



Dave Wheeler  
Mayor

Joshua Sweeney  
Mayor Pro Tempore

Don Caskey  
Council Member

Janine Heft  
Council Member

Erica Pezold  
Council Member

## City of Laguna Hills City Council / Planning Agency

Regular Meeting Agenda  
Tuesday, December 10, 2024 - 7:00 PM  
(Closed Session at 6:00 p.m. when scheduled)

City Council Chamber  
24035 El Toro Road  
Laguna Hills, CA 92653

**In Person Public Comments:** 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 and submit the form to the City Clerk. The Request to Speak form assists the Mayor in ensuring that all persons wishing to address the City Council are recognized and ensures accurate identification of meeting participants in the City Council/Planning Agency Minutes. Completion of the form is voluntary. It is City policy to limit public testimony to up to three minutes per person, an overall time limit of twelve 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.

**Submission of Electronic Public Comments:** Those wishing to make electronic public comments may submit their comments by [email to the City Clerk](#) by 5:00 p.m. on Tuesday, December 10, 2024. In the subject line of the email, please state your name and the item number you are commenting on. Any public comment received that does not specify a particular agenda item number will be announced during the general public comment portion of the agenda. All comments received by 5:00 p.m. on the date of the meeting will be provided to the City Council and will be provided for public inspection at the meeting. During the applicable agenda item, the City Clerk will announce the name of the sender and subject matter of all electronic comments received by 5:00 p.m. on Tuesday, December 10, 2024. Email comments will NOT be read by the City Clerk during the meeting. Electronic public comments may only be submitted via email and comments via text and social media (Facebook, X (formerly Twitter), etc.) will not be accepted.

For questions or assistance, please contact the City Clerk's Office at (949) 707-2635 or via [email](#).

## **General Business Convening at 7:00 PM**

### **Call to Order**

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

**Invocation:** Chaplain Jim Davis of the Orange County Sheriff's Department

**Pledge of Allegiance:** Mayor Pro Tempore Sweeney

### **Roll Call of City Council Members**

### **City Council Reorganization**

#### **Certification of the General Municipal Election Held on November 5, 2024**

**Recommendation:** That the City Council:

- 1) Receive and file the Certificate of Results for the General Municipal Election held on Tuesday, November 5, 2024; and
- 2) Adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, Reciting the Facts of the General Municipal Election held on Tuesday, November 5, 2024, Declaring the Results and Such Other Matters as Provided by Law."

#### **Recognition of Outgoing Council Member Janine Heft**

**Recommendation:** That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, recognizing the service of Council Member Janine Heft" and that the City Council present a Resolution of Commendation and City Tile to Janine Heft.

#### **Remarks of Council Members Regarding Council Member Heft's Service to the City**

**Recommendation:** That the City Council provide remarks regarding Council Member Heft's service to the City.

#### **Remarks of Outgoing Council Member Janine Heft**

**Recommendation:** That the City Council receive remarks from outgoing Council Member Heft.

#### **Recognition of Outgoing Mayor and Resolution of Commendation, Dave Wheeler, Mayor**

**Recommendation:** That the City Council adopt a Resolution entitled: "A Resolution

of the City Council of the City of Laguna Hills, California, commending Dave Wheeler as Mayor" and that the City Council present the Resolution and a plaque to Dave Wheeler recognizing his service to the City.

#### **Remarks of Outgoing Mayor**

**Recommendation:** That the City Council receive remarks from Outgoing Mayor Wheeler.

### **Recess and Reconvene**

### **City Council Reorganization (continued)**

#### **Oaths of Office for New Council Members**

**Recommendation:** That the City Council Members elected at the November 5, 2024, Municipal Election, receive their ceremonial oath of office.

#### **Roll Call of City Council Members**

**Recommendation:** That the City Clerk conduct a roll call of the City Council.

#### **Election of Mayor**

**Recommendation:** That the City Council nominate and elect a Mayor to serve until December 9, 2025.

#### **Remarks of Newly Elected Mayor**

**Recommendation:** That the City Council receive remarks from the newly elected Mayor.

#### **Election of Mayor Pro Tempore**

**Recommendation:** That the City Council nominate and elect a Mayor Pro Tempore to serve until December 9, 2025.

### **1. Presentations and Proclamations**

#### **1.1 Laguna Hills High School Student Liaison Report**

**Recommendation:** That the City Council receive a report from Laguna Hills High School Student Liaison Ann Pham.

#### **1.2 Certificate of Recognition for Laguna Hills High School Student Liaison Ann Pham**

**Recommendation:** That the Mayor present a Certificate of Recognition to Ann Pham recognizing her service as a Laguna Hills 2024 Fall Student Liaison.

## **2. Schedule of Future Events**

### **2.1 Schedule of Future Events**

**Recommendation:** That the City Clerk announce the upcoming meetings and events.

## **3. 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 twelve minutes for any one subject, and a total time limit of thirty minutes. Clarification questions from the City Council will not count against time limits. Speaker's responses are limited to one minute.

## **4. 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 City staff request specific items be removed from the Consent Calendar.

### **4.1 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.

### **4.2 Approval of Minutes for November 12, 2024, 4pm Special Meeting**

**Recommendation:** That the City Council approve the City Council Minutes for the November 12, 2024, 4pm Special Meeting.

### **4.3 Approval of Minutes for November 12, 2024, Regular Meeting**

**Recommendation:** That the City Council approve the City Council Minutes for the November 12, 2024, Regular Meeting.

### **4.4 Approval of Minutes for November 19, 2024, 7pm Special Meeting**

**Recommendation:** That the City Council approve the City Council Minutes for the November 19, 2024, 7pm Special Meeting.

### **4.5 Ratification of December 10, 2024 Warrant Register**

**Recommendation:** That the City Council ratify the accompanying Warrant Register for the period from November 1, 2024, to November 28, 2024, in the amount of

\$2,257,169.25.

#### **4.6 Treasurer's Investment Report for October 2024**

**Recommendation:** That the City Council receive and file the Treasurer's Investment Report for the month of October 2024.

#### **4.7 Financial Statements for Fiscal Year Ending June 30, 2024**

**Recommendation:** That the City Council receive and file the Annual Comprehensive Financial Report and other audit reports for fiscal year 2023/2024.

#### **4.8 2025 City Council Meeting Calendar**

**Recommendation:** That the City Council adopt the 2025 City Council Meeting Calendar.

#### **4.9 Affirmation of Local Appointments List for City Boards, Commission, and Committees**

**Recommendation:** That the City Council affirm the Local Appointments List and direct that it be posted on the City's website, at City Hall and in the Laguna Hills Branch Technology Library in accordance with Government Code Section 54972, the Maddy Act.

#### **4.10 Resolution Updating Designation of Assistant and Deputy City Attorneys Within the Office of City Attorney as Required by Laguna Hills Municipal Code Chapter 2-20**

**Recommendation:** That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, Updating Designation of Assistant and Deputy City Attorneys Within the Office of the City Attorney as Required by Laguna Hills Municipal Code Chapter 2-20."

#### **4.11 Resolution Amending and Restating City Council Policy No. 101 Regarding Procedures for the City Council Policy Manual**

**Recommendation:** That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, Amending and Restating City Council Policy No. 101 Regarding Procedures for the City Council Policy Manual."

#### **4.12 Resolution Amending and Restating City Council Policy No. 125 Regarding Procedures for the City Council Policy Manual**

**Recommendation:** That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, Amending and Restating City Council Policy No. 125 Regarding Procedures for the Delivery of City Council

Agendas."

#### **4.13 Declare Former Globe Property (APN: 616-022-04) as Exempt Surplus Land**

**Recommendation:** That the City Council declare the former Globe Property (APN: 616-022-04) as Exempt Surplus Land, and adopt a Resolution entitled, "A Resolution of the City Council of the City of Laguna Hills, California, Declaring Real Property (APN No. 616-022-04) as Exempt Surplus Land Pursuant to the Surplus Land Act, Government Code Section 54220 Et Seq. and Making CEQA Findings."

#### **4.14 Assignment and Assumption Agreement for NPDES Program Management and Inspection Consulting Services**

**Recommendation:** That the City Council: 1) Approve the proposed Assignment and Assumption Agreement relating to the 2023 Professional Services Agreement between the City of Laguna Hills and WSP USA Environment and Infrastructure, Inc. for NPDES Program Management and Inspection Consulting Services; and 2) Authorize the City Manager to execute the Assignment and Assumption Agreement.

#### **4.15 Proposed Civic Center Office Lease with The Financial Coaching Group, Inc., a California corporation, for 24031 El Toro Road, Suite 320, Laguna Hills, California**

**Recommendation:** That the City Council: 1) Approve the lease agreement with The Financial Coaching Group, a California corporation, for 24031 El Toro Road, Suite 320, Laguna Hills, California; 2) Authorize the City Manager to make minor modifications to and negotiate the final terms of the lease agreement, as necessary; and 3) Authorize the City Manager to execute the lease agreement.

#### **4.16 Safe Streets for All Grant for the Development of the Laguna Hills Safety Action Plan**

**Recommendation:** That the City Council: 1) Approve the Agreement between the United States Department of Transportation's Federal Highway Administration and the City of Laguna Hills to receive a Safe Streets and Roads for All (SS4A) Grant for the Laguna Hills Citywide Safety Action Plan; 2) Authorize the City Manager to execute the Agreement; and 3) Authorize the Finance Director to amend the budget by allocating an expenditure of \$250,000 in Professional Services (General Fund 100-355-700000), recognize grant revenue of \$200,000, and transfer \$50,000 from City Engineer Services (General Fund 100-355-700100) to fund the City's matching cost share.

#### **4.17 Side Street Stop Sign Installation on Luna Bonita Drive at La Serra**

**Recommendation:** That the City Council: 1) Find and determine that the proposed stop control intersection is not subject to the California Environmental Quality Act

pursuant to Section 15301(c) of the CEQA Guidelines, Cal. Code of Regs, Title 14, Chapter 3 (the operation and maintenance of existing highways and streets is categorically exempt); and 2) Adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, designating the intersection of Luna Bonita Drive and La Serra as a stop intersection and authorizing the installation of a one-way side street stop sign on Luna Bonita Drive at La Serra."

#### **4.18 Development Application Status Report**

**Recommendation:** That the City Council receive and file the report.

### **Items Removed from the Consent Calendar**

#### **5. Planning Agency**

The Planning Agency is called to order only if there are items scheduled to be presented to the Planning Agency.

#### **6. City Council Public Hearings**

#### **7. Administrative Reports**

##### **7.1 City Manager**

##### **7.2 City Clerk**

##### **7.2.1 Introduction and First Reading of an Ordinance Relating to Electronic and Digital Signatures**

**Recommendation:** That the City Council introduce for first reading, read by title only, and waive further reading of an Ordinance entitled: "An Ordinance of the City of Laguna Hills, California, Adding Chapter 1-14 (Electronic and Digital Signatures) to Title 1 (General Provisions) of the Laguna Hills Municipal Code Relating to the Authorized Use of Electronic and Digital Signatures."

#### **8. Matters Agendized and Presented by City Council Members**

#### **9. City Council Member Committee Reports**

##### **9.1 Committee Assignment Reports**

**Recommendation:** That the City Council receive reports from City Council Members on the City Council Committee Assignments listed in the staff report.

#### **10. City Council Member Comments**

## Adjournment

The next Regular Meeting of the City Council/Planning Agency will be January 14, 2025, at 6:00p.m., in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

### CERTIFICATION

I, JENNIFER LEE, 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 December 6, 2024, at 5:00p.m.

  
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*Jennifer Lee, CMC, City Clerk*

It is the intention of the City of Laguna Hills to comply with the Americans with Disabilities Act in all respects. If as an attendee or a participant at this meeting you will need special assistance beyond what is normally provided, the City of Laguna Hills will attempt to accommodate you in every reasonable manner. Please 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. In addition, such writings or documents will be made available for public review on the City's website at: <https://www.lagunahillsca.gov/supplementalagenda> and at the respective public meeting.

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