016 and January 31 of each year thereafter.	None	Yearly reporting requirements. • 1st year is confirming adoption and compliance. • 2nd year and after is on implementation and includes total square feet, number and types of new and retrofit landscapes, descriptions of enforcement, barriers, and more.



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

**FROM: MELISSA AU-YEUNG
ASSISTANT TO THE CITY MANAGER**

**ISSUE: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR
2016/2017 CDBG FUNDS FOR PUBLIC FACILITIES AND IMPROVEMENTS
FOR THE FLORENCE SYLVESTER MEMORIAL SENIOR CENTER**

**RECOMMENDATION: THAT THE CITY COUNCIL: (1) CONDUCT A PUBLIC
HEARING; AND (2) CONFIRM STAFF'S SUBMITTAL OF A CDBG APPLICATION FOR
PUBLIC FACILITIES AND IMPROVEMENTS FOR THE 2016/2017 FISCAL YEAR.**

SUMMARY:

Staff was recently advised of the availability of Federal Community Development Block Grant (CDBG) funding for Public Facilities and Improvements for Fiscal Year 2016/2017, administered by the County of Orange (County). In order to apply for these monies, the County requires a public hearing be held so that members of the community and public may comment on the City's application for funding. The application deadline for this year's funds was January 6, 2016. Consequently, staff submitted an application for Public Facilities and Improvements funds in the amount of \$60,000 prior to the public hearing and City Council approval in order to meet the application deadline. Staff recommends that City Council conduct a public hearing and confirm staff's submittal of a CDBG application for Public Facilities and Improvements for Fiscal Year 2016/2017.

BACKGROUND:

The County is responsible for administering all programs for cities that participate in the Urban County Program including the CDBG program. The Urban County consists of the unincorporated areas of Orange County and the cities which are "non-entitlement" cities. "Non-entitlement" cities are those with a population under 50,000. The County's application process for funding is a competitive process. Projects are evaluated on their ability to meet standards set forth in the County's Consolidated Plan including their ability to meet the needs of low/moderate areas and/or benefiting low/moderate income residents of the City.

Over the past six years the City has applied for and obtained grant monies totaling \$361,144 to address extensive repairs and deferred maintenance issues, as well as some Americans with Disabilities Act (ADA) upgrades, at the Florence Sylvester Memorial Senior Center (Center). The City is once again eligible to apply for additional grant funding for Fiscal Year 2016/2017.

After speaking with staff at Age Well Senior Services regarding the Center's needs for the upcoming fiscal year, staff submitted an application for Public Facilities and Improvements funds in the amount of \$60,000 to assist with the cost of facility improvements at the Center. These grant funds will be used to remodel the Center's restrooms in order to bring the restrooms into compliance with ADA requirements which includes: enlarging restroom stalls; installing high-base toilets; modifying countertops; replacing hardware, tile, flashing, and plumbing; and installing hands-free components. In order to apply for these grant funds, the County requires a public hearing be held so that members of the community and the public may comment on the City's application for funding. The application deadline for this year's funds was January 6, 2016. In order to meet the application deadline, staff submitted an application prior to the public hearing and City Council approval. Upon holding the public hearing, the City must provide the County with documentation of City Council approval.

It is anticipated that a preliminary decision regarding the approval of funds will be made by the County in February/March 2016.

FISCAL IMPACT:

There is no fiscal impact this year other than staff time. If the City's application is approved and funded, the funding cycle would occur during the 2016/2017 Fiscal Year and would not require General Fund commitment.

CEQA FINDINGS:

The Florence Sylvester Memorial Senior Center project has been found to be Categorically Exempt from the requirements of the California Environmental Quality Act based upon Class 1 – Existing Facilities (Section 15301) exemption.

ATTACHMENTS:

- Request from Age Well Senior Services
- Fiscal Year 2016/2017 Public Facilities and Improvements Application

From: [Dan Palumbo](#)
To: [Melissa Au-Yeung](#)
Cc: [Shirley Witt](#)
Subject: CDBG
Date: Monday, January 04, 2016 2:44:39 PM

Melissa,

Shirley is in my office and we have discussed what the center needs most. We would like to request funding to completely remodel both restrooms at an estimated cost of \$60,000.

We would R&R toilets, dividers, faucets, tile, flashing, etc. and install hands free faucets, hand dryers and toilets.

Thank you,

Daniel C. Palumbo
Chief Operating Officer
Age Well Senior Services
949.855.8033



**PUBLIC FACILITIES AND IMPROVEMENTS
FUNDING APPLICATION
FISCAL YEAR 2016-17
Bid # 012-162320**

APPLICATION SUPPORTING DOCUMENTS CHECKLIST (BLUE)

Applicants must submit a complete Public Facilities and Improvements Funding Application via BidSync. Please confirm all Attachments with supporting documentation are uploaded and submitted prior to the RFP deadline.

Minimum Requirements	Attachment 1: Organizational Information
	Attachment 2: Project Information
	Attachment 3: Organizational Background
	Attachment 4: Civil Rights Laws Compliance and HUD Standing
	Attachment 5: Signature and Assurances
Scored Criteria	Attachment 6: Priority Needs, HUD Eligibility Requirements and National Objective
	Attachment 7: Eligible Block Groups
	Attachment 8: Funding Request, Accomplishment Budget and Leveraging
	Attachment 9: Project Cost Budget
	Attachment 10: Performance Objectives and Outcomes
	Attachment 11: Organizational/Project Capacity and Experience
	Attachment 12: Organizational/Project Readiness
	Attachment 13: Bonus Point Criteria

Supplemental Document Instructions: Attachments requesting supplemental or narrative information should be formatted per the following:

1. Each response must be typewritten; double-spaced; and in Arial, size 10-font.
2. Not to exceed one (1) page per question.
3. Responses should include the question and be concise but detailed enough to address what is being asked.

Applicants submitting a proposal must electronically upload their entire proposal in PDF format and Bookmarked, via BidSync. Hard copy proposals will not be accepted.

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 1: ORGANIZATIONAL INFORMATION

1. Organization Name: City of Laguna Hills

Address: 24035 El Toro Road

City/State/Zip: Laguna Hills, CA 92653

Phone: 949-707-2621 Fax: 949-707-2614

Email: mau-yeung@lagunahillsca.gov

Orange County Supervisorial District where organization's office is located:

☐ 1☐ 2☐ 3☐ 4☒ 5

DUNS Number: 79-879-4947

W-9(Federal ID Number) 33-049-060

2. **Authorized Person:** For the purposes of this RFP, the "Authorized Person" is the individual within your organization who has the authority to enter into a contract. The authorized person will be copied on all correspondence.

Authorized Person's Name: Bruce E. Channing

Authorized Person's Title: City Manager

(i.e., Executive Director, Organization's Signature Authority)

Phone: 949-707-2610 Fax: 949-707-2614

Email: bchanning@lagunahillsca.gov

☒

Check here if the address for the Authorized Person is the same as that of the organization.

Address: _____

City/State/Zip: _____

3. **Contact Person:** For the purpose of this RFP, the "Contact Person" will be the primary recipient for all correspondence related to this RFP. The contact person should be available to respond to any inquiries throughout the RFP process.

Contact Person's Name: Melissa Au-Yeung

Contact Person's Title: Assistant to the City Manager

Address: 24035 El Toro Road

City/State/Zip: Laguna Hills, CA 92653

Phone: 949-707-2621 Fax: 949-707-2614

Email: mau-yeung@lagunahillsca.gov

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 2: PROJECT INFORMATION

1. **Project Title:** Florence Sylvester Memorial Senior Center Rehabilitation

Project Address: 23721 Moulton Parkway

City/State/Zip: Laguna Hills, CA 92653

Amount Requested \$ \$60,000.00

- Maximum funding amount for Public Facilities and Improvements (PF&I) project - \$350,000 with 20% leveraged other funds.
- Maximum funding amount for Public Facilities and Improvements (PF&I) project funding is \$150,000 without 20% leveraged funding.

Only one (1) PF&I application per jurisdiction from the Urban County program participants. The Orange County Urban County Program is comprised of 13 cities with populations under 50,000 (participating cities). The 11 participating cities include Brea, Cypress, Dana Point, Laguna Beach, Laguna Hills, Laguna Woods, La Palma, Los Alamitos, Seal Beach, Stanton, and Villa Park. Along with 3 participating metro cities with populations over 50,000 - Aliso Viejo, Placentia and Yorba Linda.

2. **Orange County Supervisorial District where project will be located:**

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☒

3. **Congressional District where project will be located (please check one)**

45 ☒ 46 ☐ 47 ☐ 48 ☐

4. **Provide a high-level summary description of your project.**

The Florence Sylvester Memorial Senior Center provides a variety of services to the elderly/frail elderly population of the community. Because of the high number of elderly/frail elderly population that utilize the Center on a daily basis & the high visibility of the Center, staff is requesting funds to remodel the Center's restrooms to bring the restrooms into compliance with Americans with Disabilities Act (ADA) requirements, which includes the following improvements: enlarging restroom stalls; installing high-base toilets; modifying countertops; replacing hardware, tile, flashing, and plumbing; and installing hands-free components.

(If more space is needed, please attach a separate sheet)

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

5. Minority-Owned and Women-Owned business (MBE/WBE)

a. Will this project provide an opportunity to hire MBE and/or WBE business? Yes ☐ No ☒

b. Describe all actions your organization has taken in support of HUD's goal to provide Opportunities to MBE/WBE's.

The City of Laguna Hills makes all efforts to provide equal opportunities to minority-owned businesses and women-owned businesses. In addition, the City complies with all state,

Minority-Owned and Women-Owned business (MBE/WBE)(Cont.)

federal, and other local ordinances as required by a City and HUD.

(if more space is needed, please attach a separate sheet)

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 3: ORGANIZATIONAL BACKGROUND

Answer each question below in approximately one to four paragraphs, not to exceed one (1) page per question, if applicable. Each response must be typewritten; double-spaced; and in Arial, size 10-font. Your responses should include the question, be concise but detailed enough to address what is being asked.

1. Is the applicant a Non-Profit organization? Yes ☐ No ☒

If "yes", please answer questions A-P below:

- A. Describe the organization's goals, objectives, and mission.
- B. Provide a brief description of your organization's accounting system and controls in place.
- C. Describe the organization's fund development method.
- D. List the person(s) who have legal authority to sign contracts and other legal documents, payment requests, and checks related to this application proposal.
- E. Submit a copy of organization's most recent audit (within the last two years) by an independent CPA and a description of corrective action taken for any findings identified by the auditor, both of which will be reviewed by the OC Community Services Accounting Manager or designated staff.
- F. In the past ten years, has your organization ever had its non-profit status revoked or withheld by the IRS, the Secretary of State, the State Attorney General, or the Franchise Tax Board? If yes, please provide an explanation.
- G. Has your organization been sued in the last five years? If yes, please provide an explanation.
- H. Are any of your managers or staff with fiscal responsibilities involved in litigation presently that has any bearing on fiduciary trust or employee relations? If yes, please provide an explanation.
- I. Have any unfavorable rulings been handed down by any court against your organization or executive director in the past five years? If yes, please provide an explanation.
- J. Does your organization currently have any unresolved fiscal, reporting or program issues with any of its funding sources? If yes, please provide an explanation.
- K. Provide an organizational chart of your organization, including key staffing for the project.
- L. Provide a copy of your organization's Board of Director's list.
- M. Provide a copy of your organization's 501c (3). Also provide an IRS tax-exempt letter dated no earlier than December 2013, or a Certificate of Status provided by the Secretary of State, Business Programs Division. Online Certificates of Status can be found on the Internet at: http://www.sos.ca.gov/business/pdf/be_ircform.pdf. (Process may take up to 24 calendar days).
- N. Provide a copy of your organization's Articles of Incorporation and By-Laws.
- O. Provide a copy of the minutes of your organization's board meeting where the proposed project was discussed.
- P. Provide IRS 990 form "Return of Organization Exempt from Income Tax."

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 4: CIVIL RIGHTS LAWS COMPLIANCE AND HUD STANDING

1. Has your organization been a past recipient of assistance under a HUD McKinney Act program or the HUD Single Family Property Disposition Homeless Program?

Yes ☐ No ☒

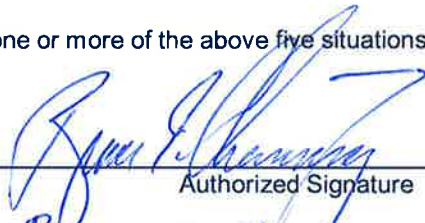
2. If you have been a recipient under either of these programs, has your organization experienced any project or construction delay, HUD finding or outstanding audit that HUD deems serious regarding the administration of HUD McKinney Act programs or the HUD Single Family Property Division Homeless Program?

Yes ☐ No ☒

If you answered "Yes," please attach a brief description of the circumstances and outcomes.

3. Applicants must be in compliance with applicable civil rights laws and Executive Orders. Applications will be rejected if your agency has any of the following: (1) Any pending civil rights lawsuits instituted by the U.S. Department of Justice; (2) Any non-compliance with civil rights statutes, Executive Orders or regulations as a result of formal administrative proceedings, unless the applicant is operating under a HUD-approved compliance agreement designed to correct the area of non-compliance or is currently negotiating such an agreement; (3) Any unresolved secretarial charge of discrimination issues under Section 810 (g) of the Fair Housing Act, as implemented by 24 CFR 103.400; (4) Any adjudication of a civil rights violation in a civil action brought against the agency by a private individual, unless the applicant is operating in compliance with a court order designed to correct the area of non-compliance or the applicant has discharged any responsibility arising from such litigation; (5) Any deferral of the processing of applications from the sponsor imposed by HUD under Title VI of the Civil Rights Act of 1964, the Attorney General's Guidelines (28 CFR 50.3) or the HUD Title VI regulations 24 CFR 1.8) and procedures, or under Section 504 of the Rehabilitation Act of 1973 and HUD Section 504 regulations (24 CFR 8.57).

If one or more of the above five situations exist within your agency, please attach a brief description.



Authorized Signature
Bruce E. Channing

Print Name



Date
City Manager

Title

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 5: SIGNATURES AND ASSURANCES

- 1. Non-Discrimination:** This agency will, through all possible means, ensure equal opportunity for all persons to receive services, to participate in the volunteer structure, and to be employed regardless of age, handicap, national background, race, religion, or sex. An existing sectarian nature of the agency shall not suffer impairment under this agreement, but participation in religious observances, rituals or services will not be required as a condition of receiving food, services, or shelter paid for by this grant.
- 2. Accountability:** We commit this agency, if a grant is received, to provide all reports to the County of Orange as required; to expend monies only on eligible cost' to keep complete documentation (copies of all canceled checks, invoices, receipts, etc.) on all expenditures for a minimum of three years; to spend all funds and close out the program on the required date; to return any unused funds to the County of Orange; to cooperate with monitoring or site visits, and; to provide complete documentation of expenses to the County of Orange, if requested, by the required date.
- 3. Non-collusion:** This proposal is genuine, and not sham or collusive, nor made in the interest or on behalf of any person not herein named; the proposer has not directly induced or solicited any other proposer to put in a sham proposal, or any other person, firm or corporation to refrain from submitting a proposal; the proposer has not in any manner sought by collusion to secure for him/herself an advantage over any other proposer.

We affirm that all information in this application is true and correct to the best of our knowledge and that the applicant under our authority will execute its responsibility under the proposed contract and adhere to all other applicable rules and regulations to the fullest extent possible.



*First Authorized Person Signature

1/6/16

Date

Bruce E. Channing

Print First Authorized Person's Name

City Manager

Title

**Second Authorized Person Signature

Date

Print Second Authorized Person's Name

Title

*First Authorized Person is:

**Second Authorized Person is:

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 6: PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND NATIONAL OBJECTIVE

1. Please explain the beneficiaries and services the project provides.
2. Please provide a comprehensive description of the project's (1) priority, (2) sub-activity, (3) population(s) to be served, (4) accomplishment level, and (5) services to be provided and (6) does project meet the HUD Eligibility Requirements and a National Objective (LMC, LMA or LMH). The applicants must describe why this project is needed, and cite evidence to substantiate the need. **Include in this Attachment, clear photo/s of the project area/areas and include explanation. If this project is located in multiple areas, only submit up to four (4) photos of different project areas and include explanation.**
3. Answer the following:
 - a. Summarize the Scope of Work for your project including the minimum number of units to be assisted by federal funding.
 - b. Why is the project needed?
 - c. Describe how the project preserves a low and moderate-income neighborhood, or provided other community benefits.
4. HUD Demographics:

a.	Does this project help prevent homelessness?	Yes	☐	No	☒
b.	Does this project help the homelessness?	Yes	☐	No	☒
c.	Does this project help those with HIV or AIDS?	Yes	☐	No	☒
d.	Does this project primarily help persons with disabilities?	Yes	☒	No	☐
5. **Refer to Priorities below:** Funding Request and Accomplishment Budget enter the total dollar amount of Urban County funds that will be used for this project, next to the community development need that best fits your project's scope. Projects may address more than one community development need; however, in order to be considered as addressing a "**High Priority**" community development need, the application/project must meet the **High Priority Needs Level** identified by the Urban County, see High Priority needs below. Projects with a low needs level **may not be considered** or funding this fiscal year.

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 6: PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND NATIONAL OBJECTIVE (cont.)

ATTACHMENT 6: Priorities

The County has identified the following high priority community development needs for the use of CDBG funds during Fiscal Years 2015-2019:

1. Senior Centers
2. Homeless Facilities
3. Neighborhood Facilities
4. Water/Sewer Improvements
5. Street Improvements
6. Sidewalk Improvements

Source: FY 2015-19 Consolidated Plan

***Low Priority activities may not eligible for funding under this RFP.**

5. Answer each question below in approximately one to four paragraphs.

- a. Based upon your description of this project in Attachment 6: Priority Needs HUD Eligibility Requirements and National Objective, state how your organization will address meeting a priority need with your performance and outcomes. In your description, state how your performance objectives and performance outcomes apply to the project's beneficiaries and specifically explain how this project will affect the beneficiaries.
- b. Describe what tools your organization will utilize to measure this project's effect on the intended beneficiaries. In your description include how your organization will measure its success in meeting the needs of the project's beneficiaries.
- c. Describe the specific population that your project will serve (i.e., low to moderate-income).
- d. Describe the intended benefits to the population being served (i.e., preservation of a low to moderate-income neighborhood).
- e. Describe the ramifications if your project is not recommended for funding in this fiscal year.

SUPPLEMENTAL DOCUMENTATION
ATTACHMENT 6: PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS
AND NATIONAL OBJECTIVE

1. The question was asked: **Please explain the beneficiaries and services the project provides.**

The Florence Sylvester Memorial Senior Center directly services the elderly/frail elderly population of the community, which are predominantly low and moderate-income persons, not only in the City of Laguna Hills but in the neighboring cities of Laguna Woods and Aliso Viejo as well. Currently, over 400 hundred elderly persons are served on a daily basis. There are a number of services provided at the Florence Sylvester Senior Center including, but not limited to, adult education classes, nutritious lunch programs (including Meals on Wheels), exercise programs, preventative health programs, legal assistance, tax assistance, and health and wellness programs. This project is needed to provide increased accessibility to the Center for the elderly/frail elderly.

2. The question was asked: **Please provide a description of the project's (1) priority, (2) sub-activity, (3) population(s) to be served, (4) accomplishment level, and (5) services to be provided and (6) does project meet the HUD Eligibility Requirements and a National Objective (LMC, LMA or LMH).**

- (1) Priority: As a Senior Center, this project is considered a high priority project as identified in the FY 2015-2019 Consolidated Plan. The Florence Sylvester Memorial Senior Center provides vital services to the elderly/frail elderly population of the community. Currently, over 400 persons are served on a daily basis.
- (2) Sub-Activity: Funds are requested to remodel the Center's restrooms to bring the restrooms into compliance with Americans with Disabilities Act (ADA) requirements, which includes the following: enlarging restroom stalls; installing high-base toilets; modifying countertops; replacing hardware, tile, flashing, and plumbing; and installing hands-free components. These improvements would directly benefit the community and its many low and moderate-income participants by providing increased accessibility to the center for the elderly/frail elderly. These construction activities will allow the Center to better serve the needs of the elderly population.
- (3) Population(s) to be served: Because the Florence Sylvester Memorial Senior Center only services the elderly, these improvements will directly benefit the senior/elderly population of the community, which are predominantly low and moderate-income persons.
- (4) Accomplishment level: There are currently measures in place to track participation in the various programs offered at the Florence Sylvester Memorial Senior Center. With these improvements, the Florence Sylvester Memorial Senior Center staff will be better equipped to continue to meet the growing demand and utilization by this fast-growing demographic group. The project's effect on the intended participants will be noticeable as the Center's accessibility and sustainability will be improved. Consequently, this project will allow for increased access to the disabled elderly/frail elderly population of the community.

- (5) Services to be provided: The Florence Sylvester Memorial Senior Center provides a number of vital services to the elderly/frail elderly population of the community. Currently, over 400 elderly persons are served on a daily basis. This project is needed to provide increased accessibility to the Center for the elderly/frail elderly. Consequently, this project will allow for increased access to the disabled elderly/frail elderly population of the community.
- (6) Does project meet the HUD Eligibility Requirements and a National Objective: This project meets all the eligibility requirements as laid out by HUD due to a number of eligible block groups. In addition, this project's national objective serves a Low/Mod Areas (LMA) and directly services a Low/Mod Clientele (LMC).

3. The question was asked: **Answer the following:**

- (a) **Summarize the Scope of Work for your project including at minimum the number of units to be assisted by federal funding.**

The Florence Sylvester Memorial Senior Center provides a variety of services to the elderly/frail elderly population of the community. Because of the high number of elderly/frail elderly population that utilize the Center on a daily basis and the high visibility of the Center, staff is requesting funds to remodel the Center's restrooms to bring the restrooms into compliance with Americans with Disabilities Act (ADA) requirements, which includes the following improvements: enlarging restroom stalls; installing high-base toilets; modifying countertops; replacing hardware, tile, flashing, and plumbing; and installing hands-free components.

- (b) **Why is the project needed?**

The Florence Sylvester Memorial Senior Center provides a number of vital services to the elderly/frail elderly population of the community. Currently, over 400 elderly persons are served on a daily basis. This project is needed to increase accessibility to the Center.

- (c) **Describe how the project preserves a low and moderate-income neighborhood, or provided other community benefits.**

The Florence Sylvester Memorial Senior Center addresses the needs of the elderly population in the community, which are predominantly low and moderate-income persons. The Center represents a safe and accessible senior center for the community, and these improvements would allow the Center to provide continued access for the elderly/frail elderly population.

5. The question was asked: **Answer each question below in approximately one to four paragraphs.**

- (a) **Based upon your description of this project in attachment 6: Priority Needs HUD Eligibility Requirements and National Objective, state how your organization will address meeting a priority need with your performance and outcomes. In your description, state how your performance objectives and performance outcomes apply to the project's beneficiaries and specifically explain how this project will affect the beneficiaries.**

The Florence Sylvester Memorial Senior Center provides vital services to the elderly/frail elderly population of the community. Funds are requested to remodel the Center's restrooms to bring the restrooms into compliance with Americans with Disabilities Act (ADA) requirements, which includes the following improvements: enlarging restroom stalls; installing high-base toilets; modifying countertops; replacing hardware, tile, flashing, and plumbing; and installing hands-free components. This project would directly benefit the community and its many low and moderate-income participants by increasing accessibility to the Center for disabled persons and the elderly/frail elderly population. These construction activities will allow the Center to better serve the needs of the elderly population. As such, these activities contribute to the performance objectives of creating a suitable living environment and result in performance outcomes of increased sustainability.

- (b) **Describe what tools your organization will utilize to measure this project's effect on the intended beneficiaries. In your description include how your organization will measure its success in meeting the needs of the project's beneficiaries.**

There are currently measures in place to track participation in the various programs offered at the Florence Sylvester Memorial Senior Center. With these improvements, the Florence Sylvester Memorial Senior Center staff will be better equipped to continue to meet the growing demand and utilization by this fast-growing demographic group. The project's effect on the intended participants will be noticeable as continued accessibility to the Center is improved. In addition, the Center will continue to better meet the needs of the elderly population of the community.

- (c) **Describe the specific population that your project will serve (i.e., low to moderate-income).**

Because the Florence Sylvester Memorial Senior Center only services the elderly, these improvements will directly benefit the senior/elderly population of the community, which are predominantly low and moderate-income persons.

- (d) **Describe the intended benefits to the population being served (i.e., preservation of a low to moderate-income neighborhood).**

The intended benefits for the population being served are as follows: preservation of low and moderate-income elderly persons, improve and maintain quality of life of the elderly, and improve accessibility. Additionally, the Florence Sylvester Memorial Senior Center provides resources and assistance to family members and caregivers who feel overwhelmed and unprepared to handle caring for an older or disabled adult.

- (e) **Describe the ramifications if your project is not recommended for funding in this fiscal year.**

Lack of funding for the Florence Sylvester Memorial Senior Center could result in limited/decreased accessibility to the facility for the elderly/frail elderly population of the community.

A photograph of a public restroom. In the foreground, there is a long, light-colored countertop with two white oval sinks. Each sink has a chrome faucet and a small chrome soap dispenser. Above the sinks is a large mirror. On the mirror, there is a white sign with black text that reads: "TO PREVENT THE SPREAD OF GERMS & ILLNESS, PLEASE WASH YOUR HANDS AS LONG AS IT TAKES TO RECITE THE ALPHABET SLOWLY". To the right of the mirror, on the wall, there is another white sign that says "PLEASE". The wall is a light green color. The floor is made of large, square, light-colored tiles. In the background, there is a doorway leading to another room.

2/9/2016 ITEM NO. 5.2







Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 7: ELIGIBLE BLOCK GROUPS

1. Is the project/activity Limited Clientele (LMC)? ☒ Yes ☐ No
2. Is the project/activity Low/Mod Housing (LMH)? ☐ Yes ☒ No
3. Does the project/activity serve Low/Mod Area (LMA)? ☒ Yes ☐ No

ELIGIBLE BLOCK GROUP – If your project's national objective is Low Mod Area (LMA) please complete the chart below.

A map identifying the eligible census tract(s) and block group(s) is required in this section if you are qualifying for a low to moderate-income area. The following is a link to obtain maps from the U.S. Department of Census Bureau: <http://www2.census.gov/geo/maps/dc10map/tract/> or at <http://www.huduser.org/datasets/qct.html>

ATTACHMENT 7: CHART

ELIGIBLE BLOCK GROUP CHART				
Eligible Block Groups	Eligible Census Tracts	Number of Low to Moderate-Income Population	Total of Population	Percentage of Low to Moderate-Income Population
4	626.25	1,392	1,625	85.6%
5	626.22	1,077	1,281	84.0%
2	423.20	345	434	79.5%
5	423.07	1,086	1,235	87.9%

4. If a project's boundaries are not within an Eligible Block Group, please answer the following questions:
- a.. Have you submitted a survey to HUD? Date survey submitted to HUD:
- Yes ☐ No ☐
- b. Did HUD approve your survey? Please attach a copy of the approval letter from HUD. Projects cannot be awarded funding without a survey approved by HUD.
- Yes ☐ No ☐
- c. Please attach clearly-defined map(s).



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Block Group 062625-4

Basic Information

[Population and Races](#)[Income and Careers](#)[Housing](#)

Census Tract 062625

[Laguna Hills, CA](#)[Orange County](#)[California State](#)[Los Angeles, Long Beach, Santa Ana Area](#)

Census Block Group 062625-4 in Orange County, California

Basic Information

Population and Races

Income and Careers

Housing

Population	1,625 (2010), see rank
House Units	355, see rank
Race	Whites:38.5% , Hispanics:32.5% , Blacks:0.6% , Asians:7.8% , Others:53.1%
Population Density:	7,439.20/sq mi, see rank
Median Household Income:	\$29,375, see rank
Median House Price:	\$225,900, see rank
Time Zone:	Pacific GMT -8:00 with Daylight Saving in the Summer
Land Area:	0.22 sq mi, see rank
Water Area:	0.00 sq mi (0.00%), see rank
State:	California
Area:	Los Angeles-Long Beach-Santa Ana, CA
County:	Orange County
City:	Laguna Hills
Census Tract:	062625
School District:	Saddleback Valley Unified School District ★★★★★

Hot Rankings

[The Richest Block Group Nearby](#)
[House Price Ranking Nearby](#)
[Population Ranking Nearby](#)
[Fastest / Slowest](#) Growing Cities in CA
[High / Low](#) CA Cities by Males Employed
[High / Low](#) CA Cities by Females Employed
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Block Group 062625-4 Map, Border, and Nearby Locations

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Block Group 062625-4 Blocks

[CA0590626254000](#) Laguna Hills
[CA0590626254003](#) Laguna Hills
[CA0590626254006](#) Laguna Hills
[CA0590626254009](#) Laguna Hills
[CA0590626254012](#) Laguna Hills
[CA0590626254015](#) Laguna Hills
[CA0590626254018](#) Laguna Hills
[CA0590626254021](#) Laguna Hills

[CA0590626254001](#) Laguna Hills
[CA0590626254004](#) Laguna Hills
[CA0590626254007](#) Laguna Hills
[CA0590626254010](#) Laguna Hills
[CA0590626254013](#) Laguna Hills
[CA0590626254016](#) Laguna Hills
[CA0590626254019](#) Laguna Hills

[CA0590626254002](#) Laguna Hills
[CA0590626254005](#) Laguna Hills
[CA0590626254008](#) Laguna Hills
[CA0590626254011](#) Laguna Hills
[CA0590626254014](#) Laguna Hills
[CA0590626254017](#) Laguna Hills
[CA0590626254020](#) Laguna Hills

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Block Group 062622-5

Basic Information

[Population and Races](#)[Income and Careers](#)[Housing](#)

Census Tract 062622

Orange County

California State

Los Angeles, Long Beach, Santa Ana Area

Census Block Group 062622-5 in Orange County, California

Basic Information

Population and Races

Income and Careers

Housing

Population	1,281 (2010), see rank
House Units	986, see rank
Race	Whites:83.4%, Hispanics:4.8%, Blacks:0.9%, Asians:12.9%, Others:2.9%
Population Density:	2,806.39/sq mi, see rank
Median Household Income:	\$38,018, see rank
Median House Price:	\$214,000, see rank
Time Zone:	Pacific GMT -8:00 with Daylight Saving in the Summer
Land Area:	0.46 sq mi, see rank
Water Area:	0.00 sq mi (0.04%), see rank
State:	California
Area:	Los Angeles-Long Beach-Santa Ana, CA
County:	Orange County
Census Tract:	062622
School District:	Saddleback Valley Unified School District ★★★★★

Hot Rankings

[The Richest Block Group Nearby](#)
[House Price Ranking Nearby](#)
[Population Ranking Nearby](#)
[Fastest / Slowest Growing Cities in CA](#)
[High / Low CA Cities by Males Employed](#)
[High / Low CA Cities by Females Employed](#)
[Best / Worst Cities by Crime Rate in CA](#)
[Richest / Poorest Cities by Income in CA](#)
[Expensive / Cheapest Homes by City in CA](#)
[Most / Least Educated Cities in CA](#)

'15 Dodge Dart

List Price: \$19,830 Dealer Discount: \$5,330
 Rebate: \$1,500 **Finance Price: \$13,000**

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Block Group 062622-5 Map, Border, and Nearby Locations

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[CA0590626225000](#) Laguna Hills
[CA0590626225003](#) Laguna Woods
[CA0590626225006](#) Laguna Woods
[CA0590626225009](#) Laguna Woods

[CA0590626225001](#) Laguna Hills
[CA0590626225004](#) Laguna Woods
[CA0590626225007](#) Laguna Woods
[CA0590626225010](#) Laguna Woods

[CA0590626225002](#) Laguna Hills
[CA0590626225005](#) Laguna Woods
[CA0590626225008](#) Laguna Woods
[CA0590626225011](#) Laguna Woods

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Block Group 042320-2

Basic Information

[Population and Races](#)[Income and Careers](#)[Housing](#)

Census Tract 042320

Orange County

California State

Los Angeles, Long Beach, Santa Ana Area

Census Block Group 042320-2 in Orange County, California

Basic Information

Population and Races

Income and Careers

Housing

Population	434 (2010), see rank
House Units	306, see rank
Race	Whites:78.3%, Hispanics:17.3%, Blacks:2.1%, Asians:5.8%, Others:13.8%
Population Density:	4,201.54/sq mi, see rank
Median Household Income:	\$58,533, see rank
Median House Price:	\$171,000, see rank
Time Zone:	Pacific GMT -8:00 with Daylight Saving in the Summer
Land Area:	0.10 sq mi, see rank
Water Area:	0.00 sq mi (0.00%), see rank
State:	California
Area:	Los Angeles-Long Beach-Santa Ana, CA
County:	Orange County
Census Tract:	042320
School District:	Saddleback Valley Unified School District ★★★★★

Hot Rankings

[The Richest Block Group Nearby](#)
[House Price Ranking Nearby](#)
[Population Ranking Nearby](#)
[Fastest / Slowest Growing Cities in CA](#)
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Block Group 042320-2 Blocks

CA0590423202000	Laguna Hills	CA0590423202001	Laguna Hills	CA0590423202002	Laguna Hills
CA0590423202003	Laguna Hills	CA0590423202004	Laguna Hills	CA0590423202005	Laguna Hills
CA0590423202006	Laguna Hills	CA0590423202007	Laguna Hills	CA0590423202008	Laguna Hills
CA0590423202009	Aliso Viejo	CA0590423202010	Aliso Viejo	CA0590423202011	Aliso Viejo
CA0590423202012	Aliso Viejo	CA0590423202013	Aliso Viejo	CA0590423202014	Aliso Viejo
CA0590423202015	Aliso Viejo	CA0590423202016	Aliso Viejo	CA0590423202017	Aliso Viejo
CA0590423202018	Aliso Viejo	CA0590423202019	Aliso Viejo	CA0590423202020	Aliso Viejo
CA0590423202021	Aliso Viejo	CA0590423202022	Laguna Hills		

*A census block group is a geographic area defined by the United States Census Bureau and used for the census. On average, a census block group has around 1,500 residents. Census block groups, as well as census tracts, are more uniformly distributed in terms of the number of residents than cities or zip codes. Also, the census block group and the census tract demographic data are nearly 100% complete vs. less than 70% coverage of demographic data for cities and zip codes. Therefore census block groups and the census tracts



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Block Group 042307-5

Basic Information

[Population and Races](#)
[Income and Careers](#)
[Housing](#)

Census Tract 042307

Laguna Hills, CA

Orange County

California State

Los Angeles, Long Beach, Santa Ana Area

Census Block Group 042307-5 in Orange County, California

Basic Information

Population and Races

Income and Careers

Housing

Population	1,235 (2010, see rank)
House Units	411, see rank
Race	Whites:58.4%, Hispanics:37.3%, Blacks:2.4%, Asians:14.1%, Others:25.1%
Population Density:	10,630.27/sq mi, see rank
Median Household Income:	\$67,137, see rank
Median House Price:	\$607,800, see rank
Time Zone:	Pacific GMT -8:00 with Daylight Saving in the Summer
Land Area:	0.12 sq mi, see rank
Water Area:	0.00 sq mi (0.00%), see rank
State:	California
Area:	Los Angeles-Long Beach-Santa Ana, CA
County:	Orange County
City:	Laguna Hills
Census Tract:	042307
School District:	Saddleback Valley Unified School District ★★★★★

Hot Rankings

[The Richest Block Group Nearby](#)
[House Price Ranking Nearby](#)
[Population Ranking Nearby](#)
[Fastest / Slowest](#) Growing Cities in CA
[High / Low](#) CA Cities by Males Employed
[High / Low](#) CA Cities by Females Employed
[Best / Worst](#) Cities by Crime Rate in CA
[Richest / Poorest](#) Cities by Income in CA
[Expensive / Cheapest](#) Homes by City in CA
[Most / Least](#) Educated Cities in CA

Masters in Education

Ranked Top 30 for the Public Good. Night Classes, Several Campuses!



Block Group 042307-5 Map, Border, and Nearby Locations

Census Blocks Map View. Full data. Click icon to show name.



Show More Locations on the Map

Census Blocks*
[Census Block Groups*](#)
[Census Tracts*](#)
[Zip Codes](#)
[School Districts](#)
[Cities](#)
[Counties](#)
[Metro Areas](#)
[States](#)

* Census Blocks, Census Block Groups, and Census Tracts are geo areas that are normally smaller than the size of a city. Census Blocks provide block and community level information. They are great for understanding areas within a city.

Block Group 042307-5 Blocks

[CA0590423075000](#) Laguna Hills
[CA0590423075003](#) Laguna Hills

[CA0590423075001](#) Laguna Hills
[CA0590423075004](#) Laguna Hills

[CA0590423075002](#) Laguna Hills
[CA0590423075005](#) Laguna Hills

*A census block group is a geographic area defined by the United States Census Bureau and used for the census. On average, a census block group has around 1,500 residents. Census block groups, as well as census tracts, are more uniformly distributed in terms of the number of residents than cities or zip codes. Also, the census block group and the census tract demographic data are nearly 100% complete vs. less than 70% coverage of demographic data for cities and zip codes. Therefore census block groups and the census tracts are an excellent way to understand locations in a smaller scale, for example understanding the different areas of a large city. Census block groups are smaller than census tracts and can be further divided into census blocks for understanding locations at the block and community level.

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 8: FUNDING REQUEST, ACCOMPLISHMENT BUDGET & LEVERAGING

Funding Request and Accomplishment Budget is a snapshot of your total project budget. Complete the chart by providing the total requested amount for your project, the total leveraged amount for your project, and the total accomplishment level for your project.

FUNDING REQUEST & ACCOMPLISHMENT BUDGET ACTIVITY CHART		
Funds Request		
	Example	FY 2016-17
A. Funds Requested	\$ 75,000	\$60,000
B. Leveraging	\$ 50,000	\$8,070.65
C. Total Project Funding (A+B)	\$ 125,000	\$68,070.65
D. Goals/Accomplishments	2 Facilities	2 Restrooms

Two Tier Funding:

Maximum funding amount for Public Facilities and Improvements (PF&I) project - \$350,000 with 20% leveraged other funds.

Maximum funding amount for Public Facilities and Improvements (PF&I) project funding is \$150,000 without 20% leveraged funding.

FY 2016-17 CDBG funding may increase or decrease based on HUD's final allocation of CDBG funds to the Urban County/OC Community Services. We estimate a total of \$1,002,744 may be available for PF&I projects.

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 8: LEVERAGING (Continued)

Complete Leveraging Chart:

Resource Value

Resources such as professional services should be valued at a fair-market rate. Buildings and equipment should also be valued at the fair-market rental value. Volunteer time should be valued at \$10.00 per hour.

Leveraging Directions

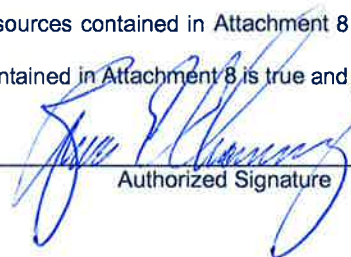
1. Type of resource to complete a specific project activity.
2. Project activity necessary to complete the project.
3. Source of Leverage, what is the source of the leverage.
4. Leverage value, earmarked for FY2016-17.
5. Attach leveraging letters

LEVERAGING CHART			
Example			
1. Type of Resource	2. Project Activity	3. Source of Leverage	4. Leverage Value
Staffing	Project Management	Gas Tax	\$20,000
Engineer	Project Design/Engineering	City General Fund	\$50,000
Total Leveraging			\$70,000
1. Type of Resource	2. Project Activity	3. Source of Leverage	4. Leverage Value
Staffing	Project Management	General Fund	\$8,070.65
Total Leveraging			\$8,070.65

*Maximum number of points awarded to projects demonstrating dollar amount of leveraged resources.

LEVERAGING CERTIFICATION

I certify on behalf of City of Laguna Hills-Florence Sylvester Memorial Senior Center and attest that all leveraged resources contained in Attachment 8, have not been previously used for other project(s) and that all information contained in Attachment 8 is true and accurate to the best of my knowledge.


Authorized Signature

1/6/16
Date



CITY OF LAGUNA HILLS

City Manager

Anna Plank
Manager, OC Community Services
1770 N. Broadway
Santa Ana, CA 92706

RE: RESOURCE LEVERAGING RELATED TO THE COMMUNITY DEVELOPMENT BLOCK GRANT
FOR FY 2016/2017 FOR THE FLORENCE SYLVESTER MEMORIAL SENIOR CENTER REHABILITATION

Dear Ms. Plank:

The City of Laguna Hills is committed to the success of the Florence Sylvester Memorial Senior Center Rehabilitation and anticipates dedicating staff time to the administration and monitoring of the construction activities and program implementation. We estimate that staff will provide an average of approximately 2.4 hours on a weekly basis beginning July 1, 2016 through June 30, 2017. Based on the hourly rate cost of staff administering the program, the City anticipates committing an estimated \$8,070.65 in staff time, paid from the City's General Fund.

Please contact me if you need any additional information.

Sincerely,

Bruce E. Channing
City Manager

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 9: PROJECT COST BUDGET

Complete Project Cost Budget chart below, by listing the specific activities that will be paid for by Urban County funds and your leveraged dollars for each phase of this project (complete this activity by using the information you provided in the Funds Request portion of Attachment 9: (Funding Request and Accomplishment Budget Activity Chart).

- Maximum funding amount for Public Facilities and Improvements (PF&I) project - \$350,000 with 20% leveraged other funds.
- Maximum funding amount for Public Facilities and Improvements (PF&I) project funding is \$150,000 without 20% leveraged funding.

ATTACHMENT 9: CHART

PROJECT COST BUDGET CHART			
Example			
Project Costs	Urban County Funds	Leveraged Resources	Total
Project Activity: Design/Project Development	\$ 50,000	\$ 30,000	\$ 80,000
Project Activity: Acquisition	\$ 25,000	\$ 20,000	\$ 45,000
Total Project Cost	\$ 75,000	\$ 50,000	\$ 125,000
Project Costs	Urban County Funds	Leveraged Resources	Total
Project Activity: Design/Project Development		\$8,070.65	\$8,070.65
Project Activity: Acquisition			
Project Activity: Construction	\$60,000.00		\$60,000.00
Project Activity:			
Project Activity:			
Project Activity:			
Project Activity:			
Project Activity:			
Project Activity:			
Total Project Cost	\$60,000.00	\$8,070.65	\$68,070.65

1. Provide a detailed description of each project activity listed in above Chart.

SUPPLEMENTAL DOCUMENTATION
ATTACHMENT 9: PROJECT COST BUDGET

1. The question was asked: Provide a detailed description of each project activity listed in above Chart.

There are two project activities associated with this project. Design/Project Management encompasses the project implementation and administration necessary in order to successfully complete the project. This activity is actively carried out in the General Government Department and includes contract administration, project development, and all other necessary oversight. The Construction project activity includes the following: enlarging restroom stalls; installing high-base toilets; modifying countertops; replacing hardware, tile, flashing, and plumbing; and installing hands-free components.

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 10: PERFORMANCE OBJECTIVES AND OUTCOMES

Using the definitions below, complete the Performance Objectives and Outcomes chart by stating project activity, output, performance objectives and performance outcomes.

Activity Identify project activities geared towards completing project, set quantifiable units of accomplishments (e.g., planning, construction, inspections).

Output Identify project outputs such as proposed units of accomplishments (what do you hope to achieve from your project, (e.g., complete 1,000 lf of sidewalk).

Performance Objectives

- No. 1.** Suitable Living Environment: In general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
- No. 2.** Decent Affordable Housing: The activities that typically would be found under this objective are designed to cover the wide range of housing possible under HOME, CDBG, HOPWA, or ESG. This objective focuses on housing programs where the purpose for the project is to meet the individual family or community needs and not programs where the housing is an element of a larger effort.
- No. 3.** Creating Economic Opportunities: This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

Performance Outcomes

- No. 1.** Availability/Accessibility: This outcome category applies to activities that make services, infrastructure, housing, or shelter available or accessible to low and moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low and moderate-income people.
- No. 2.** Affordability: This outcome category applies to activities that provide affordability in a variety of ways in the lives of low and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- No. 3.** Sustainability (Promoting Livable or Viable Communities): This outcome applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low and moderate-income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

ATTACHMENT 10 – CHART

PERFORMANCE OBJECTIVES AND OUTCOMES CHART			
Example			
Activity	Outputs	Performance Objectives	Performance Outcomes
Inspection	1000 Lf. of Sidewalk	Suitable Living Environment	Availability/Accessibility
Construction	300 Sq. Ft. of Lumber	Decent Affordable Housing	Affordability
Activity	Outputs	Performance Objectives	Performance Outcomes
Construction	2 restrooms	Suitable Living Environment	Availability/Accessibility

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 11: ORGANIZATIONAL/PROJECT CAPACITY AND EXPERIENCE

1. Has your organization received funding for this type of activity during the previous three years?

Yes ☒ No ☐

- If you answered, "Yes", complete Previous Funding Chart below by identifying the contract number, award amount, program income, if generated; and any unspent funds.
- If you answered "No" above, submit a letter signed by this application's authorized person that identifies one reference from three different funding sources from whom you have received funding in the past three years. The letter must include contact information for the three references (funding source), the amount of funding awarded from each reference, explanation of the use of funds, duration of funding awarded, and state whether or not contractual performance measures were achieved.

ATTACHMENT 11: CHART 1

PREVIOUS FUNDING CHART				
Year	Contract Number	Award Amount	Program Income Generated (If Applicable)	Unspent Funds from Award
2015-16	15-22-0008	\$70,380	N/A	\$0
2014-15	14-22-0004	\$75,000	N/A	\$9,773
2013-14	N/A			

2. Describe the role of key administrators, staff members, contractors, and volunteers within your organization and their role in implementing the proposed project. Include experience, education, and licensing qualifications in your description.
3. Describe the organization's experience administering this type or similar project.
4. Describe the reason why funds remain unspent in the Previous Funding Chart 1 above. Include an explanation of how the organization intends to complete the project.
5. Please submit a copy of your most recent audit (within the last two years) by an independent CPA and a description of corrective action taken for any findings identified by the auditor, both of which will be reviewed by the OC Community Services Accounting Manager or designated staff. Cities: Submit Financial Audit Report and Financial Statements/Footnotes (Comprehensive Annual Financial Report (CAFR)). **NOTE: YOUR AUDIT MAY BE UPLOADED INTO BIDSYNCH AS A SEPARATE PDF.** If you have questions regarding on how to upload/add an additional PDF, contact BidSync customer service.

Non-Profit organizations please see Attachment 3: Organizational Background, Item E

SUPPLEMENTAL DOCUMENTATION
ATTACHMENT 11: ORGANIZATIONAL/PROJECT CAPACITY AND EXPERIENCE

2. The question was asked: **Describe the role of key administrators, staff members, contractors, and volunteers within your organization and their role in implementing the proposed project. Include experience, education, and licensing in your description.**

This program will be monitored and implemented by staff from the City of Laguna Hills from the General Government Department. The lead staff member implementing the project for FY 2016/2017 has been responsible for the implementation of the City's past grant monies for Contracts #15-22-008, 14-22-004, KC12021, KC11981, KC10939, and KC09852. The experience of key administrators and other staff members' experience includes over 37 years in Public Administration, 24 years in City Management experience, and 12 years in Community Development.

3. The question was asked: **Describe the organization's experience administering this type or similar project.**

The City of Laguna Hills has been the recipient of CDBG Public Facilities and Improvement grants in FY 2009/2010, FY 2010/2011, FY 2011/2012, FY 2012/2013, FY 2014/2015, and FY 2015/2016 and has experience administering this type of grant. The City has also been the recipient of similar grants in the past, including CDBG Housing Rehabilitation funds. The City has worked closely with the County to ensure the funds were administered correctly. In addition, staff members have a wealth of municipal experience, including community development, rehabilitation activities and monitoring, public administration, public finance, and personnel.

4. The question was asked: **Describe the reason why funds remain unspent in the Previous Funding Chart 1 above. Include an explanation of how the organization intends to complete the project.**

Contract #15-22-0008 for FY 2015/2016 is currently in the process of being implemented and it is anticipated all the funds from the Contract will be spent.

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 12: ORGANIZATIONAL/PROJECT READINESS

Project milestones are an effective method of demonstrating overall project readiness. Enter the date the milestone action was completed in column 1.

If the milestone action is in progress, enter the start and end dates in columns 2 and 3.

If the action is not applicable to your project, check column 4.

ORGANIZATIONAL/PROJECT READINESS CHART				
	1 Action Complete	2 Action In Progress Start Date	3 Action In Progress End Date	4 Action N/A
Milestone Actions				
A. Governing Body approval to apply for funds		2/9/2016	2/9/2016	
B. Minute Order/Board Resolution		2/9/2016	2/9/2016	
C. Project found in current annual budget		7/1/2016	7/1/2016	
Staffing/Consultant assigned for design/ implementation		7/1/2016	7/1/2016	
D. Feasibility Study				
Design		7/1/2016	9/1/2016	
Project in concept phase				N/A
RFP/RFQ process administered		10/1/2016	10/1/2016	
Consultant contract with design engineer negotiated				N/A
Final plans and specifications written		9/1/2016	10/1/2016	
Finals plans and specifications approved		9/1/2016	10/1/2016	
Environmental Approvals (CEQA/NEPA)				N/A
E. Acquisition/Rehabilitation		7/1/2016	3/31/2017	

1. Include in your application documentation regarding all completed milestone actions (i.e., Minute Order/Board Resolution, public hearing notice, closed session notice and/or Agenda and applicable documentation for Milestone Actions, A through E).
2. Include in your application a written status for all milestone actions marked as "In Progress." Include supporting documentation to support progress.
3. Include in your application a brief explanation as to why a given milestone action is not applicable to the project, if necessary.

SUPPLEMENTAL DOCUMENTATION
ATTACHMENT 12: ORGANIZATIONAL/PROJECT READINESS

2. The question was asked: **Include in your application a written status for all milestone actions marked as "In Progress." Include supporting documentation to support progress.**

Milestone Action A is currently in progress. Approval to apply for funds is scheduled to appear before the governing board for approval at the February 9, 2016, City Council meeting as a public hearing item. Upon approval of the agenda item at the abovementioned City Council meeting, the resolution of approval requested in Milestone Action B will be available on February 9, 2016. The minutes requested in Milestone Action B will be available afterwards. Regarding Milestone Action C, funds are included in the annual budget upon approval of the project. Final plans and specification required for Milestone Action D will be drafted beginning July 1, 2016, upon approval of funds and notification of award of grant monies. Rehabilitation and construction work as described in Milestone Action E will commence upon the completion of final plans and specifications, anticipated for December 1, 2016. Supporting documentation to be provided upon publication and availability.

3. The question was asked: **Include in your application a brief explanation as to why a given milestone action is not applicable to the project, if necessary.**

Due to the limited scope of the project and rehabilitation activities, the following milestone actions are not applicable and/or necessary: project in concept phase, consultant contract with design engineer, and environmental approvals.

Public Facilities & Improvements Application

Fiscal Year 2016-17
Bid # 012-162320

ATTACHMENT 13: BONUS POINTS CRITERIA (total of 5 or 10 points possible)

If you intend to be considered for any of the bonus point categories below, please complete the applicable questions. **You may only apply for one category:**

1. **Projects with a "Regional Benefit (Max. 5 Points):** Please describe how your project will benefit populations in one or more of the "North", "West-Central" or "South" County areas.

OR

2. **Projects that serve the homeless and are consistent with the County's "Ten Year Plan to End Homelessness" (Max. 10 Points):** Please describe how your project serves the homeless population and how your project is consistent with the County's Ten Year Plan to end Homelessness.

OR

3. **Projects that fulfill federal Regulations or assist in achieving compliance with Federal law (e.g. Non Compliance with ADA) (Max. 5 points):** Please describe how your project is consistent with federal Regulations or how it will achieve compliance with federal Regulations.

Please site specific law or federal regulation.

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**SUPPLEMENTAL DOCUMENTATION
ATTACHMENT 13: BONUS POINTS CRITERIA**

1. The question was asked: **Projects with a "Regional Benefit": Please describe how your project will benefit populations in one or more of the "North", "West-Central" or "South" County areas.**

The Florence Sylvester Memorial Senior Center directly services the elderly/frail elderly population of the community, which are predominantly low and moderate-income persons, not only in the City of Laguna Hills but throughout the South County region, including the neighboring cities of Laguna Woods and Aliso Viejo. The region benefits greatly as over 400 elderly persons are currently served on a daily basis. This project would benefit the community of Laguna Hills and nearby jurisdiction by increasing the Center's sustainability, increasing accessibility to the Center, thereby resulting in continued access to the Center for the elderly/frail elderly members of the community.



City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

**FROM: DAVID REYNOLDS
DEPUTY CITY MANAGER**

**ISSUE: MULTI-USE OF THE ROLLER HOCKEY RINK AND THE INSTALLATION OF
PICKLEBALL COURTS WITH TEMPORARY NETTING**

**RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE INSTALLATION
OF FOUR PICKLEBALL COURTS AT THE ROLLER HOCKEY RINK.**

SUMMARY:

A Community Services Department Work Program for Fiscal Years 2015/16-2016/17 is to "evaluate the current use at the hockey rink and recommend other recreation multiple use of the hockey facility to maximize use of the rink." The California Street Hockey Association (CSHA) has managed the rink and run both youth and adult hockey leagues since 2000. The demand for outdoor hockey has declined in recent years and, consequently, CSHA has permitted other recreational activity uses such as lacrosse and roller derby to occur at the hockey rink. The Community Services Department is in the position of continuing to assess its recreational facilities to determine if they are meeting the needs of the community. It is also understood that the demographics of the City are changing to an older community. With that being said, staff is recommending that Pickleball be introduced as a new sporting activity at the hockey rink to accommodate an increasingly popular activity for adults who are 50 years of age or older. This information was presented to the Parks and Recreation Commission at its December 2, 2015, and the Commission favored option #4, attached, because it included one ½ court basketball court in addition to four Pickleball courts. At this time, staff is recommending the introduction of four Pickleball courts with temporary netting at the hockey rink to determine if this new sporting activity will be well received. The cost for four courts (east to west facing) to include painting of lines, temporary netting, paddles, and balls is approximately \$2,800. To also include the repainting of the hockey rink lines the total cost is estimated at \$4,000.

BACKGROUND:

A Community Services Department Work Program for Fiscal Years 2015/16-2016/17 is to "evaluate the current use at the hockey rink and recommend other recreation multiple use of the hockey facility to maximize use of the rink." CSHA has managed the rink and run

both youth and adult hockey leagues since 2000. Outdoor hockey's popularity has declined in recent years creating availability of the rink for other uses. CSHA has permitted other sporting activities to occur in the rink such as lacrosse and roller derby. Table 1 below shows typical weekly activity of the rink and also illustrates the great potential of introducing new sporting activities due to unscheduled times.

Table 1: Current Hockey Rink Usage

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	Roller Derby 7:00 PM - 9:00 PM	Lacrosse 4:00 PM - 7:00 PM Hockey 7:00 PM -10:00 PM	Roller Derby 7:00 PM - 9:00 PM		Roller Derby 9:00 PM - 12:00 PM	

While researching other potential uses of the hockey rink staff became aware of the sport of Pickleball. Pickleball is one of the fastest growing sports in the United States — especially for senior citizens. According to the Sports & Fitness Industry Association's 2015 Participation Report, Pickleball participation is 2.46 million. The game is comprised of elements of table tennis, tennis, and badminton. It is played on a 20 x 44 foot court with an oversized, table tennis-type paddle and a whiffle-style ball on a court similar to those used by doubles badminton. The court dimensions are smaller than a tennis court and the plastic ball used for Pickleball moves at a slower pace than a tennis ball which has made the game very popular with older adults. Images of Pickleball play and courts are attached to this report.

Currently, in Orange County there are several cities, including Newport Beach, Cerritos, Tustin, Huntington Beach, Fountain Valley, and Laguna Niguel, that have created either permanent or temporary outdoor Pickleball courts at selected recreational facilities. The privately owned and operated Anaheim Tennis Center and Laguna Woods Village also offer Pickleball at their facilities.

Attached to this staff report are diagrams showing potential Pickleball courts painted on the hockey rink surface, both with an east-west and a north-south orientation, for the City Council's review. North-south facing courts are preferred because this type of orientation eliminates the sun being directly in a player's eyes. However, staff favors the east-west oriented court layout because we do not think that the sun will be a major concern at this location and this type of orientation eliminates the need to position dividers between courts. One image also shows an option of installing a basketball court in conjunction with Pickleball courts to maximize other types of recreational activities at the rink.

This information was presented to the Parks and Recreation Commission on December 2, 2015, and was well received. The Commission favored option #4 which includes the installation of a ½ court basketball court along with four Pickleball courts in the hockey rink.

Staff's recommendation is to install four Pickleball courts with temporary netting as the first phase of introducing other types of sporting activity at the hockey rink facility. This option

is recommended to determine the popularity of such activity before any more funds are invested to adding more Pickleball courts and a basketball court.

FISCAL IMPACT:

The initial cost of improvements to the roller hockey rink, including repainting of the existing markings for roller hockey & adding new lines for Pickleball, depend on the number of courts and their compass orientation (i.e. east/west or north/south facing courts). The tables below provide the costs to establish courts with temporary netting. Staff assumes that roller hockey activity will still occur so the cost to repaint the existing hockey lines is factored into the calculations below. Cost for north/south facing courts will be greater because court dividers will need to be used to prevent the ball from one court interfering with play on another court. Costs for improvements to the hockey rink such as a sitting area, fencing infrastructure, storage, etc. are not included at this time.

Painting of Sport Markings/Lines

Facility	Unit Cost	Two Court	Four Courts	Six Courts
Roller Hockey	\$1,200	\$1,200	\$1,200	\$1,200
Pickleball	\$450	\$900	\$1,800	\$2,700
Sub-Total		\$2,100	\$3,000	\$3,900

Pickleball Supplies

Item	Unit Cost	Two Courts	Four Courts	Six Courts
Portable Net & Support Frame	\$200	\$400	\$800	\$1,200
Paddles & Balls (set of 4)	\$50	\$100	\$200	\$300
Portable Court Divider *	\$1,500	\$1,500	\$1,500	\$3,000

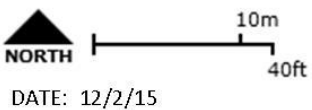
* For Pickleball courts with a north/south orientation only

Grand Totals

	Two Courts	Four Courts	Six Courts
TOTAL (no Portable Court Divider) E/W Facing	\$2,600 (Option #3)	\$4,000 (Option #4 – w/o basketball)	\$6,900 (Option #1)
TOTAL (with Portable Court Divider) N/S Facing	\$4,100	\$5,500 (Option #4 – w/o basketball)	\$8,400 (Option #2)

ATTACHMENTS:

1. Roller Hockey Rink Option #1 (6 courts – E/W Orientation)
2. Roller Hockey Rink Option #2 (6 courts – N/S Orientation)
3. Roller Hockey Rink Option #3 (2 courts – E/W Orientation)
4. Roller Hockey Rink Option #4 (4 courts – E/W Orientation & ½ Basketball court)
5. Images of Pickleball Play

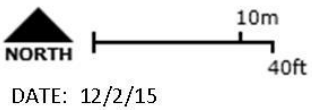
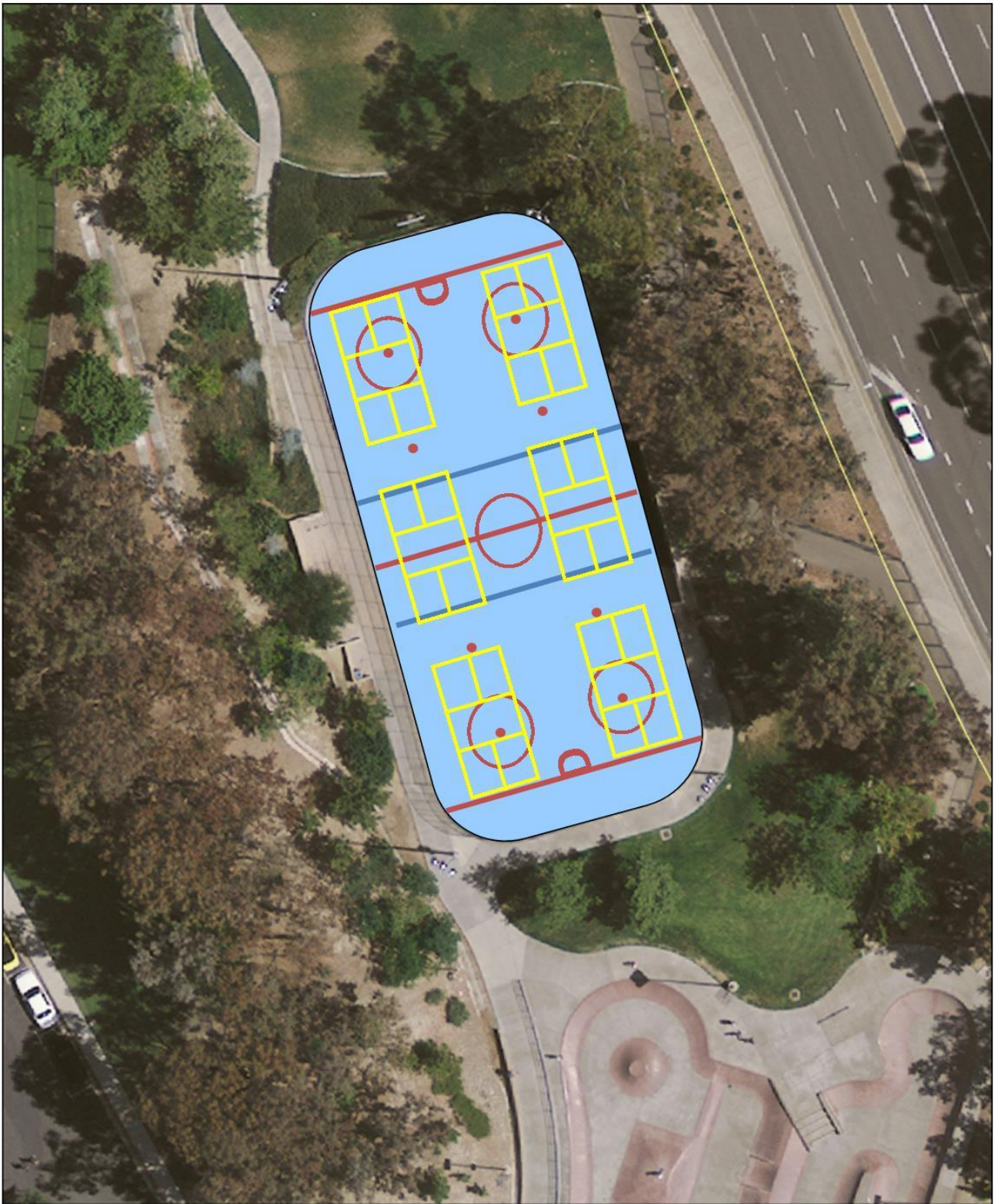


Roller Hockey Rink

Option #1

Roller Hockey & 6 Pickleball Courts (E/W Orientation)

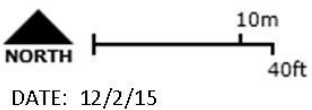
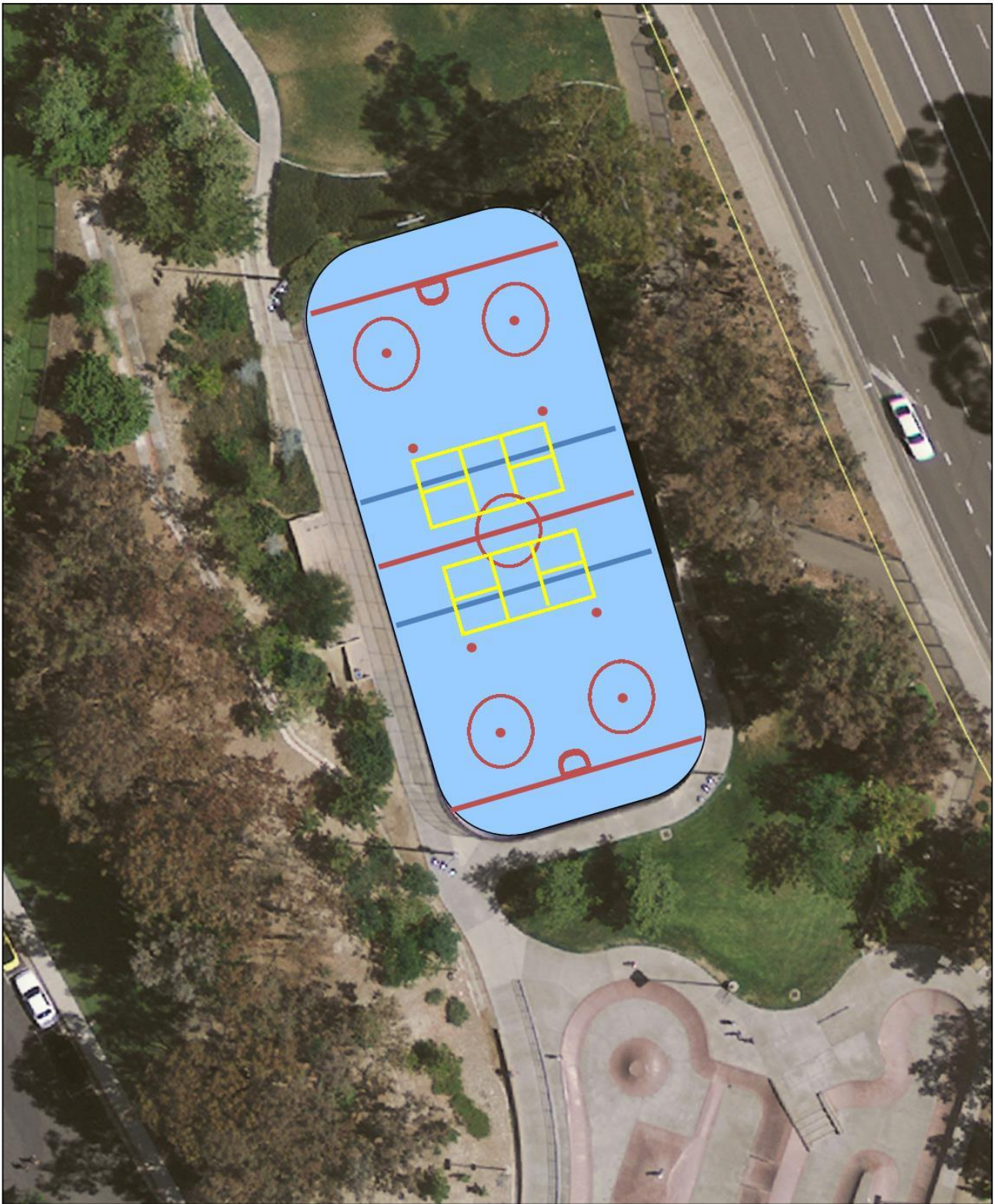




Roller Hockey Rink
Option #2



Roller Hockey & 6 Pickleball Courts (N/S Orientation)



Roller Hockey Rink

Option #3

Roller Hockey & 2 Pickleball Courts (E/W Orientation)






NORTH
10m
40ft
DATE: 12/2/15

Roller Hockey Rink
Option #4

Roller Hockey & 4 Pickleball Courts (E/W Orientation), Basketball









City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: FEBRUARY 9, 2016

TO: MAYOR AND COUNCIL MEMBERS

**FROM: DAVID REYNOLDS
DEPUTY CITY MANAGER**

**ISSUE: 2016 LAGUNA HILLS MEMORIAL DAY HALF MARATHON, 10K, AND 5K
EVENT AND 3/5 MARINE BATTALION TRIBUTE BANNERS**

**RECOMMENDATION: THAT THE CITY COUNCIL: (1) RECEIVE A PRESENTATION
ON THE PRE-EVENT PLANNING EFFORTS OF THE 2016 MEMORIAL DAY RACE;
AND (2) APPROVE THE INSTALLATION OF 3/5 MARINE BATTALION TRIBUTE
BANNERS.**

SUMMARY:

The 18th annual City of Laguna Hills Memorial Day Half Marathon, 10K, and 5K, honoring the USMC Dark Horse Battalion is scheduled for Monday, May 30, 2016. Event registration opened on October 1, 2015, and there are more than two hundred and fifty (250) runners registered for the event at this time. The 3/5 Marine Support Committee has chosen wounded warrior LCpl. Jorge Ortiz to serve as the event Grand Marshall for 2016. In addition, Team Dark Horse has requested that the 25 banners honoring the Marines of the 3/5 Battalion that lost their lives in Operation Enduring Freedom be displayed for the 2016 event. The City once again intends to donate \$3 from each paid 5K, 10K, and half marathon race registration to the 3/5 Marine Support Committee at the conclusion of the event. The race information was presented to the Parks and Recreation Commission at its December 2, 2015, meeting and staff plans on discussing the banner display options with the Parks and Recreation Commission at its February 3, 2016 meeting.

BACKGROUND:

The 18th annual City of Laguna Hills Memorial Day Half Marathon, 10K, and 5K, honoring the USMC Dark Horse Battalion is scheduled for Monday, May 30, 2016. All races will start at 7:00 AM, which allows the streets impacted by the event to re-open as early as possible. Staff intends to once again work with the Toll roads to waive the fees in exchange for booth space at the Community Expo. The tolls have been waived between

the hours of 7:00 AM and 9:00 AM during past years events to minimize the inconvenience for Aliso Viejo residents due to the road closures at Alicia Parkway and Moulton Parkway.

As the City Council may recall, a pledge formula was established by City Council direction whereby the City intends to donate \$3 from each paid 5K, 10K, and half marathon registration to the 3/5 Marine Support Committee at the conclusion of the event. Based on the City Council approved pledge formula, \$10,572 was provided to the 3/5 Marine Support Committee in 2015 by City Council Resolution for Community Assistance Funding.

Members of Team Dark Horse have selected wounded warrior LCpl. Jorge Ortiz to serve as the Grand Marshall for the 2016 event. LCpl. Ortiz lost both legs and suffered severe arm injuries after stepping on an IED in Sangin, Afghanistan, while serving with the 3/5 Marines in 2011. He and his wife currently live in San Diego.

For the 2014 and 2015 race events, the City Council approved the display of the City's patriotic banners from just prior to the Memorial Day event to July 5, 2015. The banners were displayed on the streets recommended by the Parks and Recreation Commission, as shown on Page One of Attachment 3 to this staff report. Also approved was the inclusion of the Team Dark Horse banners honoring the 25 fallen 3/5 Battalion Marines into the patriotic banner display. Costs for the 2015 banner display, including the installation and removal of the banners and some minor repairs, totaled \$8,600. Staff carried forward this actual expense in the budget for the banner display for the 2016 event. After the removal of the banners in July of 2015, staff was informed by the banner vendor, Systems International, Inc., that the banner pole hardware needed to be replaced as the majority of it is now twenty years old and is failing to hold the banners securely. Consequently, the cost to display the banners as displayed in prior years is now much higher.

After reviewing the costs of hardware replacement, which is detailed on the next page, staff is recommending that the banner display route be altered eliminating the patriotic banners that were previously displayed on Paseo de Valencia between Alicia Parkway and La Paz Road as well as those that were displayed from Hon Avenue to Paseo de Valencia along Alicia Parkway. Staff is recommending that the 3/5 Tribute Banners be partnered with a patriotic banner staggered on 26 light poles following the race route along Paseo de Valencia and on Alicia Parkway towards Moulton Parkway, only, as shown in Option 2 on the next page. This proposed display route is shown on Page Two of Attachment 3. The banner that was created for Derek Gardner, a former Laguna Hills resident that lost his life in Afghanistan, will also be included in the display and will be placed on the corner of El Toro Road and Paseo de Valencia. Pictures of the banner display from 2014 are included in Attachment 4 and are staff's recommended configuration of banner display for this year's race: one tribute banner paired with the City's patriotic banner on each pole.

2016 Banner Display Costs with Hardware Replacement

Option 1: 2015 Display - 62 Pole display shown on page one of Attachment 3. Tribute banners were partnered with patriotic banners along the race course. The City's patriotic banners were also displayed on Alicia Parkway from Hon Avenue to Paseo de Valencia, as well as on Paseo de Valencia between Alicia Parkway and La Paz Road.

	Quantity	Unit Cost	Sub Total
Hardware	62	\$221.30	\$13,720.60
Freight	62	\$8.76	\$543.12
Installation	62	\$55.00	\$3,410.00
Removal	62	\$27.50	\$1,705.00
Traffic*	3	\$1,550.00	\$4,650.00
Total			\$24,028.72

* This option may require three days for install/removal

Option 2: 26 Pole Display - Staff's recommendation shown on page two of Attachment 3. Tribute banners will be partnered with a patriotic banner along the race course only in the same fashion as prior years as depicted in Attachment 4.

	Quantity	Unit Cost	Sub Total
Hardware	26	\$221.30	\$5,753.80
Freight	26	\$8.76	\$227.76
Installation	26	\$55.00	\$1,430.00
Removal	26	\$27.50	\$715.00
Traffic	2	\$1,550.00	\$3,100.00
Total			\$11,226.56

Option 3: 13 Pole Display - Two tribute banners per pole along the race course eliminating the City's patriotic banners from the display.

	Quantity	Unit Cost	Sub Total
Hardware	13	\$221.30	\$2,876.90
Freight	13	\$8.76	\$113.88
Installation	13	\$55.00	\$715.00
Removal	13	\$27.50	\$357.50
Traffic	2	\$1,550.00	\$3,100.00
Total			\$7,163.28

All course maps are attached to this staff report. Staff will provide the City Council with a synopsis of the event including the results of the charity outreach activity when the post event report is brought to the City Council in August 2016.

FISCAL IMPACT:

Event revenue for the 2015 event was \$211,046, and direct expenditures (not including staff costs) totaled \$201,501. The expenditure total for 2015 included the \$10,572 provided to the 3/5 Marine Support Committee. The 2016 budget planning worksheets with current estimated revenue and expenditure totals, including the costs for displaying 3/5 Tribute Banners in the amount of \$8,600, are attached to this staff report. Staff believes that we will be able to accommodate the cost of the tribute banner display at \$11,226.56 within this year's budget, especially if the 3/5 Marine Support Committee would agree to pay for the installation and teardown cost of the 25 Marine Tribute banners which is estimated at \$1,032. Please note that once new hardware is installed on the 26 poles as recommended by staff we will not have this cost for new hardware on these poles for future race events.

ATTACHMENTS:

- Attachment 1 - Course Maps
- Attachment 2 - Budget Planning Worksheets
- Attachment 3 - 2015 Patriotic Banner Street Coverage Map and Proposed Display for 2016 event
- Attachment 4 - Banner Display Photographs

5K Course Map

5K START

**SADDLEBACK
MEMORIAL
MED. CTR.**

El Toro Rd.

Ave

De La

DIEGO

Blvd.

FWY



Carlota

Alisos

**LAGUNA HILLS
MALL**

Laguna Woods Village

Sevilla

Moulton

Calle Aragon
Gate #3

**ALISO
VIEJO**

Pkwy

Laguna

Hills

Indian

Via

Lomas

Alicia

Aliso Hills

Trail

Pkwy.

Valencia

Stockport

Beckanham

Kennington

Paseo

Los

Health

Cr D La Plata

Res. Cr.

Gate #2

Gate #1

Via

Emery

Cr B

Cr A

Cr C

Cr D

Cr E

Cr F

Cr G

Cr H

Cr I

Cr J

Cr K

Cr L

Cr M

Cr N

Cr O

Cr P

Cr Q

Cr R

Cr S

Cr T

Cr U

Cr V

Cr W

Cr X

Cr Y

Cr Z

Cr AA

Cr AB

Cr AC

Cr AD

Cr AE

Cr AF

Cr AG

Cr AH

Cr AI

Cr AJ

Cr AK

Cr AL

Cr AM

Cr AN

Cr AO

Cr AP

Cr AQ

Cr AR

Cr AS

Cr AT

Cr AU

Cr AV

Cr AW

Cr AX

Cr AY

Cr AZ

Cr BA

Cr BB

Cr BC

Cr BD

Cr BE

Cr BF

Cr BG

Cr BH

Cr BI

Cr BJ

Cr BK

Cr BL

Cr BM

Cr BN

Cr BO

Cr BP

Cr BQ

Cr BR

Cr BS

Cr BT

Cr BU

Cr BV

Cr BW

Cr BX

Cr BY

Cr BZ

Cr CA

Cr CB

Cr CC

Cr CD

Cr CE

Cr CF

Cr CG

Cr CH

Cr CI

Cr CJ

Cr CK

Cr CL

Cr CM

Cr CN

Cr CO

Cr CP

Cr CQ

Cr CR

Cr CS

Cr CT

Cr CU

Cr CV

Cr CW

Cr CX

Cr CY

Cr CZ

Cr DA

Cr DB

Cr DC

Cr DD

Cr DE

Cr DF

Cr DG

Cr DH

Cr DI

Cr DJ

Cr DK

Cr DL

Cr DM

Cr DN

Cr DO

Cr DP

Cr DQ

Cr DR

Cr DS

Cr DT

Cr DU

Cr DV

Cr DW

Cr DX

Cr DY

Cr DZ

Cr EA

Cr EB

Cr EC

Cr ED

Cr EE

Cr EF

Cr EG

Cr EH

Cr EI

Cr EJ

Cr EK

Cr EL

Cr EM

Cr EN

Cr EO

Cr EP

Cr EQ

Cr ER

Cr ES

Cr ET

Cr EU

Cr EV

Cr EW

Cr EX

Cr EY

Cr EZ

Cr FA

Cr FB

Cr FC

Cr FD

Cr FE

Cr FF

Cr FG

Cr FH

Cr FI

Cr FJ

Cr FK

Cr FL

Cr FM

Cr FN

Cr FO

Cr FP

Cr FQ

Cr FR

Cr FS

Cr FT

Cr FU

Cr FV

Cr FW

Cr FX

Cr FY

Cr FZ

Cr GA

Cr GB

Cr GC

Cr GD

Cr GE

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Cr GG

Cr GH

Cr GI

Cr GJ

Cr GK

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Cr GM

Cr GN

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Cr GQ

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Cr GX

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Cr GZ

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Cr HX

Cr HY

Cr HZ

Cr IA

Cr IB

Cr IC

Cr ID

Cr IE

Cr IF

Cr IG

Cr IH

Cr II

Cr IJ

Cr IK

Cr IL

Cr IM

Cr IN

Cr IO

Cr IP

Cr IQ

Cr IR

Cr IS

Cr IT

Cr IU

Cr IV

Cr IW

Cr IX

Cr IY

Cr IZ

Cr JA

Cr JB

Cr JC

Cr JD

Cr JE

Cr JF

Cr JG

Cr JH

Cr JI

Cr JJ

Cr JK

Cr JL

Cr JM

Cr JN

Cr JO

Cr JP

Cr JQ

Cr JR

Cr JS

Cr JT

Cr JU

Cr JV

Cr JW

Cr JX

Cr JY

Cr JZ

Cr KA

Cr KB

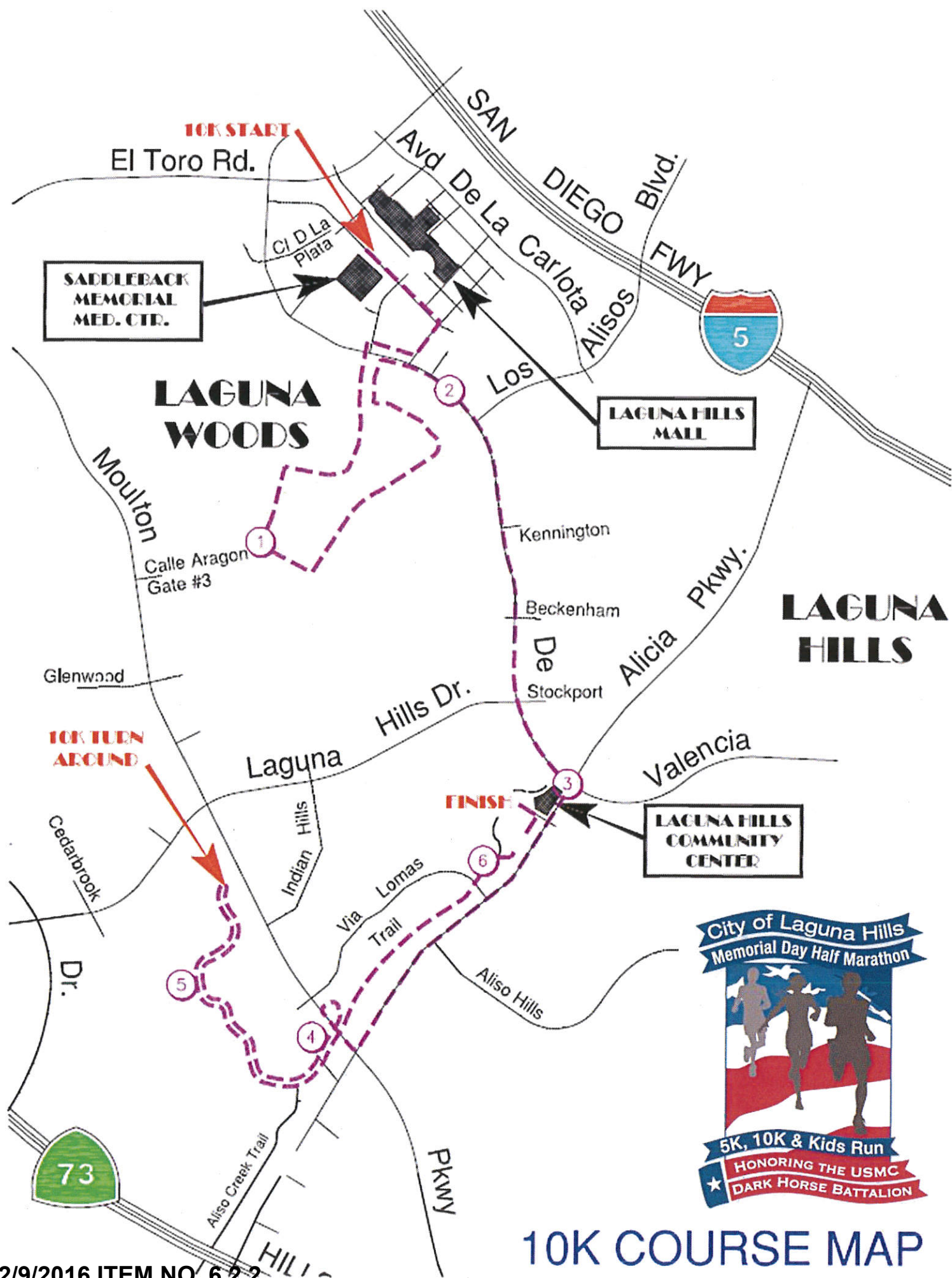
Cr KC

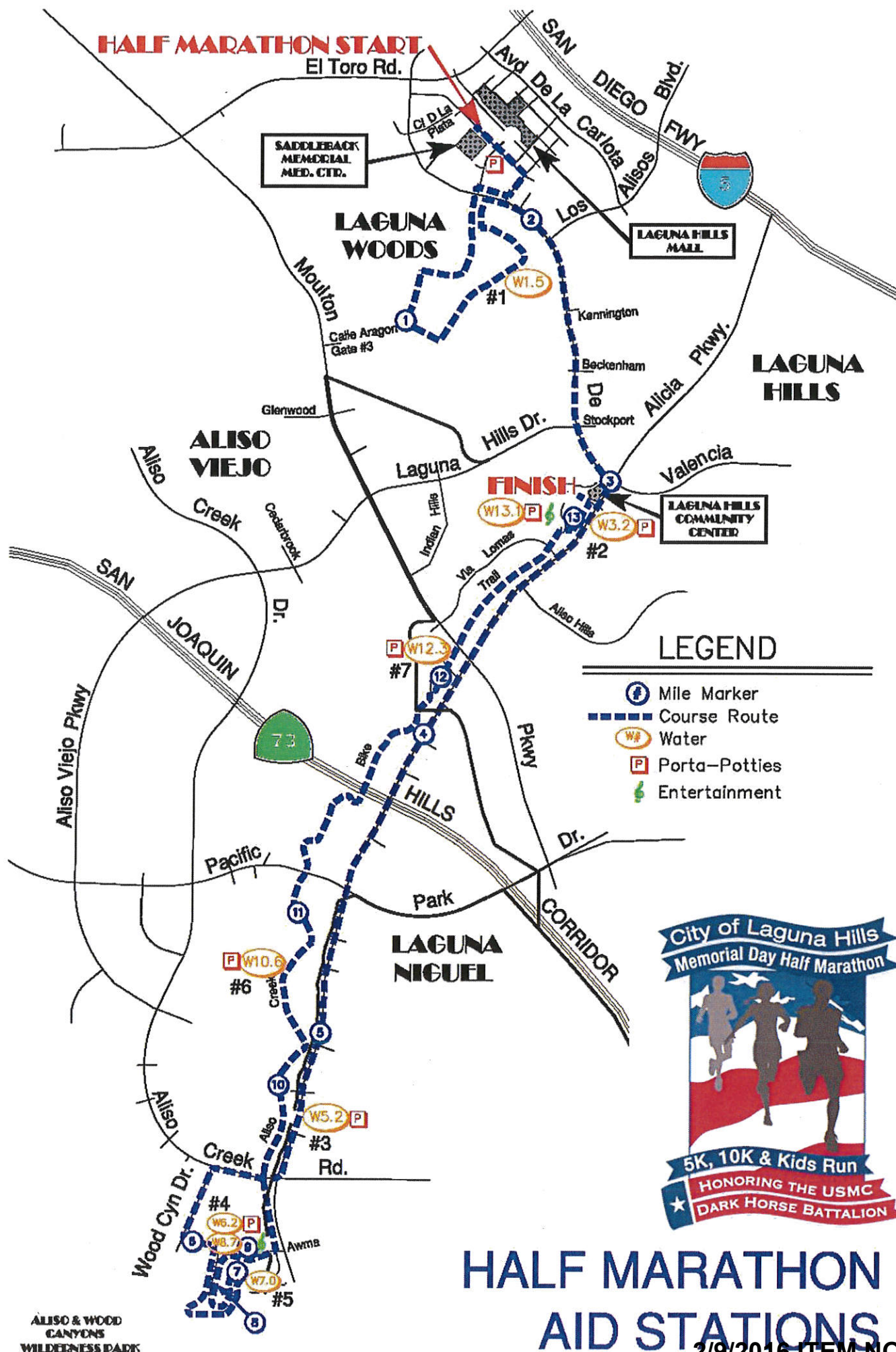
Cr KD

Cr KE

Cr KF

Cr KG





Event Budget for 2016/2017/2018 Half Marathon, 10K & 5k

Expenses

	Estimated	Actual
Total Expenses	\$187,751.00	\$21,794.08

	Estimated	Actual
Permits		
Laguna Hills High School	\$125.00	
Aliso Viejo	\$0.00	
Health Dept.	\$160.00	
ABC Permit	\$25.00	
Laguna Niguel	\$0.00	
OC Permits	\$1,200.00	
OCFA	\$210.00	
Police-OCSD	\$16,000.00	
Totals	\$17,720.00	\$0.00

Advertising		
Competitor	\$1,000.00	
VGB	\$900.00	
Race Place	\$850.00	
LA Marathon	\$450.00	
Facebook	\$1,000.00	
Booth Space/Bags	\$1,600.00	
Misc event reimb.	\$1,200.00	
Runners on the Go	\$800.00	
Active.com web/e-news	\$1,700.00	
Totals	\$9,500.00	\$0.00

Graphics		
Website	\$1,200.00	\$1,150.00
Post card printing 20K	\$0.00	
Postcard printing 5K	\$568.00	\$144.08
Postcard printing 15K	\$400.00	
RaceBanners/Signs	\$1,500.00	
Flyer Distribution/PCRT	\$1,000.00	
Domain Fees	\$65.00	
Web Hosting	\$103.00	
Mail Fee-Custom Quick	\$2,300.00	
Sponsor materials	\$500.00	
Totals	\$7,636.00	\$1,294.08

Miscellaneous		
Insurance	\$1,420.00	
Ritz Day Porter	\$300.00	
Mail Scantrons	\$50.00	
Trucks/Gas	\$1,500.00	
Labor Ready	\$500.00	
RaceGrader	\$600.00	
Virtual Goodie Bag	\$500.00	\$500.00
Kids Zone-L. Murray	\$250.00	
Linda Weuste	\$100.00	
Traffic Control	\$500.00	
Ads (Sinta)	\$2,000.00	
Scaffolding	\$500.00	
EMT Services	\$800.00	
Volunteer Food	\$300.00	
Security-Expo	\$500.00	
Security-Beer Garden	\$145.00	
Comm./sponsors 20%	\$5,000.00	
Totals	\$14,965.00	\$500.00

Race Expenses		
Food/Water/Cups	\$1,500.00	
Course Cert.	\$500.00	
Awards Div/Kids Medals	\$650.00	
Medals or Drinking Glasses	\$8,000.00	
Busses	\$1,500.00	
T-Shirts/Hats	\$29,750.00	
Walkie Talkies	\$600.00	
Bibs	\$1,767.50	
Totals	\$42,500.00	\$0.00

Services		
Timing Services base	\$800.00	
Timing Services \$3 per registered	\$10,605.00	
Electrical & sound	\$3,000.00	
Banner Install/Removal	\$8,600.00	
Portable Restrooms/Fencing	\$3,500.00	
Announcer	\$400.00	
American Barr./Traffic Plan	\$15,000.00	
Renegade Racing	\$46,000.00	\$20,000.00
RR over 3250 part. Bonus \$2	\$500.00	
Totals	\$88,405.00	\$20,000.00

Expo		
Bounce Houses	\$825.00	
Balloons	\$1,200.00	
tents, tables, chairs	\$5,000.00	
Totals	\$7,025.00	\$0.00

Event Budget for 2016/2017/2018 Half Marathon, 10K and 5k

Income

					Estimated	Actual
Total income					\$196,354.00	\$20,165.00

Admissions	Estimated	Actual	Fee	Fee late	Estimated	Actual
1/2 marathon	1440	1157	75	105	\$108,000.00	10,275.00
10K	650	878	32	43	\$20,800.00	3,045.00
5K	1200	1692	27	38	\$32,400.00	6,130.00
Kids Run	200	148	13	21	\$2,600.00	500.00
Diaper Dash	45	110	15	15	\$675.00	215.00
Total	3535					
Total race registration, including early-bird, team discounts, and race day registration:					\$164,475.00	\$20,165.00

Sponsors	Amount	Number of	Totals	Estimated	
SMMC/Presenting*	\$15,000.00	1	\$15,000.00	\$15,000.00	
Road Runner	\$3,500.00	1	\$3,500.00	\$3,500.00	
Harvard Eye Assoc.	\$6,000.00	1	\$6,000.00	\$6,000.00	
		1		\$0.00	\$0.00
Total			\$24,500.00	\$24,500.00	\$0.00

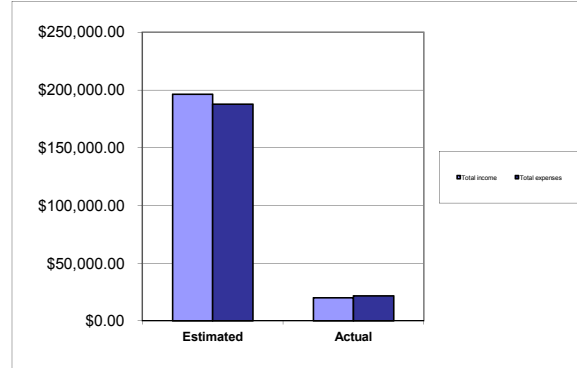
Exhibitors/vendors						
Orange Theory Fitness		Large booths @	\$500.00	\$500.00		
Del Real		Large booths @	\$350.00	\$350.00		
Kaleo Marketing		Large booths @	\$350.00	\$350.00		
Dunkin' Donuts		Large booths @	\$350.00	\$350.00		
Smile Again Dental		Large booths @	\$350.00	\$350.00		
Total Training		Large booths @	\$350.00	\$350.00		
Lifeworks Chiropractic		Large booths @	\$425.00	\$425.00		
Navy Fed. Credit Union		Large booths @	\$350.00	\$350.00		
Farm Fresh To You		Large booths @	\$350.00	\$350.00		
Renewal		Large booths @	\$350.00	\$350.00		
Geneva Presp. Church		Large booths @	\$350.00	\$350.00		
Precision Spinal		Booth @	\$350.00	\$350.00		
Veshkini Ortho		Booth & Goodie Bag	\$350.00	\$350.00		
Big Air		Virtual Goodie Bag	\$250.00	\$250.00		
My Open Road		Large booths @	\$350.00	\$350.00		
Alicia Pkway Dental		Large booths @	\$350.00	\$350.00		
Horizon Solar		Booth	\$250.00	\$250.00		
Viking Truck		Food Truck	\$150.00	\$150.00		
Porko Rico		Food Truck	\$150.00	\$150.00		
The Cut		Food Truck	\$150.00	\$150.00		
Devilicious		Food Truck	\$150.00	\$150.00		
Dos Chinos		Food Truck	\$150.00	\$150.00		
		Food Truck	\$150.00	\$150.00		
Beach Bus Bistro		Shaved Ice	\$150.00	\$150.00		
		Donation	\$175.00			
		Hotel Sponsor @	\$0.00	\$0.00		\$0.00
				\$6,875.00		\$0.00

		Donation	\$0.00	\$0.00		
Donations	0		\$0.00	\$0.00		\$0.00
OCSD-Cadets	0		\$504.00	\$504.00		
	0			\$0.00		\$0.00
	0			\$504.00		\$0.00

Event Budget for 2014/2015 1/2 Marathon, 10K & 5k

Profit - Loss Summary

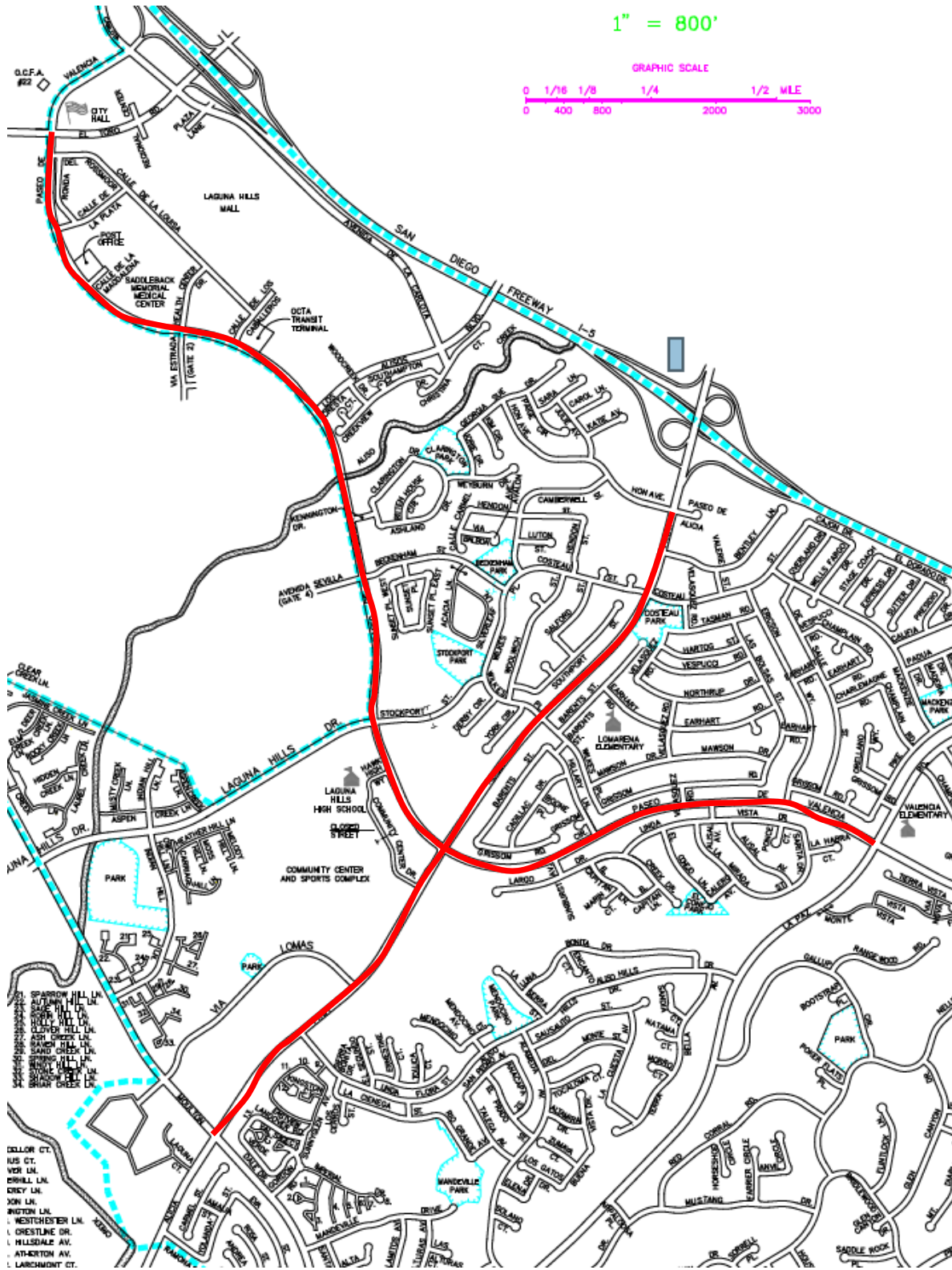
	Estimated	Actual
Total income	\$196,354.00	\$20,165.00
Total expenses	\$187,751.00	\$21,794.08
Total profit (or loss)	\$8,603.00	(\$1,629.08)



Attachment 3

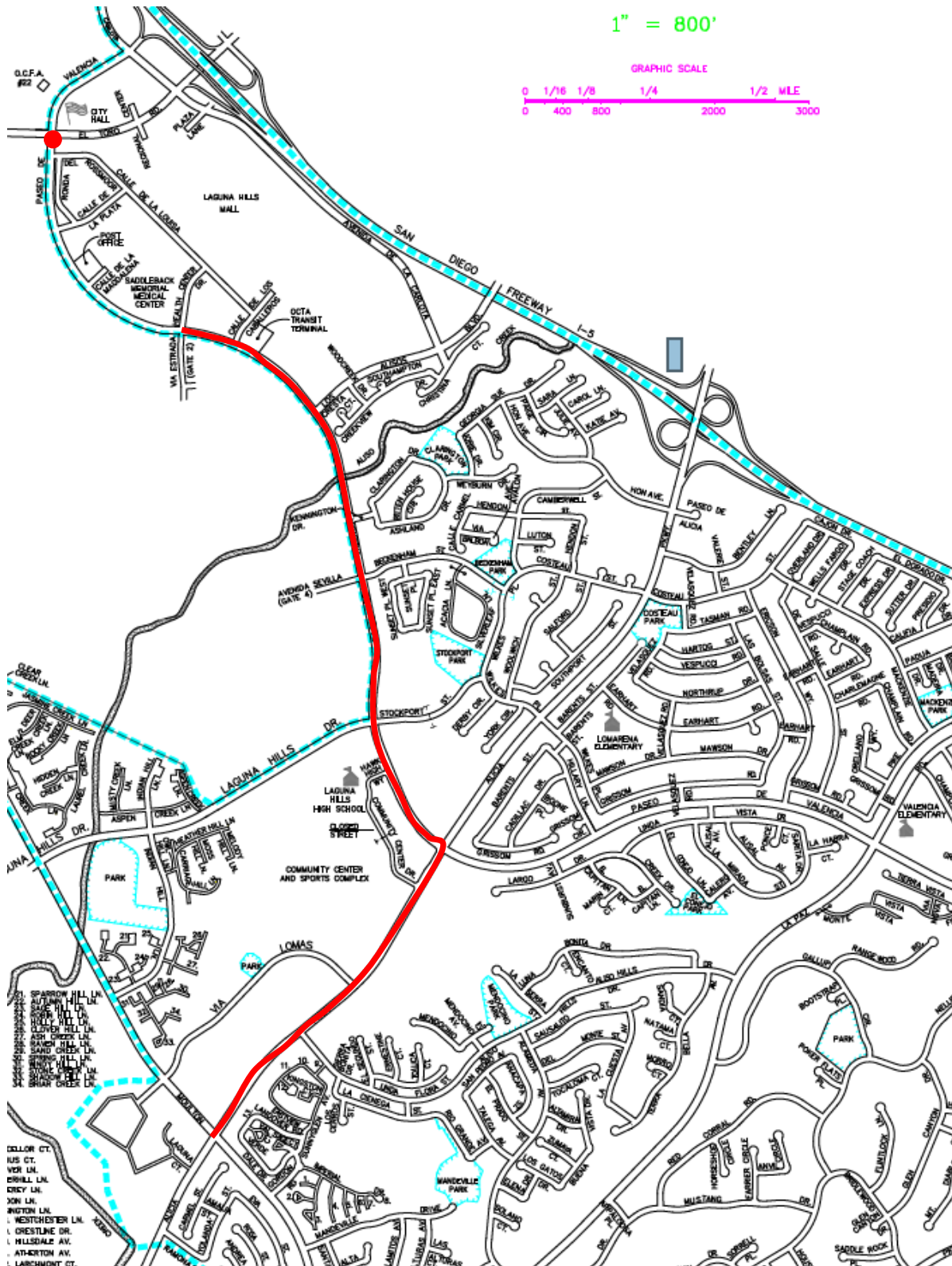
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Banner Street Coverage for 2014 and 2015 Race Events



(Page 2)

Proposed Banner Street Coverage for **2016** Race Event





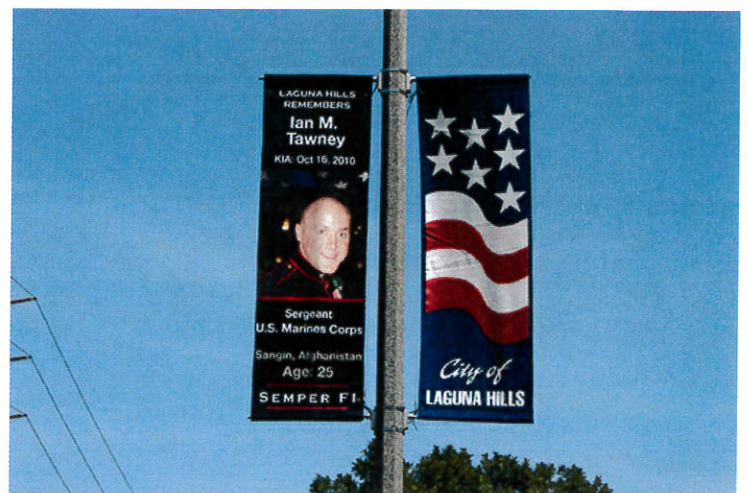
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