



**CITY OF LAGUNA HILLS
CITY COUNCIL/PLANNING AGENCY
REGULAR MEETING AGENDA
JANUARY 28, 2014
Closed Session at 6:00 PM (*when scheduled*)
General Business Session at 7:00 PM**

Andrew Blount, Mayor

**Dore J. Gilbert, M.D., Mayor Pro Tempore
Randal Bressette, Council Member**

**Melody Carruth, Council Member
Barbara Kogerman, Council Member**

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

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

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

CLOSED SESSION - CONVENING AT 6:00 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.

ROLL CALL

ANNOUNCEMENT OF CLOSED SESSION ITEMS

A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Pursuant to Government Code Section 54956.9
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9: (1 potential case).

PUBLIC COMMENT ON CLOSED SESSION ITEMS

ADJOURN TO CITY COUNCIL CONFERENCE ROOM

CONVENE INTO CLOSED SESSION

RECONVENE TO CITY COUNCIL CHAMBER

RECESS

GENERAL BUSINESS - RECONVENING 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 SPOTLIGHT ON LOCAL BUSINESS

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE A PRESENTATION FROM KEVIN AKASH, CHA, OWNER/GENERAL MANAGER, COMFORT INN, 23061 AVENIDA DE CARLOTA, LAGUNA HILLS, CALIFORNIA.

1.2 LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON

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

1.3 CERTIFICATE OF RECOGNITION, KERSTYN GONZALES, LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON FOR THE FALL 2013 SEMESTER

RECOMMENDATION: THAT MAYOR BLOUNT PRESENT A CERTIFICATE TO KERSTYN GONZLALES RECOGNIZING HER SERVICE AS THE LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON.

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 14, 2014

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE MINUTES OF THE JANUARY 14, 2014, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED JANUARY 28, 2014

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE WARRANT REGISTER IN THE AMOUNT OF \$1,049,248.80.

3.4 STOP SIGN INSTALLATION ON RED CORRAL ROAD AT MUSTANG DRIVE

RECOMMENDATION: THAT THE CITY COUNCIL ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DESIGNATING THE INTERSECTION OF RED CORRAL ROAD AND MUSTANG DRIVE AS A STOP INTERSECTION AND AUTHORIZING THE INSTALLATION OF A STOP SIGN ON RED CORRAL ROAD AND MUSTANG DRIVE."

3.5 MODIFICATION OF ON-STREET PARKING ON STOCKPORT STREET

RECOMMENDATION: THAT THE CITY COUNCIL ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, ESTABLISHING NO STOPPING ANYTIME ZONES ON PORTIONS OF STOCKPORT STREET."

3.6 PROGRESS PAYMENT NO. 1 FOR LA PAZ OPEN SPACE IMPROVEMENTS, CIP NO. 615A

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE PROGRESS PAYMENT NO. 1, IN THE NET AMOUNT OF \$188,098.93, TO ENVIRONMENTAL CONSTRUCTION, INC., FOR LA PAZ OPEN SPACE IMPROVEMENTS, CIP NO. 615A.

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 14, 2014

RECOMMENDATION: THAT THE PLANNING AGENCY APPROVE THE MINUTES OF THE JANUARY 14, 2014, REGULAR MEETING.

4.4 ADMINISTRATIVE REPORTS

4.5 PLANNING AGENCY PUBLIC HEARINGS

PLANNING AGENCY ADJOURNMENT

5. CITY COUNCIL PUBLIC HEARINGS

5.1 CITY APPLICATION FOR FY 2014/2015 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR PUBLIC FACILITIES AND IMPROVEMENTS FOR THE FLORENCE SYLVESTER SENIOR CENTER

RECOMMENDATION: THAT THE CITY COUNCIL: (1) CONDUCT A PUBLIC HEARING; AND (2) CONFIRM STAFF'S SUBMITTAL OF A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR PUBLIC FACILITIES AND IMPROVEMENTS FOR THE 2014/2015 FISCAL YEAR.

6. ADMINISTRATIVE REPORTS

6.1 City Manager

6.2 Deputy City Manager/Community Services

6.2.1 HOLIDAY AND PATRIOTIC BANNER PROGRAM
RECOMMENDATIONS FROM THE PARKS AND
RECREATION COMMISSION

RECOMMENDATION: THAT THE CITY COUNCIL: (1) RECEIVE A PRESENTATION ON THE PARKS AND RECREATION COMMISSION'S RECOMMENDATIONS ON A HOLIDAY AND PATRIOTIC BANNER PROGRAM; AND (2) APPROVE THE USE OF THE CITY'S EXISTING PATRIOTIC BANNERS FOR THE COVERAGE AREA IDENTIFIED IN OPTION 2 IN THE STAFF REPORT AND DISPLAY THEM PRIOR TO THE 2014 MEMORIAL DAY RACE EVENT AND REMOVE THEM SHORTLY AFTER THE 4TH OF JULY EVENT; AND (3) APPROVE THE INCLUSION OF TEAM DARK HORSE BANNERS TO HONOR THE TWENTY-FIVE FALLEN 3/5 BATTALION MARINES OF OPERATION ENDURING FREEDOM INTO THE 2014 PATRIOTIC BANNER DISPLAY.

6.2.2 2014 LAGUNA HILLS MEMORIAL HALF MARATHON, 10K,
AND 5K EVENT

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

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

7.1 MAYOR BLOUNT

7.1.1 DIRECTION TO STAFF TO AMEND THE LAGUNA HILLS
MUNICIPAL CODE TO ELIMINATE CERTAIN PARKING
RESTRICTIONS ON RESIDENTIAL PARCELS

RECOMMENDATION: THAT THE CITY COUNCIL DIRECT STAFF TO INITIATE A ZONE TEXT AMENDMENT.

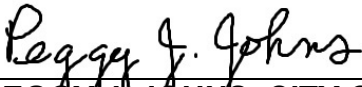
8. CITY COUNCIL MEMBER COMMENTS

9. CLOSED SESSION**ADJOURNMENT**

The next Regular Meeting of the City Council will be February 11, 2014, in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, PEGGY J. JOHNS, City Clerk of the City of Laguna Hills, do hereby certify that a copy of the foregoing Agenda was posted at Laguna Hills City Hall, Laguna Hills Community Center, and the Courtyard at La Paz Center by January 24, 2014, at 5:00 PM.



PEGGY J. JOHNS, CITY CLERK

January 24, 2014**DATE**

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

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

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



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: JANUARY 28, 2014

TO: MAYOR AND COUNCIL MEMBERS

**FROM: PEGGY J. JOHNS
CITY CLERK**

**ISSUE: CERTIFICATE OF RECOGNITION, KERSTYN GONZALES, LAGUNA HILLS
HIGH SCHOOL STUDENT LIAISON FOR THE FALL 2013 SEMESTER**

**RECOMMENDATION: THAT MAYOR BLOUNT PRESENT A CERTIFICATE TO
KERSTYN GONZALES RECOGNIZING HER SERVICE AS THE LAGUNA HILLS HIGH
SCHOOL STUDENT LIAISON.**

SUMMARY:

The City of Laguna Hills and the Laguna Hills School PTSO established a Student Liaison program in 1993. Kerstyn Gonzales has served as the Student Liaison for the fall 2013 semester. Kerstyn has served as the Student Liaison with distinction, and it is in order to recognize that service.

ATTACHMENTS:

- Certificate of Recognition

CERTIFICATE OF RECOGNITION

KERSTYN GONZALES

Laguna Hills High School Student Liaison

September 10, 2013, through January 28, 2014

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, Kerstyn Gonzales took the Oath of Office on September 4, 2013, and was appointed to serve as the Student Liaison to the City Council on September 10, 2013; and

WHEREAS, Kerstyn Gonzales 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, Andrew Blount, Mayor, on behalf of the City Council of the City of Laguna Hills, California, do hereby recognize Kerstyn Gonzales for her service to the City as Student Liaison to the City Council.

Dated this 28th day of January 2014.

ANDREW BLOUNT, MAYOR

**CITY OF LAGUNA HILLS, CALIFORNIA
CITY COUNCIL REGULAR MEETING
MINUTES
JANUARY 14, 2014**

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

Mayor Blount called the Regular Meeting of the City Council of the City of Laguna Hills, California, to order at 7:01 PM in the Laguna Hills City Council Chamber, 24305 El Toro Road, Laguna Hills, California.

PLEDGE OF ALLEGIANCE: Mayor Pro Tempore Gilbert

ROLL CALL OF CITY COUNCIL MEMBERS

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

Absent: Council Member Carruth

CLOSED SESSION REPORT

There was no Closed Session scheduled.

1. PRESENTATIONS AND PROCLAMATIONS

1.1 RECOGNITION OF LAGUNA HILLS AYSO REGION 1422 WINNING TEAMS - FALL SEASON AND AREA PLAYOFFS

MAYOR BLOUNT PRESENTED CERTIFICATES OF RECOGNITION TO LAGUNA HILLS AYSO REGION 1422 WINNING TEAM MEMBERS FOR THE 2013 FALL SEASON AND AREA PLAYOFFS.

1.2 2013 LAGUNA HILLS DEPUTY OF THE YEAR

MAYOR BLOUNT INVITED LIEUTENANT BEHRENS TO PRESENT THE 2013 LAGUNA HILLS DEPUTY OF THE YEAR AWARD TO DEPUTY BRENDON FRANKS.

1.3 SPOTLIGHT ON LOCAL BUSINESS

THE CITY COUNCIL RECEIVED A PRESENTATION FROM DEBY WELTY, CARE PLUS HOMECARE, 22931 TRITON WAY, SUITE 133, LAGUNA HILLS, CALIFORNIA.

1.4 LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON

THE CITY COUNCIL RECEIVED AN ORAL REPORT FROM LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON KERSTYN GONZALES.

2. PUBLIC COMMENTSDark Horse Committee

Karen Robbins, Laguna Hills, indicated that she had taken over as Chair of the Dark Horse Committee and distributed a Challenge coin to the City Council in memory of Lance Corporal Alec E. Catherwood of the 3/5, who passed away during his deployment in Afghanistan.

3. CONSENT CALENDAR

MOTION TO APPROVE THE CONSENT CALENDAR, BY M/COUNCIL MEMBER KOGERMAN, S/COUNCIL MEMBER BRESSETTE.

APPROVED BY A VOTE OF 4-0-1 (COUNCIL MEMBER CARRUTH 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 APPEARED ON THE PUBLIC AGENDA SHALL BE DETERMINED TO HAVE BEEN READ BY TITLE AND FURTHER READING WAIVED.

3.2 APPROVAL OF MINUTES FOR DECEMBER 10, 2013

THE CITY COUNCIL APPROVED THE MINUTES OF THE DECEMBER 10, 2013, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED JANUARY 14, 2014

THE CITY COUNCIL APPROVED THE WARRANT REGISTER IN THE AMOUNT OF \$1,137,287.98.

3.4 2014 EARTH DAY LAGUNA HILLS

THE CITY COUNCIL RECEIVED AND FILED THE REPORT.

3.5 AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MOSS, LEVY & HARTZHEIM, LLP, FOR THE PURPOSE OF A ONE-YEAR EXTENSION TO PERFORM THE AUDIT OF THE CITY'S FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING JUNE 30, 2014

THE CITY COUNCIL APPROVED AND AUTHORIZED THE CITY MANAGER TO EXECUTE AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MOSS, LEVY & HARTZHEIM, LLP, FOR THE PURPOSE OF A ONE-YEAR EXTENSION TO PERFORM THE AUDIT OF THE FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING JUNE 30, 2014.

4. PLANNING AGENCY

Mayor Blount recessed the City Council meeting and acting in the capacity of Chair, called the regular meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:45 PM.

4.1 ROLL CALL OF PLANNING AGENCY MEMBERS

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

Absent: Agency Member Carruth

4.2 PUBLIC COMMENTS

There were no Public Comments.

4.3 APPROVAL OF MINUTES OF DECEMBER 10, 2013

THE PLANNING AGENCY APPROVED THE MINUTES OF THE DECEMBER 10, 2013, REGULAR MEETING, BY M/AGENCY MEMBER KOGERMAN, S/VICE CHAIR GILBERT.

APPROVED BY A VOTE OF 4-0-1 (AGENCY MEMBER CARRUTH ABSENT).

4.4 ADMINISTRATIVE REPORTS

There were no Administrative Reports.

4.5 PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency Public Hearings.

PLANNING AGENCY ADJOURNMENT

Mayor Blount reconvened the City Council meeting at 7:46 PM. All Council Members were present, with the exception of Agency Member Carruth.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council Public Hearings.

6. ADMINISTRATIVE REPORTS

6.1 City Manager

City Manager Channing reported that Lieutenant Behrens had been promoted to Captain. Mr. Channing indicated that the Chief of Police Services position would be replaced within a month.

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

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

8. CITY COUNCIL MEMBER COMMENTS**COUNCIL MEMBER KOGERMAN**

Council Member Kogerman reported on her attendance at the Team Dark Horse Meeting on January 13, 2014. Council Member Kogerman indicated that she appreciated the cards that were printed to advertise the 2014 Memorial Day Half Marathon, 10K and 5K Event.

Council Member Kogerman was saddened to report that Laguna Hills resident, Peter Tomaino, was fatally struck by a car on Christmas Eve at the intersection of Paseo de Valencia and Alicia Parkway. The avid 82 year-old bike rider was known to ride at least 100 miles per week.

MAYOR BLOUNT

Mayor Blount indicated that there were two intersections in the City that he felt needed to be revisited from a traffic control perspective. One is the Oso Parkway exit off the I-5, and the other concern is the "no right turn on red" light at the entrance to La Paz Road. Mayor Blount also wanted to review the City Code regarding the parking of operable vehicles in residential driveways for more than 72 hours.

THERE WAS CONSENSUS FROM THE CITY COUNCIL TO BRING BACK STAFF REPORTS ON THESE ISSUES.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Blount declared the meeting adjourned in memory of John Goss at 8:01 PM.

PEGGY J. JOHNS, CITY CLERK

ATTEST:

ANDREW BLOUNT, MAYOR

APPROVED AT MEETING OF _____.



City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: JANUARY 28, 2014
TO: MAYOR AND COUNCIL MEMBERS
FROM: DONALD J. WHITE, ASSISTANT CITY MANAGER
ISSUE: APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED
JANUARY 28, 2014.

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE WARRANT REGISTER IN THE AMOUNT OF \$1,049,248.80.

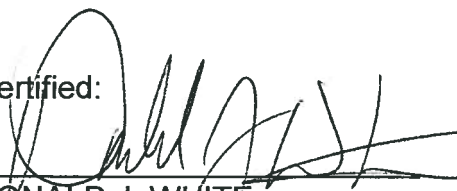
SUMMARY:

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

1-21-14
DATE

FISCAL IMPACT:

The warrant register total is \$1,049,248.80.

ATTACHMENTS:

1. Warrant Register

**CITY OF LAGUNA HILLS
WARRANT REGISTER
January 28, 2014**

VENDOR		DESCRIPTION	CHECK NO.	AMOUNT
PREPAID WARRANTS:				
AT&T- CALNET 2		Communication Expense, Alarm System, 2-Way Line, Switchboard, Modem, T-1 Line and Traffic Control, Dec '13	8806604	\$ 2,149.49
AT&T MOBILITY		Wireless Service, Dec '13	8806602	60.92
BANK OF AMERICA		Departmental Operating Expenditures, Dec '13	8806605	7,073.91
CA-HI-NV DISTRICT EXCHANGE		Meeting Expense, Jan '14	8806606	80.00
CARLSEN, SANDY		Mileage Reimbursement, City Clerk, Jul - Sep '13	8806607	30.51
CORE POWER YOGA		Refund, Fire Fees, CR# 47105	8806638	1,350.80
COSTCO/CAPITAL ONE COMMERCIAL		Program Supplies, Community Services, Dec '13	8806633	244.30
COX COMMUNICATION		Wi-Fi Service, Community Center and City Hall, Jan '14	8806608	260.00
COX COMMUNICATION		Communication Expense, Traffic Control, Jan '14	8806640	179.00
MOGAN, SANDI		Mileage Reimbursement, City Clerk, Jul - Sep '13	8806609	6.78
MOULTON NIGUEL WATER DISTRICT		Water Usage Parks and Community Center, Nov - Dec '13	8806610	20,700.94
MUNICIPAL WATER DISTRICT, OC		Meeting Expense, Council, Feb '14	8806661	75.00
N.E.A.D., INC.		My City App Support Fee, Information Technology, Oct '13 - Mar '14	8806611	2,100.00
OCCMA		Meeting Expense, Administrative Services, Feb '14	8806663	130.00
OFFICE TEAM		Staffing Services, Community Development, Dec '13	8806612	652.08
OFFICE TEAM		Staffing Services, Community Development, Jan '14	8806666	709.28
ORANGE COUNTY BUSINESS COUNCIL		Registration, Advocacy Trip, Council, Feb '14	8806613	850.00
ORANGE COUNTY BUSINESS COUNCIL		Registration, Advocacy Trip, Administrative Services, Feb '14	8806667	850.00
RAMIREZ, CHRISTINA		Mileage Reimbursement, Administrative Services, Oct - Dec '13	8806614	22.83
REFUND, COMMUNITY SVCS PROGRAM		K. Hoffman, V# 2003011.002	8806672	141.00
REFUND, FACILITY RENTAL DEPOSIT		R. Torres, V# 2002991.002	8806615	500.00
REFUND, FACILITY RENTAL DEPOSIT		S. Falk, V# 2002987.002	8806616	385.00
REFUND, FACILITY RENTAL DEPOSIT		Aliso Meadows Condominium Association, V# 2003003.002	8806676	250.00
REFUND, FACILITY RENTAL DEPOSIT		El Toro Aquatic Boosters, V# 2003004.002	8806677	500.00

CITY OF LAGUNA HILLS
WARRANT REGISTER
January 28, 2014

VENDOR	DESCRIPTION	CHECK NO.	AMOUNT
REFUND, VEHICLE CITATION	A. Garcia, Citation # LH100285	8806673	25.00
REFUND, VEHICLE CITATION	D. Kemp, Citation # LH2131023011	8806674	35.00
REFUND, VEHICLE CITATION	Mei Lam, Citation # LH2130923012	8806675	70.00
SAN DIEGO GAS & ELECTRIC	Electric Usage, Street Lights, Dec '13	8806617	13,066.43
SAN DIEGO GAS & ELECTRIC	Electric Usage, Street Lights and Traffic Control, Dec '13	8806678	253.66
SMART & FINAL	Program Supplies, Community Services, Dec '13	8806618	620.44
SOUTHERN CALIFORNIA EDISON	Electric Usage, Street Lights and Traffic Control, Dec '13	8806619	1,090.94
SOUTHERN CALIFORNIA EDISON	Electric Usage, Street Lights and Traffic Control, Dec '13	8806683	8,771.37
SPRINT	Communication Expense, Community Services, Dec '13	8806684	149.56
SWAN POOLS	Refund, Pool Bond, CR# 46707	8806687	500.00
SWISS CAFE	Refund, SDPA and Fire Fees, CR# 47303	8806620	1,243.10
US BANK VOYAGER FLEET SYSTEMS	Vehicle Fuel, Dec '13	8806621	1,400.40
VERIZON WIRELESS	Communication Expense, Dec '13	8806622	919.55
Total Prepaid Warrants:			\$ 67,447.29
REGULAR WARRANTS:			
ACE BUSINESS MACHINES, INC.	Check Signer Signature Plates, Jan '14	8806623	\$ 663.23
AMERICAN PLANNING ASSOCIATION	Membership, Planning Department, 2014	8806624	255.00
ASCAP	Music Annual License Fee 2014, Community Services	8806625	330.00
BEE MAN, THE	Bee Removal, Parks, Dec '13	8806626	350.00
BUREAU VERITAS NORTH AMERICA	Professional Services, On-Call Inspections and La Paz Open Space Riparian Habitat CIP # 615 and Ridge Route Pavement Rehabilitation CIP # 172	8806627	18,667.50
C2 REPROGRAPHICS	Printing Services, Engineering	8806628	43.09
CA BUILDINGS STANDARD COMMISSION	Remittance, Building Fees Collected, Oct - Dec '13	8806630	349.20
CA CITY MANAGEMENT FOUNDATION	Meeting Expense, Administrative Services, 2014	8806629	191.28
CALIFORNIA OFFICE SYSTEMS	Usage - Copier, City Hall, Dec '13	8806631	345.18

**CITY OF LAGUNA HILLS
WARRANT REGISTER
January 28, 2014**

1/28/2014 ITEM NO. 3.3

VENDOR	DESCRIPTION	CHECK	
		NO.	AMOUNT
CALIFORNIA YELLOW CAB	Dial-a-Taxi Senior Transportation Program, Nov - Dec '13	8806632	2,535.00
CARL WARREN & COMPANY	Processing Fee, Small Claims, Jul - Dec '13	8806634	544.77
CARTEGRAPH	Hosting Fees, Request Partner, Dec '13	8806635	500.00
CDW GOVERNMENT, INC.	Computer Software, Dec '13	8806636	75.88
CITY OF TUSTIN	Membership, CalPACS, 2014	8806637	275.00
COUNTY CLERK-RECORDER	Document Recording Fee, Encroachment Agreement, Jan '14	8806639	30.00
CSMFO	Membership, Administrative Services, 2014	8806641	110.00
DATA TICKET, INC.	Parking Citation Processing Fee, Dec '13	8806642	578.70
DELL COMPUTER CORPORATION	Computer Hardware, Information Technology, Dec '13	8806643	1,948.16
DEPARTMENT OF CONSERVATION	Remittance, SMIP Fees Collected, Oct - Dec '13	8806644	421.17
DMF ASSOCIATES	Publication, City Clerk, Jan '14	8806645	53.75
EMC DESIGN	Professional Services, Combined Issue, City Views/Community Services Winter Activity Guide	8806646	3,570.00
ENVIRONMENTAL CONSTRUCTION, INC.	Progress Payment # 1, La Paz Open Space Riparian Habitat CIP # 615	8806647	188,098.93
HARRINGTON GEOTECH ENGINEERING	Professional Services, Ridge Route Pavement Rehabilitation CIP # 172	8806648	4,869.00
HEART OF GOLD FOUNDATION, INC.	Contract Instructor Fee, Cooking Class Winter Session, Community Services	8806649	199.50
HINDERLITER, DE LLAMAS & ASSOC	Professional Services, Sales Tax Audit 4th Qtr '13 and Recovery Fee 2nd Qtr '13	8806650	5,299.56
IRV SEAVER MOTORCYCLES	Motorcycle Maintenance, Police Services, Dec '13	8806651	204.55
JAMEY CLARK, INC.	Park Repairs, Graffiti Removal and Streetscape Fence Replacements, Dec '13 - Jan '14	8806653	17,266.38
LA CONSULTING, INC.	Professional Services, Street Maintenance Specifications, Public Works, Dec '13	8806654	3,491.60
LUCY, STEVEN	Program Expense, Community Services, Feb '14	8806657	450.00
MATRIX CONSULTING GROUP	Professional Services, Police Services Study, Dec '13	8806658	7,129.00
MERCURY DISPOSAL SYSTEM, INC.	Recycling Program Services, Batteries and Bulbs, Jan '14	8806659	388.85
MOORE, STEVEN	Umpire Fees, Adult Softball, Community Services	8806660	90.00
NIEVES LANDSCAPE, INC.	Monthly Maintenance and Other Assorted Landscape Services, Dec '13 - Jan '14	8806662	86,568.05
OFFICE SOLUTIONS	Office and Operating Supplies, Jan '14	8806665	789.60
ORANGE COUNTY FIRE AUTHORITY	Remittance, Fire Fees Collected, Dec '13	8806668	6,450.00

CITY OF LAGUNA HILLS
WARRANT REGISTER
January 28, 2014

VENDOR	DESCRIPTION	CHECK NO.	AMOUNT
ORANGE COUNTY REGISTER-FREEDOM	Legal Advertising, City Clerk, Dec '13	8806669	1,234.92
ORANGE COUNTY TREASURER	Public Safety 800 MHZ Cost Allocation 2nd Qtr 13/14, Communication Charge 3rd Qtr 13/14	8806655	3,390.52
ORANGE COUNTY TREASURER	Law Enforcement, Contract Services, Jan '14	8806656	567,617.25
PRIORITY MAILING SYSTEMS, LLC	Office Supplies, Jan '14	8806671	253.44
SANTA MARGARITA FORD	City Vehicle, 2014 Ford Explorer	8806679	31,788.15
SOCAL OFFICE TECHNOLOGIES	Usage - Printer Maintenance and Supplies, Jan '14	8806680	629.90
SOUTH COAST WATERS	Facility Maintenance, Water Feature, Community Center, Jan '14	8806681	475.00
SOUTHERN CALIF MUN ATHLETIC	Membership, Community Services, 2014	8806682	70.00
STATE DEPARTMENT OF JUSTICE	Pre-employment Fingerprinting, Dec '13	8806685	32.00
SUNSET PROPERTY SERVICES	Street Sweeping, Dec '13	8806686	10,885.05
TRAUMA INTERVENTION PROGRAMS	Community Program, TIP, Jan - Mar '14	8806688	910.32
WEST COAST ARBORISTS, INC.	Tree Trimming, Dec '13	8806689	9,990.00
XEROX CORPORATION	Lease and Usage - Copier, City Hall, Dec '13	8806690	1,393.03
Total Regular Warrants:			981,801.51
**WARRANT REGISTER TOTAL **			\$ 1,049,248.80



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: JANUARY 28, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: KENNETH ROSENFELD
DIRECTOR OF PUBLIC SERVICES/CITY ENGINEER

ISSUE: STOP SIGN INSTALLATION ON RED CORRAL ROAD AT MUSTANG DRIVE

RECOMMENDATION: THAT THE CITY COUNCIL ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DESIGNATING THE INTERSECTION OF RED CORRAL ROAD AND MUSTANG DRIVE AS A STOP INTERSECTION AND AUTHORIZING THE INSTALLATION OF A STOP SIGN ON RED CORRAL ROAD AND MUSTANG DRIVE."

SUMMARY:

The City received a request from a resident of the community to evaluate the need for an all-way stop control at the intersection of Mustang Drive and Red Corral Road. The concern expressed with this intersection is that speeding vehicles coming downhill from both roadways intersect at an uncontrolled intersection. In accordance with the Residential Streets Management Policy, an analysis of the intersection was undertaken. It was determined that an all-way stop control was not warranted based upon standard State guidelines. However, in order to assist with assignment of right-of-way and resolve a potential sight distant constraint, a one-way stop sign is justified and recommended for installation on Red Corral Road at Mustang Drive. The Traffic Commission, at its meeting of January 15, 2014, approved staff's recommendation.

BACKGROUND:

Mustang Drive is a 36-foot wide residential collector curvilinear roadway traversing in the east-west direction. Red Corral Road is a 34-foot wide residential curvilinear roadway traversing in the north-south direction. Both roadways have fronting residential properties, provide space for one lane in each direction with on-street parking allowed, and meet in a "T" intersection. The speed limit on both roadways is 25 MPH and is posted on Mustang Drive (please see attached Vicinity Map).

In accordance with the Residential Streets Management Policy and the California Manual on Uniform Traffic Control Devices (CaMUTCD), the City's Traffic Engineering Consulting firm, Hartzog & Crabill, Inc. (HCI), performed a multi-way stop warrant analysis at the subject intersection. The accident history, traffic speeds, traffic volumes, and visibility at the intersection were all reviewed. In summary, an all-way stop control is not warranted based on collected data, however, a stop sign facing Red Corral Road at Mustang Drive is recommended based on the horizontal and vertical curvature of the roadway creating a sight distance constraint (please see attached report for details).

Based on a request from the Traffic Commission, staff corresponded with the neighborhood regarding the installation of the proposed stop sign. A letter was sent out to fifty one residents along Red Corral Road, Mustang Drive, and Horseshoe Circle. Residents were requested to respond to the letter if they had any concerns with the proposed stop sign. Staff received correspondence from three residents stating they were not in support of the stop sign.

The California Vehicle Code authorizes the installation of a side street stop sign based upon engineering judgment. The site conditions as mentioned above justify a side street stop sign. Therefore in order to enhance safety and assign right of way at this T-intersection, a side street stop control, as is authorized by the California Vehicle Code, is recommended to be installed at the southbound approach of Red Corral Road at Mustang Drive. The Traffic Commission, at its meeting of January 15, 2014, recommended the City Council implement the stop sign control.

FISCAL IMPACT:

The installation of a side street stop sign control on Red Corral Road at Mustang Drive with an appropriate pavement legend has an estimated cost of \$500. Funds are available for this work in the Fiscal Year 2013-2014 Public Works Maintenance Budget.

ATTACHMENTS:

- Resolution
- Vicinity Map
- Hartzog & Crabill, Inc. Report dated November 8, 2013

RESOLUTION NO. 2014-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DESIGNATING THE INTERSECTION OF RED CORRAL ROAD AND MUSTANG DRIVE AS A STOP INTERSECTION AND AUTHORIZING THE INSTALLATION OF A STOP SIGN ON RED CORRAL ROAD AT MUSTANG DRIVE

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

WHEREAS, the intersection of Red Corral Road at Mustang Drive is a "T" intersection of two residential streets; and

WHEREAS, Mustang Drive is the through street at its intersection with Red Corral Road; and

WHEREAS, the Traffic Commission, at the meeting of January 15, 2014, recommended the establishment of a side street stop sign on Red Corral Road at Mustang Drive; and

WHEREAS, California Vehicle Code Section 21354 authorizes the City to designate any intersection under its exclusive jurisdiction as a stop intersection and erect stop signs at one or more entrances thereto.

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

SECTION 1. The intersection of Red Corral Road and Mustang Drive is hereby designated as a stop intersection.

SECTION 2. The City Engineer shall cause the installation of a side street stop sign and necessary pavement legends on Red Corral Road at Mustang Drive.

PASSED, APPROVED, AND ADOPTED this 28th day of January 2014.

ANDREW BLOUNT, MAYOR

ATTEST:

PEGGY J. JOHNS, CITY CLERK

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

I, Peggy J. Johns, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2014- adopted by the City Council of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 28th day of January 2014, by the following vote:

AYES:

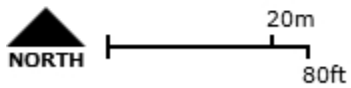
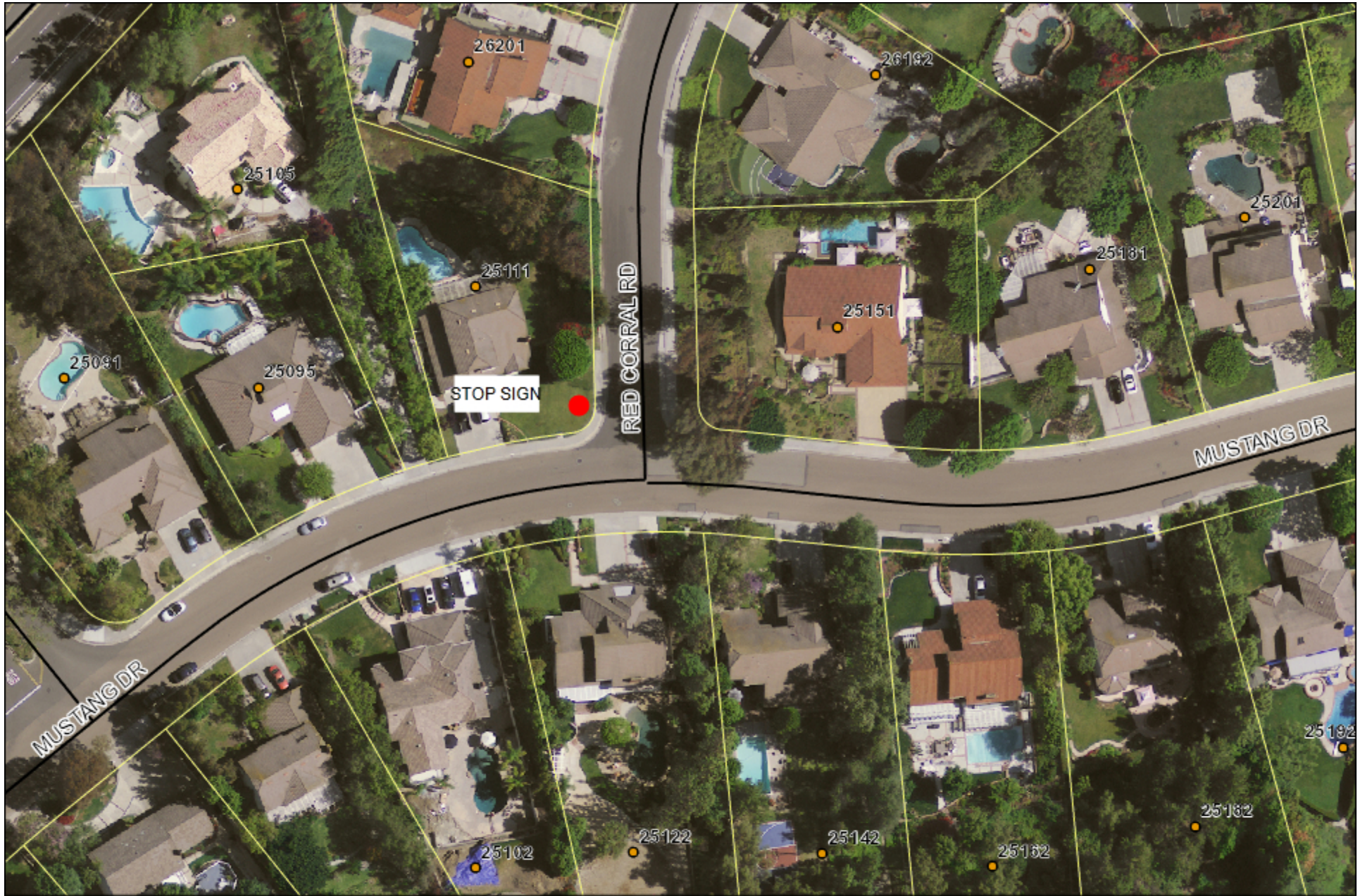
NOES:

ABSENT:

ABSTAIN:

(SEAL)

PEGGY J. JOHNS, CITY CLERK



Date: 01/07/14

VICINITY MAP





Trammell Hartzog, President
Jerry Crabill, P.E. (Retired)
Gerald J. Stock, P.E., Executive
Vice-President

17852 E. 17th Street
Suite 101
Tustin, CA 92780

Phone: (714) 731-9455
FAX: (714) 731-9498

www.hartzog-crabill.com

November 8, 2013

Mr. Kenneth H. Rosenfield, P.E.
Director of Public Services
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

**Subject: Stop Sign Analysis at the Intersection of
Mustang Drive and Red Corral Road**

Dear Mr. Rosenfield:

Hartzog & Crabill, Inc. (HCI) has completed a Multi-Way Stop Sign Warrant Analysis for the subject intersection. As you will see in the attached report, no warrants were satisfied, and our recommendation is for denial of a three-way stop sign installation at this intersection. However, due to slight roadway curvature and measured higher-than-posted speeds, a posted STOP sign facing the southbound approach of Red Corral Road is recommended to assist with the assignment of right-of-way at this intersection.

The analysis was completed in response to the City's request to verify if a multi-way stop sign installation is warranted, and recommended based on meeting standard guidelines. At the present time, the intersection has no regulatory sign control on any approach to the intersection. The California Manual of Uniform Traffic Control Devices (*California MUTCD*) was used for defining the requirements for a multi-way stop sign installation.

It has been our pleasure to prepare this analysis for the City of Laguna Hills. If you have any questions or need more information please call (714) 731-9455.

Very truly yours,
HARTZOG & CRABILL, INC.

A handwritten signature in blue ink, appearing to read 'Gerald J. Stock', is written over a blue horizontal line.

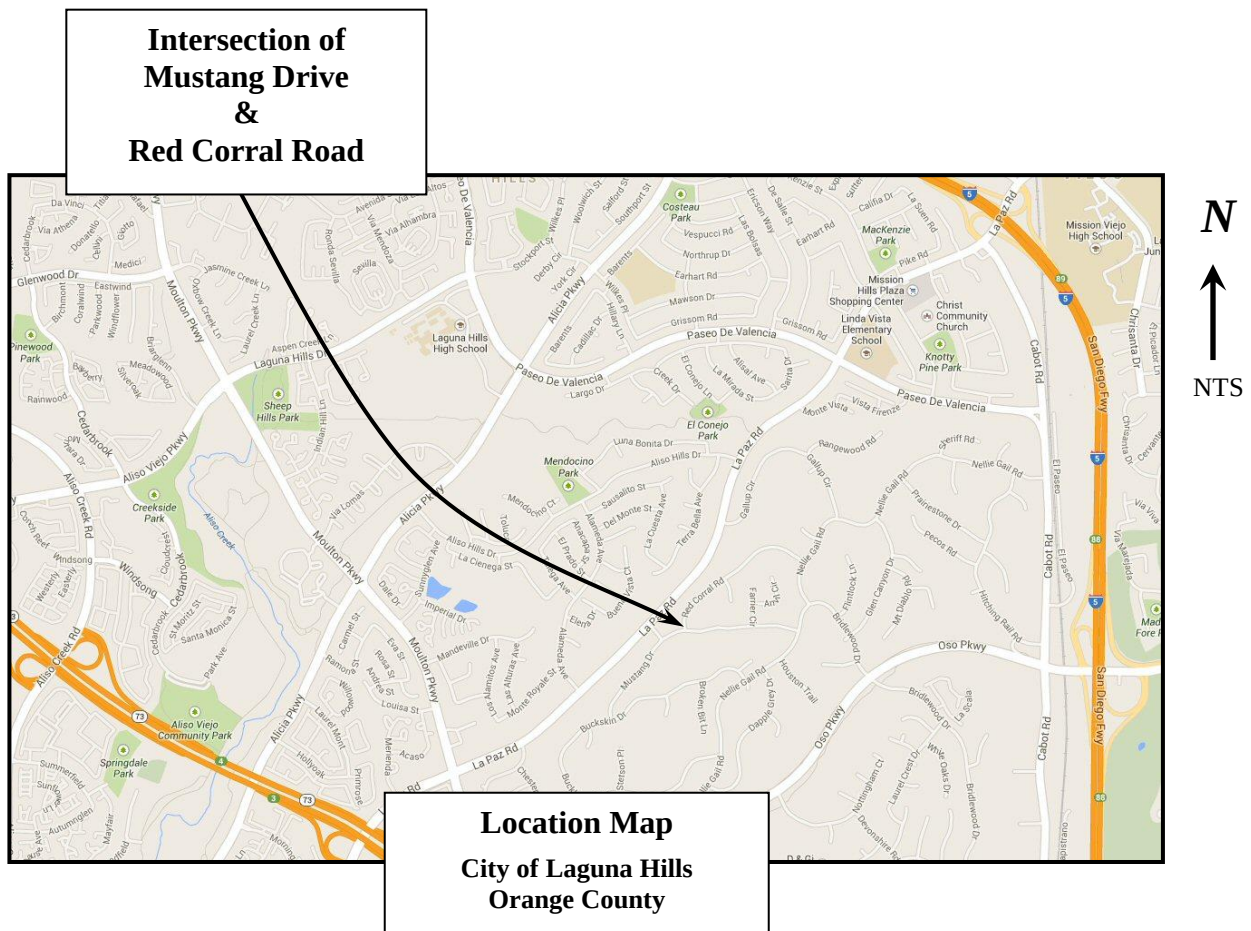
Gerald J. Stock, P.E.
Vice President
City & Traffic Engineering Services

Attach: Multi-way Stop Control Warrants Analysis Report

MULTI-WAY STOP CONTROL WARRANTS ANALYSIS MUSTANG DRIVE AT RED CORRAL ROAD IN THE CITY OF LAGUNA HILLS, CA

INTRODUCTION

The City of Laguna Hills requested Hartzog & Crabill, Inc. (HCI) to complete a Multi-way Stop Warrants Analysis at the intersection of Mustang Drive and Red Corral Road. This analysis was completed in order to verify if a multi-way stop sign installation is warranted and recommended based on meeting standard guidelines. The location is a T-intersection with Mustang Drive running diagonally in the east-west directions and Red Corral Road running diagonally in the north-south, north of Mustang Drive. The intersection is located west of the Interstate 5 Freeway, near La Paz Road (see *Location Map below*). The intersection is entirely within the City of Laguna Hills' jurisdiction. Presently, there are no STOP signs posted or markings for any approach to this intersection.



BACKGROUND

Mustang Drive is a 36-foot wide, curvy, east-west local collector roadway with primarily residential frontage on both sides of the street. The two-lane roadway provides for one lane of traffic in each direction, which are not separated by any centerline striping. The roadway is fully-improved with concrete rolled curb and gutter on both sides, and sidewalk on the north-side only. Mustang Drive has a posted speed limit of 25 miles per hour (MPH) at the entrance from La Paz Road. On-street parking is allowed on both sides of the roadway. There is no regulatory signage controlling traffic on Mustang Drive (uncontrolled) at its intersection with Red Corral Road.

See Exhibit 1 (next page) for photo images of Mustang Drive.

Red Corral Road is a 34-foot wide, curved, north-south local cul-de-sac roadway with residential frontage on both sides. Red Corral Road has a southerly terminus at its intersection with Mustang Drive. The two-lane roadway provides for one lane of traffic in each direction, which are not separated by any striping. The roadway is fully-improved with concrete rolled curb and gutter on both sides, and sidewalk on the east-side only. Red Corral Road does not have a posted speed limit; however, the residential nature of this street results in a ‘*prima facie*’ speed limit of 25 MPH and does not require posting. On-street parking is allowed on both sides of the roadway. There is no regulatory signage controlling traffic on Red Corral Road (uncontrolled) at its T-intersection with Mustang Drive.

See Exhibit 2 (following page) for a photo image of Red Corral Road.

EXHIBIT 1



EXHIBIT 2



WARRANT GUIDELINES

As is common practice with many municipal agencies, the City of Laguna Hills follows State guidelines for determining if traffic control devices, such as multi-way stop signs, should be installed. Therefore, the prevailing source used for this analysis is the State of California Manual of Uniform Traffic Control Devices (*California MUTCD*). The California MUTCD contains minimum guidelines regarding traffic volumes, collisions, speeds, visibility, and other criteria in order to satisfy the requirements, in this case, for the recommendation and installation of a one-way or multi-way stop.

The California MUTCD Multi-way Stop Applications Guidance criteria are described in the following four main parts:

- 1) As an interim measure where traffic control signals are justified;
- 2) Reported crashes – five or more in a 12-month period that are susceptible to correction by a multi-way stop installation;
- 3) Minimum traffic and pedestrian volumes, speeds, and delay; and,
- 4) Where a combination of the above criteria are all satisfied to 80 percent.

If any one, or a combination, of these criteria is met, then a multi-way stop application should be considered. If these criteria are not met, the installation of an unwarranted stop sign installation is typically not recommended as it may place the City in a position of potential liability.

The California MUTCD guidelines describing Right-of-Way at Intersections, STOP Sign Applications, Multi-way Stop Applications, and Yield Sign Applications are included in Appendix A.

MULTI-WAY STOP ANALYSIS

The California MUTCD Multi-way Stop Applications section contains guidelines, such as minimum collisions and traffic volumes necessary for the justification of multi-way stop control. The general guidelines given for a stop sign application begin with using engineering judgment for the installation of a stop sign(s) on a street entering a through highway and where high speeds on the cross street make entry difficult, or due to restricted view, or when crash records indicate a need for control by a stop sign.

Further guidance criteria found in the California MUTCD include the following important statements: ***“YIELD or STOP signs should not be used for speed control... In most cases, the street carrying the lowest volume of traffic should be controlled... A YIELD or STOP sign should not be installed on the higher volume roadway unless justified by an engineering study... Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.”***

Collision History

The guidelines for Multi-way Stop Applications contained in the California MUTCD regarding collisions, or crashes, require a minimum of five (5) reported crashes occurring in a 12-month period that are susceptible to correction by a multi-way stop installation in order to satisfy this warrant. Such crashes include right- and left-turn collisions, as well as right-angle collisions (i.e., broadside, or head-on) and pedestrian-vehicle collisions. The latest available accident history for the intersection was gathered from the California Highway Patrol (CHP) Statewide Integrated Traffic Records System (SWITRS). A comprehensive 6-year traffic collision history summary report was prepared for this intersection and reviewed for collisions susceptible to correction by the installation of a multi-way stop. Table 1 (*next page*) provides the most recent summary of collision history occurring at or near this intersection.

All traffic collision data collected for this intersection is included in Appendix B.

Collision History (continued)

TABLE 1

SWITRS COLLISION SUMMARY

Intersection	2007-09		2010		2011		2012	
	Date	Type of Coll. / Correctible?	Date	Type of Coll. / Correctible?	Date	Type of Coll. / Correctible?	Date	Type of Coll. / Correctible?
Mustang Drive at Red Corral Road		None Reported		None Reported		None Reported		None Reported

Notes: Information above is derived per the latest 6-year intersection traffic collision database report provided by the CHP SWITRS.

- 1) Type of Coll. = Type of Collision (*i.e., broadside, rear-end, etc.*)
- 2) Correctible? = Yes / No

As shown, there have been (0) reported collisions at/near the intersection during the past (6) years of available SWITRS collision data. Since the collision warrant requires a minimum of (5) reported crashes, susceptible to correction by a multi-way stop, to occur within a 12-month period, the collision warrant is not satisfied.

Traffic Volumes

HCI collected Average Daily Traffic (ADT) vehicular approach counts on Thursday, September 26, 2013 in order to account for vehicles that typically use this intersection. The 24-hour traffic count for Mustang Drive is 894 vehicles with the highest AM peak-hour volume of 85 vehicles and the highest PM peak-hour volume of 91 vehicles. The 24-hour traffic count for Red Corral Road is 242 vehicles per day with the highest AM peak-hour volume of 21 vehicles and the highest PM peak-hour volume of 21 vehicles. Table 2 below provides a breakdown of the approach volumes.

All traffic volume data collected for this intersection is included in Appendix C.

Traffic Volumes (continued)

TABLE 2
VEHICULAR ADT COUNT DATA

Street	Direction	24-Hour Volume	Directional Split	Highest Hourly Volume
Mustang Drive	Eastbound	574	64%	59 (5:00–6:00PM)
	Westbound	320	36%	31 (8:00–9:00AM)
Red Corral Road				
	Southbound	242	100%	21 (7:00–8:00AM)

Mustang Drive is considered the ‘through’ or ‘major’ street due to the intersection geometry, roadway traffic volumes, and being the ‘top’ of the T-intersection. Moreover, Red Corral Road is considered the ‘minor’ street as it is a cul-de-sac, and southbound traffic does have to slow or stop at the intersection before proceeding left or right on Mustang Drive.

It can be expected that the traffic volumes on the minor street are considerably less than those on the major street. As can be seen from the table above, this is the case, as Mustang Drive carries approximately (79%) of the entire traffic entering the intersection.

A part of the California MUTCD guideline criteria also calls for a reduction in the required minimum volumes when the critical approach speed (*or 85th-percentile speed*) on the major street exceeds 40 MPH. If this is the case, the minimum vehicular volumes to be met for a multiway stop installation are reduced to 70%. As both roadways have a posted or un-posted ‘*prima facie*’ residential speed limit of 25 MPH, the 70% minimum volumes for a multi-way stop sign analysis are not applicable.

Traffic Volumes (continued)

It is important to note that the hourly vehicle traffic counts shown in Table 2 above are given for the highest hour of traffic for each direction, and serve as a good indicator to compare with the required minimum hourly traffic volumes in the California MUTCD multi-way stop guidelines. It should also be mentioned that the average hourly minimum volumes for a multi-way stop application are to be satisfied for any eight (8) hours of an average day.

Table 3 below shows the California MUTCD minimum traffic volume guidelines for a Multi-way Stop Application in comparison with the highest 8-hour traffic count data at this intersection. Both Parts 1 and 2 of the minimum volume warrants below must be satisfied in order to fulfill the traffic volume warrant.

TABLE 3

**MULTIWAY STOP SIGN WARRANT FOR MINIMUM TRAFFIC VOLUMES
MUSTANG DRIVE AT RED CORRAL ROAD**

Part 1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any (8) hours of an average day, Results: No, average (70) vehicles per hour Meets only 23% of required average major street hourly traffic volumes	<i>and</i>	Part 2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same (8) hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour, Results: No, average (19) vehicles per hour Meets only 10% of required minor street hourly traffic volumes	<i>but</i>	Part 3. If the 85th -percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are (70) percent of the above values. Results: No < 40 MPH Posted 25 MPH
--	-------------------	--	-------------------	---

As shown above, the average hourly intersection approach traffic volumes for the highest 8-hour period did not satisfy both Parts 1 and 2 required volumes (*23% major street / 10% minor street*). Consequently, the traffic volume warrant is not satisfied.

Speeds

Both Mustang Drive and Red Corral Road have a posted or *prima facie* speed limit of 25 MPH. A 24-hour speed profile was also performed on both roadways on Thursday, September 26, 2013 resulting in an average speed of 30 MPH and an 85th percentile speed (critical speed) of 36 MPH on Mustang Drive, and an average speed of 26 MPH and an 85th percentile speed of 33 MPH on Red Corral Road.

These measured speeds are higher than posted and actually somewhat higher than expected for two-lane local collector/residential roadways. Field observations confirmed that vehicles were not regularly speeding over these speeds near the intersection, but were typical for an urbanized two-lane local roadway environment.

Visibility

Impaired visibility, or sight distance, due to the geometry of the intersection was carefully considered during our field-review of the surrounding urban residential environment. The geometry of the intersection does have slight horizontal and vertical curvature on its approaches; however, it was determined in the field that special traffic signage for improved visibility of the intersection, or other advanced signage, is not necessary.

Driver sight distance was measured from Red Corral Road. The measured distance was derived from the stopping sight distance guidelines found in the California MUTCD (***see Appendix D***). In this reference, a 25 MPH roadway speed recommends a minimum Stopping Sight Distance of 155 feet, while 30 MPH recommends 200 feet. A 200 foot minimum sight distance was used for our evaluation. More specifically, this stopping sight distance was field-measured from a typical ‘stopped’ vehicle location on Red Corral Road towards the oncoming lanes of traffic on Mustang Drive. An orange cone was set at this distance, and a photograph was taken from a stopped vehicle’s perspective.

Visibility (continued)

(See sight distance photos in Exhibit 3 on the following page).

As Exhibit 3 shows, sight distance when looking from Red Corral Road did have a clear line of sight to the cone. It should be mentioned that on-street parked vehicles may hinder this sight distance; however, it appears that on-street parking demand is minimal at/near this intersection. Consequently, the minimum stopping visibility is considered satisfied from the side street of this T-intersection.

EXHIBIT 3



MULTIWAY STOP ANALYSIS SUMMARY

The analysis of the four (4) main criteria provided in the California MUTCD regarding Multi-way Stop Applications showed that this intersection did not meet the minimum guidelines to justify stopping the major roadway (Mustang Drive). The four main criteria analyzed were: 1) As an interim measure where traffic control signals are justified; 2) Reported collisions – a correctible crash problem; 3) Traffic and pedestrian volumes, speeds, and delay; and 4) Where a combination of the above criteria are satisfied to 80 percent.

In summary, the collision history at the intersection resulted in (0) SWITRS-reported collisions during the last (6) years of available data, where the minimum guideline calls for at least five (5) correctible collisions in a 12-month period. The average minimum hourly traffic volumes for a multi-way stop that are to be satisfied for any eight (8) hours in an average day were not close to being satisfied. Excessive delay to the minor roadway was not observed in terms of waiting for a gap on the major roadway. Therefore, since intersection collision history and traffic volumes do not satisfy the minimum guidelines, it can also be derived that a traffic signal is not justified at this intersection. The 80% combined criteria were also not met as both the collision history and minimum traffic volumes guidelines were not satisfied to this percentage.

Nonetheless, engineering judgment should always be included in any decision regarding traffic safety improvements. Intersection lighting was verified and found to be adequate as there was typical local roadway lighting on one street light post located on the southwest corner. Further intersection information was gathered in the field in regards to pedestrian, bicycle, and equestrian activity which was determined as low-to-moderate activity. In terms of visibility and roadway curvature, it was determined in the field that this intersection does not require further consideration for any special signage, since the minimum sight distance was satisfied. However, due to the slight roadway curvature and higher-than-posted speeds, a STOP sign facing southbound traffic may be considered.

CONCLUSION / RECOMMENDATION

In overall consideration of the existing conditions at the intersection of Mustang Drive and Red Corral Road, and no warrants found satisfied, a multi-way stop sign installation is not recommended at this time. Due to slight roadway curvature and measured higher-than-posted speeds, a posted STOP sign facing the southbound approach of Red Corral Road is recommended to assist with the assignment of right-of-way at this intersection. The cost for this sign installation is approximately \$250.00.

APPENDIX A

**MULTIWAY STOP APPLICATIONS
GUIDELINES:**

CALIFORNIA MUTCD

Standard:

03 Except as provided in Paragraphs 4 and 5, the minimum sizes for regulatory signs facing traffic on multi-lane conventional roads shall be as shown in the Multi-lane column of Table 2B-1 and 2B-1(CA).

Option:

04 Where the posted speed limit is 35 mph or less on a multi-lane highway or street, other than for a STOP sign, the minimum size shown in the Single Lane column in Table 2B-1 and 2B-1(CA) may be used.

05 Where a regulatory sign, other than a STOP sign, is placed on the left-hand side of a multi-lane roadway in addition to the installation of the same regulatory sign on the right-hand side or the roadway, the size shown in the Single Lane column in Table 2B-1 and 2B-1(CA) may be used for both the sign on the right-hand side and the sign on the left-hand side of the roadway.

Standard:

06 A minimum size of 36 x 36 inches shall be used for STOP signs that face multi-lane approaches.

07 Where side roads intersect a multi-lane street or highway that has a speed limit of 45 mph or higher, the minimum size of the STOP signs facing the side road approaches, even if the side road only has one approach lane, shall be 36 x 36 inches.

08 Where side roads intersect a multi-lane street or highway that has a speed limit of 40 MPH or lower, the minimum size of the STOP signs facing the side road approaches shall be as shown in the Single Lane or Multi-lane columns of Table 2B-1 and 2B-1(CA) based on the number of approach lanes on the side street approach.

Guidance:

09 The minimum sizes for regulatory signs facing traffic on exit and entrance ramps should be as shown in the column of Table 2B-1 and 2B-1(CA) that corresponds to the mainline roadway classification (Expressway or Freeway). If a minimum size is not provided in the Freeway column, the minimum size in the Expressway column should be used. If a minimum size is not provided in the Freeway or Expressway Column, the size in the Oversized column should be used.

Section 2B.04 Right-of-Way at Intersections

Support:

01 State or local laws written in accordance with the "Uniform Vehicle Code" (see Section 1A.11) establish the right-of-way rule at intersections having no regulatory traffic control signs such that the driver of a vehicle approaching an intersection must yield the right-of-way to any vehicle or pedestrian already in the intersection. When two vehicles approach an intersection from different streets or highways at approximately the same time, the right-of-way rule requires the driver of the vehicle on the left to yield the right-of-way to the vehicle on the right. The right-of-way can be modified at through streets or highways by placing YIELD (R1-2) signs (see Sections 2B.08 and 2B.09) or STOP (R1-1) signs (see Sections 2B.05 through 2B.07) on one or more approaches.

Guidance:

02 Engineering judgment should be used to establish intersection control. The following factors should be considered:

- A. Vehicular, bicycle, and pedestrian traffic volumes on all approaches;**
- B. Number and angle of approaches;**
- C. Approach speeds;**
- D. Sight distance available on each approach; and**
- E. Reported crash experience.**

03 YIELD or STOP signs should be used at an intersection if one or more of the following conditions exist:

- A. An intersection of a less important road with a main road where application of the normal right-of-way rule would not be expected to provide reasonable compliance with the law;**
- B. A street entering a designated through highway or street; and/or**
- C. An unsignalized intersection in a signalized area.**

04 In addition, the use of YIELD or STOP signs should be considered at the intersection of two minor streets or local roads where the intersection has more than three approaches and where one or more of the following conditions exist:

- A. The combined vehicular, bicycle, and pedestrian volume entering the intersection from all approaches averages more than 2,000 units per day;*
- B. The ability to see conflicting traffic on an approach is not sufficient to allow a road user to stop or yield in compliance with the normal right-of-way rule if such stopping or yielding is necessary; and/or*
- C. Crash records indicate that five or more crashes that involve the failure to yield the right-of-way at the intersection under the normal right-of-way rule have been reported within a 3-year period, or that three or more such crashes have been reported within a 2-year period.*

05 YIELD or STOP signs should not be used for speed control.

Support:

06 Section 2B.07 contains provisions regarding the application of multi-way STOP control at an intersection.

Guidance:

07 Once the decision has been made to control an intersection, the decision regarding the appropriate roadway to control should be based on engineering judgment. In most cases, the roadway carrying the lowest volume of traffic should be controlled.

08 A YIELD or STOP sign should not be installed on the higher volume roadway unless justified by an engineering study.

Support:

09 The following are considerations that might influence the decision regarding the appropriate roadway upon which to install a YIELD or STOP sign where two roadways with relatively equal volumes and/or characteristics intersect:

- A. Controlling the direction that conflicts the most with established pedestrian crossing activity or school walking routes;*
- B. Controlling the direction that has obscured vision, dips, or bumps that already require drivers to use lower operating speeds; and*
- C. Controlling the direction that has the best sight distance from a controlled position to observe conflicting traffic.*

Standard:

10 Because the potential for conflicting commands could create driver confusion, YIELD or STOP signs shall not be used in conjunction with any traffic control signal operation, except in the following cases:

- A. If the signal indication for an approach is a flashing red at all times;**
- B. If a minor street or driveway is located within or adjacent to the area controlled by the traffic control signal, but does not require separate traffic signal control because an extremely low potential for conflict exists; or**
- C. If a channelized turn lane is separated from the adjacent travel lanes by an island and the channelized turn lane is not controlled by a traffic control signal.**

10a **STOP signs shall not be erected at any entrance to an intersection controlled by traffic signals. Refer to CVC 21355(a).**

11 Except as provided in Section 2B.09, STOP signs and YIELD signs shall not be installed on different approaches to the same unsignalized intersection if those approaches conflict with or oppose each other.

12 Portable or part-time STOP or YIELD signs shall not be used except for emergency and temporary traffic control zone purposes.

13 A portable or part-time (folding) STOP sign that is manually placed into view and manually removed from view shall not be used during a power outage to control a signalized approach unless the maintaining agency establishes that the signal indication that will first be displayed to that approach upon restoration of power is a flashing red signal indication and that the portable STOP sign will be manually removed from view prior to stop-and-go operation of the traffic control signal.

Option:

14 A portable or part-time (folding) STOP sign that is electrically or mechanically operated such that it only displays the STOP message during a power outage and ceases to display the STOP message upon restoration of power may be used during a power outage to control a signalized approach.

Support:

¹⁵ Section 9B.03 contains provisions regarding the assignment of priority at a shared-use path/ roadway intersection.

Section 2B.05 STOP Sign (R1-1) and ALL WAY Plaque (R1-3P)

Standard:

⁰¹ When it is determined that a full stop is always required on an approach to an intersection, a STOP (R1-1) sign (see Figure 2B-1) shall be used.

⁰² The STOP sign shall be an octagon with a white legend and border on a red background.

⁰³ Secondary legends shall not be used on STOP sign faces.

⁰⁴ At intersections where all approaches are controlled by STOP signs (see Section 2B.07), an ALL WAY supplemental plaque (R1-3P) shall be mounted below each STOP sign. The ALL WAY plaque (see Figure 2B-1) shall have a white legend and border on a red background.

⁰⁵ The ALL WAY plaque shall only be used if all intersection approaches are controlled by STOP signs.

⁰⁶ Supplemental plaques with legends such as 2-WAY, 3-WAY, 4-WAY, or other numbers of ways shall not be used with STOP signs.

Support:

⁰⁷ The use of the CROSS TRAFFIC DOES NOT STOP (W4-4P) plaque (and other plaques with variations of this word message) is described in Section 2C.59.

Guidance:

⁰⁸ *Plaques with the appropriate alternative messages of TRAFFIC FROM LEFT (RIGHT) DOES NOT STOP (W4-4aP) or ONCOMING TRAFFIC DOES NOT STOP (W4-4bP) should be used at intersections where STOP signs control all but one approach to the intersection, unless the only non-stopped approach is from a one-way street.*

Option:

⁰⁹ An EXCEPT RIGHT TURN (R1-10P) plaque (see Figure 2B-1) may be mounted below the STOP sign if an engineering study determines that a special combination of geometry and traffic volumes is present that makes it possible for right-turning traffic on the approach to be permitted to enter the intersection without stopping.

Support:

¹⁰ The design and application of Stop Beacons are described in Section 4L.05.

¹¹ A STOP (R1-1) sign is not a "cure-all" and is not a substitute for other traffic control devices. Often, the need for a STOP (R1-1) sign can be eliminated if the sight distance is increased by removing obstructions.

Through Highways

Option:

¹² STOP (R1-1) signs may be installed either at or near the entrance to a State highway, except at signalized intersections, or at any location so as to control traffic within an intersection. Refer to CVC 21352 and 21355. See Section 1A.11 for information regarding this publication.

Support:

¹³ When STOP (R1-1) signs or traffic control signals have been erected at all entrances, a highway constitutes a through highway. Refer to CVC 600.

¹⁴ Authority to place STOP (R1-1) signs facing State highway traffic is delegated to the Department of Transportation's District Directors.

Option:

¹⁵ Local authorities may designate any highway under their jurisdiction as a through highway and install STOP (R1-1) signs in a like manner. Refer to CVC 21354.

Standard:

¹⁶ No local authority shall erect or maintain any STOP (R1-1) sign or other traffic control device requiring a stop, on any State highway, except by permission of the Department of Transportation. Refer to CVC 21353.

Support:

¹⁷ The Department of Transportation will grant such permission only when an investigation indicates that the STOP (R1-1) sign will benefit traffic.

Section 2B.06 STOP Sign Applications

Guidance:

- 01 At intersections where a full stop is not necessary at all times, consideration should first be given to using less restrictive measures such as YIELD signs (see Sections 2B.08 and 2B.09).*
- 02 The use of STOP signs on the minor-street approaches should be considered if engineering judgment indicates that a stop is always required because of one or more of the following conditions:*
 - A. The vehicular traffic volumes on the through street or highway exceed 6,000 vehicles per day;*
 - B. A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway; and/or*
 - C. Crash records indicate that three or more crashes that are susceptible to correction by the installation of a STOP sign have been reported within a 12-month period, or that five or more such crashes have been reported within a 2-year period. Such crashes include right-angle collisions involving road users on the minor-street approach failing to yield the right-of-way to traffic on the through street or highway.*

Support:

- 03 The use of STOP signs at grade crossings is described in Sections 8B.04 and 8B.05.*

Section 2B.07 Multi-Way Stop Applications

Support:

- 01 Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.*

- 02 The restrictions on the use of STOP signs described in Section 2B.04 also apply to multi-way stop applications.*

Guidance:

- 03 The decision to install multi-way stop control should be based on an engineering study.*
- 04 The following criteria should be considered in the engineering study for a multi-way STOP sign installation:*
 - A. Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.*
 - B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.*
 - C. Minimum volumes:*
 - 1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and*
 - 2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but*
 - 3. If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.*
 - D. Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.*

Option:

- 05 Other criteria that may be considered in an engineering study include:*
 - A. The need to control left-turn conflicts;*
 - B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;*
 - C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and*
 - D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.*

Section 2B.08 YIELD Sign (R1-2)

Standard:

01 The YIELD (R1-2) sign (see Figure 2B-1) shall be a downward-pointing equilateral triangle with a wide red border and the legend YIELD in red on a white background.

Support:

02 The YIELD sign assigns right-of-way to traffic on certain approaches to an intersection. Vehicles controlled by a YIELD sign need to slow down to a speed that is reasonable for the existing conditions or stop when necessary to avoid interfering with conflicting traffic.

Section 2B.09 YIELD Sign Applications

Option:

01 YIELD signs may be installed:

- A. On the approaches to a through street or highway where conditions are such that a full stop is not always required.**
- B. At the second crossroad of a divided highway, where the median width at the intersection is 30 feet or greater. In this case, a STOP or YIELD sign may be installed at the entrance to the first roadway of a divided highway, and a YIELD sign may be installed at the entrance to the second roadway.**
- C. For a channelized turn lane that is separated from the adjacent travel lanes by an island, even if the adjacent lanes at the intersection are controlled by a highway traffic control signal or by a STOP sign.**
- D. At an intersection where a special problem exists and where engineering judgment indicates the problem to be susceptible to correction by the use of the YIELD sign.**
- E. Facing the entering roadway for a merge-type movement if engineering judgment indicates that control is needed because acceleration geometry and/or sight distance is not adequate for merging traffic operation.**

Standard:

02 A YIELD (R1-2) sign shall be used to assign right-of-way at the entrance to a roundabout. YIELD signs at roundabouts shall be used to control the approach roadways and shall not be used to control the circulatory roadway.

03 Other than for all of the approaches to a roundabout, YIELD signs shall not be placed on all of the approaches to an intersection.

Section 2B.10 STOP Sign or YIELD Sign Placement

Standard:

01 The STOP or YIELD sign shall be installed on the near side of the intersection on the right-hand side of the approach to which it applies. When the STOP or YIELD sign is installed at this required location and the sign visibility is restricted, a Stop Ahead sign (see Section 2C.36) shall be installed in advance of the STOP sign or a Yield Ahead sign (see Section 2C.36) shall be installed in advance of the YIELD sign.

02 The STOP or YIELD sign shall be located as close as practical to the intersection it regulates, while optimizing its visibility to the road user it is intended to regulate.

02a YIELD signs shall not be erected upon the approaches to more than one of the intersecting streets. Refer to CVC 21356.

03 STOP signs and YIELD signs shall not be mounted on the same post.

04 No items other than inventory stickers, sign installation dates, and bar codes shall be affixed to the fronts of STOP or YIELD signs, and the placement of these items shall be in the border of the sign.

05 No items other than official traffic control signs, inventory stickers, sign installation dates, anti-vandalism stickers, and bar codes shall be mounted on the backs of STOP or YIELD signs.

06 No items other than retroreflective strips (see Section 2A.21) or official traffic control signs shall be mounted on the fronts or backs of STOP or YIELD signs supports.

06a If other signs are grouped with a STOP sign, except for ONE WAY (R6-1 & R6-2) signs and Street Name (D3-1 or G7-1(CA)) signs (see Sections 2B.40 & 2D.43), they shall be installed below the STOP sign.

Guidance:

07 STOP or YIELD signs should not be placed farther than 50 feet from the edge of the pavement of the intersected roadway (see Drawing F in Figure 2A-3).

APPENDIX B

SWITRS COLLISION HISTORY

City of Laguna Hills
SWITRS Collision Database
Intersection of Mustang Drive and Red Corral Road
January 1, 2007 - December 31, 2012

CASE ID	COLLISION DATE	COLL. TIME	PRIMARY ROAD	SECONDARY ROAD	DIST.	DIR.	INTERS.	WEATH. 1	COLL. SEVERITY	PRIM. COLL. FACT.	PCF VIOL. CAT.	HIT AND RUN	TYPE OF COLL.	MOTOR VEHICLE INVOLVED WITH	ROAD SURF.
<i>No Collisions Reported .</i>															

NOTES:

Weather 1	Collision Severity	Primary Collision Factor	PCF Violation Category	Hit and Run	Type of Collision
A - Clear	1 - Fatal	A - (Vehicle) Code Violation	01 - Driving or Bicycling Under Influence	F - Felony	A - Head-On
B - Cloudy	2 - Injury (Severe)	B - Other Improper Driving	02 - Impeding Traffic	M - Misdemeanor	B - Sideswipe
C - Raining	3 - Injury (Other Visible)	C - Other Than Driver	03 - Unsafe Speed	N - Not Hit & Run	C - Rear-End
D - Snowing	4 - Injury (Complaint of Pain)	D - Unknown	04 - Following Too Closely		D - Broadside
E - Fog	0 - PDO (Property Damage Only)	E - Fell Asleep	05 - Wrong Side of Road		E - Hit Object
F - Other		-- Not Stated	06 - Improper Passing		F - Overturned
G - Wind			07 - Unsafe Lane Change		G - Vehicle/Pedestrian
-- Not Stated			08 - Improper Turning		H - Other
			09 - Automobile ROW		-- Not Stated
			10 - Pedestrian ROW		
			11 - Pedestrian Violation		
			12 - Traffic Signals and Signs		
			13 - Hazardous Parking		
			14 - Lights		
			15 - Brakes		
			16 - Other Equipment		
			17 - Other Hazardous Violation		
			18 - Other Than Driver (or Ped)		
			19 -		
			20 -		
			21 - Unsafe Starting or Backing		
			22 - Other Improper Driving		
			23 - Pedestrian or "Other" Under the Influence		
			24 - Fell Asleep		
			00 - Unknown		
			-- Not Stated		

Motor Vehicle Involved With:

- A - Non-Collision
- B - Pedestrian
- C - Other Motor Vehicle
- D - Motor Vehicle on Other Roadway
- E - Parked Motor Vehicle
- F - Train
- G - Bicycle
- H - Animal
- I - Fixed Object
- J - Other Object
- Not Stated

Road Surface

- A - Dry
- B - Wet
- C - Snowy or Icy
- D - Slippery
- Not Stated

1/28/2014 ITEM NO. 3.4

APPENDIX C

INTERSECTION COUNT DATA

**AVERAGE DAILY TRAFFIC (ADT)
COUNT DATA**

VOLUME

Mustang Dr W/o Red Corral Rd

Day: Thursday
Date: 9/26/2013City: Laguna Hills
Project #: CA13_1242_001

DAILY TOTALS					NB	SB	EB					WB	Total
					0	0	574					580	1,154
AM Period	NB	SB	EB	WB	TOTAL		PM Period	NB	SB	EB	WB	TOTAL	
00:00			0	0	0		12:00			6	7	13	
00:15			1	0	1		12:15			5	5	10	
00:30			0	0	0		12:30			12	2	14	
00:45			0	1	1	1	12:45			3	26	6	20
01:00			0	0	0		13:00			6	8	14	
01:15			0	0	0		13:15			9	12	21	
01:30			1	0	1		13:30			16	10	26	
01:45			0	1	0	0	13:45			10	41	5	35
02:00			0	0	0		14:00			3	13	16	
02:15			0	0	0		14:15			7	12	19	
02:30			0	0	0		14:30			11	12	23	
02:45			0	0	0		14:45			12	33	12	49
03:00			0	0	0		15:00			16	8	24	
03:15			0	0	0		15:15			11	6	17	
03:30			0	0	0		15:30			12	12	24	
03:45			1	1	0	1	15:45			12	51	13	39
04:00			2	0	2		16:00			15	8	23	
04:15			0	3	3		16:15			14	12	26	
04:30			0	1	1		16:30			7	8	15	
04:45			2	4	2	6	16:45			8	44	7	35
05:00			0	1	1		17:00			15	6	21	
05:15			0	2	2		17:15			11	7	18	
05:30			0	2	2		17:30			16	17	33	
05:45			0	1	6	1	17:45			17	59	14	44
06:00			0	2	2		18:00			10	12	22	
06:15			1	4	5		18:15			7	13	20	
06:30			2	8	10		18:30			13	11	24	
06:45			3	6	11	25	18:45			10	40	7	43
07:00			4	4	8		19:00			14	8	22	
07:15			8	10	18		19:15			18	11	29	
07:30			9	30	39		19:30			16	5	21	
07:45			12	33	11	55	19:45			8	56	2	26
08:00			17	27	44		20:00			8	6	14	
08:15			7	9	16		20:15			7	7	14	
08:30			20	10	30		20:30			6	3	9	
08:45			11	55	6	52	20:45			7	28	2	18
09:00			3	10	13		21:00			6	3	9	
09:15			6	16	22		21:15			3	7	10	
09:30			7	7	14		21:30			6	8	14	
09:45			5	21	4	37	21:45			5	20	4	22
10:00			5	11	16		22:00			3	2	5	
10:15			6	7	13		22:15			1	2	3	
10:30			2	7	9		22:30			0	0	0	
10:45			3	16	9	34	22:45			2	6	0	4
11:00			11	1	12		23:00			1	1	2	
11:15			4	10	14		23:15			1	0	1	
11:30			5	9	14		23:30			0	1	1	
11:45			9	29	7	27	23:45			1	3	0	2
TOTALS	167				243	410	TOTALS	407				337	744
SPLIT %	40.7%				59.3%	35.5%	SPLIT %	54.7%				45.3%	64.5%

DAILY TOTALS					NB	SB						EB	WB						Total
					0	0						574	580						1,154
AM Peak Hour			07:45	07:15	07:15		PM Peak Hour			17:00	17:30	17:30							
AM Pk Volume			56	78	124		PM Pk Volume			59	56	106							
Pk Hr Factor			0.700	0.650	0.705		Pk Hr Factor			0.868	0.824	0.803							
7 - 9 Volume	0	0	88	107	195		4 - 6 Volume	0	0	103	79	182							
7 - 9 Peak Hour			07:45	07:15	07:15		4 - 6 Peak Hour			17:00	17:00	17:00							
7 - 9 Pk Volume	0	0	56	78	124		4 - 6 Pk Volume	0	0	59	44	103							
Pk Hr Factor	0.000	0.000	0.700	0.650	0.705		Pk Hr Factor	0.000	0.000	0.868	0.647	0.780							

VOLUME

Mustang Dr E/o Red Corral Rd

Day: Thursday
Date: 9/26/2013City: Laguna Hills
Project #: CA13_1242_002

DAILY TOTALS					NB	SB	EB					WB	Total
					0	0	345					320	665
AM Period	NB	SB	EB	WB	TOTAL		PM Period	NB	SB	EB	WB	TOTAL	
00:00			0	0	0		12:00			3	4	7	
00:15			1	0	1		12:15			5	2	7	
00:30			0	0	0		12:30			10	7	17	
00:45			0	1	0	1	12:45			2	20	5	18
01:00			0	0	0		13:00			3	3	6	
01:15			0	0	0		13:15			6	8	14	
01:30			1	0	1		13:30			9	3	12	
01:45			0	1	0	1	13:45			6	24	3	17
02:00			0	0	0		14:00			2	3	5	
02:15			0	1	1		14:15			5	6	11	
02:30			0	0	0		14:30			7	5	12	
02:45			0	0	1	1	14:45			4	18	11	25
03:00			0	0	0		15:00			10	8	18	
03:15			0	0	0		15:15			10	6	16	
03:30			0	0	0		15:30			10	6	16	
03:45			1	1	0	1	15:45			9	39	4	24
04:00			0	0	0		16:00			7	3	10	
04:15			0	0	0		16:15			11	4	15	
04:30			0	0	0		16:30			4	5	9	
04:45			0	2	2	2	16:45			8	30	4	16
05:00			0	1	1		17:00			8	3	11	
05:15			0	1	1		17:15			6	10	16	
05:30			0	3	3		17:30			8	3	11	
05:45			0	2	7	7	17:45			10	32	4	20
06:00			0	1	1		18:00			7	9	16	
06:15			0	1	1		18:15			4	4	8	
06:30			1	5	6		18:30			7	7	14	
06:45			2	3	7	14	18:45			5	23	5	25
07:00			3	3	6		19:00			9	6	15	
07:15			4	8	12		19:15			10	6	16	
07:30			4	11	15		19:30			9	4	13	
07:45			6	17	6	28	19:45			2	30	3	19
08:00			9	12	21		20:00			3	1	4	
08:15			4	6	10		20:15			2	0	2	
08:30			9	8	17		20:30			2	1	3	
08:45			8	30	5	31	20:45			3	10	3	5
09:00			2	2	4		21:00			4	2	6	
09:15			3	5	8		21:15			5	0	5	
09:30			5	3	8		21:30			2	3	5	
09:45			1	11	6	16	21:45			5	16	2	7
10:00			3	3	6		22:00			2	1	3	
10:15			3	9	12		22:15			6	1	7	
10:30			2	3	5		22:30			0	0	0	
10:45			3	11	6	21	22:45			1	9	0	2
11:00			3	5	8		23:00			0	1	1	
11:15			4	2	6		23:15			1	1	2	
11:30			3	6	9		23:30			0	1	1	
11:45			8	18	5	18	23:45			0	1	1	4
TOTALS	93				138	231	TOTALS	252				182	434
SPLIT %	40.3%				59.7%	34.7%	SPLIT %	58.1%				41.9%	65.3%

DAILY TOTALS				NB	SB	EB				WB				Total			
				0	0									345	320	665	
AM Peak Hour				08:00	07:15	08:00	PM Peak Hour				15:00	14:45	14:45				
AM Pk Volume				30	37	61	PM Pk Volume				39	31	65				
Pk Hr Factor				0.833	0.771	0.726	Pk Hr Factor				0.975	0.705	0.903				
7 - 9 Volume				0	0	47	59	106	4 - 6 Volume				0	0	62	36	98
7 - 9 Peak Hour				08:00	07:15	08:00	4 - 6 Peak Hour				17:00	16:30	17:00				
7 - 9 Pk Volume				0	0	30	37	61	4 - 6 Pk Volume				0	0	32	22	52
Pk Hr Factor				0.000	0.000	0.833	0.771	0.726	Pk Hr Factor				0.000	0.000	0.800	0.550	0.813

VOLUME

Red Corral Rd N/o Mustang Dr

Day: Thursday
Date: 9/26/2013City: Laguna Hills
Project #: CA13_1242_003

DAILY TOTALS					NB	SB	EB					WB	Total
					211	242	0					0	453
AM Period	NB	SB	EB	WB	TOTAL	PM Period	NB	SB	EB	WB	TOTAL		
00:00	0	0			0	12:00	2	4			6		
00:15	0	0			0	12:15	1	4			5		
00:30	0	0			0	12:30	1	1			2		
00:45	0	0			0	12:45	1	5	4	13	5 18		
01:00	0	0			0	13:00	4	3			7		
01:15	0	0			0	13:15	3	5			8		
01:30	0	0			0	13:30	8	5			13		
01:45	0	0			0	13:45	3	18	1	14	4 32		
02:00	0	0			0	14:00	1	4			5		
02:15	0	0			0	14:15	2	6			8		
02:30	0	0			0	14:30	4	6			10		
02:45	0	0			0	14:45	5	12	4	20	9 32		
03:00	0	0			0	15:00	4	5			9		
03:15	1	0			1	15:15	5	6			11		
03:30	0	0			0	15:30	3	3			6		
03:45	0	1	0		0 1	15:45	6	18	7	21	13 39		
04:00	1	0			1	16:00	2	5			7		
04:15	0	1			1	16:15	3	5			8		
04:30	0	1			1	16:30	2	6			8		
04:45	1	2	1	3	2 5	16:45	2	9	3	19	5 28		
05:00	0	0			0	17:00	3	3			6		
05:15	0	1			1	17:15	5	4			9		
05:30	2	2			4	17:30	9	7			16		
05:45	0	2	0	3	0 5	17:45	8	25	4	18	12 43		
06:00	0	0			0	18:00	5	2			7		
06:15	1	3			4	18:15	6	5			11		
06:30	1	3			4	18:30	8	3			11		
06:45	2	4	3	9	5 13	18:45	5	24	4	14	9 38		
07:00	2	1			3	19:00	7	4			11		
07:15	4	5			9	19:15	7	6			13		
07:30	2	11			13	19:30	0	2			2		
07:45	5	13	4	21	9 34	19:45	5	19	2	14	7 33		
08:00	6	13			19	20:00	5	3			8		
08:15	3	3			6	20:15	2	6			8		
08:30	7	2			9	20:30	0	3			3		
08:45	2	18	3	21	5 39	20:45	1	8	3	15	4 23		
09:00	1	6			7	21:00	2	2			4		
09:15	3	4			7	21:15	1	0			1		
09:30	2	4			6	21:30	0	0			0		
09:45	3	9	1	15	4 24	21:45	2	5	0	2	2 7		
10:00	2	3			5	22:00	1	0			1		
10:15	3	1			4	22:15	1	0			1		
10:30	1	4			5	22:30	2	0			2		
10:45	0	6	4	12	4 18	22:45	0	4	0		0 4		
11:00	4	1			5	23:00	1	0			1		
11:15	1	1			2	23:15	0	0			0		
11:30	2	3			5	23:30	0	1			1		
11:45	1	8	2	7	3 15	23:45	0	1	0	1	0 2		
TOTALS	63	91			154	TOTALS	148	151			299		
SPLIT %	40.9%	59.1%			34.0%	SPLIT %	49.5%	50.5%			66.0%		

DAILY TOTALS			NB		SB		EB				WB		Total	
			211		242		0				0		453	
AM Peak Hour	07:45	07:15	07:15			PM Peak Hour			17:30	15:45	17:30			
AM Pk Volume	21	33	50			PM Pk Volume			28	23	46			
Pk Hr Factor	0.750	0.635	0.658			Pk Hr Factor			0.778	0.821	0.719			
7 - 9 Volume	31	42	0	0	73	4 - 6 Volume			34	37	0	0	71	
7 - 9 Peak Hour	07:45	07:15	07:15			4 - 6 Peak Hour			17:00	16:00	17:00			
7 - 9 Pk Volume	21	33	0	0	50	4 - 6 Pk Volume			25	19	0	0	43	
Pk Hr Factor	0.750	0.635	0.000	0.000	0.658	Pk Hr Factor			0.694	0.792	0.000	0.000	0.672	

**24-HOUR SPEED PROFILE
DATA**

SPEED

Mustang Dr e/o Red Corral Rd

Day: Thursday
Date: 9/26/2013

City: Laguna Hills
Project #: CA13_1242_002

Summary

Time	< 15	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 +	Total
00:00 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	1
01:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
02:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
03:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
04:00	0	0	0	0	1	1	0	0	0	0	0	0	0	2
05:00	0	0	2	2	1	2	0	0	0	0	0	0	0	7
06:00	1	1	1	4	6	4	0	0	0	0	0	0	0	17
07:00	2	2	6	17	15	1	2	0	0	0	0	0	0	45
08:00	3	1	7	17	27	5	1	0	0	0	0	0	0	61
09:00	1	1	3	7	12	3	0	0	0	0	0	0	0	27
10:00	3	1	2	7	13	6	0	0	0	0	0	0	0	32
11:00	3	1	2	7	19	4	0	0	0	0	0	0	0	36
12:00 PM	2	1	5	12	9	7	2	0	0	0	0	0	0	38
13:00	0	0	7	11	15	7	1	0	0	0	0	0	0	41
14:00	1	3	4	11	14	9	1	0	0	0	0	0	0	43
15:00	2	1	3	11	23	18	4	1	0	0	0	0	0	63
16:00	1	1	3	11	19	10	1	0	0	0	0	0	0	46
17:00	3	2	1	16	18	12	0	0	0	0	0	0	0	52
18:00	3	4	2	13	20	5	1	0	0	0	0	0	0	48
19:00	2	1	3	11	23	9	0	0	0	0	0	0	0	49
20:00	3	2	1	4	4	1	0	0	0	0	0	0	0	15
21:00	1	0	3	10	5	4	0	0	0	0	0	0	0	23
22:00	1	0	3	3	3	1	0	0	0	0	0	0	0	11
23:00	2	0	0	1	2	0	0	0	0	0	0	0	0	5
Totals	34	22	58	177	251	109	13	1						665
% of Totals	5%	3%	9%	27%	38%	16%	2%	0%						100%

AM Volumes	13	7	23	63	96	26	3	0	0	0	0	0	0	231
% AM	2%	1%	3%	9%	14%	4%	0%							35%
AM Peak Hour	08:00	07:00	08:00	07:00	08:00	10:00	07:00							08:00
Volume	3	2	7	17	27	6	2							61
PM Volumes	21	15	35	114	155	83	10	1	0	0	0	0	0	434
% PM	3%	2%	5%	17%	23%	12%	2%	0%						65%
PM Peak Hour	17:00	18:00	13:00	17:00	15:00	15:00	15:00	15:00						15:00
Volume	3	4	7	16	23	18	4	1						63
Directional Peak Periods All Speeds			AM 7-9			NOON 12-2			PM 4-6			Off Peak Volumes		
			Volume	%		Volume	%		Volume	%		Volume	%	
			106	↔	16%	79	↔	12%	98	↔	15%	382	↔	57%

Street Name	Direction	Percentiles					
		15th	50th	Average	85th	95th	ADT
Mustang Dr	Summary	24	31	30	36	39	665

SPEED

Mustang Dr e/o Red Corral Rd

Day: Thursday

Date: 9/26/2013

City: Laguna Hills

Project #: CA13_1242_002e

East Bound

Time	< 15	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 +	Total
00:00 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	1
01:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00	0	0	0	1	2	0	0	0	0	0	0	0	0	3
07:00	0	2	3	7	5	0	0	0	0	0	0	0	0	17
08:00	1	1	4	9	13	1	1	0	0	0	0	0	0	30
09:00	0	0	1	0	9	1	0	0	0	0	0	0	0	11
10:00	0	1	1	4	5	0	0	0	0	0	0	0	0	11
11:00	0	1	1	4	11	1	0	0	0	0	0	0	0	18
12:00 PM	0	1	2	6	5	4	2	0	0	0	0	0	0	20
13:00	0	0	5	4	8	6	1	0	0	0	0	0	0	24
14:00	0	1	1	3	6	6	1	0	0	0	0	0	0	18
15:00	0	1	2	5	17	10	4	0	0	0	0	0	0	39
16:00	0	1	1	8	12	7	1	0	0	0	0	0	0	30
17:00	0	2	1	10	9	10	0	0	0	0	0	0	0	32
18:00	0	2	1	4	13	2	1	0	0	0	0	0	0	23
19:00	0	0	0	8	14	8	0	0	0	0	0	0	0	30
20:00	1	2	0	3	3	1	0	0	0	0	0	0	0	10
21:00	0	0	2	9	3	2	0	0	0	0	0	0	0	16
22:00	0	0	3	2	3	1	0	0	0	0	0	0	0	9
23:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Totals	2	15	28	89	140	60	11							345
% of Totals	1%	4%	8%	26%	41%	17%	3%							100%

AM Volumes	1	5	10	27	46	3	1	0	0	0	0	0	0	93
% AM	0%	1%	3%	8%	13%	1%	0%							27%
AM Peak Hour	08:00	07:00	08:00	08:00	08:00	08:00	08:00							08:00
Volume	1	2	4	9	13	1	1							30
PM Volumes	1	10	18	62	94	57	10	0	0	0	0	0	0	252
% PM	0%	3%	5%	18%	27%	17%	3%							73%
PM Peak Hour	20:00	17:00	13:00	17:00	15:00	15:00	15:00							15:00
Volume	1	2	5	10	17	10	4							39
Directional Peak Periods			AM 7-9			NOON 12-2			PM 4-6			Off Peak Volumes		
All Speeds			Volume			%	Volume			%	Volume			%
			47	↔		14%	44	↔		13%	62	↔		18%
							Volume			%	Volume			%
							192	↔		56%				

Street Name	Direction	Percentiles					
		15th	50th	Average	85th	95th	ADT
Mustang Dr	East Bound	25	31	31	37	39	345
Mustang Dr	West Bound	22	30	28	35	39	320

1/28/2014 ITEM NO. 3.4

SPEED

Mustang Dr e/o Red Corral Rd

Day: Thursday
Date: 9/26/2013

City: Laguna Hills
Project #: CA13_1242_002w

West Bound

Time	< 15	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 +	Total
00:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	0	0	0	0	1	1	0	0	0	0	0	0	0	2
05:00	0	0	2	2	1	2	0	0	0	0	0	0	0	7
06:00	1	1	1	3	4	4	0	0	0	0	0	0	0	14
07:00	2	0	3	10	10	1	2	0	0	0	0	0	0	28
08:00	2	0	3	8	14	4	0	0	0	0	0	0	0	31
09:00	1	1	2	7	3	2	0	0	0	0	0	0	0	16
10:00	3	0	1	3	8	6	0	0	0	0	0	0	0	21
11:00	3	0	1	3	8	3	0	0	0	0	0	0	0	18
12:00 PM	2	0	3	6	4	3	0	0	0	0	0	0	0	18
13:00	0	0	2	7	7	1	0	0	0	0	0	0	0	17
14:00	1	2	3	8	8	3	0	0	0	0	0	0	0	25
15:00	2	0	1	6	6	8	0	1	0	0	0	0	0	24
16:00	1	0	2	3	7	3	0	0	0	0	0	0	0	16
17:00	3	0	0	6	9	2	0	0	0	0	0	0	0	20
18:00	3	2	1	9	7	3	0	0	0	0	0	0	0	25
19:00	2	1	3	3	9	1	0	0	0	0	0	0	0	19
20:00	2	0	1	1	1	0	0	0	0	0	0	0	0	5
21:00	1	0	1	1	2	2	0	0	0	0	0	0	0	7
22:00	1	0	0	1	0	0	0	0	0	0	0	0	0	2
23:00	2	0	0	1	1	0	0	0	0	0	0	0	0	4
Totals	32	7	30	88	111	49	2	1						320
% of Totals	10%	2%	9%	28%	35%	15%	1%	0%						100%

AM Volumes	12	2	13	36	50	23	2	0	0	0	0	0	0	138
% AM	4%	1%	4%	11%	16%	7%	1%							43%
AM Peak Hour	10:00	06:00	07:00	07:00	08:00	10:00	07:00							08:00
Volume	3	1	3	10	14	6	2							31
PM Volumes	20	5	17	52	61	26	0	1	0	0	0	0	0	182
% PM	6%	2%	5%	16%	19%	8%		0%						57%
PM Peak Hour	17:00	14:00	12:00	18:00	17:00	15:00		15:00						14:00
Volume	3	2	3	9	9	8		1						25
Directional Peak Periods			AM 7-9			NOON 12-2			PM 4-6			Off Peak Volumes		
All Speeds			Volume		%	Volume		%	Volume		%	Volume		%
			59	↔	18%	35	↔	11%	36	↔	11%	190	↔	59%

Street Name	Direction	Percentiles					
		15th	50th	Average	85th	95th	ADT
Mustang Dr	East Bound	25	31	31	37	39	345
Mustang Dr	West Bound	22	30	28	35	39	320

SPEED

Red Corral Rd n/o Mustang Dr

Day: Thursday
Date: 9/26/2013

City: Laguna Hills
Project #: CA13_1242_003

Summary

Time	< 15	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 +	Total
00:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	1	0	0	0	0	0	0	0	0	0	0	0	0	1
04:00	0	0	2	2	1	0	0	0	0	0	0	0	0	5
05:00	0	1	0	1	0	1	2	0	0	0	0	0	0	5
06:00	1	0	2	3	5	1	1	0	0	0	0	0	0	13
07:00	4	1	11	9	9	0	0	0	0	0	0	0	0	34
08:00	1	2	9	16	9	2	0	0	0	0	0	0	0	39
09:00	3	0	7	8	6	0	0	0	0	0	0	0	0	24
10:00	1	0	4	7	4	2	0	0	0	0	0	0	0	18
11:00	0	0	3	7	4	1	0	0	0	0	0	0	0	15
12:00 PM	2	2	1	8	5	0	0	0	0	0	0	0	0	18
13:00	0	3	6	13	7	3	0	0	0	0	0	0	0	32
14:00	2	1	8	9	11	1	0	0	0	0	0	0	0	32
15:00	3	4	7	21	2	2	0	0	0	0	0	0	0	39
16:00	1	2	9	13	3	0	0	0	0	0	0	0	0	28
17:00	3	2	8	18	10	2	0	0	0	0	0	0	0	43
18:00	2	4	11	15	5	1	0	0	0	0	0	0	0	38
19:00	1	2	4	13	11	2	0	0	0	0	0	0	0	33
20:00	1	3	2	10	3	3	1	0	0	0	0	0	0	23
21:00	0	0	0	6	1	0	0	0	0	0	0	0	0	7
22:00	0	0	1	2	1	0	0	0	0	0	0	0	0	4
23:00	1	0	1	0	0	0	0	0	0	0	0	0	0	2
Totals	27	27	96	181	97	21	4							453
% of Totals	6%	6%	21%	40%	21%	5%	1%							100%

AM Volumes	11	4	38	53	38	7	3	0	0	0	0	0	0	154
% AM	2%	1%	8%	12%	8%	2%	1%							34%
AM Peak Hour	07:00	08:00	07:00	08:00	07:00	08:00	05:00							08:00
Volume	4	2	11	16	9	2	2							39
PM Volumes	16	23	58	128	59	14	1	0	0	0	0	0	0	299
% PM	4%	5%	13%	28%	13%	3%	0%							66%
PM Peak Hour	15:00	15:00	18:00	15:00	14:00	13:00	20:00							17:00
Volume	3	4	11	21	11	3	1							43
Directional Peak Periods All Speeds			AM 7-9			NOON 12-2			PM 4-6			Off Peak Volumes		
			Volume	%		Volume	%		Volume	%		Volume	%	
			73	↔	16%	50	↔	11%	71	↔	16%	259	↔	57%

Street Name	Direction	Percentiles					
		15th	50th	Average	85th	95th	ADT
Red Corral Rd	Summary	21	27	26	33	36	453

SPEED

Red Corral Rd n/o Mustang Dr

Day: Thursday
Date: 9/26/2013

City: Laguna Hills
Project #: CA13_1242_003n

North Bound

Time	< 15	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 +	Total
00:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	1	0	0	0	0	0	0	0	0	0	0	0	0	1
04:00	0	0	1	1	0	0	0	0	0	0	0	0	0	2
05:00	0	1	0	0	0	0	1	0	0	0	0	0	0	2
06:00	0	0	2	1	1	0	0	0	0	0	0	0	0	4
07:00	2	1	5	3	2	0	0	0	0	0	0	0	0	13
08:00	0	1	7	7	3	0	0	0	0	0	0	0	0	18
09:00	1	0	4	2	2	0	0	0	0	0	0	0	0	9
10:00	1	0	0	3	2	0	0	0	0	0	0	0	0	6
11:00	0	0	2	4	2	0	0	0	0	0	0	0	0	8
12:00 PM	1	1	0	1	2	0	0	0	0	0	0	0	0	5
13:00	0	2	3	7	6	0	0	0	0	0	0	0	0	18
14:00	1	0	2	5	4	0	0	0	0	0	0	0	0	12
15:00	0	2	5	10	1	0	0	0	0	0	0	0	0	18
16:00	0	1	1	6	1	0	0	0	0	0	0	0	0	9
17:00	2	2	3	11	6	1	0	0	0	0	0	0	0	25
18:00	2	4	4	9	4	1	0	0	0	0	0	0	0	24
19:00	1	2	3	6	6	1	0	0	0	0	0	0	0	19
20:00	1	2	0	4	1	0	0	0	0	0	0	0	0	8
21:00	0	0	0	5	0	0	0	0	0	0	0	0	0	5
22:00	0	0	1	2	1	0	0	0	0	0	0	0	0	4
23:00	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Totals	14	19	43	87	44	3	1							211
% of Totals	7%	9%	20%	41%	21%	1%	0%							100%

AM Volumes	5	3	21	21	12	0	1	0	0	0	0	0	0	63
% AM	2%	1%	10%	10%	6%		0%							30%
AM Peak Hour	07:00	05:00	08:00	08:00	08:00		05:00							08:00
Volume	2	1	7	7	3		1							18
PM Volumes	9	16	22	66	32	3	0	0	0	0	0	0	0	148
% PM	4%	8%	10%	31%	15%	1%								70%
PM Peak Hour	17:00	18:00	15:00	17:00	13:00	17:00								17:00
Volume	2	4	5	11	6	1								25
Directional Peak Periods All Speeds			AM 7-9			NOON 12-2			PM 4-6			Off Peak Volumes		
			Volume		%	Volume		%	Volume		%	Volume		%
			31	↔	15%	23	↔	11%	34	↔	16%	123	↔	58%

Street Name	Direction	Percentiles					
		15th	50th	Average	85th	95th	ADT
Red Corral Rd	North Bound	20	27	26	32	34	211
Red Corral Rd	South Bound	21	28	27	34	37	242

SPEED

Red Corral Rd n/o Mustang Dr

Day: Thursday
Date: 9/26/2013

City: Laguna Hills
Project #: CA13_1242_003s

South Bound

Time	< 15	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 +	Total
00:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	0	0	1	1	1	0	0	0	0	0	0	0	0	3
05:00	0	0	0	1	0	1	1	0	0	0	0	0	0	3
06:00	1	0	0	2	4	1	1	0	0	0	0	0	0	9
07:00	2	0	6	6	7	0	0	0	0	0	0	0	0	21
08:00	1	1	2	9	6	2	0	0	0	0	0	0	0	21
09:00	2	0	3	6	4	0	0	0	0	0	0	0	0	15
10:00	0	0	4	4	2	2	0	0	0	0	0	0	0	12
11:00	0	0	1	3	2	1	0	0	0	0	0	0	0	7
12:00 PM	1	1	1	7	3	0	0	0	0	0	0	0	0	13
13:00	0	1	3	6	1	3	0	0	0	0	0	0	0	14
14:00	1	1	6	4	7	1	0	0	0	0	0	0	0	20
15:00	3	2	2	11	1	2	0	0	0	0	0	0	0	21
16:00	1	1	8	7	2	0	0	0	0	0	0	0	0	19
17:00	1	0	5	7	4	1	0	0	0	0	0	0	0	18
18:00	0	0	7	6	1	0	0	0	0	0	0	0	0	14
19:00	0	0	1	7	5	1	0	0	0	0	0	0	0	14
20:00	0	1	2	6	2	3	1	0	0	0	0	0	0	15
21:00	0	0	0	1	1	0	0	0	0	0	0	0	0	2
22:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
Totals	13	8	53	94	53	18	3							242
% of Totals	5%	3%	22%	39%	22%	7%	1%							100%

AM Volumes	6	1	17	32	26	7	2	0	0	0	0	0	0	91
% AM	2%	0%	7%	13%	11%	3%	1%							38%
AM Peak Hour	07:00	08:00	07:00	08:00	07:00	08:00	05:00							07:00
Volume	2	1	6	9	7	2	1							21
PM Volumes	7	7	36	62	27	11	1	0	0	0	0	0	0	151
% PM	3%	3%	15%	26%	11%	5%	0%							62%
PM Peak Hour	15:00	15:00	16:00	15:00	14:00	13:00	20:00							15:00
Volume	3	2	8	11	7	3	1							21
Directional Peak Periods All Speeds			AM 7-9			NOON 12-2			PM 4-6			Off Peak Volumes		
			Volume		%	Volume		%	Volume		%	Volume		%
			42	↔	17%	27	↔	11%	37	↔	15%	136	↔	56%

Street Name	Direction	Percentiles					
		15th	50th	Average	85th	95th	ADT
Red Corral Rd	North Bound	20	27	26	32	34	211
Red Corral Rd	South Bound	21	28	27	34	37	242

APPENDIX D

STOPPING SIGHT DISTANCE AS A FUNCTION OF SPEED

CALIFORNIA MUTCD

Table 6C-1. Recommended Advance Warning Sign ~~Minimum~~ Spacing

Road Type	Distance Between Signs*		
	A	B	C
Urban (low speed) - 25 mph or less	100 feet	100 feet	100 feet
Urban (high speed) - more than 25 mph to 40 mph	250 feet	250 feet	250 feet
Urban (high speed) - more than 40 mph	350 feet	350 feet	350 feet
Rural	500 feet	500 feet	500 feet
Expressway / Freeway	1,000 feet	1,500 feet	2,640 feet

* ~~Speed category to be determined by the highway agency.~~

** The column headings A, B, and C are the dimensions shown in Figures 6H-1 through 6H-46. The A dimension is the distance from the transition or point of restriction to the first sign. The B dimension is the distance between the first and second signs. The C dimension is the distance between the second and third signs. (The "first sign" is the sign in a three-sign series that is closest to the TTC zone. The "third sign" is the sign that is furthest upstream from the TTC zone.)

Table 6C-2. Stopping Sight Distance as a Function of Speed

Speed*	Distance
20 mph	115 feet
25 mph	155 feet
30 mph	200 feet
35 mph	250 feet
40 mph	305 feet
45 mph	360 feet
50 mph	425 feet
55 mph	495 feet
60 mph	570 feet
65 mph	645 feet
70 mph	730 feet
75 mph	820 feet

* Posted speed, off-peak 85th-percentile speed prior to work starting, or the anticipated operating speed.

Can also be used as Stopping Sight Distance as suggested buffer space length or location for flagger station.

Table 6C-3. Taper Length Criteria for Temporary Traffic Control Zones

Type of Taper	Taper Length
Merging Taper	at least L
Shifting Taper	at least 0.5 L
Shoulder Taper	at least 0.33 L
One-Lane, Two-Way Traffic Taper	50 feet minimum, 100 feet maximum
Downstream Taper	50 feet minimum, 100 feet maximum

Note: Use Table 6C-4 to calculate L



City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: JANUARY 28, 2014

TO: MAYOR AND COUNCIL MEMBERS

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

ISSUE: MODIFICATION OF ON-STREET PARKING ON STOCKPORT STREET

RECOMMENDATION: THAT THE CITY COUNCIL ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, ESTABLISHING NO STOPPING ANYTIME ZONES ON PORTIONS OF STOCKPORT STREET."

SUMMARY:

City staff received a request from a resident of Alicia Village Apartments to provide parking options for residents along public streets in the vicinity. The resident described parking shortages in both Alicia Village and Alicia Plaza Apartments and requested Staff to assist in alleviating some of the parking burden. Staff reviewed current parking restrictions along adjacent public streets and determined that approximately one hundred fifty feet of new parking spaces can be made available on Stockport Street. It is recommended that the City Council rescind the previous Resolution 2003-10-14-3, and adopt a Resolution establishing No Stopping Anytime Zones on portions of Stockport Street. The Traffic Commission, at its January 15, 2014, meeting, approved Staff's recommendation.

BACKGROUND:

Stockport Street is a short dead end street that serves as access to two apartment complexes, namely, Alicia Village and Alicia Plaza, managed by Arnel Development. This street includes stopping restrictions on several segments to control access near the corners of the street and the dead end.

In addition to restricting parking at the street corners due to sight distance, the property owner previously requested the City to eliminate public parking along Stockport Street due to overflow parking from the Laguna Hills Dental Plaza located on the northwest corner of Paseo De Valencia and Laguna Hills Drive. Subsequently, the City created a permit parking system along Laguna Hills Drive to accommodate overflow parking from Laguna Hills Dental

Plaza. That action has addressed the issue of out-of-neighborhood vehicles utilizing Stockport Street for parking.

Recently, a resident of Alicia Village Apartments, Mike Sanders, contacted the City in order to request opening up some parking along public streets in the vicinity of the apartments. Staff reviewed the request and determined that approximately one hundred fifty feet of parking space (approximately eight vehicle spaces) can be made available along Stockport Street (please see attached exhibit). The additional area being proposed for parking does not impede sight distance at the corners, and allows safe on-street parking while permitting one travel lane in each direction. Staff has spoken to Arnel Property Management, and they are in support of the proposed action. The Traffic Commission, at its January 15, 2014 meeting, approved staff's recommendation.

FISCAL IMPACT:

The relocation of "No Stopping Anytime signs" and red curb paint modifications have an estimated cost of \$1,000. Funds are available for this work in the Fiscal Year 2013-2014 Public Works Maintenance Budget.

ATTACHMENTS:

- Resolution
- Vicinity Map
- Stockport Street Exhibit

RESOLUTION NO. 2014-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, ESTABLISHING NO STOPPING ANYTIME ZONES ON PORTIONS OF STOCKPORT STREET

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

WHEREAS, Stockport Street, from Paseo De Valencia to approximately 550 feet easterly thereof is a two lane dead end access street serving two multi-family developments; and

WHEREAS, a resident of the community requested modification of current no stopping anytime restrictions established along Stockport Street to accommodate additional on-street parking; and

WHEREAS, the Traffic Commission, at its meeting of January 15, 2014, recommended modification of the current no stopping anytime regulations established along Stockport Street; and

WHEREAS, Resolution No. 2003-10-14-3 established No Stopping Anytime Zones along multiple portions of Stockport Street, and these No Stopping Anytime Zones are now being amended and superseded by this Resolution; and

WHEREAS, pursuant to Vehicle Code Section 22507, the City may, by Ordinance or Resolution, prohibit or restrict the stopping, parking, or standing of vehicles within streets or highways, where signs or markings giving adequate notice of such regulations have been placed.

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

SECTION 1. Resolution No. 2003-10-14-3 is hereby rescinded.

SECTION 2. There is hereby established multiple No Stopping Anytime Zones along Stockport Street, which shall be designated as follows:

Eastbound:

- a) From Paseo De Valencia to 125 feet easterly thereof.
- b) From 325 feet to 365 easterly of Paseo De Valencia. Said end point to be coincident with the beginning of the entrance to a

private multi-family development on the southerly side of Stockport Street.

- c) From 470 feet to 550 feet easterly of Paseo De Valencia. Said beginning point to be coincident with the exit of said entrance to a private multi-family development. Said end point to be coincident with the point of road closure of Stockport Street.

Westbound:

- d) Beginning approximately 900 feet westerly of Wilkes Place to 980 feet westerly thereof. Said beginning point to be coincident with the point of road closure of Stockport Street and said end point to be coincident with the entrance to a private multi-family development on the northerly side of Stockport Street.
- e) From 1,085 feet to 1,105 feet westerly of Wilkes Place. Said beginning point to be coincident with the exit of said entrance to a private multi-family development.
- f) From 1,305 feet to 1,450 feet westerly of Wilkes Place. Said end point to be coincident with Paseo De Valencia.

SECTION 3. The City Engineer shall cause all necessary signage and/or marking to be placed and installed in order to implement and to give notice of the parking regulations established herein.

PASSED, APPROVED, AND ADOPTED this 28th day of January 2014.

ANDREW BLOUNT, MAYOR

ATTEST:

PEGGY J. JOHNS, CITY CLERK

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

I, Peggy J. Johns, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2014- adopted by the City Council of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 28th day of January 2014, by the following vote:

AYES:

NOES:

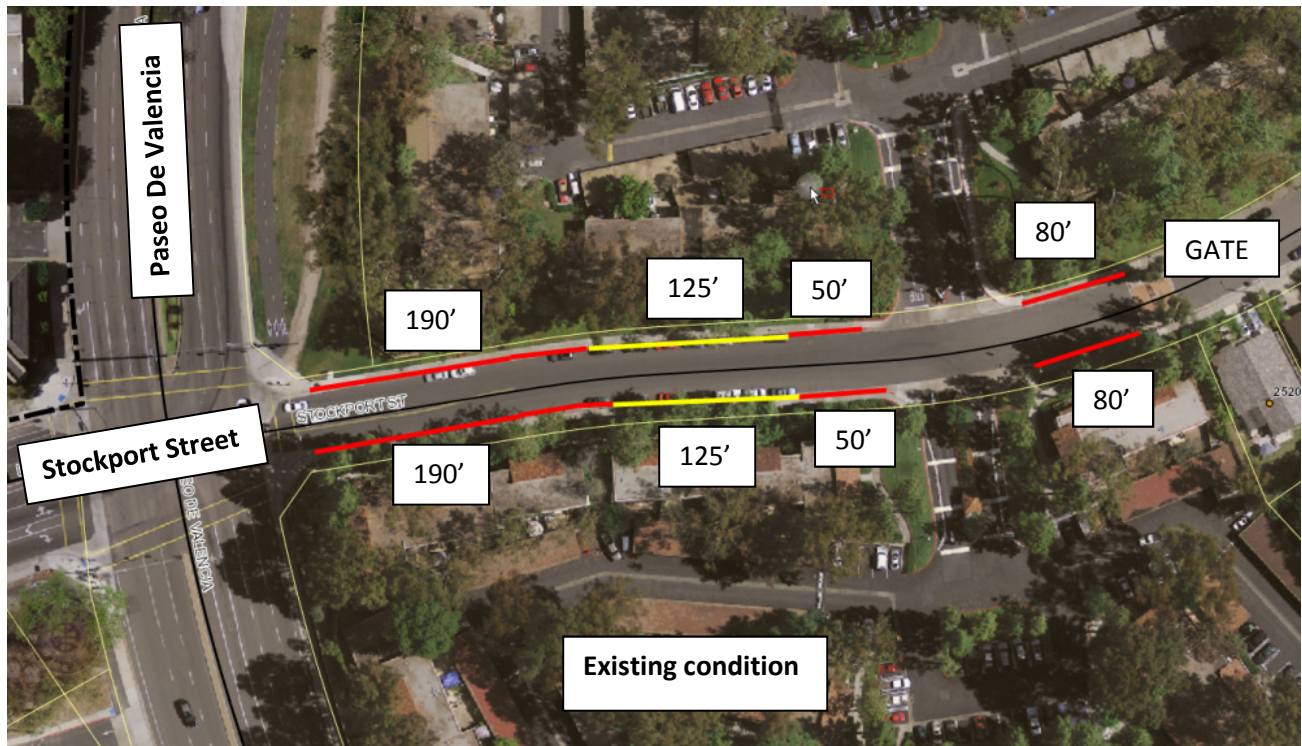
ABSENT:

ABSTAIN:

(SEAL)

PEGGY J. JOHNS, CITY CLERK

STOCKPORT STREET PARKING EXHIBIT



LEGEND	
	No Stopping Anytime
	Parking Permitted



 NORTH
100ft
45m
Date: 01/09/14

VICINITY MAP



1/28/2014 ITEM NO. 3.5



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: JANUARY 28, 2014

TO: MAYOR AND COUNCIL MEMBERS

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

ISSUE: PROGRESS PAYMENT NO. 1 FOR LA PAZ OPEN SPACE IMPROVEMENTS,
CIP NO. 615A

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE PROGRESS
PAYMENT NO. 1, IN THE NET AMOUNT OF \$188,098.93, TO ENVIRONMENTAL
CONSTRUCTION, INC., FOR LA PAZ OPEN SPACE IMPROVEMENTS, CIP NO. 615A.

SUMMARY:

Work on the La Paz Open Space Improvements, CIP No. 615A, began on November 18, 2013, and is being performed by Environmental Construction, Inc. Work performed in November and December includes mobilization, clearing and grubbing, grading work, tree removal, concrete trail construction, and irrigation installation. The contractor has submitted the first progress payment request for approval.

BACKGROUND:

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

ITEM #	DESCRIPTION	QUANTITY	UNIT	\$	AMOUNT
1	Mobilization	1	LS	\$ 52,000.00	\$52,000.00
2	Clearing & Grubbing	.5	LS	\$ 73,107.75	\$36,553.88

Progress Payment No. 1
 CIP No. 615A
 Page 2
 January 28, 2014

3	Remove existing Mulch	1,200	CY	\$	15.00	\$18,000.00
4	Sycamore tree removal	3	EA	\$	1,250.00	\$ 3,750.00
5	Cut, Fill, Rough Grade	730	CY	\$	25.00	\$18,250.00
10	6" Concrete Trail	4,000	SF	\$	5.40	\$21,600.00
40	Irrigation System	0.2	LS	\$239,225.00		\$47,845.00

Total To Date	\$197,998.88	
Less Prior Billing	<u>\$ -0-</u>	
Total This Period	\$197,998.88	\$197,998.88
Less 5% Retention		<u>\$ (9,899.95)</u>
		\$188,098.93

FISCAL IMPACT:

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

4. PLANNING AGENCY

Mayor Blount recessed the City Council meeting and acting in the capacity of Chair, called the regular meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:45 PM.

4.1 ROLL CALL OF PLANNING AGENCY MEMBERS

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

Absent: Agency Member Carruth

4.2 PUBLIC COMMENTS

There were no Public Comments.

4.3 APPROVAL OF MINUTES OF DECEMBER 10, 2013

THE PLANNING AGENCY APPROVED THE MINUTES OF THE DECEMBER 10, 2013, REGULAR MEETING, BY M/AGENCY MEMBER KOGERMAN, S/VICE CHAIR GILBERT.

APPROVED BY A VOTE OF 4-0-1 (AGENCY MEMBER CARRUTH ABSENT).

4.4 ADMINISTRATIVE REPORTS

There were no Administrative Reports.

4.5 PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency Public Hearings.

PLANNING AGENCY ADJOURNMENT

Mayor Blount reconvened the City Council meeting at 7:46 PM. All Council Members were present, with the exception of Agency Member Carruth.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council Public Hearings.

6. ADMINISTRATIVE REPORTS**6.1 City Manager**

City Manager Channing reported that Lieutenant Behrens had been promoted to Captain. Mr. Channing indicated that the Chief of Police Services position would be replaced within a month.

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

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



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: JANUARY 28, 2014

TO: MAYOR AND COUNCIL MEMBERS

**FROM: DONALD J. WHITE
ASSISTANT CITY MANAGER**

**ISSUE: CITY APPLICATION FOR FY 2014/2015 COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) FUNDS FOR PUBLIC FACILITIES AND
IMPROVEMENTS FOR THE FLORENCE SYLVESTER SENIOR CENTER**

**RECOMMENDATION: THAT THE CITY COUNCIL: (1) CONDUCT A PUBLIC
HEARING; AND (2) CONFIRM STAFF'S SUBMITTAL OF A COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR PUBLIC FACILITIES
AND IMPROVEMENTS FOR THE 2014/2015 FISCAL YEAR.**

SUMMARY:

Staff was recently advised of the availability of Federal Community Development Block Grant (CDBG) funding for Public Facilities and Improvements for FY 2014/2015, administered by the County of Orange. However, in order to apply for these grant funds, the County of Orange requires a public hearing be held so that members of the community and public may comment on the City's application for funding. The Request for Proposal (RFP) application deadline for this year's funds was January 22, 2014. Consequently, staff submitted an application for Public Facilities and Improvement funds in the amount of \$75,000 prior to the public hearing and City Council approval in order to meet the deadline. Staff recommends the City Council conduct a public hearing and confirm staff's submittal of a CDBG application for Public Facilities and Improvements for FY 2014/2015.

BACKGROUND:

The County of Orange is responsible for administering all programs for those cities who 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 five years, the City has applied for and obtained grant monies totaling \$215,764 to address extensive repairs and deferred maintenance issues, as well as some Americans with Disabilities Act (ADA) upgrades at the Florence Sylvester Senior Center. Specifically, these grant monies were utilized to remove and replace existing doors, remove and replace existing floor tiles, replace existing carpeting and baseboards, construct a designated storage area, repair various plumbing issues, install hands-free restroom fixtures, paint the interior of the Center, and install a solar panel electrical system. These funds represented a one-year commitment and the City is once again eligible to apply for additional grant monies for FY 2014/2015.

After speaking with staff at Age Well Senior Services regarding their facility needs for the upcoming fiscal year, staff submitted an application for Public Facilities and Improvement funds in the amount of \$75,000 to assist with the cost of facility improvements at the Center. Specifically, these funds will be used to remove and replace the existing fluorescent light fixtures with energy efficient fixtures, purchasing and installing audio/video equipment, and expanding the hardscape on the south side of the building to create a larger Meals on Wheels staging area. In order to apply for these grant funds, the County of Orange 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 RFP application deadline for this year's funds was January 22, 2014. In order to meet the deadline, staff submitted an application prior to the public hearing and City Council approval. Upon holding the public hearing, the City must provide documentation to the County of City Council approval.

It is anticipated that a preliminary decision regarding the approval of funds will be made by the County sometime in February 2014.

FISCAL IMPACT:

There is no fiscal impact this year other than staff's time. If the City's CDBG application is funded, funding would be for the 2014/2015 fiscal year and would not require any General Fund commitment.

CEQA FINDINGS:

The Florence Sylvester Senior Center project has been found to be Categorically Exempt from the requirements of the California Environmental Quality Act based upon a Class 1-Existing Facilities (Section 15301) exemption.

ATTACHMENTS:

- Request from Age Well Senior Services
- FY 2014/2015 Public Facilities and Improvements Application

From: [Dan Palumbo](#)
To: [Melissa Au-Yeung](#)
Cc: [Shirley Witt \(switt@fsmc.occoxmail.com\)](#); [Marilyn Ditty](#); [Phong Truong](#)
Subject: Facility Grant Request
Date: Wednesday, January 15, 2014 1:50:11 PM

Melissa,

We have deferred facility improvements due to lack of and reductions in funding over the past two years at the Florence Sylvester Memorial Senior Center.

If there might be ant funding available we would like to request support for the following three items:

1. Demolish landscape on the south side of the building and replace with hardscape for the Meals on Wheels staging area and cutout the 4+ inch curb on the northwest corner sidewalk to reduce/prevent falls. \$15,000
2. Equipment installation for a web based teleconference capability for board meetings, staff training and educational presentations for the community. Fixed equipment would include a 60" flat screen television, two web cams, a phone system with a high tech receiver/transmitter, an overhead projector and a drop down screen. \$15,000.
3. Remove and replace eighty 4ft./4lamp, six 4ft./2lamp (restrooms) fixtures, replace 30 lamps in recessed lighting fixtures and light switches throughout the building with motion sensor controlled automatic switches (est. 20). This project will considerably reduce energy consumption. \$45,000.

The total request is for \$75,000.

Thank you for any consideration on this request.

Respectfully submitted,

Daniel C. Palumbo
Chief Operating Officer
Age Well Senior Services
949.855.8033

**PUBLIC FACILITIES AND IMPROVEMENTS
FUNDING APPLICATION
FISCAL YEAR 2014-15
Bid #012-629467**

APPLICATION SUPPORTING DOCUMENTS CHECKLIST

Applicants must submit a complete Public Facilities & 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: Organizational/Project Capacity and Experience
	Attachment 7: Priority Needs, HUD Eligibility Requirements and National Objective
	Attachment 8: Eligible Block Groups
	Attachment 9: Funding Request, Accomplishment Budget and Leveraging
	Attachment 10: Project Cost Budget
	Attachment 11: Performance Objectives and Outcomes
	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.

All Applications must be submitted via hardcopy only: one (1) original clearly marked, six (6) clearly marked copies and one (1) electronic copy containing the entire application on a CD or USB drive. All copies must be legible and in the format as stated in the Application. See RFP for additional information.

Public Facilities & Improvements Application

Fiscal Year 2014-15
Bid #012-629467

ATTACHMENT 1: ORGANIZATION INFORMATION

1. Organization Name: City of Laguna Hills

Address: 24035 El Toro Road

City/State/Zip: Laguna Hills, CA 92653

Phone: 949-707-2620 Fax: 949-707-2614

Email: mau-yeung@ci.laguna-hills.ca.us

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)
Check here if the address for the Authorized Person is the same as that of the organization.

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Email: _____

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: Senior Management Analyst

Address: 24035 El Toro Road

City/State/Zip: Laguna Hills, CA 92653

Phone: 949-707-2621 Fax: 949-707-2614

Email: mau-yeung@ci.laguna-hills.ca.us

Public Facilities & Improvements Application

Fiscal Year 2014-15
Bid #012-629467

ATTACHMENT 2: PROJECT INFORMATION

1. **Project Title:** Florence Sylvester Senior Center Rehabilitation

Project Address: 23721 Moulton Parkway

City/State/Zip: Laguna Hills, CA 92653

Amount Requested \$ 75,000

- 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.

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)**

40 ☐ 42 ☐ 44 ☐ 46 ☐ 48 ☒

4. **Provide a high-level summary description of your project.**

The Florence Sylvester 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 fund for the following improvements: removal of landscaping on the south side of the building and replace it with hardscape to create safe staging area for Meals on Wheels program; purchase & install audio/video equipment for educational presentations; and remove all fluorescent light fixtures and replace with energy-efficient fixtures to reduce energy consumption, thereby increasing sustainability while simultaneously decreasing overall costs at the Center.

(If more space is needed, please attach a separate sheet)

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, 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 2014-15
Bid #012-629467

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 2012, 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 2014-15
Bid #012-629467

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 ☒

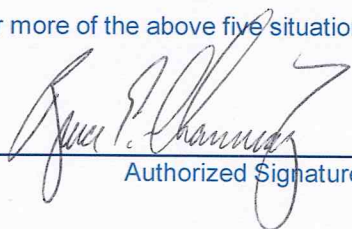
2. If you have been a recipient under either of these programs, has your organization experienced any project or construction delay, HUD finding or outstanding audit that HUD deems serious regarding the administration of HUD McKinney Act programs or the HUD Single Family Property Division Homeless Program?

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

1/20/2014

Date

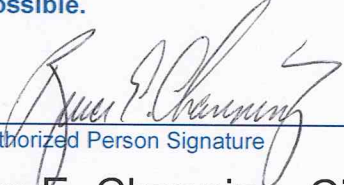
Public Facilities & Improvements Application

Fiscal Year 2014-15
Bid #012-629467

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, of 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

Bruce E. Channing, City Manager

Print First Authorized Person's Name and Title

1/20/2014

Date

**Second Authorized Person Signature

Date

Print Second Authorized Person's Name and Title

Public Facilities & Improvements Application

Fiscal Year 2014-15
Bid #012-629467

ATTACHMENT 6: 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.

PREVIOUS FUNDING CHART				
Year	Contract Number	Award Amount	Program Income Generated (If Applicable)	Unspent Funds from Award
2013-14	n/a			
2012-13	KC 12021	\$54,000	n/a	\$570
2011-12	KC 11981	\$62,453	n/a	\$323

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. 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.

Non-Profit organizations please see Attachment 3: Organizational Background, Item E

5. Describe the reason why funds remain unspent in the Previous Funding Chart above. Include an explanation of how the organization intends to complete the project.

SUPPLEMENTAL DOCUMENTATION

ATTACHMENT 6: 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 qualifications in your description.

This program will be monitored and implemented by staff from the City of Laguna Hills from the City Manager's Office. The lead staff member implementing the project for FY 2014/2015 has been responsible for the implementation of the City's past grant monies for Contracts KC12021, KC11981, KC10939, and KC09852. The experience of key administrators and other staff members throughout the City also includes experience monitoring past CDBG Housing Rehabilitation program funding. In addition, key administrators and staff members' experience includes over 35 years in Public Administration, 22 years in City Management experience, and 10 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 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.

5. The question was asked: Describe the reason why funds remain unspent in the Previous CDBG Funding Chart above.

In regards to Contract KC12021, ending on June 30, 2013, the City expended all but \$570 of the allotted grant monies due to slight savings in construction costs. Regarding Contract KC11981, the scope of services was completed at a slight savings of \$323 less than originally anticipated. Both of the above-mentioned contracts were successfully completed.



MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS

RONALD A LEVY, CPA
CRAIG A HARTZHEIM, CPA
HADLEY Y HUI, CPA

COMMERCIAL ACCOUNTING & TAX SERVICES

433 N. CAMDEN DR. SUITE 730
BEVERLY HILLS, CA 90210
TEL: 310.273.2745
FAX: 310.670.1689
www.mlhcpas.com

GOVERNMENTAL AUDIT SERVICES

5800 E. HANNUM, SUITE E
CULVER CITY, CA 90230
TEL: 310.670.2745
FAX: 310.670.1689
www.mlhcpas.com

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Council
City of Laguna Hills
Laguna Hills, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Laguna Hills (City), as of and for the fiscal year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

OFFICES: BEVERLY HILLS · CULVER CITY · SANTA MARIA

MEMBER AMERICAN INSTITUTE OF C.P.A.'S · CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS · CALIFORNIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City, as of June 30, 2013, and the respective changes in financial position, and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the basic financial statements effective July 1, 2012, the City of Laguna Hills adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 60, *Accounting and Financial Reporting for Service Concession Agreements*, Statement No. 61, *The Financial Reporting Entity: Omnibus*, Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, and Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages II-5 and II-63 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, combining and individual non-major fund financial statements and schedules, major capital projects and debt service budgetary schedules, fiduciary changes in assets and liabilities, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual non-major fund financial statements and schedules, major capital projects and debt service budgetary schedules, fiduciary changes in assets and liabilities are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual non-major fund financial statements and schedules, major capital projects and debt service budgetary schedules, fiduciary changes in assets and liabilities are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 24, 2013, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Moss, Levy & Hartzheim

Moss, Levy & Hartzheim, LLP
Culver City, California
November 24, 2013

CITY OF LAGUNA HILLS

SINGLE AUDIT REPORT

FOR THE FISCAL YEAR ENDED JUNE 30, 2013

CITY OF LAGUNA HILLS

Single Audit Report

For the Fiscal Year Ended June 30, 2013

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	1
Independent Auditor's Report on Compliance for Each Major Program and on Internal Control over Compliance Required by OMB Circular A-133	3
Schedule of Expenditures of Federal Awards	5
Notes to the Schedule of Expenditures of Federal Awards	6
Schedule of Findings and Questioned Costs	8
Status of Prior Year's Findings	11



MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS
RONALD A. LEVY, CPA
CRAIG A. HARTZHEIM, CPA
HADLEY Y. HUI, CPA

COMMERCIAL ACCOUNTING & TAX SERVICES
433 N. CAMDEN DR., SUITE 730
BEVERLY HILLS, CA 90210
TEL: 310.273.2745
FAX: 310.670.1689
www.mlhcpas.com

GOVERNMENTAL AUDIT SERVICES
5800 E. HANNUM, SUITE E
CULVER CITY, CA 90230
TEL: 310.670.2745
FAX: 310.670.1689
www.mlhcpas.com

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and Members of City Council
City of Laguna Hills, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Laguna Hills (City), as of and for the fiscal year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 24, 2013.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

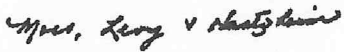
Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain other matters that we reported to management of the City of Laguna Hills in a separate letter dated November 24, 2013.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Moss, Levy & Hartzheim, LLP
Culver City, California
November 24, 2013



MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS
RONALD A. LEVY, CPA
CRAIG A. HARTZHEIM, CPA
HADLEY Y. HUI, CPA

COMMERCIAL ACCOUNTING & TAX SERVICES
433 N. CAMDEN DR., SUITE 730
BEVERLY HILLS, CA 90210
TEL: 310.273.2745
FAX: 310.670.1689
www.mlhcpas.com

GOVERNMENTAL AUDIT SERVICES
5800 E. HANNUM, SUITE E
CULVER CITY, CA 90230
TEL: 310.670.2745
FAX: 310.670.1689
www.mlhcpas.com

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133**

Honorable Mayor and Members of City Council
City of Laguna Hills, California

Report on Compliance for Each Major Federal Program

We have audited the City of Laguna Hills' (City) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the fiscal year ended June 30, 2013. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each Major Federal Program

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the fiscal year ended June 30, 2013.

Report on Internal Control over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Laguna Hills, as of and for the fiscal year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated November 24, 2013, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Moss, Levy & Hartzheim

Moss, Levy & Hartzheim, LLP
Culver City, California
November 24, 2013

CITY OF LAGUNA HILLS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Fiscal Year Ended June 30, 2013

Federal Grantor/ Pass-Through Grantor	Federal CFDA Number	Agency or Pass-Through Program Number	Federal Expenditures
Program Title			
US Department of Transportation:			
Pass-through the State of California:			
ARRA Highway Planning and Construction	20.205	STPL-5468(014)	\$ 926,060 *
Total US Department of Transportation			<u>926,060</u>
US Department of Justice:			
Pass-through the County of Orange, California:			
ARRA Edward Byrne Memorial JAG	16.804	2009-SB-B9-0271	2,312
Total US Department of Justice			<u>2,312</u>
US Department of Housing and Urban Development:			
Pass-through the County of Orange, California:			
Community Development Block Grant	14.218	KC11981	131,622
Total US Department of Housing and Urban Development			<u>131,622</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS			<u><u>\$ 1,059,994</u></u>

* Denotes Major Program

See notes to the schedule of expenditures of federal awards

CITY OF LAGUNA HILLS
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Fiscal Year Ended June 30, 2013

1. REPORTING ENTITY

The financial reporting entity consists of the primary government, City of Laguna Hills (City).

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

Funds received under the various grant programs have been recorded within general fund, special revenue funds, and capital projects funds of the City. The City utilizes the modified accrual method of accounting for the general, special revenue, and capital project funds. The accompanying Schedule of Expenditures of Federal Awards (Schedule) has been prepared accordingly.

Schedule of Expenditures of Federal Awards

The accompanying Schedule presents the activity of all federal financial assistance programs of the City. Federal financial assistance received directly from federal agencies as well as federal financial assistance passed through from the State of California and the the County of Orange, California.

The Schedule was prepared from only the accounts of various grant programs and, therefore, does not present the financial position or results of operations of the City.

3. PROGRAM DESCRIPTIONS

US Department of Transportation

Highway Planning and Construction

The objective of the Federal-aid Highway program is to assist State transportation agencies in the planning and development of an integrated, interconnected transportation system important to interstate commerce and travel by constructing and rehabilitating the National Highway System (NHS), including the Eisenhower Interstate system; and for transportation improvements to most other public roads; to provide aid for the repair of Federal-aid highways following disasters; to foster safe highway design; to replace or rehabilitate deficient or obsolete bridges; and to provide for other special purposes.

US Department of Justice

Edward Byrne Memorial Justice Assistance Grant (JAG)

The objective of the JAG funds is to support all components of the criminal justice system from multijurisdictional drug and gang task forces to crime prevention and domestic violence programs, courts, corrections, treatment, and justice information sharing initiatives. JAG funded projects may address crime through the provision of services directly to individuals and/or communities and by improving the effectiveness and efficiency of criminal justice systems, processes, and procedures.

CITY OF LAGUNA HILLS
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Fiscal Year Ended June 30, 2013

3. PROGRAM DESCRIPTIONS (Continued)

US Department of Housing and Urban Development

Community Development Block Grant (CDBG)

The Community Development Block Grant (CDBG) Program was authorized under Title I of the Housing and Community Development Act of 1974. The primary objective of the CDBG Program is for the development of viable urban communities, including adequate housing, a suitable living environment, and expansion of economic opportunities, principally for persons of low to moderate income. Under this program, the Department of Housing and Urban Development (HUD) distributes funds based upon approved applications to eligible local governmental units for the purpose of community improvement and betterment. The City uses CDBG funds to finance a comprehensive home improvement program that assists low and moderate-income residents through low interest subsidies and deferred loans.

**CITY OF LAGUNA HILLS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2012**

SECTION 1 - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued

Unmodified

Internal control over financial reporting:

Material weakness (es) identified?

_____ Yes X No

Significant deficiency (ies) identified not considered
to be material weaknesses?

_____ Yes X None Reported

Noncompliance material to financial statements noted?

_____ Yes X No

Federal Awards

Internal control over major programs:

Material weakness (es) identified?

_____ Yes X No

Significant deficiency (ies) identified not considered
to be material weaknesses?

_____ Yes X None Reported

Type of auditor's report issued on compliance for
major programs:

Unmodified

Any audit findings disclosed that are required to be
reported in accordance with Circular A-133,
Section 510 (a)

_____ Yes X No

Identification of major programs:

CFDA Number(s)

Name of Federal Program or Cluster

20.205

ARRA - Highway Planning and Construction

Dollar threshold used to distinguish between Type A
And Type B programs:

\$300,000

Auditee qualified as low-risk auditee:

_____ Yes X No

**CITY OF LAGUNA HILLS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2013**

SECTION II - FINDINGS - FINANCIAL STATEMENT AUDIT

No findings noted.

**CITY OF LAGUNA HILLS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2013**

**SECTION III - FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAM
AUDIT**

No findings noted.

**CITY OF LAGUNA HILLS
STATUS OF PRIOR YEAR'S FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2013**

SECTION IV – PRIOR YEAR FINDINGS AND QUESTIONED COSTS

No findings noted.

Public Facilities & Improvements Application

Fiscal Year 2014-15

Bid #012-629467

ATTACHMENT 7: 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.
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 chart 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 chart below. Projects with a medium or low needs level **will not be considered** for funding this fiscal year.

Public Facilities & Improvements Application

Fiscal Year 2014-15

Bid #012-629467

ATTACHMENT 7: PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND NATIONAL OBJECTIVE (cont.)

Community Need Type	Priority Needs Level	Urban County Funds
Community Development Need		
01 Acquisition of Real Property 570.201(a)	High	
02 Disposition 570.201(b)	Medium*	
Public Facilities and Improvements Needs 570.201(c)		
03 Public Facilities and Improvements (General)	Medium	
03A Senior Centers	High	\$75,000
03B Handicapped Center	Medium	
03C Homeless Facilities	High	
03D Youth Centers	Medium	
03E Neighborhood Facilities/Libraries	High	
03F Parks and/or Recreational Facilities	Medium	
03G Parking Facilities	Medium	
03H Solid Waste Disposal Improvements	Medium	
03I Flood Drain Improvements	High	
03J Water/Sewer Improvements	High	
03K Street Improvements	High	
03L Sidewalks	High	
03M Child Care Centers	Medium	
03N Tree Planting	Medium	
03O Fire Stations/Equipment	Medium	
03P Health Facilities	Medium	
03Q Abused and Neglected Children Facilities	Medium	
03R Asbestos Removal	Low*	
03S Facilities for AIDS Patients (not operating costs)	Medium	
Total Amount of Funds Requested for High Priority Needs		
Total Amount of Funds Used for Project		\$ 75,000

Source: FY 2010-15 Consolidated Plan

*Low or medium Priority activities are not eligible for funding under this RFP.

5. Answer each question below in approximately one to four paragraphs.

- Based upon your description of this project in Attachment 7: Priority Needs Chart, 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.
- 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.
- Describe the specific population that your project will serve (i.e., low to moderate-income).
- Describe the intended benefits to the population being served (i.e., preservation of a low to moderate-income neighborhood).
- Describe the ramifications if your project is not recommended for funding in this fiscal year.

SUPPLEMENTAL DOCUMENTATION

ATTACHMENT 7: PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENT, & NATIONAL OBJECTIVE

1. The question was asked: Please explain the beneficiaries and services the project provides.

The Florence Sylvester 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 300 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 increase the sustainability of the Center while decreasing overall costs, thereby resulting in continued and increased accessibility to the Center for the elderly/frail elderly. In addition, this project would directly result in additional informational and educational programs for the elderly population serviced by the Florence Sylvester Senior Center.

2. The question was asked: 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).

(1) Priority- As a Senior Center, this project is considered a high priority project as identified by the Urban County. The Florence Sylvester Senior Center provides vital services to the elderly/frail elderly population of the community. Currently, over 300 elderly persons are served on a daily basis.

(2) Sub-Activity - Removal of 84 existing fluorescent light fixtures and 30 recess can lights and replacing them with energy-efficient fixtures would reduce energy consumption at the Florence Sylvester Senior Center. This would directly benefit the community and its many low and

moderate-income participants by increasing the Center's sustainability and simultaneously decreasing overall costs, thereby resulting in continued and increased accessibility to the Center for the elderly/frail elderly. In addition, removal of the landscaping on the south side of the building and replacing it with hardscape would create a safe staging area for all volunteers of the Meals on Wheels program. These construction activities will allow the Center to better serve the needs of the elderly population. Funds are also requested to purchase and install audio/video equipment in order to conduct educational presentations for the seniors, as well as training of the Center staff. The audio/video equipment would include an overhead projector, dropdown screen, television, two web cameras, and a telephone system with a high tech receiver/transmitter.

(3) Population to be served - Because the Florence Sylvester 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 Senior Center. With these improvements, the Florence Sylvester 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 sustainability is improved and continued accessibility to the Center is improved. In addition, the Center and its staff will have the flexibility to better meet the needs of the elderly population of the community.

(5) Services to be provided - The Florence Sylvester Senior Center provides a number of vital services to the elderly/frail elderly population of the community. Currently, over 300 elderly persons are served on a daily basis. This project is needed to increase the sustainability of the Center while decreasing overall costs, thereby resulting in continued and increased accessibility to the Center for the elderly/frail elderly. Additionally, this project will also expand the capabilities of the Center and its staff to provide educational presentations and classes. Lastly, this project will also increase the safety of all volunteers of the Meals on Wheels program.

(6) Meet the HUD Eligibility Requirements and indicate the 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 Area (LMA) and directly services a Low/Mod Clientele (LMC).

3. Summarize the Scope of Work for your project including the minimum number of units to be assisted by federal funding.

The Florence Sylvester 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 for the following improvements: remove and replace all existing fluorescent light fixtures with energy-efficient fixtures, thereby increasing sustainability while simultaneously decreasing overall costs at the Center. It is anticipated 84 existing light fixtures and 30 recess can lights can be replaced. Funds are also requested to purchase and install audio/video equipment in order to conduct educational presentations for the seniors, as well as training of the Center staff. The audio/video equipment would include an overhead projector, dropdown screen, television, two web cameras, and a telephone system with a high tech receiver/transmitter. In addition, landscaping on the south side of the building would be removed and replaced with hardscape in order to create a safe staging area for the Meals on Wheels program. This would help ensure the safety of volunteers, staff, and participants accessing the area.

- 3b. The question was asked: Why is this project needed?

The Florence Sylvester Senior Center provides a number of vital services to the elderly/frail elderly population of the community. Currently, over 300 elderly persons are served on a daily basis. This project is need to increase the sustainability of the Center while decreasing overall costs, thereby resulting in continued and increased accessibility to the Center for the elderly/frail elderly. Additionally, this project is needed to expand the capabilities of the Center and its staff to provide educational presentations and classes.

Lastly, this project would also increase the safety of all volunteers of the Meals on Wheels program.

3c. The question was asked: Describe how the project preserves a low and moderate-income neighborhood, or provides other community benefits.

The Florence Sylvester Senior Center addresses the needs of the elderly population in the community, which are predominantly low and moderate-income persons. In addition, these improvements provide a community benefit by increasing the sustainability through the use of renewable energy technologies. These improvements would also provide increased capabilities for educational presentations and classes. 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.

5a. The question was asked: Based upon your description of this project in Attachment 7: Priority Needs Chart, state how your organization will address meeting a priority need with your performance and outcomes. In your description, state how your performance objects and performance outcomes apply to the project's beneficiaries and specifically explain how this project will affect the beneficiaries.

The Florence Sylvester Senior Center provides vital services to the elderly/frail elderly population of the community. Removing 84 existing fluorescent light fixtures and 30 recess can lights and replacing them with energy-efficient fixtures would reduce energy consumption at the Florence Sylvester Senior Center. This would directly benefit the community and its many low and moderate-income participants by increasing the Center's sustainability and simultaneously decreasing overall costs, thereby resulting in continued and increased accessibility to the Center for the elderly/frail elderly. Funds are also requested to purchase and install audio/video equipment in order to conduct educational presentations for the seniors, as well as training of the Center staff. The audio/video equipment would include an overhead projector, dropdown screen, television, two web cameras, and a telephone system with a high tech

receiver/transmitter. Specifically, this would result in expanded educational opportunities to beneficiaries. In addition, removal of the landscaping on the south side of the building and replacing it with hardscape would create a safe staging area for all volunteers and staff of the Meals on Wheels program. 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.

5b. The question was asked: 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 Senior Center. With these improvements, the Florence Sylvester 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 sustainability is improved and continued accessibility to the Center is improved. These improvements would also provide increased capabilities for educational presentations. As a direct result, the Center will have the flexibility to better meet the needs of the elderly population of the community.

5c. The question was asked: Describe the specific population that your project will serve (i.e., low to moderate-income).

Because the Florence Sylvester 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.

5d. The question was asked: 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 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.

5e. The question was asked: Describe the ramifications if your project is not recommended for funding in this fiscal year.

Lack of funding for the Florence Sylvester Senior Center could result in limited/decreased accessibility to the facility for the elderly/frail elderly population of the community.

Public Facilities & Improvements Application

Fiscal Year 2014-15
Bid #012-629467

ATTACHMENT 8: 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>

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%

A. If a project's boundaries are not within an Eligible Block Group, please answer the following questions:

1. Have you submitted a survey to HUD? Date survey submitted to HUD:

Yes ☐ No ☐

2. 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 ☐

3. Please attach clearly-defined map(s).



Your Local USA Guide

Search State, County, City, or Zip Code

Top Rankings Search

* Easily add this information to your site
* Advertise on this page

[USA.com](#) / [California](#) / [Orange County](#) / [Laguna Hills](#) / [92653](#) / [Census Tract 062625](#) / [Block Group 062625-4](#)

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: 82.5% , Blacks: 0.6% , Asians: 7.8% , Others: 53.1%
Population Density:	7,439.20/sq mi see rank
Median Household Income:	\$50,282 see rank
Median House Price:	\$342,000 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](#)
[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](#)

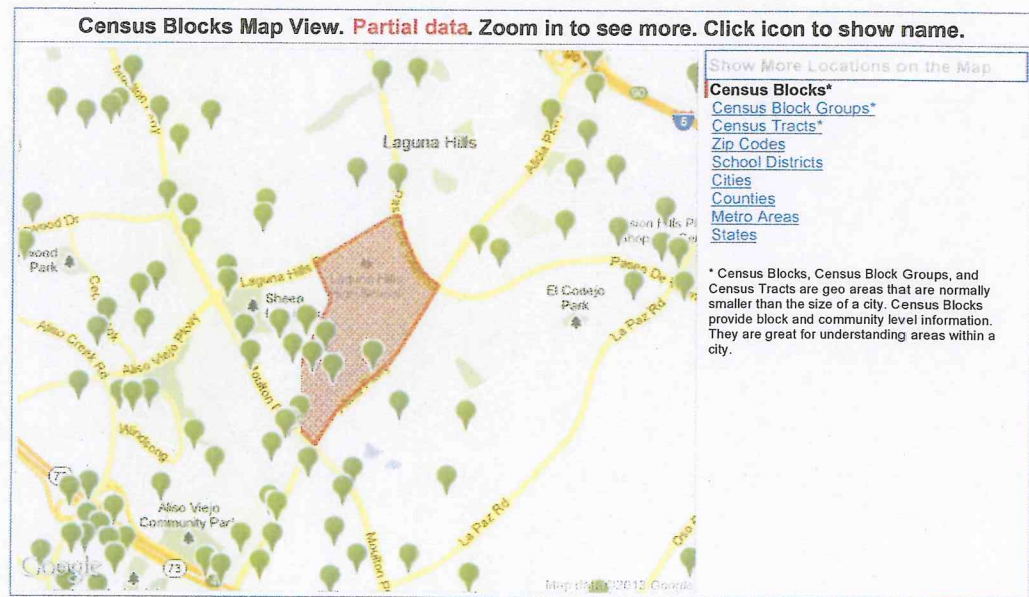
Seize Today's Top Bargains!

Longchamp Le Pliage Small
\$495.00*
1 series

Fendi BR2658 Leather Handbag
\$2,295.00*
1 series

Price / availability subject to change
© 2010 Nextag, Inc.

Block Group 062625-4 Map, Border, and Nearby Locations



Block Group 062625-4 Blocks

CA0590626254000 Laguna Hills	CA0590626254001 Laguna Hills	CA0590626254002 Laguna Hills
CA0590626254003 Laguna Hills	CA0590626254004 Laguna Hills	CA0590626254005 Laguna Hills
CA0590626254006 Laguna Hills	CA0590626254007 Laguna Hills	CA0590626254008 Laguna Hills
CA0590626254009 Laguna Hills	CA0590626254010 Laguna Hills	CA0590626254011 Laguna Hills
CA0590626254012 Laguna Hills	CA0590626254013 Laguna Hills	CA0590626254014 Laguna Hills
CA0590626254015 Laguna Hills	CA0590626254016 Laguna Hills	CA0590626254017 Laguna Hills
CA0590626254018 Laguna Hills	CA0590626254019 Laguna Hills	CA0590626254020 Laguna Hills
CA0590626254021 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.

The [USA.com](#) website and domain are privately owned and are not operated by



Your Local USA Guide

Search State, County, City, or Zip Code

Top Rankings Search

- * Easily add this information to your site
- * Advertise on this page

[USA.com/](#) [California/](#) [Orange County/](#) [92637/](#) [Census Tract 062622/](#) [Block Group 062622-5](#)

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

ADS BY GOOGLE



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: 4.6% , Blacks: 0.9% , Asians: 12.9% , Others: 2.9%
Population Density:	2,806.39/sq mi see rank
Median Household Income:	\$30,181 see rank
Median House Price:	\$225,500 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](#)

Block Group 062622-5 Map, Border, and Nearby Locations



Block Group 062622-5 Blocks

[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

*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.

[about us](#) | [contact us](#) | [info data sites](#) | [terms of use](#) | [privacy policy](#)

The [USA.com](#) website and domain are privately owned and are not operated by or affiliated with any government or municipal authority.
 © 2013 World Media Group, LLC.



Your Local USA Guide

Search State, County, City, or Zip Code

Top Rankings Search

* Easily add this information to your site
* Advertise on this page

[USA.com/](#) [California/](#) [Orange County/](#) [92656/](#) [Census Tract 042320/](#) [Block Group 042320-2](#)

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:	\$56,466 see rank
Median House Price:	\$278,900 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](#)
[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](#)

Nursing School

13 Month LVN Program

Nursing School is Waiting for You.
Programs Start Soon. Call Today!

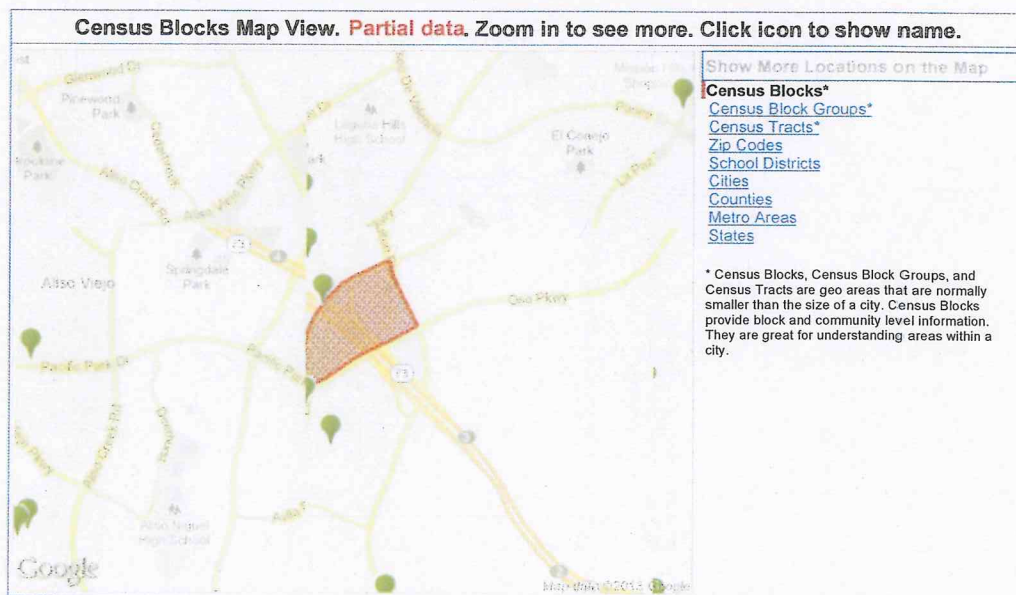
[American Career College.edu/Nursing](#)

Go to Nursing School

No waiting list for nursing courses
Financial Aid for those who qualify

[WorldCapitolUniversity.edu/Go-to-Nursing](#)

Block Group 042320-2 Map, Border, and Nearby Locations



Block Group 042320-2 Blocks

[CA0590423202000](#) Laguna Hills
[CA0590423202003](#) Laguna Hills
[CA0590423202006](#) Laguna Hills
[CA0590423202009](#) Aliso Viejo
[CA0590423202012](#) Aliso Viejo
[CA0590423202015](#) Aliso Viejo
[CA0590423202018](#) Aliso Viejo
[CA0590423202021](#) Aliso Viejo

[CA0590423202001](#) Laguna Hills
[CA0590423202004](#) Laguna Hills
[CA0590423202007](#) Laguna Hills
[CA0590423202010](#) Aliso Viejo
[CA0590423202013](#) Aliso Viejo
[CA0590423202016](#) Aliso Viejo
[CA0590423202019](#) Aliso Viejo
[CA0590423202022](#) Laguna Hills

[CA0590423202002](#) Laguna Hills
[CA0590423202005](#) Laguna Hills
[CA0590423202008](#) Laguna Hills
[CA0590423202011](#) Aliso Viejo
[CA0590423202014](#) Aliso Viejo
[CA0590423202017](#) Aliso Viejo
[CA0590423202020](#) Aliso Viejo

*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.

[Home](#) | [About Us](#) | [Site Map](#) | [Privacy Policy](#) | [Terms of Service](#)

The [USA.com](#) website and domain are privately owned and are not operated by or affiliated with any government or municipal authority.

© 2013 World Media Group, LLC.



Your Local USA Guide

Search State, County, City, or Zip Code

Top Rankings Search

* Easily add this information to your site
* Advertise on this page

[USA.com](#) / [California](#) / [Orange County](#) / [Laguna Hills](#) / [92653](#) / [Census Tract 042307](#) / [Block Group 042307-5](#)

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

ADS BY GOOGLE

LVN School Orange County

Stanbridge College - Irvine CA
Licensed Vocational Nurse School
www.stanbridge.edu

Train to be a Nurse

Complete your LVN Training in 13
Months. Contact Us Today.
admission@stanbridge.edu

Census Block Group 042307-5 in Orange County, California

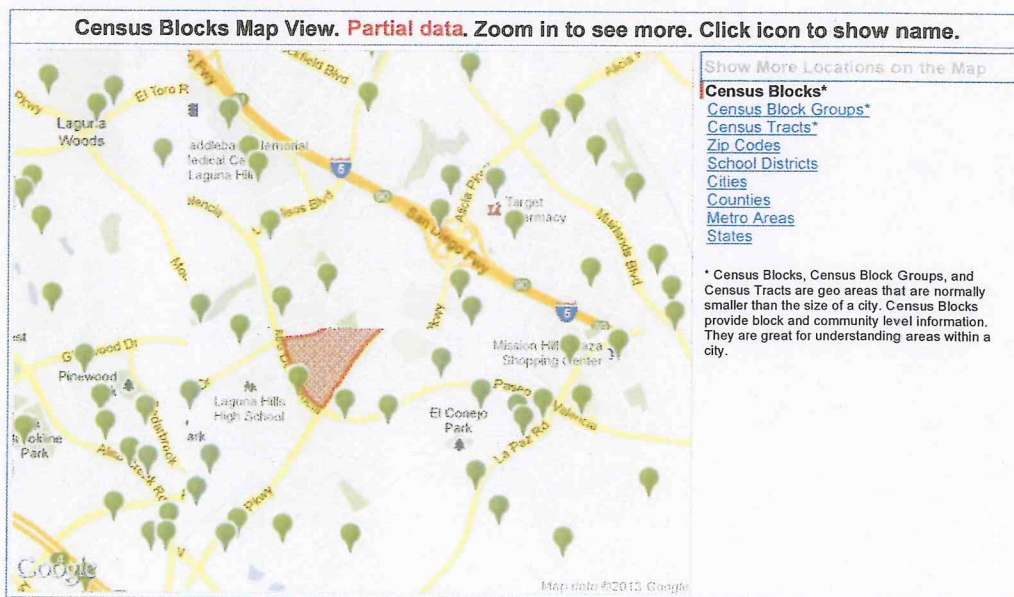
Basic Information Population and Races Income and Careers Housing

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:	\$42,530 , see rank
Median House Price:	\$674,100 , 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](#)

Block Group 042307-5 Map, Border, and Nearby Locations



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.

[about us](#) | [contact us](#) | [usa.com alerts](#) | [terms of use](#) | [privacy policy](#)

The [USA.com](#) website and domain are privately owned and are not operated by or affiliated with any government or municipal authority.
© 2013 World Media Group, LLC.

529

Public Facilities & Improvements Application

Fiscal Year 2014-15

Bid #012-629467

ATTACHMENT 9: 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	2014-15
A. Funds Requested	\$ 75,000	\$75,000
B. Leveraging	\$ 50,000	\$10,937
C. Total Project Funding (A+B)	\$ 125,000	\$85,937
D. Goals/Accomplishments	2 Facilities	1 Facility

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 13 participating cities include Aliso Viejo, Brea, Cypress, Dana Point, Laguna Beach, Laguna Hills, Laguna Woods, La Palma, Los Alamitos, Placentia, Seal Beach, Stanton, and Villa Park.

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 2014-15 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 **\$924,000** may be available for PF&I projects.

Public Facilities and Improvements Application

Fiscal Year 2014-15

Bid #012-629467

ATTACHMENT 9: 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

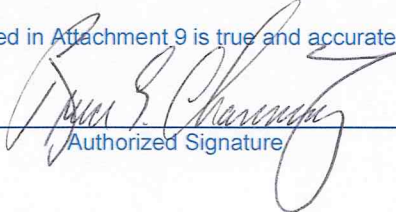
1. Type of resource to complete a specific project activity.
2. Project activity necessary to complete the project.
3. Source of Leverage, what is the source of the leverage.
4. Leverage value, earmarked for FY 2014-15.
5. Attach leveraging letters

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 Mgmt	General Fund	\$10,937
Total Leveraging			\$10,937

*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 Senior Center Rehabilitation and attest that all leveraged
(Agency and project name)
resources contained in Attachment 9, have not been previously used for other project(s) and that all information
contained in Attachment 9 is true and accurate to the best of my knowledge.



Authorized Signature

1/20/2014

Date



CITY OF LAGUNA HILLS

City Manager

Anna Plank
Manager, OC Community Services
1770 N. Broadway
Santa Ana, CA 92706

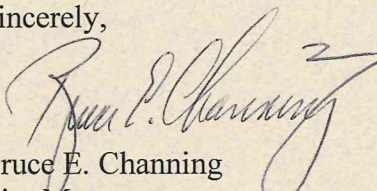
RE: RESOURCE LEVERAGING RELATED TO THE COMMUNITY
DEVELOPMENT BLOCK GRANT FOR FY 2014/2015 FOR THE FLORENCE
SYLVESTER SENIOR CENTER PROJECT

Dear Ms. Plank:

The City of Laguna Hills is committed to the success of the Florence Sylvester Senior Center Project and anticipates dedicating staff time to the administration and monitoring of the construction activities and program implementation. We estimate that staff will provide at least 2.75 hours on a weekly basis beginning July 1, 2014 through June 30, 2015. Based on the hourly rate cost of staff administering the program, the City anticipates committing an estimated \$10,937 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 2014-1
Bid #012-629467

ATTACHMENT 10: 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.

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	\$0	\$10,937	\$10,937
Project Activity: Acquisition	\$0	\$0	\$0
Project Activity: Construction	\$75,000	\$0	\$75,000
Project Activity:			
Project Activity:			
Project Activity:			
Project Activity:			
Project Activity:			
Project Activity:			
Total Project Cost	\$75,000	\$10,937	\$85,937

1. Provide a detailed description of each project activity listed in above Chart.

SUPPLEMENTAL DOCUMENTATION

ATTACHMENT 10: 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. Project Design/project development encompasses the project implementation and administration necessary in order to successfully complete the project. This activity is actively carried out in the City Manager's Office and includes contract administration, project development, and necessary oversight. The construction project activity includes the following: removal of 84 existing fluorescent light fixtures and 30 recess can lights and replacing them with energy-efficient; purchase and installation of audio/video equipment (overhead projector, dropdown screen, television, two web cameras, and a telephone system with a high tech receiver/transmitter); and removal of landscaping on south side of the building and replacing it with hardscape.

Public Facilities & Improvements Application

Fiscal Year 2014-1

Bid #012-629467

ATTACHMENT 11: PERFORMANCE OBJECTIVES AND OUTCOMES

Using the definitions below, complete 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.

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	84 Light Fixtures	Suitable Living Environment	Sustainability
Construction	30 Recess Can Lights	Suitable Living Environment	Sustainability
Purchase & Installation	Audio/Video Equipment	Suitable Living Environment	Sustainability

Public Facilities & Improvements Application

Fiscal Year 2014-1

Bid #012-629467

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.

PROJECT/ORGANIZATION 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		1/28/2014	1/28/2014	
B. Minute Order/Board Resolution		1/28/2014	1/28/2014	
C. Project found in current annual budget		7/1/2014	7/1/2014	
Staffing/Consultant assigned for design/ implementation		7/1/2014	7/1/2014	
D. Feasibility Study				n/a
Design		7/1/2014	8/1/2014	
Project in concept phase				n/a
RFP/RFQ process administered				n/a
Consultant contract with design engineer negotiated				n/a
Final plans and specifications written		7/1/2014	8/1/2014	
Finals plans and specifications approved		8/1/2014	8/15/2014	
Environmental Approvals (CEQA/NEPA)				n/a
E. Acquisition/Rehabilitation		8/15/2014	3/31/2015	

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 agendized and scheduled to appear before the governing board for approval at the January 28, 2014, City Council meeting. 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 January 28, 2014. The minutes requested in Milestone Action B will be available upon approval following the February 11, 2014, City Council meeting. Regarding Milestone Action C, funds are included in annual budget upon approval of project. Final plans and specifications required for Milestone Action D will be drafted beginning July 1, 2014, upon approval of funds and contracts for the project. Rehabilitation and construction work as described in Milestone Action E will commence upon the completion of final plans and specifications, anticipated for August 1, 2014.

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.

All Milestone Actions are applicable to the project.



CITY OF LAGUNA HILLS NOTICE OF CITY COUNCIL PUBLIC HEARING

NOTICE OF TRANSMITTAL - LEGAL PUBLICATIONS

TO: SADDLEBACK VALLEY NEWS
Michael Collins, Legal Advertising

FOR PUBLICATION ON: FRIDAY, JANUARY 17, 2014

DOCUMENT TO BE PUBLISHED: PUBLIC HEARING NOTICE – CDBG PUBLIC
FACILITIES AND IMPROVEMENTS

PROOF OF PUBLICATION: Please send to:

Peggy J. Johns, City Clerk
City Hall
24035 El Toro Road
Laguna Hills, California 92653
(949) 707-2635

AUTHORIZED BY _____

Peggy J. Johns

DATE: _____

January 8, 2014

Date of Public Hearing	January 28, 2014
Date Notice Published	January 17, 2014
Date Notice Mailed	n/a
Date Notice Posted in Designated Posting Places (3)	January 17, 2014



CITY OF LAGUNA HILLS NOTICE OF CITY COUNCIL PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Laguna Hills will conduct a public hearing to consider the following:

CDBG Public Facilities and Improvements, Policies and Procedures FY 2014/2015
CDBG Housing Rehabilitation, Policies and Procedures FY 2014/2015

As a participating city in the Urban County Program, the City of Laguna Hills is eligible to receive the Housing and Urban Development (HUD) administered Community Development Block Grant (CDBG) funding from the County of Orange, Housing and Community Services Department under the Public Facilities & Improvement (PF&I) Program and Housing Rehabilitation Program.

The City of Laguna Hills will consider the funding policies and procedures and promote citizen participation in the preparation of the CDBG funding allocation goals and objectives for Fiscal Year 2014/2015.

DATE AND TIME OF HEARING: January 28, 2014, 7:00 p.m., or as soon thereafter as possible

LOCATION OF HEARING: City Council Chamber
24035 El Toro Road
Laguna Hills, California 92653

INVITATION TO BE HEARD:

All interested persons will be given an opportunity to comment on this item at the public hearing. In addition, written comments may be submitted to the City Council prior to the hearing, mailed to 24035 El Toro Road, Laguna Hills, California 92653, Attention: City Clerk. Please reference hearing title and date of hearing in any correspondence.

If you wish to challenge the above in court, the challenge will be limited only to those issues you or someone else raised at the public hearing or in written correspondence delivered to the City Clerk at, or prior to, the public hearing described in this notice.

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.

The file pertaining to this item is available for public review at the Administrative Services Department of the City of Laguna Hills. The agenda report for this item will be available Friday afternoon, January 24, 2014, and a copy may be obtained from the City Clerk's Department. Prior to coming to City Hall, you may wish to contact the City Clerk's Department to ensure a copy of the report is available for distribution. For further information, you may contact Melissa Au-Yeung, administrative Services Department, at (949) 707-2620, or email mau-yeung@ci.laguna-hills.ca.us.


PEGGY J. JOHNS, CITY CLERK
City of Laguna Hills

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

AFFIDAVIT OF POSTING
AND PUBLICATION

PEGGY J. JOHNS, being first duly sworn, deposes and says that she is the duly appointed and qualified City Clerk of the City of Laguna Hills; and that on the 17th day of January 2014, the attached Notice, being:

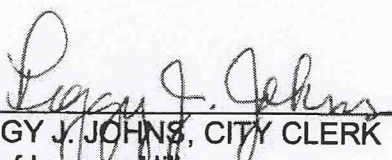
CDBG Public Facilities and Improvements, Policies and Procedures FY 2014/2015
CDBG Housing Rehabilitation, Policies and Procedures FY 2014/2015

As a participating city in the Urban County Program, the City of Laguna Hills is eligible to receive the Housing and Urban Development (HUD) administered Community Development Block Grant (CDBG) funding from the County of Orange, Housing and Community Services Department under the Public Facilities & Improvement (PF&I) Program and Housing Rehabilitation Program.

The City of Laguna Hills will consider the funding policies and procedures and promote citizen participation in the preparation of the CDBG funding allocation goals and objectives for Fiscal Year 2014/2015.

was published in the Saddleback Valley News; and was, in compliance with City Resolution No. 2004-05-25-2, on the 17th day of January 2014, 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



PEGGY J. JOHNS, CITY CLERK
City of Laguna Hills

Public Facilities & Improvements Application

Fiscal Year 2014-1

Bid #012-629467

ATTACHMENT 13: BONUS POINTS CRITERIA (total of 15 points possible)

If you intend to be considered for any of the bonus point categories below, please complete the applicable questions.

1. **Projects with a “Regional Benefit** (*Max. 5 Points*): Please describe how your project will benefit populations in other cities or jurisdictions other than your own.
2. **Projects that serve the homeless and are consistent with the “County’s Ten Year Plan to End Homelessness”** (*Max. 5 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.
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.)

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 other jurisdictions other than your own.

The Florence Sylvester 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 region, including the neighboring cities of Laguna Woods and Aliso Viejo. The region benefits greatly as over 300 elderly persons are currently served on a daily basis. This project is needed to increase the sustainability of the Center while decreasing overall costs, thereby resulting in continued and increased accessibility to the Center for the elderly/frail elderly. In addition, this project results in expanded educational opportunities for all beneficiaries throughout the region.



City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: JANUARY 28, 2014

TO: MAYOR AND COUNCIL MEMBERS

**FROM: DAVID REYNOLDS
DEPUTY CITY MANAGER/COMMUNITY SERVICES**

**ISSUE: HOLIDAY AND PATRIOTIC BANNER PROGRAM RECOMMENDATIONS
FROM THE PARKS AND RECREATION COMMISSION**

RECOMMENDATION: THAT THE CITY COUNCIL: (1) RECEIVE A PRESENTATION ON THE PARKS AND RECREATION COMMISSION'S RECOMMENDATIONS ON A HOLIDAY AND PATRIOTIC BANNER PROGRAM; AND (2) APPROVE THE USE OF THE CITY'S EXISTING PATRIOTIC BANNERS FOR THE COVERAGE AREA IDENTIFIED IN OPTION 2 IN THE STAFF REPORT AND DISPLAY THEM PRIOR TO THE 2014 MEMORIAL DAY RACE EVENT AND REMOVE THEM SHORTLY AFTER THE 4TH OF JULY EVENT; AND (3) APPROVE THE INCLUSION OF TEAM DARK HORSE BANNERS TO HONOR THE TWENTY-FIVE FALLEN 3/5 BATTALION MARINES OF OPERATION ENDURING FREEDOM INTO THE 2014 PATRIOTIC BANNER DISPLAY.

SUMMARY:

The City Council referred the major plan of evaluating the Holiday Banner Program to the Parks and Recreation Commission for its recommendations. Two meetings were held with the Parks and Recreation Commission, October 2, 2013, and December 4, 2013, to provide an opportunity for Commissioners to discuss and make recommendations on the overall scope of a banner program. Attending both of these meetings were representatives of the Team Dark Horse Committee, who requested that banners honoring the 25 Marines of the 3/5 Battalion who lost their lives in Operation Enduring Freedom be displayed during the City's 2014 Memorial Day Race. Organized in the staff report below are the Parks and Recreation Commission's three primary recommendations. In summary, the Parks and Recreation Commission favored the return of both the existing City's "Season Greetings" and "Patriotic" banner displays for the next budget cycle, and displaying the "Patriotic" banners through Veterans Day. The Commission also recommended a 2014 patriotic banner display in which Alicia Parkway and Paseo de Valencia (race course streets) are adorned with banners and the inclusion of banners to honor the 25 fallen 3/5 Battalion Marines of Operation Enduring Freedom.

BACKGROUND:

At its August 27, 2013 meeting, the City Council referred the evaluation of the Holiday Banner Program to the Parks and Recreation Commission with direction to return their recommendations on the overall scope of a banner program to the City Council within six months. The evaluation of a City holiday banner program is a major plan in the City's current budget cycle and is written in the City's current budget document as, "Evaluate the return of Holiday Banners during the winter "Season's Greetings" holiday period and the spring "Patriotic" holiday period." There were no funds set aside in the City's current two-year budget for a banner program.

The Holiday Banner program was discussed by the Parks and Recreation Commission during two Commission meetings: October 2, 2013, and December 4, 2013. During these meetings, staff requested from the Commission its recommendations on what type of banner program should be implemented or reinstated, timeframe for banner displays, and location of banners. The specific questions that were proposed to the Commission and the Commission's response to each are provided below.

1. Display of "Season Greetings" Banners, "Patriotic" Banners, or Both; and Budget Consideration

Staff requested feedback from the Commission on what type of banners should be displayed. Should the City only focus on "Seasons Greetings" type of banners, or only "Patriotic" type banners? Or should the City display both types? Staff also requested the Commission to consider the funding of a banner program since monies were not allocated for this initiative in the City's current two-year budget at the time of budget drafting.

A sample of the City's existing "Season Greetings" (hereinafter "Holiday") banners and the City's existing Patriotic (hereinafter "Patriotic") banners were on display for the Commission's review at its December 4, 2013 meeting. The vendor that stores the City's existing banners informed staff that these two banner samples represent middle of the road quality or a grade of "B". A rating system of grades "A", "B", and "C" is used by the vendor to measure the quality of the banners with a rating of "A" being the best. According to the banner vendor, all of our stored banners are above a grade of "C" and are presentable. Any banner that is below a grade of "C" is not in a condition to be displayed. It is assumed based on conversations with the banner vendor that replacement of existing banners would be nominal.

Staff will also display the banner samples for the City Council's review at the January 28, 2014, meeting. Images of the City's existing banners are provided in Attachment 1.

For cost estimate purposes, the Commission was provided with the following dollar figures on banner program options for street coverage of Alicia Parkway, El Toro Road, La Paz Road, and Paseo de Valencia. These roadways comprised the City's banner program coverage area from 2005 through 2009.

Option (1) Both Holiday and Patriotic (existing banners)	\$16,430
Option (2) Both Holiday and Patriotic (new banners)	\$59,520
Option (3) Only Holiday or Patriotic-not both (existing banners)	\$8,215
Option (4) Only Holiday or Patriotic-not both (new banners)	\$29,760

Commission Recommendation 1: The Parks and Recreation Commission favored the return of both Holiday and Patriotic banners and the use of the existing banner designs. Existing banners in good quality should be used again and banners should be replaced as necessary. It was important to the Commission to present banners throughout the entire City; and thus, the Commission favored the banner program as it was displayed on City arterials prior to the program reductions of 2005. The streets where banners were displayed prior to 2005 included Alicia Parkway, Cabot Road, El Toro Road, La Paz Road, Oso Parkway, Paseo de Valencia, Lake Forest Drive, and Moulton Parkway. Understanding that a banner program is not currently funded in this budget cycle, the Commission's recommendation was to budget for the return of both the Holiday and Patriotic banners on the aforementioned streets in the next budget cycle.

The second choice for street coverage for the Commission was to center banner displays in the City's core as was the budget consideration initiative in 2005. This street coverage included Alicia Parkway, El Toro Road, La Paz Road, and Paseo de Valencia.

Staff Response: During preparation of the next budget cycle, staff will present the return of Holiday and Patriotic banner programs as recommended by the Parks and Recreation Commission for the City Council's budgetary consideration.

2. Timeframe for Banner Display

The Parks and Recreation Commission was also requested to make a recommendation to the City Council on how long banners should be displayed within City limits. Staff conveyed to the Parks and Recreation Commission that the City's past banner programs consisted of hanging up the Patriotic banners a week before Memorial Day and taking them down shortly after 4th of July. And then, the Holiday banners were on display beginning shortly after Thanksgiving and removed within the first few weeks of January.

Commission Recommendation 2: The Commission recommended a timeline in which no gap would occur between the display of the Patriotic banners and the Holiday banners where banners would not be on display. In other words, the Commission favored the installation of Patriotic banners prior to Memorial Day and displaying them through Veteran's Day in November. The Commission suggested that at the same time the Patriotic banners are removed the Holiday banners could be installed. The Holiday banners would be on display until mid-January. The intent of the Commission was to save on banner installation/removal labor costs by performing a one-time change-out of the Patriotic for the Holiday banners in November. Staff did confirm that there is a cost savings of about 20% in labor costs for a change-out of banners. More importantly, however, the Commission felt that Veteran's Day should be included in the Patriotic banner program.

Staff Response: It is staff's opinion that the timeframe for banner display used for our past banner programs, as first described above, is the best option. Staff is concerned that additional exposure to sunlight by extending the Patriotic banner display by roughly five months will shorten the life of the City's banners. Also, the novelty of a banner display might be jeopardized if banners are on display for an extended period of time.

3. Types of Patriotic Banners (2014 Memorial Day Race Event)

Other questions that staff presented to the Commission were centered on the types of patriotic banners to display. For example, the Commission was requested to reflect on the following options and recommend a direction. These options included: (1) The use of generic patriotic banners, such as those currently owned by the City, (2) the creation and use of Military Branch banners highlighting all Service Branches, (3) the creation and use of one Service Branch or one Unit banners, such as to highlight the City's support of the 3/5 Battalion, (4) the creation and use of banners celebrating Active Duty military personnel, such as the program in place in the City of Yorba Linda, (5) the creation and use of banners celebrating the sacrifices made by military veterans of certain battles, such as for the 25 Marines that lost their lives during Operation Enduring Freedom (October 2010 to April 2011) in Afghanistan, (6) the creation and use of "Hometown Military Veteran" banners of all Service Branches to recognize military veterans, living or deceased, that call Laguna Hills home, or (7) the sponsoring and display of "Americans Heroes Tribute" banners, which, for a fee provided to that non-profit organization, includes the creation of banners (with the surviving families' consent).

Present at the Commission meetings when the banner program was discussed were representatives (Mr. Mike Bland and Ms. Karen Robbins) of the Team Dark Horse Committee. These representatives requested that banners, honoring the 25 fallen 3/5 Battalion Marines of Operation Enduring Freedom, be displayed along the race course of the Memorial Day Half Marathon Race event. A draft sample of a proposed banner is provided as Attachment 2 to this report and does not include any color at this time. The final design of a 3/5 Battalion banner will be determined after City Council approves the hanging of these banners onto City street light poles. Mr. Bland offered to the Parks and Recreation Commission to pay the cost of creating the 25 banners and possibly to also pay the installation and removal costs of these 25 banners. Included with this staff report (see Attachment 3) are two letters of support for these banners from family members of 3/5 Marines who lost their lives in Operation Enduring Freedom and whose lives would be honored with the display of these banners.

At the Parks and Recreation Commission meeting of October 2, 2013, there was an interest by the Commission to include banners of the 25 fallen 3/5 Battalion Marines with the City's existing Patriotic banners and displaying them along the Memorial Day Half Marathon race course. Therefore, at the Parks and Recreation Commission meeting of December 4, 2013, staff presented several options for race course banner presentation coverage areas for the Commission's consideration. These options and the estimated costs associated with each are presented below (see also Attachment 4 for a street map of each option). Not included in the following estimates is funding assistance from Team

Dark Horse for the labor to install and remove the 25 Team Dark Horse banners. For your information, the estimated cost for labor to install and remove 25 banners is \$1,325. The cost to create 25 new banners is also not included in the following estimates.

Option 1) PDV (Laguna Hills Dr. - Alicia) and Alicia (PDV - Moulton)	\$2,809
Option 2) PDV (El Toro – La Paz) and Alicia (Hon - Moulton)	\$6,307
Option 3) PDV (El Toro - Alicia) and Alicia (Hon - Moulton)	\$5,459
Option 4) PDV (Hawk High Way - Alicia) and Alicia (PDV - Moulton)	\$1,537
Option 5) Alicia Pkwy (Hon - Moulton)	\$3,180

Commission Recommendation 3: Based on its initial banner discussions at the October 2, 2013, meeting, the Parks and Recreation Commission made another recommendation at its meeting of December 4, 2013, to use existing City Patriotic banners and 25 Team Dark Horse banners to honor the 25 fallen 3/5 Battalion Marines and to install these banners in time for the 2014 Memorial Day Race. The Commission recommended that the 3/5 banners are integrated with the City Patriotic banners where one light pole would display one 3/5 banner and one City Patriotic banner side by side. On another pole, two City patriotic banners would be on display side by side. An image of this suggested banner display arrangement is provided in Attachment 5.

In regards to the specific location of Patriotic and 3/5 banner placement on City arterials, the Commission's recommendation for a coverage area was Option 2 above (see also Attachment 4), which includes Paseo de Valencia (El Toro to La Paz) and Alicia Parkway (Hon to Moulton). Presence of existing banner hardware on these arterials, continuity of banner presentation along the length of these roadways throughout City limits, and the fact that both Paseo de Valencia and Alicia Parkway are part of the Half Marathon race course are reasons why the Commission favored Option 2. The Commission's recommendation to use these two roadways was also conditioned on reducing the number of banners to be displayed by staggering banner presentations to every other light pole. The Commission's goal was to reduce the overall cost of a 2014 banner display initiative considering that a banner program is currently unfunded. Staggering the banner displays to roughly every other pole would reduce the banner installation and removal costs to approximately \$3,300. However, the Parks and Recreation Commission also recommended that a 2014 Patriotic banner presentation work effort could be funded by monies from the Memorial Day Half Marathon event or the 2013 Fourth of July fireworks show refund. Further, this recommendation was made with the understanding by the Parks and Recreation Commission that the Team Dark Horse Committee would fund the creation of the 25 fallen marine banners and possibly fund the installation costs of these banners.

It is assumed by staff that the Commission's intent was to display these banners through Veteran's Day as described in Commission Recommendation 2 on page 3 of this report.

Staff Response: Staff believes that is appropriate to display existing Patriotic banners to enhance community patriotism through banner décor for not only the 2014 Memorial Day Race event, but also the 2014 Fourth of July event. It is also financially feasible to

accommodate a 2014 banner display as recommended by the Commission during this current fiscal year considering availability of funds within the Community Services Department's budget. Staff discretion can be exercised to determine if it is necessary to stagger banner displays on light poles. Removal of these banners is recommended after the City's Fourth of July event as stated previously in this staff report. Staff favors the Option 2 street coverage area for the reasons stated by the Parks and Recreation Commission, but also because Option 2 includes the street segment of Paseo de Valencia between Alicia Parkway and La Paz Road. This street segment serves as overflow parking along the south side of the street for the Memorial Day and Fourth of July events.

Additionally, staff agrees that the inclusion of banners to honor the 25 fallen 3/5 Battalion Marines would be a nice touch for the 2014 Memorial Day Race event since the 3/5 Marine Battalion has become an integral part of this event in recent years. A 2014 Patriotic banner display, coupled with 3/5 banners, would also serve as a test of the public's receptiveness to this type of patriotic display in which a particular military branch is honored. More thought can be given to extending this honor to other military branches in some fashion when a banner program is rated as a budget priority by the City Council for the next budget cycle.

FISCAL IMPACT:

A 2014 Patriotic banner program as recommended by the Parks and Recreation Commission under Recommendation 3 of this report can be funded in the Community Services Department's FY 2014/2015 Budget. The estimated costs range for this 2014 initiative is between \$2,000 and \$6,500.

ATTACHMENTS:

1. Images of City's Existing Banners
2. 3/5 Banner Sample Image
3. Gold Star Letters
4. 2014 Memorial Day Race Patriotic Banner Display Options
5. Light Pole Patriotic Banner Display Arrangement

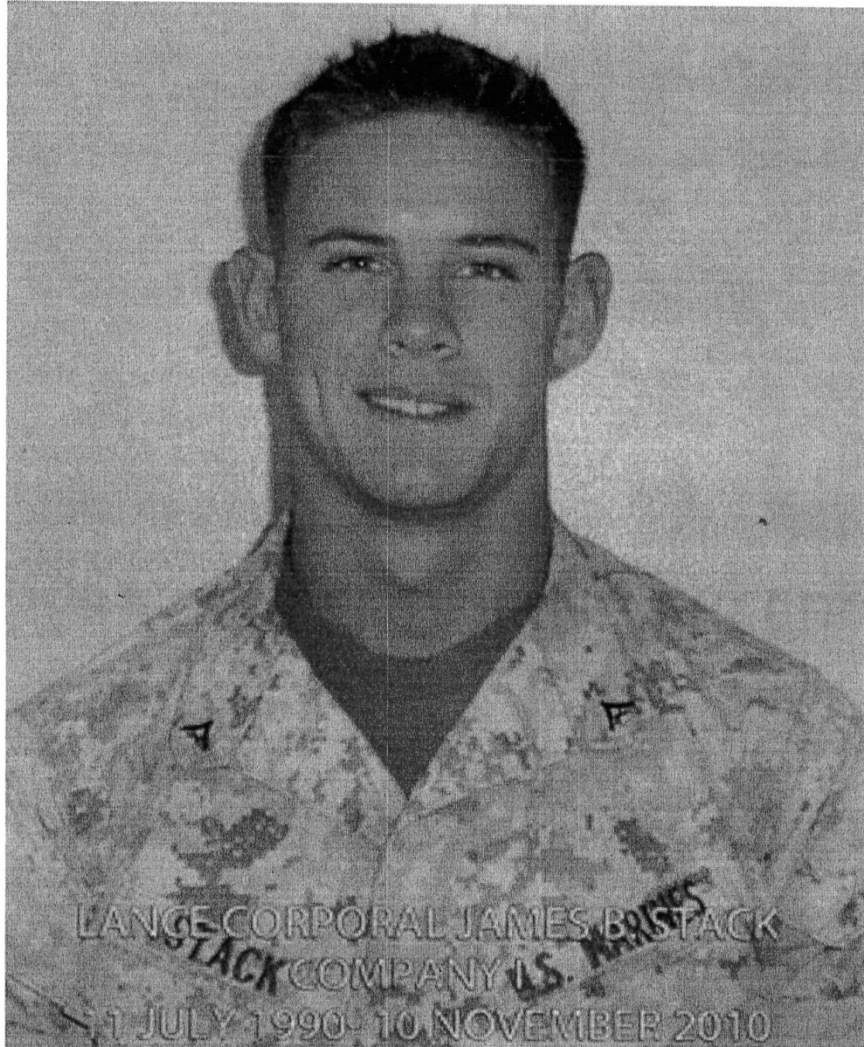
Attachment 1 – City Existing Banners



LCpl James B Stack

United States Marine Corps

Darkhorse Battalion



OPERATION ENDURING FREEDOM

11 JULY 1990

10 NOVEMBER 2010

NEVER FORGOTTEN

Attachment 3



DEPARTMENT OF THE AIR FORCE

HEADQUARTERS 412TH TEST WING (AFMC)

EDWARDS AIR FORCE BASE, CALIFORNIA

Laguna Hills City Council Members,

7 January 2014

Greetings! Please allow me a moment to introduce myself. My name is Alysse Pratti and I am the sister-in-law of LCpl Joseph C. Lopez, KIA on 14 October 2010 in the Sangin Province of Afghanistan. Joey was a member of the 3/5 Darkhorse battalion and his tour to Afghanistan was his first and only combat deployment. Thank you for taking the time to consider this beautiful memorial project and allowing me the opportunity to tell you all what it means to my family.

I write this letter on behalf of my mother and father-in-law who often struggle to find the words necessary to convey their thoughts and feelings. The efforts taken by complete strangers to ensure that the memory of Joey and the many others killed in action are simply breathtaking. Memorials such as this ensure that although we cannot be with Joey here on earth his memory remains. We are full of so much gratitude and humility to know that so many people value the sacrifice made by our Joey and so many other service men and women. We would love nothing more than to have Joey back with us but the fact remains we cannot but we do find comfort in knowing that his sacrifice was not made in vain.

Joey had the most infectious smile and when memorials and dedications such as this are made in his honor, I can just picture him grinning from ear to ear at the sight of us all gathering around to honor him. My husband Art (Joey's eldest brother), Richard and Christopher (Joey's two youngest brothers), my daughter Hailey (Joey's eldest niece), my son Jax (Joey's eldest nephew whom he was so anxious to meet but never got the opportunity to) and I participated in the Laguna Hills 3/5 Darkhorse 10k, 1 mile run, and kids run and we really thoroughly enjoyed it. Several of our friends also participated by putting together a 13 man team to run the ½ marathon, all of which agreed the run was a beautiful way to memorialize the 3/5 fallen men. We would be overwhelmed at the sight of running down a street lined with our brother's banner. Nothing would bring us greater joy than to see his face smiling down upon us as we run to celebrate his life.

There is nothing we can do to feel the void of Joey. All we can do now is come together and remember the most precious moments we shared with him. Memorials like this allow us that beautiful opportunity.

Please take the time to consider approving this memorial petition because it allows the families of those taken to grieve, to heal, and more importantly to come together and honor those taken far too soon. Thank you for your time and consideration regarding this matter. God Bless.

Sincerely,

Alysse K. Pratti

Staff Sergeant, United States Air Force

My name is Gretchen Catherwood and I am the Gold Star mother of LCpl Alec E Catherwood. Alec was 19 years old, serving as a machine gunner with the Marine Corp's 3/5, Darkhorse unit. After being in Afghanistan less than 3 weeks, Alec was killed in action on October 14, 2010. As you may know, he was one of 25 amazing, brave young men killed during the 3/5's deployment to Sangin, Afghanistan in the Helmond Province during 2010-2011. Most of these Marines were killed during a very short period of time, and during that time, over 200 Marines were severely injured, many losing multiple limbs.

As a Gold Star mother, I think I can speak for all Gold Star families when I say, all we want is for our child, parent, sibling, spouse, grandchild, niece or nephew, to be remembered. I will do almost anything, for the rest of my life to see that this happens. These men went and did the job that was asked of them, not necessarily to kill what was in front of them, but to protect what was behind them. Before he left, when asked why he had to go to war, Alec told my 10 year old niece that he was going, so that he could help all little girls get the opportunity to go to school. It was that simple for him. He couldn't stand the fact that in some parts of the world, girls are not given the same rights as boys. Alec has a sister, a mother, a grandmother, 8 aunts and 12 female cousins. Though there are many men in our family as well, Alec spent a great deal of his childhood with girls and that's where he got his soft side.

Don't get me wrong here. He was a rough and tumble boy, and tough to the core. He loved shooting on our rural property, riding his 4 wheeler, playing football, driving his big truck and wrestling pretty much anyone with whom he could convince to give it a shot. He was a black belt in Tae Kwon Do, but you'd never know it, because he didn't tell people that. Most of the time his soft, funny side won out and he was a champion of the underdog, standing up to bullies who would harass kids at school. There are so many stories about this, that we established a character scholarship in his name. High school seniors are awarded money for college based not on athletics or academics, (to my dismay, grades were never important to Alec), but on character.

Many Gold Star families (including us) now raise money for projects, events and charities, in their child's honor. These things could not be more important to us and to our communities. In addition to our scholarship foundation, we are in the process of raising the funds necessary to build a retreat for combat veterans at our new home in Tennessee. It is called Darkhorse Lodge and will be 5 cabins with 5 rooms per cabin, all rooms bearing the name of one of the "3/5 25". After keeping in touch with so many of Alec's Marine Corps brothers, we have come to realize that the need is great for places for these veterans to come together and communicate with others like them.

So you see, it is imperative for us to honor and remember those who have given us what we enjoy today. What the Laguna Hills Team Darkhorse is trying to do is a wonderful thing, and I support their efforts to honor our boys and their brothers. As time passes, I fear that these men will fade in memory. Please don't let that happen. Thank you.

Sincerely,

Gretchen Catherwood

Oh, and when the 3/5 left Afghanistan, schools WERE being built and little girls WERE attending!

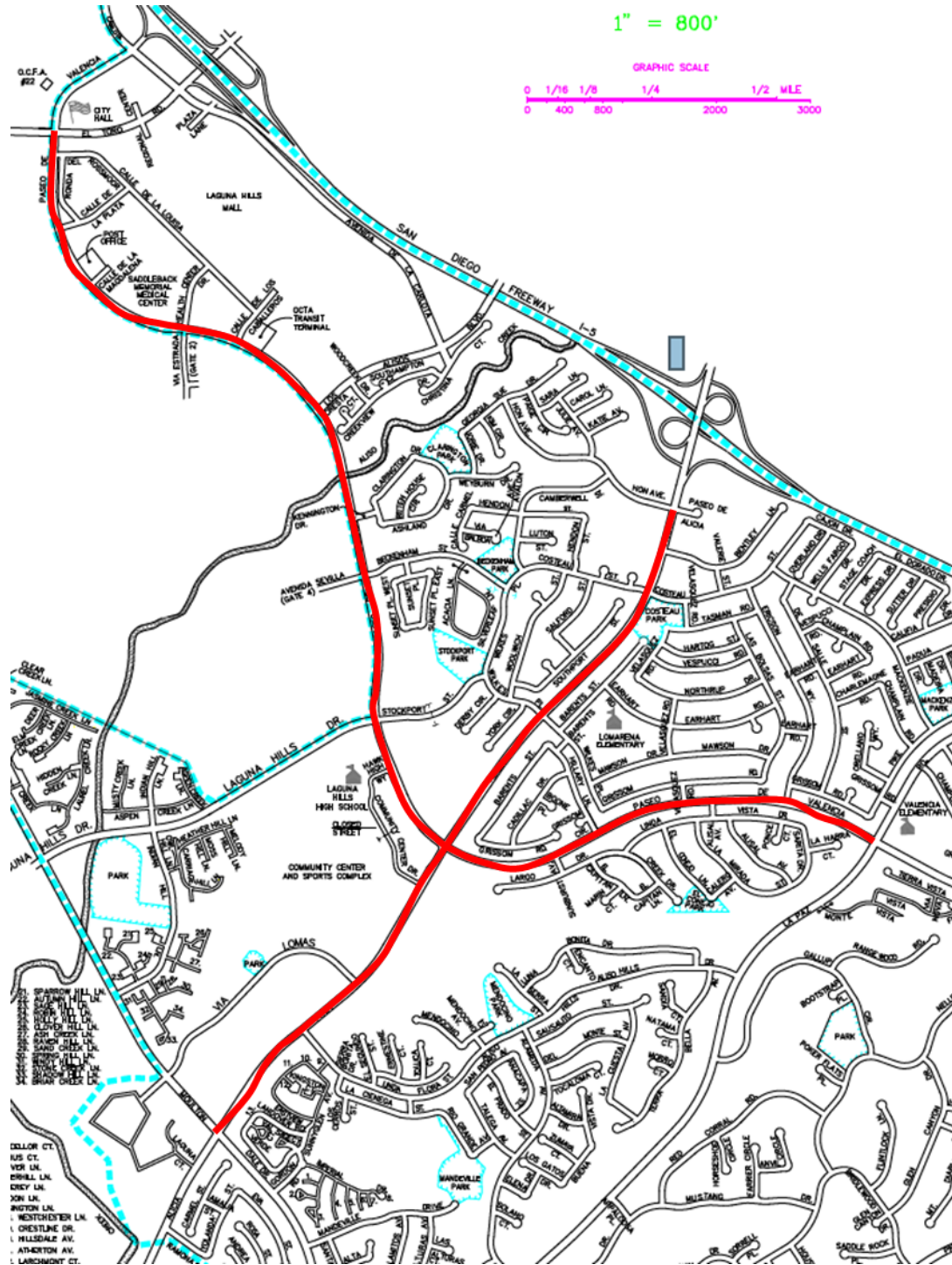
Attachment 4 – 2014 Memorial Day Race Patriotic Banner Display Options

OPTION 2

 = Street with Banner Displays

Paseo de Valencia (El Toro – La Paz); Alicia (Hon – Moulton)

Estimated Cost: \$6,307; Banner Count: 119





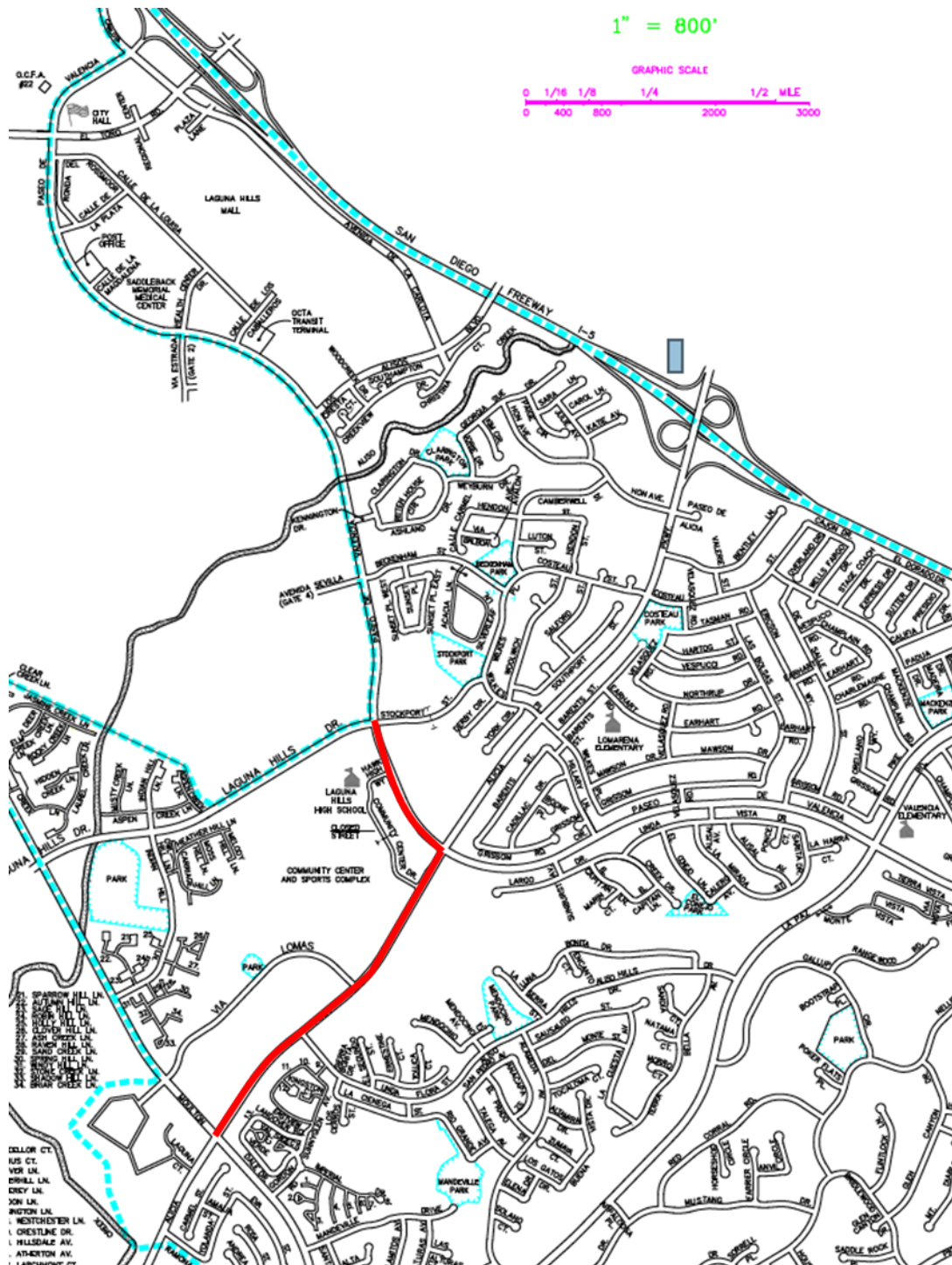
Attachment 4 – 2014 Memorial Day Race Patriotic Banner Display Options

OPTION 4

— = Street with Banner Displays

Paseo de Valencia (Laguna Hills Dr. – Alicia); Alicia (PDV – Moulton)

Estimated Cost: \$1,537; Banner Count: 29



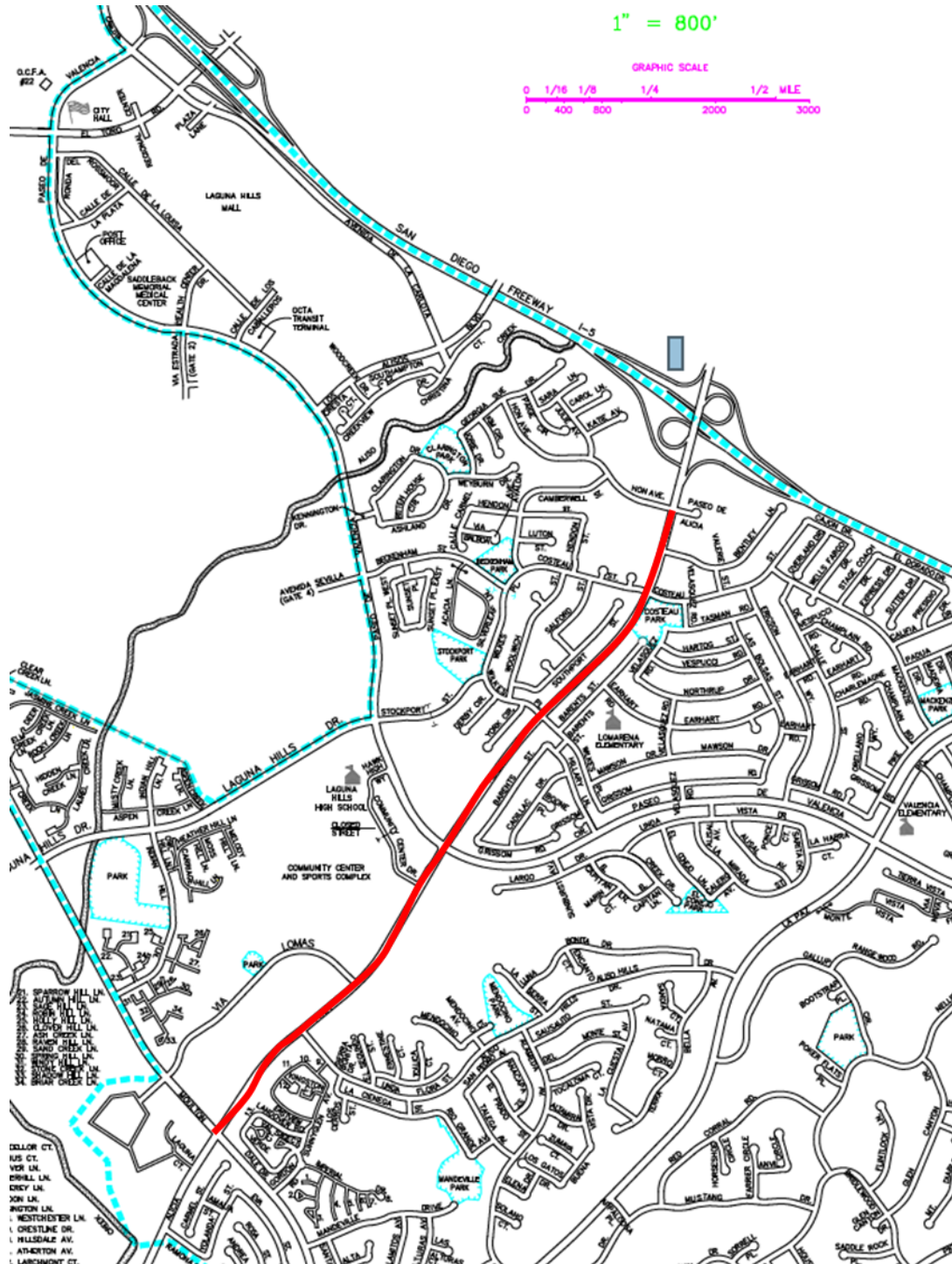
Attachment 4 – 2014 Memorial Day Race Patriotic Banner Display Options

OPTION 5

— = Street with Banner Displays

Alicia (Hon – Moulton)

Estimated Cost: \$3,180; Banner Count: 60



Attachment 5 - Light Pole Patriotic Banner Display Arrangement





City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: JANUARY 28, 2014

TO: MAYOR AND COUNCIL MEMBERS

**FROM: DAVID REYNOLDS
DEPUTY CITY MANAGER/COMMUNITY SERVICES**

ISSUE: 2014 LAGUNA HILLS MEMORIAL HALF MARATHON, 10K, AND 5K EVENT

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

SUMMARY:

The City of Laguna Hills Memorial Half Marathon, 10K and 5K, Honoring the USMC Dark Horse Battalion, is scheduled for Monday, May 27, 2014. Event registration opened on October 1, 2013, and there are approximately one hundred and fifty-five (155) runners registered for the event at this time. Staff has been contacted by the 3/5 Marine Support Committee about a wounded warrior again serving as the event Grand Marshall. In 2013, all races were started by first ever Grand Marshall Cpl. Josue Baron. Additionally, the City once again intends to donate \$3 from each 5K, 10K, and half marathon race registration to the 3/5 Marine Support Committee at the conclusion of the event. This information was presented to the Parks and Recreation Commission at its December 4, 2013, meeting and the Commission was in favor of another wounded Marine serving as the event Grand Marshall.

BACKGROUND:

The City of Laguna Hills Memorial Half Marathon, 10K and 5K, Honoring the USMC Dark Horse Battalion, is scheduled for Monday, May 27, 2014. All races will start at 7 AM, which allows the streets impacted by the event to re-open as early as possible. Staff is coordinating with the Toll Roads to again waive fees in exchange for booth space at the Community Expo and goodie bag inserts. The tolls have been waived between the hours of 7 AM and 9 AM during past years events to minimize the inconvenience for Aliso Viejo residents due to the road closures at Alicia Parkway and Moulton Parkway.

January 28, 2014

As the City Council will 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 registrants to the 3/5 Marine Support Committee at the conclusion of the event. Based on the City Council approved pledge formula, \$9,456 was provided to the 3/5 Marine Support Committee in 2013.

Members of Team Dark Horse attended the December 4, 2013, Parks and Recreation Commission meeting to recommend having wounded warrior Lance Corporal Carlos Garcia serve as Grand Marshall for the 2014 event. LCpl Garcia was severely injured in an IED blast in Sangin, Afghanistan in November of 2010. As the City Council will recall, for the 2013 event Cpl. Josue Barron, a wounded warrior that had served with the 3/5 Marine Battalion in Afghanistan, started the races from the back of a USMC Humvee. The Parks and Recreation Commission was in favor of LCpl Garcia serving as the 2014 event Grand Marshall.

The City intends to once again partner with South County Outreach to promote a food drive for the 2014 event. In addition, the beer garden ticket sale proceeds will be donated to South County Outreach. In 2013, 140 pounds of food were donated and \$2,530 of beer garden ticket sale proceeds were provided to South County Outreach. Race participants and spectators will again be encouraged to bring canned goods and non-perishable food items. Collection stations will be available at the race start line and the Community Expo on Monday, May 27, 2014. Another collection station will be located at Road Runner Sports in Laguna Hills during pre-race packet pick up on both Saturday, May 25 and Sunday May 26 from 10 AM – 4 PM.

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 2014.

FISCAL IMPACT:

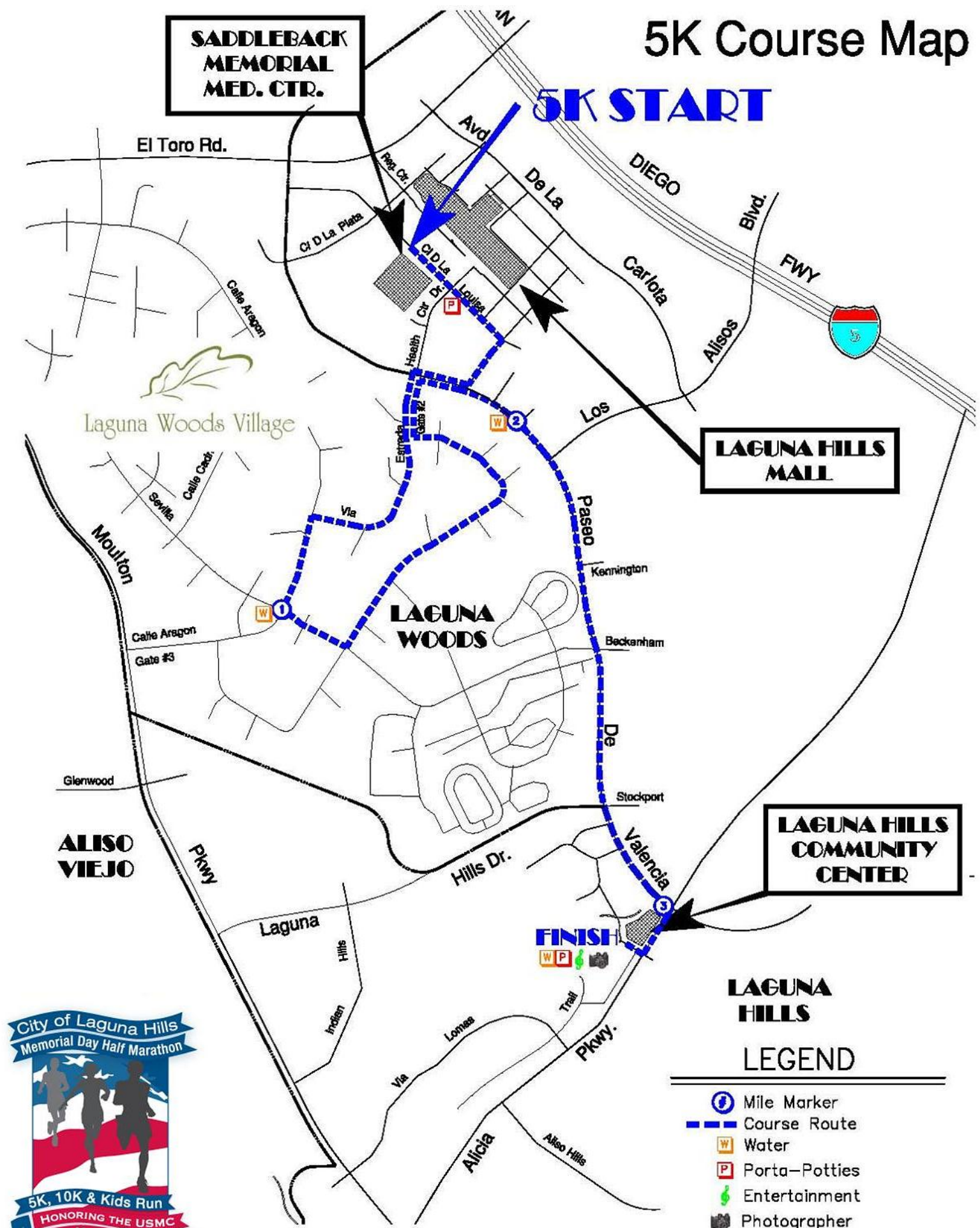
Event revenue for the 2013 event was \$177,229, and direct expenditures (not including staff costs), totaled \$159,105. The expenditure total for 2013 includes the \$9,456 provided to the 3/5 Marine Support Committee. The 2014 budget planning worksheet with current estimated revenue and expenditure totals is attached to this staff report.

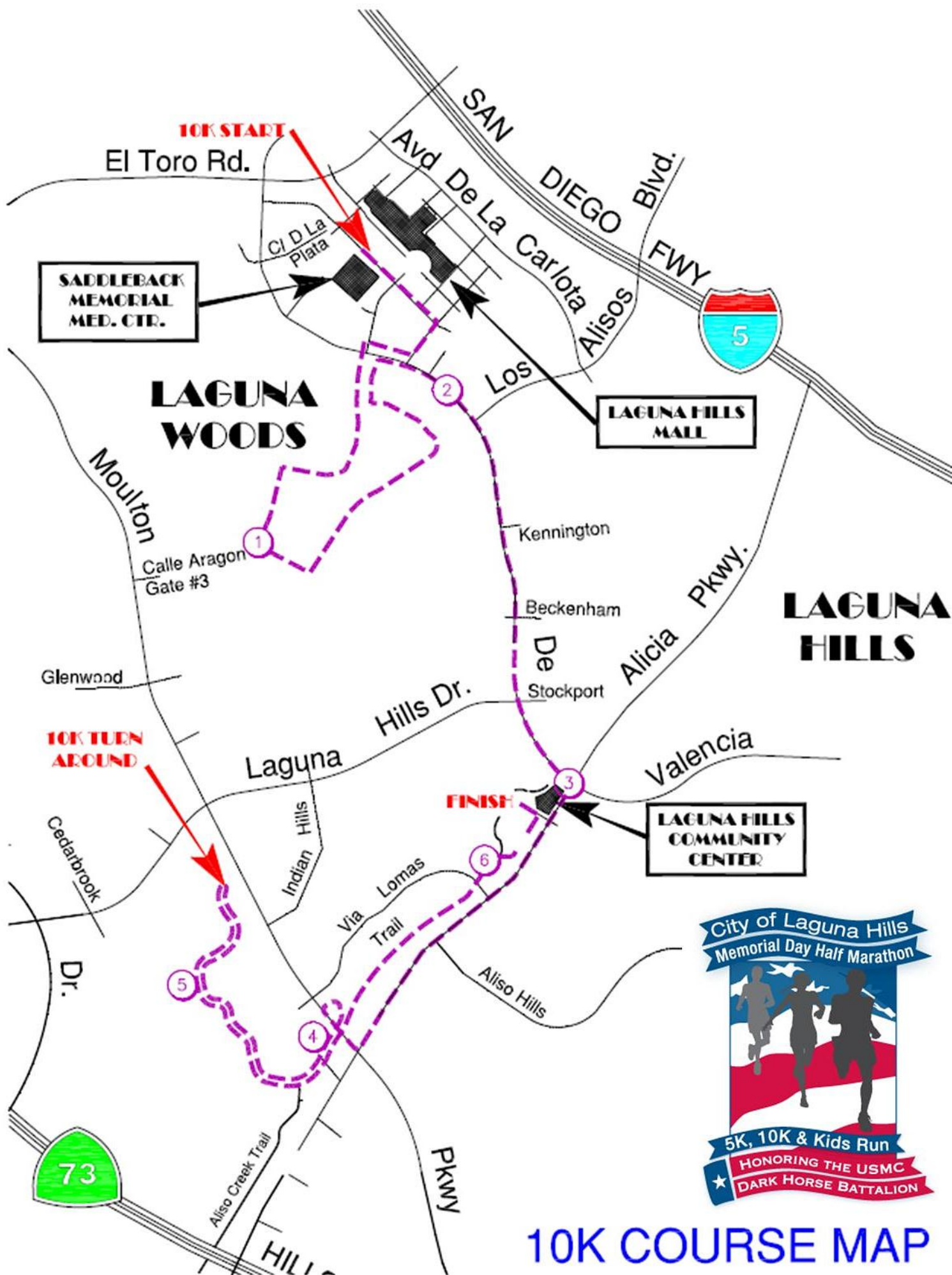
ATTACHMENTS:

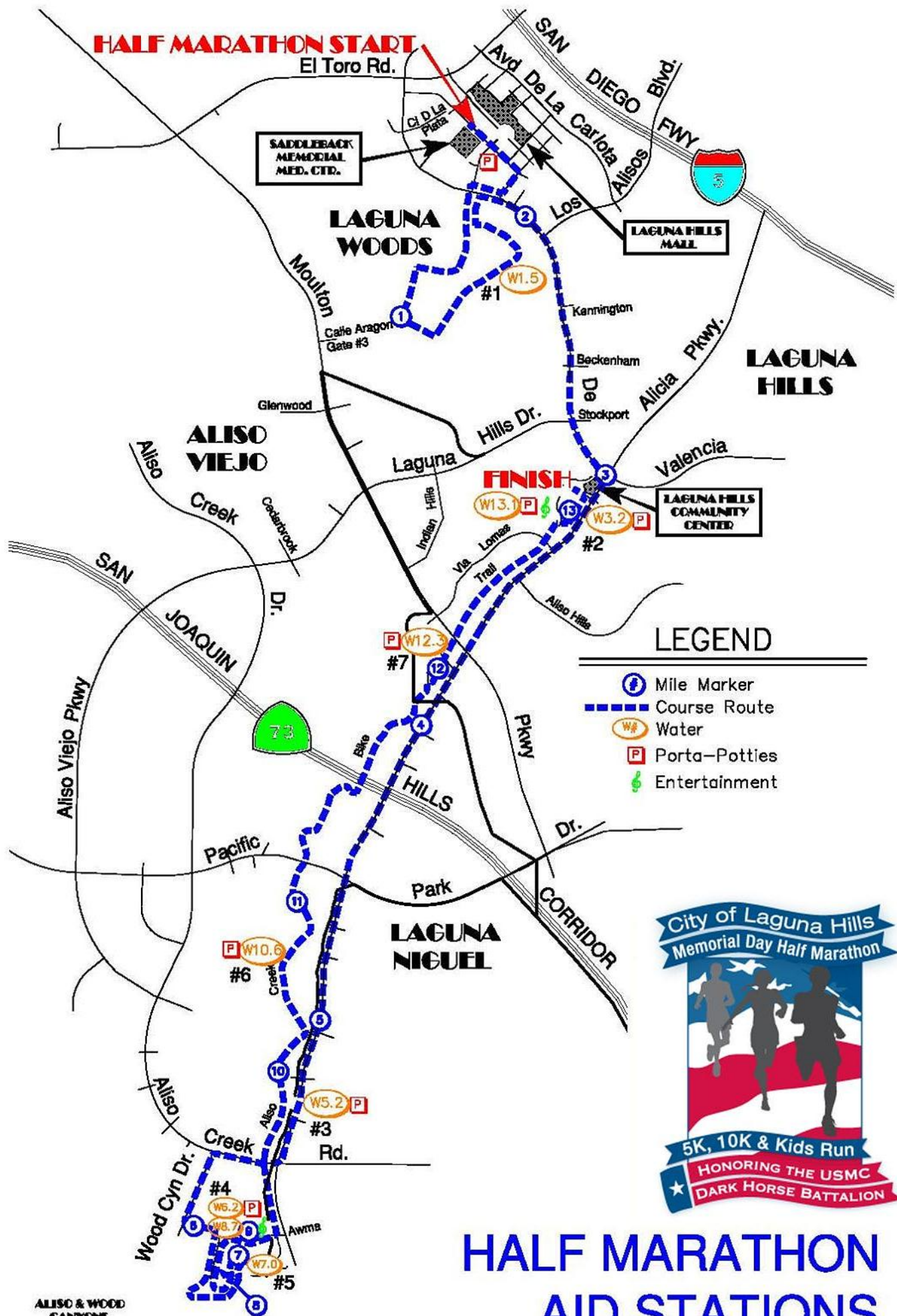
- Attachment 1 – Course Maps
- Attachment 2 - Budget Planning Worksheet

5K Course Map

5K START







Event Budget for 2014/2015 Half Marathon, 10K & 5k

Expenses

	Estimated	Actual
Total Expenses	\$164,816.00	\$13,970.00

	Estimated	Actual
Permits		
Laguna Hills High School	\$125.00	
Aliso Viejo	\$0.00	
Mission Viejo	\$0.00	
ABC Permit	\$25.00	
Laguna Niguel	\$0.00	
OC Permits	\$1,200.00	
OCFA	\$210.00	
Police-OCSD	\$12,000.00	
Totals	\$13,560.00	\$0.00

Advertising		
Competitor	\$3,000.00	\$600.00
Facebook	\$900.00	
Race Place	\$850.00	\$1,075.00
OC Register	\$0.00	
Postage	\$1,000.00	
Booth Space	\$1,600.00	
Misc event reimb.	\$1,200.00	
Runners Image	\$800.00	
Active.com web/e-news	\$1,700.00	
Totals	\$11,050.00	\$1,675.00

Graphics		
Website	\$1,200.00	\$1,000.00
Post card printing 20K	\$0.00	
Postcard printing 5K	\$568.00	
Postcard printing 7,500	\$400.00	
RaceBanners	\$1,500.00	
Flyer Distribution	\$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	\$1,000.00

Miscellaneous		
Insurance	\$1,420.00	
Ritz Day Porter	\$300.00	
Mail Scantrons	\$50.00	
Trucks	\$1,500.00	
Labor Ready	\$500.00	
Lost Chip Fee	\$0.00	
Kids Zone-L. Murray	\$250.00	
RR Reimbursements	\$700.00	
Traffic Control	\$500.00	
Ads (Sinta)	\$2,000.00	\$1,295.00
Scaffolding	\$500.00	
EMT Services	\$800.00	
Linda Weuste	\$300.00	
Security-Expo	\$500.00	
Security-Beer Garden	\$145.00	
Comm./sponsors 20%	\$5,000.00	
Totals	\$14,465.00	\$1,295.00

Race Expenses		
Food/Water/Cups/Beer	\$400.00	
Course Cert.	\$0.00	
Awards Div/Kids Medals	\$650.00	
Medals or Drinking Glasses	\$8,000.00	
Busses	\$1,500.00	
T-Shirts	\$22,750.00	
Walkie Talkies	\$600.00	
Bibs	\$1,767.50	
Totals	\$33,900.00	\$0.00

Services		
Timing Services base	\$800.00	
Timing Services \$3 per registered	\$10,605.00	
Electrical & sound	\$1,500.00	
Ambulance Service	\$0.00	
Portable Restrooms	\$2,400.00	
Announcer	\$400.00	
American Barr./Traffic Plan	\$15,000.00	
Renegade Racing	\$46,000.00	\$10,000.00
RR over 3500 part. Bonus \$2	\$500.00	\$0.00
Totals	\$77,205.00	\$10,000.00

Expo		
Bounce Houses	\$800.00	
Balloons	\$1,200.00	
tents, tables, chairs	\$5,000.00	
Totals	\$7,000.00	\$0.00

Event Budget for 2014/2015 Half Marathon, 10K and 5k

Income

	Estimated	Actual
Total income	\$185,740.00	\$4,803.00

Admissions	Estimated	Actual	Fee	Fee late	Estimated	Actual
1/2 marathon	1440		65	70	\$93,600.00	3,468.00
10K	650		36	38	\$23,400.00	720.00
5K	1200		28	33	\$33,600.00	504.00
Kids Run	200		15	20	\$3,000.00	75.00
Diaper Dash	45		12	15	\$540.00	36.00
Total	3535					

Total race registration, including early-bird, team discounts, and race day registration:	\$154,140.00	\$4,803.00
---	--------------	------------

Sponsors	Amount	Number of	Totals	Estimated
SMMC/Presenting*	\$10,000.00	1	\$15,000.00	\$10,000.00
Road Runner	\$2,500.00	1	\$3,000.00	\$3,000.00
Newton Shoes	\$2,000.00	1		\$0.00
Faldeboe	\$12,000.00	1	\$12,000.00	\$12,000.00
Dumpster	\$2,500.00	1		\$0.00
Bib	\$1,767.50	1		\$0.00
Presenting	\$25,000.00		\$0.00	\$0.00
5K	\$15,000.00		\$0.00	\$0.00
Family Expo	\$15,000.00		\$0.00	\$0.00
Kids Title	\$10,000.00		\$0.00	\$0.00
Red	\$7,500.00	1	\$7,500.00	\$0.00
White	\$5,000.00	1	\$5,000.00	\$0.00
Blue	\$2,500.00	2	\$5,000.00	\$0.00
Stars and Strips	\$1,500.00	2	\$3,000.00	\$0.00
Total			\$50,500.00	\$25,000.00

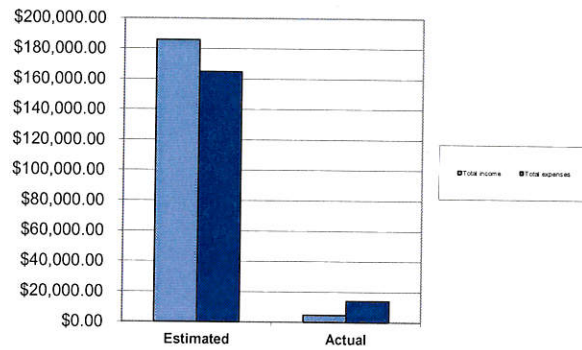
Exhibitors/vendors					
Book That Event*		Large booths @	\$425.00	\$425.00	
Ignition*		Large booths @	\$350.00	\$350.00	
Dr. Connor		Large booths @	\$350.00	\$350.00	
Urban Diversity*		Large booths @	\$350.00	\$350.00	
		Large booths @	\$350.00	\$350.00	
Crossfit Ethos*		Large booths @	\$350.00	\$350.00	
Diabolo Beverage*		Large booths @	\$350.00	\$350.00	
Ladera Chiro*		Large booths @	\$350.00	\$350.00	
		Large booths @	\$350.00	\$350.00	
Gypsy Runner*		Large booths @	\$350.00	\$350.00	
Run Racing*		Large booths @	\$350.00	\$350.00	
Farm Fresh To You*		Large booths @	\$350.00	\$350.00	
		Booth @	\$150.00	\$150.00	
LHHS Culinary*		Booth & Goodie Bag	\$500.00	\$500.00	
Cupcake Bar*		Non-Profit	\$150.00	\$350.00	
Mustache Mike's*		Truck	\$150.00	\$150.00	
		Truck	\$150.00	\$100.00	
		Booth & Goodie Bag	\$500.00	\$500.00	
		Canopy @	\$75.00	\$75.00	
Fusion Academy		goodie bags@	\$200.00	\$200.00	
Red Frog Events		goodie bags@	\$200.00	\$200.00	
OC Trail Tales NP*	2	goodie bags@	\$25.00	\$25.00	
Healthy at Home*		Canopy @	\$75.00	\$75.00	
		Hotel Sponsor @	\$0.00	\$0.00	\$0.00
				\$6,600.00	\$0.00

Donations				
OCSD-Cadets		Donation	\$0.00	\$0.00
	0		\$0.00	\$0.00
	0		\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00

Event Budget for 2014/2015 1/2 Marathon, 10K & 5k

Profit - Loss Summary

	Estimated	Actual
Total income	\$185,740.00	\$4,803.00
Total expenses	\$164,816.00	\$13,970.00
Total profit (or loss)	\$20,924.00	(\$9,167.00)





City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: JANUARY 28, 2014

TO: CITY COUNCIL MEMBERS

FROM: MAYOR BLOUNT

ISSUE: DIRECTION TO STAFF TO AMEND THE LAGUNA HILLS MUNICIPAL CODE TO ELIMINATE CERTAIN PARKING RESTRICTIONS ON RESIDENTIAL PARCELS

RECOMMENDATION: THAT THE CITY COUNCIL DIRECT STAFF TO INITIATE A ZONE TEXT AMENDMENT.

SUMMARY:

The Laguna Hills Municipal Code includes a property maintenance standard that makes it a violation for a property owner to park a working car on their driveway for more than 72 hours. The Municipal Code determines that a vehicle becomes "Outdoor Storage" if parked for longer than a 72 hour period, whether or not it is in working condition. Outdoor Storage is generally not permitted in the City, and a resident could face a code enforcement action from the City if the situation is not resolved. Staff has provided the appropriate code sections that must be modified and are attached for reference.

The recommendation is to direct staff to identify appropriate changes to the Municipal Code that would allow residents to park operable vehicles on their driveway without violating the City's Outdoor Storage requirements. The change is not intended to permit boats or RVs or other types of vehicles to be parked on property for more than 72 hours.

ATTACHMENTS:

- Zoning Code Descriptions – Outdoor Storage

ZONING CODE REQUIREMENTS FOR OUTDOOR STORAGE

9-04.150 (Definitions)

“Outdoor storage” means the keeping, in an unenclosed area, of any: goods; material; merchandise; oversized vehicle, as defined in this chapter; vehicle, as defined in Section 670 of the California Vehicle Code, whether motorized or nonmotorized; trailer, airplane, boat, or their composite parts; loose rubbish, garbage, junk, or their receptacles; tent; building or manufacturing materials on any lot area for a consecutive period of more than seventy-two (72) hours.

9-74.020

“Outdoor storage” means:

1. An inoperative vehicle, non-functioning, wrecked or dismantled vehicle present on any premises, for a consecutive period of more than seventy-two (72) hours, excepting vehicles or parts thereof which are completely enclosed within a building. “Vehicle” as used in this section shall be defined as set forth in Section 670 of the California Vehicle Code. An “inoperative vehicle” includes, but is not limited to, vehicles, which cannot be immediately started and driven due to the lack of fuel, lack of necessary parts, a malfunctioning engine or other malfunctioning system or parts, a lack of one or more wheels or tires. This section shall not apply to a vehicle or part hereof which are in connection with a lawfully authorized and permitted business of a licensed dismantler, licensed vehicle dealer or a junkyard;
2. Broken or discarded furniture and household equipment stored on vacant property or in front yards or side yards visible from a public street on developed lot for a consecutive period of more than seventy-two (72) hours;
3. The keeping, in an unenclosed area, of any: goods; material; merchandise; oversized vehicle, vehicle, as defined in Section 670 of the California Vehicle Code, whether motorized or nonmotorized; wrecked vehicle; unregistered vehicle(s); temporary tent, canopy or car (tent) cover; trailer; airplane, camper, shell, boat, or their composite parts; loose rubbish, garbage, junk, or their receptacles; tent; building or manufacturing materials on any lot area for a consecutive period of more than seventy-two (72) hours. An “unregistered vehicle” includes, but is not limited to, vehicles not having valid Department of Motor Vehicles (DMV) registration to legally operate on the street or highway;
4. Exception. Building materials for use on the same premises may be stored temporally on the premises during the time that a valid building permit is in effect and materials are being used in construction.

9-74.050

G. Outdoor Storage. Except as provided otherwise in this code, outdoor storage, as defined in this chapter as well as Section 9-04.150, is prohibited within all zoning districts.

