
**CITY OF LAGUNA HILLS, CALIFORNIA
CITY COUNCIL SPECIAL MEETING
MINUTES
FEBRUARY 06, 2016**

CALL TO ORDER

Mayor Kogerman called the Special Meeting of the City Council of the City of Laguna Hills, California, to order at 8:50 a.m., in the Laguna Hills City Council Chamber, 24035 El Toro Road, Laguna Hills, California.

PLEDGE OF ALLEGIANCE: Council Member Dore J. Gilbert, M.D.

ROLL CALL OF CITY COUNCIL MEMBERS:

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

PUBLIC COMMENTS

There were no Public Comments.

1. COMMUNITY DEVELOPMENT

- a. Overview**
- b. Statistics and Outcomes**
- c. Role of the Planning Agency**
- d. Decision Making Process**
- e. Land Use Issues and Trends**

1.1. OVERVIEW OF THE ROLE AND FUNCTIONS OF THE COMMUNITY DEVELOPMENT DEPARTMENT

City Manager Channing welcomed the City Council to the workshop and provided an overview of the structure, schedule, and agenda. Community Development Director Chantarangsu provided an in-depth presentation to the City Council on the functions of the Community Development Department, as well as discussed the role of the City Council as the Planning Agency.

The City Council recessed for a five minute break at 10:14 AM.

2. COMMUNITY DEVELOPMENT DEPARTMENT ORGANIZATIONAL ASSESSMENT

2.1. COMMUNITY DEVELOPMENT DEPARTMENT ORGANIZATIONAL ASSESSMENT PRESENTATION BY BILL KELLY FROM KELLY ASSOCIATES

Bill Kelly, President/CEO of Kelly Associates Management Group, detailed the process for conducting the Community Development Organizational Assessment, as well as reviewed the final recommendations and findings from the report. Mr. Kelly further responded to questions from the City Council regarding a number of issues, including Planning Commission, departmental processes, and report study methods.

3. COMMUNITY ENGAGEMENT

3.1. CURRENT EFFORTS ON COMMUNITY ENGAGEMENT

Assistant City Manager White reviewed all the City's current public and community engagement tools, specifically focused on the technology platforms utilized by the City. Assistant City Manager White also provided past examples of the City's engagement process.

3.2. PRESENTATION ON FUTURE TRENDS AND BEST PRACTICES BY RYDER SMITH FROM TRIPEPI SMITH & ASSOCIATES

Ryder Smith, President of Tripepi Smith & Associates, provided a brief presentation to the City Council. Mr. Smith discussed the importance of communication by the City, as well as the various available social media tools and platforms.

4. CITY HALL WORK SCHEDULE AND HOURS OF OPERATION

4.2. CITY HALL WORK SCHEDULE AND HOURS OF OPERATION

Item 4.2. was taken out of order.

City Manager Channing briefly recapped the recommendation provided in the Community Development Department Organizational Assessment regarding City Hall work schedule and the hours of operation. Staff provided the City Council with the results of a survey of surrounding cities regarding work schedules and hours of operation.

City Council agreed not to modify the hours of operation for City Hall or work schedules for staff.

4.1. CITY COUNCIL MEETING SCHEDULE

Item 4.1. was not discussed due to a lack of time.

ADJOURNMENT

There being no further business before the City Council at this Special Meeting, Mayor Kogerman adjourned the meeting at 12:49 p.m.

MELISSA AU-YEUNG, CITY CLERK

ATTEST:

BARBARA D. KOGERMAN, MAYOR

APPROVED AT MEETING OF FEBRUARY 23, 2016