



CITY OF LAGUNA HILLS CITY COUNCIL/PLANNING AGENCY

REGULAR MEETING AGENDA Tuesday, December 8, 2020 – 7:00 PM (Closed Session at 6:00 PM when scheduled)

Janine Heft, Mayor

Erica Pezold, Mayor Pro Tempore
Don Sedgwick, Council Member

Dore J. Gilbert, M.D., Council Member
Dave Wheeler, Council Member

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

NOTICE REGARDING CORONAVIRUS (COVID-19): Please be advised that some, or all, of the City Council Members may attend this meeting via teleconference. This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic. If you wish to attend the City Council meeting in person, the City Council Chamber is located at 24035 El Toro Road, Laguna Hills, CA 92653. The public shall have the right to observe and offer public comment at this location. If you plan on attending, please follow the California Department of Health Guidelines by wearing a mask, washing your hands often, refraining from handshakes and maintaining social distance of six feet between individuals. You may also view the live stream of the meeting online at <http://lagunahillsca.igm2.com/Citizens/Default.aspx>.

Submission of Public Comments: While you may attend this meeting in person, given the health risks associated with COVID-19, the City encourages those wishing to make public comments at the December 8, 2020, City Council meeting, to submit your comments by email to the City Clerk at publiccomments@lagunahillsCA.gov, by 5:00 p.m. on December 8, 2020. 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. If you wish to submit a public comment on more than one agenda item, please send a separate email for each item you are commenting on. All comments received by 5:00 p.m. on the date of the meeting will be provided to the City Council in advance to allow time for the Council Members to read them. Email comments will NOT be read by the City Clerk during the meeting, but will be announced and made part of the record. Electronic public comments may only be submitted via email and comments via text and social media (Facebook, Twitter, etc.) will not be accepted.

Announcement of Public Comments: During the applicable agenda item, the City Clerk will announce the name of the sender and subject matter of all email comments received by 5:00 p.m. on December 8, 2020. The email comments, including your name, will become part of the record of the City Council meeting and will be public information.

GENERAL BUSINESS - CONVENING AT 7:00 PM**CALL TO ORDER**

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

PLEDGE OF ALLEGIANCE**ROLL CALL OF CITY COUNCIL MEMBERS****CITY COUNCIL REORGANIZATION****CERTIFICATION OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 3, 2020****Certification of the General Municipal Election Held on November 3, 2020**

Recommendation: That the City Council: 1) Receive and file the Certificate of Results for the General Municipal Election held on Tuesday, November 3, 2020; and 2) Adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, reciting the fact of the General Municipal Election held on Tuesday, November 3, 2020, declaring the results and such other matters as provided by law."

RECOGNITION OF OUTGOING COUNCIL MEMBER**Recognition of Outgoing Council Member**

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 Dore J. Gilbert, M.D.," and that the City Council present a Resolution of Commendation and City tile to Dore J. Gilbert, M.D.

OATHS OF OFFICE FOR NEW COUNCIL MEMBERS**REMARKS OF OUTGOING MAYOR****ELECTION OF MAYOR**

Recommendation: That the City Council nominate and elect a Mayor.

RECOGNITION OF OUTGOING MAYOR**RESOLUTION OF COMMENDATION, JANINE HEFT, MAYOR****Resolution of Commendation, Janine Heft, Mayor**

Recommendation: That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, commending Janine Heft as Mayor" and that the City Council present the Resolution and a plaque to Janine Heft recognizing her service to the City.

REMARKS OF COUNCIL MEMBERS REGARDING MAYOR HEFT'S SERVICE TO THE CITY**REMARKS OF NEWLY ELECTED MAYOR****ELECTION OF MAYOR PRO TEMPORE**

Recommendation: That the City Council nominate and elect a Mayor Pro Tempore

RECESS AND RECONVENE**ROLL CALL OF CITY COUNCIL MEMBERS****1. PRESENTATIONS AND PROCLAMATIONS****1.1 Laguna Hills High School Student Liaison**

Recommendation: That the City Council receive an oral report from Laguna Hills High School Student Liaison Liam Fellows.

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 November 24, 2020, Regular Meeting

Recommendation: That the City Council approve the Minutes for the November 24, 2020, Regular Meeting.

3.3 Ratification of December 8, 2020, Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from November 13, 2020, to November 25, 2020, in the amount of \$316,584.31.

3.4 City Council Review and Confirmation of the Necessity for Continuing the Local Emergency Related to the On-Going Threat of the Novel COVID-19 Virus

Recommendation: That the City Council review and confirm the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus.

3.5 First Quarter Financial & Treasurer's Report for Fiscal Year 2020/2021

Recommendation: That the City Council receive and file the First Quarter Financial and Treasurer's Report for Fiscal Year 2020/2021.

3.6 Progress Payment No. 1, Traffic Signal Repair - Alicia Parkway at Community Center Drive, CIP No. 112

Recommendation: That the City Council approve Progress Payment No. 1, in the net amount of \$18,747.30, to Comet Electric, Inc., for Traffic Signal Repair - Alicia Parkway at Community Center Drive, CIP No. 112.

3.7 Affirmation of Appointments List for City Boards, Commissions, and Committees

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

3.8 2021 City Council Meeting Schedule

Recommendation: That the City Council adopt the proposed calendar for 2021.

3.9 Approval of the Plans and Specifications and Authorization to Advertise for Bids for Project W - Safe Transit Stops Passenger Amenity Improvements at the El Toro Road Far Side Paseo De Valencia Bus Stop and Shelter

Recommendation: That the City Council approve the plans and specifications and authorize the advertisement for bids for the El Toro Road far side Paseo de Valencia Bus Stop and Shelter Passenger Amenity Improvements

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**4.3.1 Approval of Minutes for November 24, 2020, Regular Meeting**

Recommendation: That the Planning Agency approve the Minutes for the November 24, 2020, Regular Meeting.

4.4. ADMINISTRATIVE REPORTS

4.5. PLANNING AGENCY PUBLIC HEARINGS**4.5.1 Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a Request by Ryan Zacche on Behalf of Cotti Foods, Inc. to Construct a New 2,500 Square-Foot Drive-Thru Restaurant (Taco Bell) at 24888 Alicia Parkway in the Neighborhood Mixed Use Zoning District**

Recommendation: That the Planning Agency: 1) Resume the Public Hearing for CUP/SDP No. 0015-2020 which was continued from the November 24, 2020 Planning Agency Meeting; 2) Find and determine that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(C) (Class 3, New Construction or Conversion of Small Structures; and 3) Adopt a Resolution entitled: "A Resolution of the Planning Agency of the City of Laguna Hills, California, approving Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a request by Ryan Zacche on behalf of Cotti Foods, Inc. to construct a new 2,500 square-foot drive-thru restaurant (Taco Bell) and related site improvements on a portion of a 2.46-acre commercial property at 24888 Alicia Parkway."

PLANNING AGENCY ADJOURNMENT**5. CITY COUNCIL PUBLIC HEARINGS****6. ADMINISTRATIVE REPORTS****6.1. City Manager****6.2. Deputy City Manager/Community Services Director****6.2.1 2021 Memorial Day Race Event**

Recommendation: That the City Council direct staff to pursue Option B for a virtual race, as outlined in the staff report, for the 2021 Memorial Day race event, and authorize the City Manager to execute an agreement with Renegade Enterprises, LLC, for race event management services for the 2021 race with a not to exceed cost of \$28,000 for Option B.

6.3. Finance Director**6.3.1 Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2020**

Recommendation: That the City Council receive and file the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2020, together with the audit letters.

7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS**8. CITY COUNCIL MEMBER COMMENTS****9. CLOSED SESSION****ANNOUNCEMENT OF CLOSED SESSION ITEM(S)**

The City Council will convene into Closed Session, in the City Council Conference Room, or City Council Chamber, City Hall, Laguna Hills Civic Center, to consider the following matter(s):

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION - CONTINUED

Pursuant to Government Code Section 54957(b)(1)

Public Employee Title: City Manager-Annual Performance Evaluation

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to Government Code Section 54956.9

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) and paragraph (3) of subdivision (e) of Government Code Section 54956.9: (1 potential case: communication from a potential plaintiff threatening litigation).

PUBLIC COMMENTS ON CLOSED SESSION ITEM(S)**ADJOURN TO CITY COUNCIL CONFERENCE ROOM OR CITY COUNCIL CHAMBER****CONVENE INTO CLOSED SESSION****RECONVENE TO CITY COUNCIL CHAMBER****CLOSED SESSION REPORT**

City Attorney to announce whether any reportable action was taken on any matters considered during Closed Session.

ADJOURNMENT

The next Regular Meeting of the City Council/Planning Agency will be January 12, 2021, in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, do hereby certify that a copy of the foregoing Agenda was posted at Laguna Hills City Hall, Laguna Hills Community Center, and the Courtyard at La Paz Center by December 4, 2020, at 5:00 pm.



City Clerk

December 4, 2020**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/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Certification of the General Municipal Election Held on November 3, 2020

RECOMMENDATION: That the City Council: 1) Receive and file the Certificate of Results for the General Municipal Election held on Tuesday, November 3, 2020; and 2) Adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, reciting the fact of the General Municipal Election held on Tuesday, November 3, 2020, declaring the results and such other matters as provided by law."

SUMMARY:

On May 12, 2020, the City Council adopted Resolution No. 2020-05-12-3 calling for the City's General Municipal Election to be held on November 3, 2020, for the purpose of electing two City Council Members to four-year terms. Resolution No. 2020-05-12-4 was also adopted requesting the Orange County Board of Supervisors consolidate the Municipal Election with the November 3, 2020, Statewide General Election and provide election services through the Registrar of Voters' Office.

On Tuesday, November 3, 2020, the General Municipal Election was conducted and the Orange County Registrar of Voters has canvassed the returns and certified the results of the election. State Elections Code Section 10262(b) requires that the City Council certify the election results no later than the next regularly scheduled City Council meeting following the Orange County Registrar of Voters' final canvass of the returns.

Additionally, State Election Code Section 10263 requires that upon completion of the canvass and before installing the new officers, the governing body shall adopt a

Resolution reciting the fact of the election and the other matters that are enumerated.

The official canvass of the election, which is attached hereto, and referenced as “Exhibit A” of the proposed Resolution, contains a report of votes cast for each candidate.

ATTACHMENTS:

- Proposed Resolution
- Exhibit A - Official Canvas of Election

RESOLUTION NO. 2020-12-08-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON TUESDAY, NOVEMBER 3, 2020, DECLARING THE RESULTS AND SUCH OTHER MATTERS AS PROVIDED BY LAW

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

WHEREAS, a General Municipal Election was held and conducted in the City of Laguna Hills, California, on Tuesday, November 3, 2020, as required by law; and

WHEREAS, notice of the election was given in time, form, and manner as provided by law; that voting precincts were properly established; that election officers were appointed, and that in all respects the election was held and conducted and the votes were cast, received, and canvassed and the returns made and declared in time, form, and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

WHEREAS, the County Elections Department canvassed the returns of the election and has certified the results to this City Council, the results are received, attached, and made a part hereof as "Exhibit A."

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

SECTION 1. That the whole number of Election Day Vote Center ballots cast was 3,276. That the whole number of vote by mail ballots cast in the City was 14,560, making a total of 17,836 ballots cast in the City.

SECTION 2. That the names of persons voted for at the election for City Council Member are as follows:

Janine Heft
Bill Hunt
Nick Wood

SECTION 3. That the number of votes given at each precinct and the number of votes given in the City to each of the persons above named for the respective offices for which the persons were candidates are as listed in "Exhibit A".

SECTION 4. The City Council does declare and determine that: **Janine Heft** was elected as Member of the City Council for the full term of four years; and **Bill Hunt** was elected as Member of the City Council for the full term of four years.

SECTION 5. The City Clerk shall enter on the records of the City Council of the City, a statement of the result of the election, showing: (1) the whole number of ballots cast in the City; (2) the names of the persons voted for; (3) for what office each person was voted for; (4) the number of votes given at each precinct to each person; and (5) the total number of votes given to each person.

SECTION 6. That the City Clerk shall immediately make and deliver to each of the persons so elected a Certificate of Election signed by the City Clerk and authenticated; that the City Clerk, or designee, shall also administer to each person elected the Oath of Office prescribed in the Constitution of the State of California and shall have them subscribe to it and file it in the office of the City Clerk. Each and all of the persons so elected shall then be inducted into the respective office to which they have been elected.

SECTION 7. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 8th day of December 2020.

, MAYOR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2020-12-08-X adopted by the City Council of the City of Laguna Hills, California, at
a Regular Meeting thereof held on the 8th day of December 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

CITY OF LAGUNA HILLS Member, City Council

Cumulative Totals						
Precinct	Registration	Ballots Cast	Turnout (%)	JANINE HEFT	BILL HUNT	NICK WOOD
38082	949	816	86.0	454	406	116
38083	502	445	88.6	249	224	82
38084	2,293	2,083	90.8	1,093	1,081	345
38236	900	711	79.0	361	275	114
38292	390	295	75.6	175	109	68
38293	1,353	1,231	91.0	654	564	169
38301	440	386	87.7	182	200	78
38302	1,085	982	90.5	495	497	137
38305	1,882	1,663	88.4	859	746	272
38310	1,685	1,550	92.0	874	867	189
38311	1,199	1,093	91.2	608	497	157
38312	1,262	1,108	87.8	592	430	187
38314	869	800	92.1	433	476	99
38317	1,132	1,052	92.9	561	629	112
38318	0	0	0.0	0	0	0
38319	0	0	0.0	0	0	0
38320	0	0	0.0	0	0	0
38374	911	818	89.8	423	398	141
38375	652	612	93.9	306	347	102
38376	717	674	94.0	360	368	102
38377	607	562	92.6	326	310	79
38378	28	26	92.9	17	10	2
38380	55	50	90.9	23	37	10
38384	956	879	91.9	439	465	122
Early Vote Center Totals	19,867	0	0.0	0	0	0
Election Day Vote Center Totals	19,867	3,276	16.5	1,684	1,997	377
Vote by Mail Totals	19,867	14,560	73.3	7,800	6,939	2,306
Grand Totals	19,867	17,836	89.8	9,484	8,936	2,683

CITY OF LAGUNA HILLS Member, City Council

Early Vote Center
Totals

District	Registration	Ballots Cast	Turnout (%)	JANINE HEFT	BILL HUNT	NICK WOOD
Orange County	19,867	0	0.0	0	0	0
Orange County	19,867	0	0.0	0	0	0
45th Congressional District	19,867	0	0.0	0	0	0
36th Senate District	19,867	0	0.0	0	0	0
73rd Assembly District	19,867	0	0.0	0	0	0
5th Supervisorial District	19,867	0	0.0	0	0	0
Laguna Hills	19,867	0	0.0	0	0	0
State Board of Equalization (4th District)	19,867	0	0.0	0	0	0
County Board of Education Trustee Area 5	19,867	0	0.0	0	0	0
South Orange County Community College District	19,867	0	0.0	0	0	0
South Orange County Community College District Trustee Area 5	19,867	0	0.0	0	0	0
Capistrano Unified School District	0	0	0.0	0	0	0
Capistrano Unified School District Trustee Area 6	0	0	0.0	0	0	0
Saddleback Valley Unified School District	19,867	0	0.0	0	0	0
Saddleback Valley Unif Sch Dist Trustee Area 1	3,407	0	0.0	0	0	0
Saddleback Valley Unif Sch Dist Trustee Area 2	16,460	0	0.0	0	0	0
Municipal Water District Of Orange County	19,867	0	0.0	0	0	0
Municipal Water District of Orange County Div 5	5,291	0	0.0	0	0	0
Municipal Water District of Orange County Div 7	14,576	0	0.0	0	0	0
El Toro Water District	5,318	0	0.0	0	0	0
Moulton-Niguel Water District	14,549	0	0.0	0	0	0
Early Vote Center Totals	19,867	0	0.0	0	0	0

CITY OF LAGUNA HILLS Member, City Council

Election Day Vote
Center Totals

District	Registration	Ballots Cast	Turnout (%)	JANINE HEFT	BILL HUNT	NICK WOOD
Orange County	19,867	3,276	16.5	1684	1997	377
Orange County	19,867	3,276	16.5	1684	1997	377
45th Congressional District	19,867	3,276	16.5	1684	1997	377
36th Senate District	19,867	3,276	16.5	1684	1997	377
73rd Assembly District	19,867	3,276	16.5	1684	1997	377
5th Supervisorial District	19,867	3,276	16.5	1684	1997	377
Laguna Hills	19,867	3,276	16.5	1684	1997	377
State Board of Equalization (4th District)	19,867	3,276	16.5	1684	1997	377
County Board of Education Trustee Area 5	19,867	3,276	16.5	1684	1997	377
South Orange County Community College District	19,867	3,276	16.5	1684	1997	377
South Orange County Community College District Trustee Area 5	19,867	3,276	16.5	1684	1997	377
Capistrano Unified School District	0	0	0.0	0	0	0
Capistrano Unified School District Trustee Area 6	0	0	0.0	0	0	0
Saddleback Valley Unified School District	19,867	3,276	16.5	1684	1997	377
Saddleback Valley Unif Sch Dist Trustee Area 1	3,407	595	17.5	301	355	74
Saddleback Valley Unif Sch Dist Trustee Area 2	16,460	2,681	16.3	1383	1642	303
Municipal Water District Of Orange County	19,867	3,276	16.5	1684	1997	377
Municipal Water District of Orange County Div 5	5,291	880	16.6	445	502	111
Municipal Water District of Orange County Div 7	14,576	2,396	16.4	1239	1495	266
El Toro Water District	5,318	886	16.7	450	510	110
Moulton-Niguel Water District	14,549	2,390	16.4	1234	1487	267
Election Day Vote Center Totals	19,867	3,276	16.5	1,684	1,997	377

CITY OF LAGUNA HILLS Member, City Council

Vote by Mail
Totals

District	Registration	Ballots Cast	Turnout (%)	JANINE HEFT	BILL HUNT	NICK WOOD
Orange County	19,867	14,560	73.3	7800	6939	2306
Orange County	19,867	14,560	73.3	7800	6939	2306
45th Congressional District	19,867	14,560	73.3	7800	6939	2306
36th Senate District	19,867	14,560	73.3	7800	6939	2306
73rd Assembly District	19,867	14,560	73.3	7800	6939	2306
5th Supervisorial District	19,867	14,560	73.3	7800	6939	2306
Laguna Hills	19,867	14,560	73.3	7800	6939	2306
State Board of Equalization (4th District)	19,867	14,560	73.3	7800	6939	2306
County Board of Education Trustee Area 5	19,867	14,560	73.3	7800	6939	2306
South Orange County Community College District	19,867	14,560	73.3	7800	6939	2306
South Orange County Community College District Trustee Area 5	19,867	14,560	73.3	7800	6939	2306
Capistrano Unified School District	0	0	0.0	0	0	0
Capistrano Unified School District Trustee Area 6	0	0	0.0	0	0	0
Saddleback Valley Unified School District	19,867	14,560	73.3	7800	6939	2306
Saddleback Valley Unif Sch Dist Trustee Area 1	3,407	2,436	71.5	1235	1088	413
Saddleback Valley Unif Sch Dist Trustee Area 2	16,460	12,124	73.7	6565	5851	1893
Municipal Water District Of Orange County	19,867	14,560	73.3	7800	6939	2306
Municipal Water District of Orange County Div 5	5,291	3,767	71.2	1908	1691	614
Municipal Water District of Orange County Div 7	14,576	10,793	74.0	5892	5248	1692
El Toro Water District	5,318	3,785	71.2	1909	1710	623
Moulton-Niguel Water District	14,549	10,775	74.1	5891	5229	1683
Vote by Mail Totals	19,867	14,560	73.3	7,800	6,939	2,306

CITY OF LAGUNA HILLS Member, City Council

Grand Totals

District	Registration	Ballots Cast	Turnout (%)	JANINE HEFT	BILL HUNT	NICK WOOD
Orange County	19,867	17,836	89.8	9484	8936	2683
Orange County	19,867	17,836	89.8	9484	8936	2683
45th Congressional District	19,867	17,836	89.8	9484	8936	2683
36th Senate District	19,867	17,836	89.8	9484	8936	2683
73rd Assembly District	19,867	17,836	89.8	9484	8936	2683
5th Supervisorial District	19,867	17,836	89.8	9484	8936	2683
Laguna Hills	19,867	17,836	89.8	9484	8936	2683
State Board of Equalization (4th District)	19,867	17,836	89.8	9484	8936	2683
County Board of Education Trustee Area 5	19,867	17,836	89.8	9484	8936	2683
South Orange County Community College District	19,867	17,836	89.8	9484	8936	2683
South Orange County Community College District Trustee Area 5	19,867	17,836	89.8	9484	8936	2683
Capistrano Unified School District	0	0	0.0	0	0	0
Capistrano Unified School District Trustee Area 6	0	0	0.0	0	0	0
Saddleback Valley Unified School District	19,867	17,836	89.8	9484	8936	2683
Saddleback Valley Unif Sch Dist Trustee Area 1	3,407	3,031	89.0	1536	1443	487
Saddleback Valley Unif Sch Dist Trustee Area 2	16,460	14,805	89.9	7948	7493	2196
Municipal Water District Of Orange County	19,867	17,836	89.8	9484	8936	2683
Municipal Water District of Orange County Div 5	5,291	4,647	87.8	2353	2193	725
Municipal Water District of Orange County Div 7	14,576	13,189	90.5	7131	6743	1958
El Toro Water District	5,318	4,671	87.8	2359	2220	733
Moulton-Niguel Water District	14,549	13,165	90.5	7125	6716	1950
Early Vote Center Totals	19,867	0	0.0	0	0	0
Election Day Vote Center Totals	19,867	3,276	16.5	1,684	1,997	377
Vote by Mail Totals	19,867	14,560	73.3	7,800	6,939	2,306
Grand Totals	19,867	17,836	89.8	9,484	8,936	2,683



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Recognition of Outgoing Council Member

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 Dore J. Gilbert, M.D.," and that the City Council present a Resolution of Commendation and City tile to Dore J. Gilbert, M.D.

SUMMARY:

Council Member Dore J. Gilbert, M.D., was elected to the City Council on November 6, 2012, and took his Oath of Office on December 11, 2012. During his term he served as Mayor from December 9, 2014, through December 8, 2015 and from December 12, 2018, through May 14, 2019. It is in order to recognize Council Member Gilbert for admirably performing his duties and responsibilities as a member of the Laguna Hills City Council and for his service to the City.

ATTACHMENTS:

- Proposed Resolution

RESOLUTION NO. 2020-12-08-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA HILLS, CALIFORNIA, RECOGNIZING THE
SERVICE OF COUNCIL MEMBER DORE J. GILBERT, M.D.

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

WHEREAS, Dore J. Gilbert, M.D., was elected to the City Council on November 6, 2012, took his Oath of Office on December 11, 2012, served with distinction as Mayor for two terms, and has admirably performed his duties and responsibilities as a member of the Laguna Hills City Council by providing excellent and constructive contributions to the delivery of municipal services – both locally and regionally; and

WHEREAS, Dore J. Gilbert, M.D., has been and continues to be a strong advocate for transparency and openness in local government, has displayed outstanding leadership throughout his term on the City Council, particularly regarding his efforts to work with the Saddleback Valley Unified School District in spearheading the installation of synthetic turf on the athletic fields at Laguna Hills High School; completion of the La Paz Open Space Improvements; redevelopment of the Oakbrook Village Shopping Center; renovation of the Village at Nellie Gail Ranch; approving the entitlements and start of construction of the ActivCare Residential Care Facility at the former Phillips Mazda site; contributing positively to the general business environment and climate of the community; various public projects including roads and parks to improve the quality of life for residents increasing property values; commitment to preserve Laguna Hills history with an emphasis on providing exceptional recreation, athletic, and community services programs; and finally continued support of our adopted Marine Battalion; and

WHEREAS, he has advocated for an efficient City government predicated upon fiscally sound business principles and practices, resulting in continued fiscal integrity with award winning budgets and CAFRs; and

WHEREAS, Dore J. Gilbert, M.D., has displayed outstanding leadership throughout his term on the City Council; and

WHEREAS, his guidance, wisdom, and service have always been marked by commendable dedication to the City's economic, cultural, and aesthetic development, and focused on the best interests of the City as a whole, and he will be missed by Council Members and staff alike.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, on behalf of all our citizens, does hereby express sincere appreciation and thanks to Dore J. Gilbert, M.D., for his distinguished service to the City of Laguna Hills, highly commend him for the manner in which he has carried out his duties as Council Member, and extend our best wishes for continued success and happiness in all his future endeavors.

PASSED, APPROVED, AND ADOPTED this 8th day of December 2020.

_____, MAYOR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO
HISEBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2020-12-08-X adopted by the City Council of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 8th day of December 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

Attachment: Resolution (2261 : Recognition of Outgoing Council Member)



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Resolution of Commendation, Janine Heft, Mayor

RECOMMENDATION: That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, commending Janine Heft as Mayor" and that the City Council present the Resolution and a plaque to Janine Heft recognizing her service to the City.

SUMMARY:

Mayor Janine Heft served her term as Mayor of the City of Laguna Hills from December 10, 2019, through December 8, 2020. It is now in order to recognize Mayor Heft for her service to the City as Mayor.

ATTACHMENTS:

- Proposed Resolution

RESOLUTION NO. 2020-12-08-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LAGUNA HILLS, CALIFORNIA, COMMENDING
JANINE HEFT AS MAYOR

WHEREAS, Janine Heft, was elected to the City Council on November 8, 2016; took her Oath of Office on December 13, 2016; and served as Mayor of the City of Laguna Hills from December 10, 2019, through December 8, 2020; and

WHEREAS, in addition to accepting the responsibilities of Mayor, serving on the City's Community Engagement and Enrichment Ad Hoc Committee, and faithfully fulfilling her duties and responsibilities, Janine Heft has ably represented the City serving on various boards including serving as the City's delegate to the Transportation Corridor Agency, Association of California Cities – OC, and the Southern California Association of Governments as an alternate; and

WHEREAS, during the year that Janine Heft has presided as Mayor, the City promptly addressed and took necessary action to protect public health, safety, and welfare during an unprecedented global pandemic by declaring a local emergency on March 18, 2020, causing a ban on social gatherings, temporary closure of parks and businesses, including City Hall; and

WHEREAS, as Mayor, Janine Heft introduced legislative items to institute invocations at City Council Meetings, establish the use of online meeting platforms, and to oppose Proposition 15 on the November 3, 2020 General Election ballot; and

WHEREAS, the performance of her duties and responsibilities as Mayor have been characterized by excellent and constructive contributions to the lasting development of our City, and with greater attention to public engagement, earning the respect and admiration of her colleagues.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, on behalf of all our citizens, does hereby express its appreciation and thanks to Mayor Heft, for her service to the community as Laguna Hills Mayor for 2020.

PASSED, APPROVED, AND ADOPTED this 8th day of December 2020.

_____, MAYOR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2020-12-08-X adopted by the City Council of the City of Laguna Hills, California, at
a Regular Meeting thereof held on the 8th day of December 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

Attachment: Resolution (2248 : Resolution of Commendation, Janine Heft, Mayor)



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Jennifer Lee
Assistant City Clerk
ISSUE: Approval of Minutes for November 24, 2020, Regular Meeting

RECOMMENDATION: That the City Council approve the Minutes for the November 24, 2020, Regular Meeting.

ATTACHMENTS:

- 201124 CC Minutes

**CITY OF LAGUNA HILLS
CITY COUNCIL/PLANNING AGENCY**

**REGULAR MEETING
MINUTES
Tuesday, November 24, 2020**

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

The meeting was called to order at 7:03 p.m. by Mayor Heft.

PLEDGE OF ALLEGIANCE: Council Member Gilbert

ROLL CALL OF CITY COUNCIL MEMBERS

Attendee Name	Title	Status	Arrived
Janine Heft	Mayor	Present	
Erica Pezold	Mayor Pro Tempore	Present	
Dore J. Gilbert, M.D.	Council Member	Present	
Don Sedgwick	Council Member	Present	
Dave Wheeler	Council Member	Remote	

1. PRESENTATIONS AND PROCLAMATIONS

1.1 Laguna Hills High School Student Liaison

Recommendation: The City Council received an oral report from Laguna Hills High School Student Liaison Sofia Kachani.

1.2 Laguna Hills 3/5 Marine Support Committee

Recommendation: The City Council received an update from Chair Karen Robbins on the 3/5 Dark Horse Committee.

2. PUBLIC COMMENTS

The following individual addressed the City Council on non-agendized items:

Dennis Thompson, a resident of Laguna Hills, spoke on behalf of himself and his wife, Denise Chisum, regarding recent break-ins and thefts in the Laguna Village Association.

The following individual submitted electronic public comments that were received, forwarded to the Council prior to the meeting, and announced into the record by Assistant City Clerk Lee:

David Gagne, a resident of Laguna Hills, sent an email regarding recent break-ins and thefts in the Laguna Village Association.

3. CONSENT CALENDAR

Motion to approve the Consent Calendar.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dore J. Gilbert, M.D., Council Member
SECONDER:	Erica Pezold, Mayor Pro Tempore
AYES:	Janine Heft, Mayor; Erica Pezold, Mayor Pro Tempore; Dore J. Gilbert, M.D., Council Member; Don Sedgwick, Council Member; Dave Wheeler, Council Member

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 November 10, 2020, Regular Meeting

Recommendation: That the City Council approve the Minutes for the November 10, 2020, Regular Meeting.

3.3 Ratification of November 24, 2020, Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from October 30, 2020, to November 12, 2020, in the amount of \$978,663.99.

3.4 City Council Review and Confirmation of the Necessity for Continuing the Local Emergency Related to the On-Going Threat of the Novel COVID-19 Virus and Confirmation of the Director of Emergency Services/City Manager's Executive Order Related Thereto

Recommendation: That the City Council: 1) Review and confirm the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus; and 2) Confirm the Director of Emergency Services/City Manager's executive order related thereto.

3.5 Civic Center First Quarter Financial Report for Fiscal Year 2020/2021

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

3.6 FY 2019/20 Development Impact Fees Annual Report

Recommendation: That the City Council approve the FY 2019/20 Development Impact Fees Annual Report pursuant to California Government Code Section 66006.

3.7 Annual Review of Investment & Portfolio Policies and Delegation of Investment Authority to the City Treasurer

Recommendation: That the City Council adopt Resolution No. 2020-11-24-1: "A Resolution of the City Council of the City of Laguna Hills, California, delegating investment authority to the City Treasurer and approving a policy for the investment of surplus City funds and rescinding Resolution No. 2019-11-26-3."

ITEMS REMOVED FROM THE CONSENT CALENDAR

There were no items removed from the Consent Calendar.

4. PLANNING AGENCY

Mayor Heft recessed the City Council Meeting, and acting in capacity as Chair, called the Regular Meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:18 p.m.

4.1. ROLL CALL OF PLANNING AGENCY MEMBERS

Attendee Name	Title	Status	Arrived
Janine Heft	Chair	Present	
Erica Pezold	Vice Chair	Present	
Dore J. Gilbert, M.D.	Agency Member	Present	
Don Sedgwick	Agency Member	Present	
Dave Wheeler	Agency Member	Remote	

4.2. PUBLIC COMMENTS

There were no Planning Agency public comments.

4.3. APPROVAL OF MINUTES

4.3.1 Approval of Minutes for November 10, 2020, Regular Meeting

Recommendation: That the Planning Agency approve the Minutes for the November 10, 2020, Regular Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dore J. Gilbert, M.D., Agency Member
SECONDER:	Erica Pezold, Vice Chair
AYES:	Janine Heft, Chair; Erica Pezold, Vice Chair; Dore J. Gilbert, M.D., Agency Member; Don Sedgwick, Agency Member; Dave Wheeler, Agency Member

4.4. ADMINISTRATIVE REPORTS

There were no Planning Agency administrative reports.

4.5. PLANNING AGENCY PUBLIC HEARINGS

4.5.1 Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a Request by Ryan Zacche on Behalf of Cotti Foods, Inc. to Construct a New 2,500 Square-Foot Drive-Thru Restaurant (Taco Bell) at 24888 Alicia Parkway in the Neighborhood Mixed Use Zoning District

Community Development Director Chantarangsu reviewed the information provided in the staff report, provided a PowerPoint presentation, and responded to Council requests for additional information.

Chair Heft opened the Public Hearing.

Chair Heft disclosed she conducted an inspection of the site.

Chris Wadleigh, project applicant and Vice President of Design and Development at Cotti Foods Corporation, indicated that he did not agree with Condition No. 22, as written, of the Conditions of Approval for the project and responded to Council requests for additional information.

Clay Toombs, a representative for the property owners, responded to Council requests for additional information.

The project applicant requested that the Public Hearing be continued to a future meeting.

Davian Mays, a resident of Laguna Hills, spoke regarding access to the project site from Bentley Lane.

Jason Phillips, property owner, responded to the public comments.

John Dodson, architect for the project and Partner at Armet Davis Newlove Architects, responded to the public comments.

Chair Heft closed the Public Hearing.

Recommendation: That the Planning Agency: 1) Conduct a Public Hearing for CUP/SDP No. 0015-2020; 2) Find and determine that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(C) (Class 3, New Construction or Conversion of Small Structures; and 3) Adopt a Resolution entitled: "A Resolution of the Planning Agency of the City of Laguna Hills, California, approving Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a request by Ryan Zacche on behalf of Cotti Foods, Inc. to construct a new 2,500 square-foot drive-thru restaurant (Taco Bell) and related site improvements on a portion of a 2.46-acre commercial property at 24888 Alicia Parkway."

Motion to reopen the public hearing and to continue the public hearing on this item to the December 8, 2020, City Council Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dore J. Gilbert, M.D., Agency Member
SECONDER:	Erica Pezold, Vice Chair
AYES:	Janine Heft, Chair; Erica Pezold, Vice Chair; Dore J. Gilbert, M.D., Agency Member; Don Sedgwick, Agency Member; Dave Wheeler, Agency Member

PLANNING AGENCY ADJOURNMENT

Mayor Heft reconvened the City Council Meeting at 8:52 p.m. Mayor Heft, Mayor Pro Tempore Pezold, Council Member Gilbert and Council Member Sedgwick were present. Council Member Wheeler were present via teleconference.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council public hearings.

6. ADMINISTRATIVE REPORTS**6.1. City Manager**

The City Manager gave no administrative reports.

7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS**7.1. Mayor Heft****7.1.1 Pickleball Courts**

Mayor Heft reviewed the information provided in the staff report.

Cathy Tibbitts and Melinda Strongfellow, residents of Mission Viejo, spoke in favor of opening the pickleball courts.

Laurie Peach, Sonny Peach, Anne Taylor-Loughran, Brian Longuefosse, Steve Schinko, and Ellen Schinko, residents of Laguna Hills, spoke in favor of opening the pickleball courts.

Community Services Director Reynolds provided some information on the item and responded to Council requests for additional information.

Recommendation: Mayor Heft recommends that the City Council reopen the pickleball courts in Laguna Hills.

Motion to open the pickleball courts from 8:00 a.m. to 9:00 p.m., 7 days a week.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janine Heft, Mayor
SECONDER:	Dore J. Gilbert, M.D., Council Member
AYES:	Janine Heft, Mayor; Erica Pezold, Mayor Pro Tempore; Dore J. Gilbert, M.D., Council Member; Don Sedgwick, Council Member; Dave Wheeler, Council Member

8. CITY COUNCIL MEMBER COMMENTS**Council Member Sedgwick**

Council Member Sedgwick shared two videos highlighting recent efforts and activities of the Orange County Fire Authority.

Mayor Pro Tempore Pezold

Mayor Pro Tempore Pezold thanked Community Development Director Chantarangsu for his presentation tonight and expressed her appreciation to staff.

Mayor Pro Tempore Pezold expressed that she is proud of the job the City is doing amid encountered budget cuts and the COVID-19 pandemic.

Mayor Heft

Mayor Heft expressed her desire to implement the invocations program previously approved by the Council.

Mayor Heft announced her election as the Association of California Cities-Orange County Board of Directors First Vice President.

9. CLOSED SESSION**ANNOUNCEMENT OF CLOSED SESSION ITEM(S)**

The City Council reconvened into Closed Session, in the City Council Chamber, City Hall, Laguna Hills Civic Center, to consider the following matter(s):

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957(b)(1)

Public Employee Title: City Manager - Annual Performance Evaluation

PUBLIC COMMENT ON CLOSED SESSION ITEM(S)

There were no public comments on closed session item(s).

Mayor Heft recessed the City Council meeting at 9:50 p.m.

CONVENE INTO CLOSED SESSION

The City Council convened into Closed Session at 10:05 p.m.

Council Member Gilbert left the meeting at 11:00 p.m.

RECONVENE CITY COUNCIL MEETING

Mayor Heft reconvened the City Council Meeting at 12:15 a.m. All Council Members, with the exception of Council Member Gilbert, were present.

CLOSED SESSION REPORT

City Attorney Simonian reported that the City Council convened into Closed Session pursuant to the authorities listed on the Agenda with no reportable action.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 12:16 a.m.

Melissa Au-Yeung, City Clerk

ATTEST:

, Mayor

Approved at meeting of December 8, 2020



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Janice Reyes
Finance Director
ISSUE: Ratification of December 8, 2020, Warrant Register

RECOMMENDATION: That the City Council ratify the accompanying Warrant Register for the period from November 13, 2020, to November 25, 2020, in the amount of \$316,584.31.

SUMMARY:

The City issues accounts payable disbursements on a regular basis and presents it to City Council for ratification at its next regularly scheduled City Council Meeting. The attached Warrant Register containing checks and electronic funds transfers for the period from November 13, 2020, to November 25, 2020, is being presented for ratification by the City Council. Payments have been reviewed and approved by the appropriate departmental staff. The Director of Finance certifies to the accuracy of the attached register and to the availability of monies for payment thereof.

ATTACHMENTS:

- Warrant Register - December 8, 2020
- Warrant Register, Payables Detail Report - December 8, 2020



City of Laguna Hills, CA

Warrant Register - December 8, 2020

By Check Number

Date Range: 11/13/2020 - 11/25/2020

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Regular				
8818634	A-0138	ALL CITY MANAGEMENT, INC.	11/19/2020	9,387.49
8818635	A-0359	ANDERSON PENNA PARTNERS, INC.	11/19/2020	7,080.00
8818636	A-0365	AT&T - CALNET 3	11/19/2020	262.17
8818637	B-0304	BEE MAN, THE	11/19/2020	600.00
8818638	B-0440	BUCKNAM INFRASTRUCTURE GROUP, INC.	11/19/2020	6,403.00
8818639	C-0333	CALIF PARK & REC SOCIETY, INC.	11/19/2020	145.00
8818640	C-1179	CANON SOLUTIONS AMERICA	11/19/2020	23.60
8818641	C-0023	COX COMMUNICATION	11/19/2020	195.86
8818642	C-1122	CROSTOWN ELECTRICAL & DATA, INC.	11/19/2020	20,680.95
8818643	D-0541	DIAMOND ENVIRONMENTAL SERVICES	11/19/2020	2,820.48
8818644	F-0709	FIVE STAR TROPHIES	11/19/2020	140.08
8818645	H-0829	HARTZOG & CRABILL, INC.	11/19/2020	32.50
8818646	I-0942	IRVINE RANCH WATER DISTRICT	11/19/2020	182.33
8818647	K-1193	KOSMONT COMPANIES	11/19/2020	9,150.70
8818648	M-1388	MOBILE MINI, INC.	11/19/2020	82.97
8818649	O-1500	ORANGE COUNTY REGISTER	11/19/2020	535.83
8818650	P-1834	PLACEWORKS, INC.	11/19/2020	12,136.73
8818651	R-1977	RJ ELECTRIC	11/19/2020	2,622.00
8818652	S-1902	SAN DIEGO GAS & ELECTRIC	11/19/2020	144.30
8818653	S-2295	SOUTHERN COMPUTER WAREHOUSE	11/19/2020	532.45
8818654	S-2250	SPARKLETTS	11/19/2020	98.20
8818655	T-2698	TPX COMMUNICATIONS	11/19/2020	544.97
8818656	V-2249	US BANK VOYAGER FLEET SYSTEM	11/19/2020	205.33
8818657	V-2224	VERIZON WIRELESS	11/19/2020	717.11
8818658	V-2254	VITUITY - URGENT CARE SERVICES, PC	11/19/2020	100.00
8818659	W-2337	WEST COAST ARBORISTS, INC.	11/19/2020	41,021.95
8818660	R-1801	WOODRUFF, SPRADLIN & SMART	11/19/2020	63,083.82
8818661	A-0228	AMERON POLE PRODUCTS	11/25/2020	11,585.52
8818662	A-0360	ARC DOCUMENT SOLUTIONS, LLC	11/25/2020	1,137.49
8818663	C-1133	CALIFORNIA YELLOW CAB	11/25/2020	192.00
8818664	C-1207	CHANDLER AGGREGATES, INC.	11/25/2020	1,886.96
8818665	C-1139	COMPLETE OFFICE OF CALIFORNIA	11/25/2020	38.72
8818666	D-0575	DOG WASTE DEPOT	11/25/2020	538.64
8818667	F-0604	FEDERAL EXPRESS CORPORATION	11/25/2020	56.25
8818668	C-1190	FINGERPRINT ID (AFIS) LAW ENF. - COUNTY OF ORANGE	11/25/2020	1,388.00
8818669	Z-CD-0281	FORD, JARED	11/25/2020	1,050.00
8818670	G-0709	JOE A. GONSALVES & SON	11/25/2020	2,900.00
8818671	L-1385	LOZEAU CONSULTING, TRAINING AND INVESTIGATIONS	11/25/2020	560.00
8818672	M-1302	MOULTON NIGUEL WATER DISTRICT	11/25/2020	21,944.97
8818673	O-1546	OFFICE SOLUTIONS	11/25/2020	658.66
8818674	R-1976	REAL ESTATE CONSULTING & SERVICES, INC.	11/25/2020	160.00
8818675	R-1980	RUSSELL SIGLER, INC.	11/25/2020	15,500.00
8818676	S-1902	SAN DIEGO GAS & ELECTRIC	11/25/2020	25,708.18
8818677	S-1904	SOUTHERN CALIFORNIA EDISON	11/25/2020	13,205.12
8818678	S-2250	SPARKLETTS	11/25/2020	59.72
8818679	Z-CD-0282	TOPALIAN, JUSTIN	11/25/2020	488.10
8818680	W-2377	WILLDAN ENGINEERING	11/25/2020	168.00
Total Regular:				278,156.15

Attachment: Warrant Register - December 8, 2020 (2275 : Warrant Register, December 8, 2020)

Warrant Register - December 8, 2020

Date Range: 11/13/2020 - 11/25/2020

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Bank Draft				
DFT0001406	B-0276	BANK OF AMERICA VISA CARD	11/16/2020	488.89
DFT0001407	B-0276	BANK OF AMERICA VISA CARD	11/16/2020	3,659.86
DFT0001408	B-0276	BANK OF AMERICA VISA CARD	11/16/2020	768.31
DFT0001409	B-0276	BANK OF AMERICA VISA CARD	11/16/2020	1,128.37
DFT0001410	B-0276	BANK OF AMERICA VISA CARD	11/16/2020	2,685.93
DFT0001411	C-1007	OCSD LAW ENFORCEMENT CONTRACT, OC TREASURER-TAX	11/19/2020	29,696.80
Total Bank Draft:				38,428.16

Bank Code AP Bank Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	65	47	0.00	278,156.15
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	6	6	0.00	38,428.16
EFT's	0	0	0.00	0.00
	71	53	0.00	316,584.31

Attachment: Warrant Register - December 8, 2020 (2275 : Warrant Register, December 8, 2020)

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	65	47	0.00	278,156.15
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	6	6	0.00	38,428.16
EFT's	0	0	0.00	0.00
	71	53	0.00	316,584.31

Fund Summary

Fund	Name	Period	Amount
998	POOL	11/2020	316,584.31
			316,584.31



City of Laguna Hills, CA

Warrant Register - Payables Detail Report

By Fund

Payment Dates 11/13/2020 - 11/25/2020

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
Fund: 100 - GENERAL FUND					
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMDEV	Departmental Expenditure, Oct '20	100-225-611000	1,050.00
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMDEV	Departmental Expenditure, Oct '20	100-225-646100	78.37
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMSVCS	Departmental Expenditure, Oct '20	100-195-940000	75.33
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMSVCS	Departmental Expenditure, Oct '20	100-310-610000	98.88
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMSVCS	Departmental Expenditure, Oct '20	100-310-613100	18.00
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMSVCS	Departmental Expenditure, Oct '20	100-310-622005	25.00
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMSVCS	Departmental Expenditure, Oct '20	100-310-624500	50.00
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMSVCS	Departmental Expenditure, Oct '20	100-310-646100	1,961.24
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMSVCS	Departmental Expenditure, Oct '20	100-310-695502	9.99
11/16/2020	BANK OF AMERICA VISA CARD	102020 GENGOV1	Departmental Expenditure, Oct '20	100-000-120000	20.00
11/16/2020	BANK OF AMERICA VISA CARD	102020 GENGOV1	Departmental Expenditure, Oct '20	100-155-612000	105.45
11/16/2020	BANK OF AMERICA VISA CARD	102020 GENGOV1	Departmental Expenditure, Oct '20	100-155-622000	255.70
11/16/2020	BANK OF AMERICA VISA CARD	102020 GENGOV1	Departmental Expenditure, Oct '20	100-155-626000	107.74
11/16/2020	BANK OF AMERICA VISA CARD	102020 POLSVCS	Departmental Expenditure, Oct '20	100-420-622000	414.42
11/16/2020	BANK OF AMERICA VISA CARD	102020 POLSVCS	Departmental Expenditure, Oct '20	100-420-695000	143.87
11/16/2020	BANK OF AMERICA VISA CARD	102020 PUBSVCS	Departmental Expenditure, Oct '20	100-355-610000	335.00
11/16/2020	BANK OF AMERICA VISA CARD	102020 PUBSVCS	Departmental Expenditure, Oct '20	100-355-720500	106.78
11/16/2020	BANK OF AMERICA VISA CARD	102020 PUBSVCS	Departmental Expenditure, Oct '20	100-355-720701	326.53
11/19/2020	AT&T - CALNET 3	000015594962	Traffic Signal, Public Services, Oct '20	100-355-630000	23.61
11/19/2020	AT&T - CALNET 3	000015597030	Alarm, Com Ctr & City Hall Lines, Nov '20	100-195-630000	146.70
11/19/2020	AT&T - CALNET 3	000015597030	Alarm, Com Ctr & City Hall Lines, Nov '20	100-310-630100	91.86
11/19/2020	COX COMMUNICATION	102920	WiFi, Community Center, Oct '20	100-195-630000	195.86
11/19/2020	ORANGE COUNTY REGISTER	110420	Subscription, City Hall, 12/3/20 - 3/4/21	100-155-626000	535.83
11/19/2020	CALIF PARK & REC SOCIETY, INC.	110620	Membership, Community Services,	100-310-610000	145.00
11/19/2020	SAN DIEGO GAS & ELECTRIC	111620	Street Lights, Traffic Control, Nov '20	100-355-631400	144.30
11/19/2020	IRVINE RANCH WATER DISTRICT	111620	Water Usage, Public Services, Oct '20	100-355-635000	182.33
11/19/2020	BEE MAN, THE	112156	Bee Removal, Public Services, Oct '20	100-355-720701	175.00
11/19/2020	BEE MAN, THE	112267	Bee Removal, Public Services, Oct '20	100-355-720701	270.00
11/19/2020	BEE MAN, THE	112294	Bee Removal, Public Services, Oct '20	100-355-720701	155.00
11/19/2020	FIVE STAR TROPHIES	13346	Office Supplies, Gen Gov, Nov '20	100-155-620000	140.08
11/19/2020	TPX COMMUNICATIONS	135869041-0	Communications Expense, Nov '20	100-195-630000	544.97
11/19/2020	WEST COAST ARBORISTS, INC.	162907	Tree Trimming Services, Jul '20	100-355-720702	29,027.35
11/19/2020	WEST COAST ARBORISTS, INC.	165648	Tree Trimming Services, Oct '20	100-355-720702	11,994.60
11/19/2020	HARTZOG & CRABILL, INC.	20-0391	Traffic Signal Mgmt Services, Jun '20	100-355-700101	32.50
11/19/2020	CROSSTOWN ELECTRICAL & DATA,	3298 - 3337	Traffic Signal Maintenance, Oct '20	100-355-720420	15,808.15
11/19/2020	BUCKNAM INFRASTRUCTURE GROUP, INC.	361-01.10	City Engineer Services, Oct '20	100-355-700100	6,403.00
11/19/2020	VITUITY - URGENT CARE SERVICES,	385C20515	Recruitment, Oct '20	100-195-617000	100.00
11/19/2020	CANON SOLUTIONS AMERICA	4034414422	Copier Usage, Community Services, Oct '20	100-195-641200	23.60
11/19/2020	SPARKLETTES	4228482 110620	Operating Supplies, Nov '20	100-195-622000	98.20
11/19/2020	CROSSTOWN ELECTRICAL & DATA,	4296-20-010	Traffic Signal Maintenance, Oct '20	100-355-720420	4,872.80
11/19/2020	RJ ELECTRIC	59180	Parks Contract Repair, Oct '20	100-355-720701	1,325.00
11/19/2020	RJ ELECTRIC	59194	Parks Contract Repair, Comm Ctr, Nov '20	100-355-720701	1,297.00
11/19/2020	WOODRUFF, SPRADLIN & SMART	66798-66799	Professional Services Legal, Oct '20	100-155-700010	25,800.32
11/19/2020	WOODRUFF, SPRADLIN & SMART	66798-66799	Professional Services Legal, Oct '20	100-155-700011	279.50
11/19/2020	WOODRUFF, SPRADLIN & SMART	66798-66799	Professional Services Legal, Oct '20	100-155-700014	330.00
11/19/2020	ALL CITY MANAGEMENT, INC.	68338	Crossing Guard Services, 10/19/20 - 10/30/20	100-420-720822	5,296.09
11/19/2020	US BANK VOYAGER FLEET SYSTEM	869321927043	Vehicle Fuel, Oct '20	100-310-613100	205.33

Attachment: Warrant Register, Payables Detail Report - December 8, 2020 (2275 : Warrant Register, December 8, 2020)

Warrant Register - Payables Detail Report

Payment Dates: 11/13/2020 - 11/25/2020

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
11/19/2020	ANDERSON PENNA PARTNERS, INC.	8700	Inspection Services, Oct '20	100-355-700255	7,080.00
11/19/2020	MOBILE MINI, INC.	9009396131	Storage Rental, Community Center, 11/3 - 11/30/20	100-310-641000	82.97
11/19/2020	VERIZON WIRELESS	9865717313	Communication Expense, Oct '20	100-195-630000	717.11
11/19/2020	SOUTHERN COMPUTER WAREHOUSE	IN-000664413	Computer Supplies, Oct '20	100-195-940000	532.45
11/25/2020	WILLDAN ENGINEERING	00619222	Professional Services, May '20	100-000-220444	168.00
11/25/2020	ARC DOCUMENT SOLUTIONS, LLC	10772013R	Printing Services, Engineering, Nov	100-355-623000	1,086.66
11/25/2020	ARC DOCUMENT SOLUTIONS, LLC	10783486	Printing Services, Engineering, Nov	100-355-623000	21.31
11/25/2020	ARC DOCUMENT SOLUTIONS, LLC	10784143	Printing Services, CIP 505, Nov '20	100-600-790600	29.52
11/25/2020	SAN DIEGO GAS & ELECTRIC	112120	Street Lights, Traffic Control, Com Ctr, Nov '20	100-310-631100	4,778.97
11/25/2020	SOUTHERN CALIFORNIA EDISON	112120	Street Lights, Traffic Control, Oct '20	100-355-631000	689.48
11/25/2020	SAN DIEGO GAS & ELECTRIC	112120	Street Lights, Traffic Control, Com Ctr, Nov '20	100-355-631000	5,521.42
11/25/2020	SOUTHERN CALIFORNIA EDISON	112120	Street Lights, Traffic Control, Oct '20	100-355-631400	12,515.64
11/25/2020	SAN DIEGO GAS & ELECTRIC	112120	Street Lights, Traffic Control, Com Ctr, Nov '20	100-355-631400	12,043.81
11/25/2020	SAN DIEGO GAS & ELECTRIC	112120	Street Lights, Traffic Control, Com Ctr, Nov '20	100-355-631900	3,363.98
11/25/2020	MOULTON NIGUEL WATER DISTRICT	112120	Water Usage, Public Services, Oct '20	100-355-635000	21,944.97
11/25/2020	SPARKLETT'S	12194330 111120	Operating Supplies, Comm Ctr, Nov	100-310-622005	59.72
11/25/2020	REAL ESTATE CONSULTING & SERVICES, INC.	13693	Parks Contract Repair, Nov '20	100-355-720701	160.00
11/25/2020	JOE A. GONSALVES & SON	158630	Legislative Services, Dec '20	100-155-700020	2,900.00
11/25/2020	COMPLETE OFFICE OF CALIFORNIA	2511449-0	Operating Supplies, Comm Ctr, Nov	100-310-622005	38.72
11/25/2020	CHANDLER AGGREGATES, INC.	311317	Trail Maintenance, Nov '20	100-355-720701	1,886.96
11/25/2020	DOG WASTE DEPOT	376932	Operating Supplies, Nov '20	100-355-622000	538.64
11/25/2020	AMERON POLE PRODUCTS	50079464	Traffic Signal, CIP 112	100-600-790600	11,585.52
11/25/2020	FEDERAL EXPRESS CORPORATION	7-181-46646	Delivery Services, Nov '20	100-195-625000	56.25
11/25/2020	FORD, JARED	CD-0634-BLDR-0557-202	Refund, C&D Deposit, R #7697	100-000-227001	1,050.00
11/25/2020	TOPALIAN, JUSTIN	CD-0635-BLDR-0210-201	Refund, C&D Deposit, R #6548	100-000-227001	488.10
11/25/2020	RUSSELL SIGLER, INC.	CM0000091	Credit Memo CM-BRE20004161, CIP 513-B	100-600-790600	(7,000.00)
11/25/2020	OFFICE SOLUTIONS	I-01816398	Office/Computer Supplies, Nov '20	100-195-620000	181.34
11/25/2020	OFFICE SOLUTIONS	I-01816398	Office/Computer Supplies, Nov '20	100-420-621000	86.99
11/25/2020	OFFICE SOLUTIONS	I-01816399	Operating Supplies, Nov '20	100-195-622000	277.80
11/25/2020	OFFICE SOLUTIONS	I-01816609	Office Supplies, Nov '20	100-195-620000	73.11
11/25/2020	OFFICE SOLUTIONS	I-01816610	Operating Supplies, Nov '20	100-195-622000	26.70
11/25/2020	OFFICE SOLUTIONS	I-01816944	Operating Supplies, Nov '20	100-195-622000	12.72
11/25/2020	RUSSELL SIGLER, INC.	INV-BRE20030926	Community Center Renovation, CIP 513-B	100-600-790600	7,000.00
11/25/2020	RUSSELL SIGLER, INC.	INV-BRE20038202	Community Center Renovation, CIP 513-B	100-600-790600	11,000.00
11/25/2020	RUSSELL SIGLER, INC.	INV-BRE20038679	Community Center Renovation, CIP 513-B	100-600-790600	4,500.00
11/25/2020	FINGERPRINT ID (AFIS) LAW ENF. - COUNTY OF ORANGE	SH 57752	Fingerprint ID System Charges, Nov	100-420-720835	1,388.00
Fund 100 - GENERAL FUND Total:					217,713.14
Fund: 101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT					
11/19/2020	KOSMONT COMPANIES	1911.5-012	Prof Services, Village at Laguna Hills, Oct '20	101-000-223000	9,150.70
11/19/2020	KOSMONT COMPANIES	1911.5-012	Prof Services, Village at Laguna Hills, Oct '20	101-000-450000	(9,150.70)
11/19/2020	KOSMONT COMPANIES	1911.5-012	Prof Services, Village at Laguna Hills, Oct '20	101-225-700000	9,150.70
11/19/2020	WOODRUFF, SPRADLIN & SMART	66798-66799	Professional Services Legal, Oct '20	101-000-223000	34,760.00
11/19/2020	WOODRUFF, SPRADLIN & SMART	66798-66799	Professional Services Legal, Oct '20	101-000-450000	(34,760.00)
11/19/2020	WOODRUFF, SPRADLIN & SMART	66798-66799	Professional Services Legal, Oct '20	101-225-700012	34,760.00
11/19/2020	PLACEWORKS, INC.	73705	Prof Services, Village at LH Expenses, Oct '20	101-000-223000	1,345.13
11/19/2020	PLACEWORKS, INC.	73705	Prof Services, Village at LH Expenses, Oct '20	101-000-450000	(1,345.13)

Attachment: Warrant Register, Payables Detail Report - December 8, 2020 (2275 : Warrant Register, December 8, 2020)

Warrant Register - Payables Detail Report

Payment Dates: 11/13/2020 - 11/25/2020

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
11/19/2020	PLACEWORKS, INC.	73705	Prof Services, Village at LH Expenses, Oct '20	101-225-700200	1,345.13
11/19/2020	PLACEWORKS, INC.	73714	Prof Services, Village at LH Expenses, Oct '20	101-000-223000	10,791.60
11/19/2020	PLACEWORKS, INC.	73714	Prof Services, Village at LH Expenses, Oct '20	101-000-450000	(10,791.60)
11/19/2020	PLACEWORKS, INC.	73714	Prof Services, Village at LH Expenses, Oct '20	101-225-700200	10,791.60
Fund 101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT Total:					56,047.43
Fund: 221 - SENIOR MOBILITY PROGRAM					
11/25/2020	CALIFORNIA YELLOW CAB	10406020	Senior Mobility Program, Oct '20	221-310-720000	192.00
Fund 221 - SENIOR MOBILITY PROGRAM Total:					192.00
Fund: 430 - CARES Act Assistance - State					
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMSVCS	Departmental Expenditure, Oct '20	430-420-622000	75.34
11/16/2020	BANK OF AMERICA VISA CARD	102020 COMSVCS	Departmental Expenditure, Oct '20	430-420-940000	1,346.08
11/16/2020	BANK OF AMERICA VISA CARD	102020 POLSVCS	Departmental Expenditure, Oct '20	430-420-622000	2,127.64
11/19/2020	DIAMOND ENVIRONMENTAL	0002924114	Contract Serv - Sanitation, Comm Ctr, Dec '20	430-420-721505	940.16
11/19/2020	DIAMOND ENVIRONMENTAL	0002924115	Contract Serv - Sanitation, Cabot Park, Dec '20	430-420-721505	940.16
11/19/2020	DIAMOND ENVIRONMENTAL	0002924116	Contract Serv - Sanitation, Civic Ctr, Dec '20	430-420-721505	940.16
11/19/2020	WOODRUFF, SPRADLIN & SMART	66798-66799	Professional Services Legal, Oct '20	430-420-700010	880.00
11/19/2020	ALL CITY MANAGEMENT, INC.	68338	Crossing Guard Services, 10/19/20 - 10/30/20	430-420-720822	4,091.40
Fund 430 - CARES Act Assistance - State Total:					11,340.94
Fund: 431 - CARES Act Assistance - County					
11/19/2020	OCSD LAW ENFORCEMENT CONTRACT, OC TREASURER-TAX	SH 57738	OCSD, LEC Supplemental, LH-HOT 9/25 - 10/22/20	431-420-720833	29,696.80
11/25/2020	LOZEAU CONSULTING, TRAINING AND INVESTIGATIONS	111820	Homeless Outreach, Nov '20	431-420-720833	560.00
Fund 431 - CARES Act Assistance - County Total:					30,256.80
Fund: 451 - LIABILITY SELF-INSURANCE					
11/19/2020	WOODRUFF, SPRADLIN & SMART	66798-66799	Professional Services Legal, Oct '20	451-155-700011	1,034.00
Fund 451 - LIABILITY SELF-INSURANCE Total:					1,034.00
Fund: 600 - CAPITAL IMPROVEMENT PROJECT					
11/25/2020	ARC DOCUMENT SOLUTIONS, LLC	10784143	Printing Services, CIP 505, Nov '20	600-000-490100	(29.52)
11/25/2020	ARC DOCUMENT SOLUTIONS, LLC	10784143	Printing Services, CIP 505, Nov '20	600-255-951505	29.52
11/25/2020	AMERON POLE PRODUCTS	50079464	Traffic Signal, CIP 112	600-000-490100	(11,585.52)
11/25/2020	AMERON POLE PRODUCTS	50079464	Traffic Signal, CIP 112	600-251-950112	11,585.52
11/25/2020	RUSSELL SIGLER, INC.	CM00000091	Credit Memo CM-BRE20004161, CIP 513-B	600-000-490100	7,000.00
11/25/2020	RUSSELL SIGLER, INC.	CM00000091	Credit Memo CM-BRE20004161, CIP 513-B	600-255-950513	(7,000.00)
11/25/2020	RUSSELL SIGLER, INC.	INV-BRE20030926	Community Center Renovation, CIP 513-B	600-000-490100	(7,000.00)
11/25/2020	RUSSELL SIGLER, INC.	INV-BRE20030926	Community Center Renovation, CIP 513-B	600-255-950513	7,000.00
11/25/2020	RUSSELL SIGLER, INC.	INV-BRE20038202	Community Center Renovation, CIP 513-B	600-000-490100	(11,000.00)
11/25/2020	RUSSELL SIGLER, INC.	INV-BRE20038202	Community Center Renovation, CIP 513-B	600-255-950513	11,000.00
11/25/2020	RUSSELL SIGLER, INC.	INV-BRE20038679	Community Center Renovation, CIP 513-B	600-000-490100	(4,500.00)
11/25/2020	RUSSELL SIGLER, INC.	INV-BRE20038679	Community Center Renovation, CIP 513-B	600-255-950513	4,500.00
Fund 600 - CAPITAL IMPROVEMENT PROJECT Total:					-
Grand Total:					316,584.31

Attachment: Warrant Register, Payables Detail Report - December 8, 2020 (2275 : Warrant Register, December 8, 2020)

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
100 - GENERAL FUND	217,713.14	217,713.14
101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT	56,047.43	56,047.43
221 - SENIOR MOBILITY PROGRAM	192.00	192.00
430 - CARES Act Assistance - State	11,340.94	11,340.94
431 - CARES Act Assistance - County	30,256.80	30,256.80
451 - LIABILITY SELF-INSURANCE	1,034.00	1,034.00
600 - CAPITAL IMPROVEMENT PROJECT	-	-
Grand Total:	316,584.31	316,584.31

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
100-000-120000	Accounts Receivable	20.00	20.00
100-000-220444	EncroachmentGrading	168.00	168.00
100-000-227001	SecurityDeposit-WasteRecycling	1,538.10	1,538.10
100-155-612000	Travel, Conferences & Meetings	105.45	105.45
100-155-620000	Office Supplies	140.08	140.08
100-155-622000	Operating Supplies	255.70	255.70
100-155-626000	Subscriptions & Books	643.57	643.57
100-155-700010	Legal Services-General Counsel	25,800.32	25,800.32
100-155-700011	Legal Services-Litigation	279.50	279.50
100-155-700014	Legal Services - Luna Bonita	330.00	330.00
100-155-700020	Professional Services - Legislative	2,900.00	2,900.00
100-195-617000	Recruitment	100.00	100.00
100-195-620000	Office Supplies	254.45	254.45
100-195-622000	Operating Supplies	415.42	415.42
100-195-625000	Postage & Delivery	56.25	56.25
100-195-630000	Telephone & Communication	1,604.64	1,604.64
100-195-641200	Rent/Lease - Copier	23.60	23.60
100-195-940000	Computer Hardware & Software	607.78	607.78
100-225-611000	Training and Education	1,050.00	1,050.00
100-225-646100	Maint & Repairs - Vehicles	78.37	78.37
100-310-610000	Memberships and Dues Expense	243.88	243.88
100-310-613100	Vehicle-Fuel	223.33	223.33
100-310-622005	Operating Supplies Comm Ctr	123.44	123.44
100-310-624500	Advertising-Program Services	50.00	50.00
100-310-630100	Phone & Communication Comm	91.86	91.86
100-310-631100	Utilities - Electric Comm Ctr	4,778.97	4,778.97
100-310-641000	Rent/Lease - Equipment	82.97	82.97
100-310-646100	Maint & Repairs - Vehicles	1,961.24	1,961.24
100-310-695502	Special Needs Program	9.99	9.99
100-355-610000	Memberships and Dues Expense	335.00	335.00
100-355-622000	Operating Supplies	538.64	538.64
100-355-623000	Printing	1,107.97	1,107.97
100-355-630000	Telephone & Communication	23.61	23.61
100-355-631000	Utilities - Electric	6,210.90	6,210.90
100-355-631400	Electric-Street Lights/Signals	24,703.75	24,703.75
100-355-631900	UtilitiesElectricOnBillFinancing	3,363.98	3,363.98
100-355-635000	Utilities - Water	22,127.30	22,127.30
100-355-700100	City Engineer Services	6,403.00	6,403.00
100-355-700101	Traffic Engineer Services	32.50	32.50
100-355-700255	Improvement Inspection	7,080.00	7,080.00
100-355-720420	Traffic Signal Maintenance	20,680.95	20,680.95
100-355-720500	Graffiti Removal	106.78	106.78
100-355-720701	Parks Contract Repair	5,595.49	5,595.49
100-355-720702	Tree Maintenance	41,021.95	41,021.95
100-420-621000	Computer Supplies	86.99	86.99
100-420-622000	Operating Supplies	414.42	414.42

Attachment: Warrant Register, Payables Detail Report - December 8, 2020 (2275 : Warrant Register, December 8, 2020)

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
100-420-695000	CommunityAsstnc/PublicRelation	143.87	143.87
100-420-720822	Crossing Guard Services	5,296.09	5,296.09
100-420-720835	Fingerprint Identification Svc	1,388.00	1,388.00
100-600-790600	Transfers Out - Capital Imprv	27,115.04	27,115.04
101-000-223000	Plan Application Deposit	56,047.43	56,047.43
101-000-450000	Planning Fees	(56,047.43)	(56,047.43)
101-225-700000	Consultant Services	9,150.70	9,150.70
101-225-700012	Legal Services	34,760.00	34,760.00
101-225-700200	Consultant Services, Planning	12,136.73	12,136.73
221-310-720000	Contract Services	192.00	192.00
430-420-622000	Supplies - Public Safety, COVID-	2,202.98	2,202.98
430-420-700010	Legal Services, COVID-19	880.00	880.00
430-420-720822	Contract Services - Crossing	4,091.40	4,091.40
430-420-721505	Contract Services-	2,820.48	2,820.48
430-420-940000	Computer Hard/Software- Public	1,346.08	1,346.08
431-420-720833	Homeless Outreach	30,256.80	30,256.80
451-155-700011	Legal Services-Litigation	1,034.00	1,034.00
600-000-490100	Transfer In- General Fund	(27,115.04)	(27,115.04)
600-251-950112	CIP-Traffic Signal	11,585.52	11,585.52
600-255-950513	Community Center Renovation	15,500.00	15,500.00
600-255-951505	CIP- Civic Ctr Trade Contracts	29.52	29.52
Grand Total:		316,584.31	316,584.31

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	316,584.31	316,584.31
Grand Total:	316,584.31	316,584.31



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020

TO: Mayor and Council Members

FROM: Donald J. White
Director of Emergency Services/City Manager

ISSUE: City Council Review and Confirmation of the Necessity for Continuing the Local Emergency Related to the On-Going Threat of the Novel COVID-19 Virus

RECOMMENDATION: That the City Council review and confirm the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus.

SUMMARY:

On March 18, 2020, the City Manager, acting in his capacity as Director of Emergency Services, proclaimed the existence of a local emergency relating to COVID-19 (the "coronavirus"), at which time the City Council was not in session. On March 24, 2020, during a special meeting the City Council ratified and confirmed the City Manager's proclamation declaring the existence of a local emergency. Since that time, the rate of infection and threat to public health and safety have not abated, as the number of cases continue to grow. As of November 20, 2020, there were more than 55.6 million worldwide cases of COVID-19, and 1.34 million deaths. Locally, there were 69,413 confirmed cases and 1,537 deaths in Orange County. Since then, the worldwide cases have increased to more than 65.4 million, and the worldwide deaths have increased to more than 1.51 million. County-wide, the number of confirmed cases has increase from 69,413 to 83,947 and deaths have increased from 1,537 to 1,586. Pursuant to Laguna Hills Municipal Code ("LHMC") Section 2-32.060, the City Council must review the necessity for continuing the local emergency no less frequently than at every subsequent regular meeting of the City Council until the emergency is terminated. LHMC Section 2-32.150 further requires any rules and regulations, such as Executive

Orders, issued by the Director of Emergency Services/City Manager that are reasonably related to the local emergency, such as for the protection of life and property as affected by the emergency, to be confirmed as soon as practicable by the City Council.

BACKGROUND:

On January 30, 2020, the World Health Organization ("WHO") declared the outbreak of COVID-19 a "public health emergency of international concern" and by March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic. On January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19. On February 26, 2020, the County of Orange and County Health Officer Dr. Nichole Quick declared a local emergency and a local health emergency to prepare for COVID-19, and on March 4, 2020, the Governor declared a State of Emergency in California allowing state agencies to take any action necessary to address COVID-19.

On March 11, 2020, the Governor and the California Department of Health issued a statement entitled "California Public Health Experts: Mass Gatherings Should be Postponed or Canceled Statewide to Slow the Spread of COVID-19" determining that gatherings should be postponed or canceled across the state until at least the end of March. Non-essential gatherings must be limited to no more than 250 people, while smaller events can proceed only if the organizers can implement social distancing of six (6) feet per person. Gatherings of individuals who are at higher risk for severe illness from COVID-19 should be limited to no more than ten (10) people, while also following social distancing guidelines. Furthermore, essential gatherings should only be conducted if the essential activity could not be postponed or achieved without gathering, meaning that some other means of communication could not be used to conduct the essential function.

Within a short period of time thereafter COVID-19 began to spread rapidly throughout California necessitating more stringent public health emergency orders. On March 12, 2020, the Governor issued Executive Order N-25-20, ordering that all residents are to heed the orders and guidance of state and local public health officials. Subsequently, on March 13, 2020, President Donald J. Trump declared a National Emergency to provide disaster funding, speed up the United States response to the crisis created by COVID-19, and to offer maximum flexibility to attack the problem. By March 16, 2020, President Trump advised the public to avoid groups of more than ten

Continuation of Local Emergency

December 8, 2020

Page 3

(10) people to fight the COVID-19 outbreak. On March 17, 2020, the Orange County Health Officer issued a Public Health Order prohibiting all public and private gatherings of any number of people, including at places of work, occurring outside a single household or living unit, until March 31, 2020, except for the purposes of engaging in an Essential Activity, as defined. This Public Health Order was superseded by the State's Executive Order and continues in effect until further notice.

In light of these events, on March 18, 2020, the City Manager, acting as the Director of Emergency Services pursuant to LHMC Section 2-32.060(B), proclaimed the existence of a local emergency within the City of Laguna Hills by enacting Proclamation No. 2020-03-18-1, at which time the City Council was not in session. A copy of Proclamation No. 2020-03-18-1 is attached hereto. On March 24, 2020, the City Council unanimously ratified and confirmed the City Manager's proclamation declaring the existence of a local emergency during a special meeting, as required by LHMC Section 2-32.060(B).

In order to mitigate the impact of COVID-19 across the State, on March 19, 2020, the Governor issued Executive Order N-33-20, which directed and ordered all residents to: 1) immediately heed the current State public health directives; and 2) to stay at home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors. On March 22, 2020, President Donald J. Trump declared California a major disaster area, thereby making federal emergency aid available for the State to supplement state, tribal, and local recovery efforts in the areas affected by the COVID-19 pandemic beginning on January 1, 2020, and continuing.

Effective August 31, 2020, Governor Newsom implemented a "Blueprint for a Safer Economy," within the COVID-19 portion of the state's website at: <https://covid19.ca.gov/safer-economy/>, which allows the public to enter a County and a desired activity to verify if it is open. The system also labels each county's risk level using a four color-coded tier system for COVID-19 monitoring that will replace any former county-based monitoring systems. As you can see in the graphic below, the system is based on the amount of positive cases and positivity rates as either widespread, substantial, moderate or minimal.

Continuation of Local Emergency
December 8, 2020
Page 4

Your County Color Determines Operations		
COUNTY RISK LEVEL	NEW CASES	POSITIVE TESTS
WIDESPREAD Most non-essential indoor business operations are closed.	More than 7 Daily new cases (per 100k)	More than 8% Positive tests
SUBSTANTIAL Some non-essential indoor business operations are closed.	4-7 Daily new cases (per 100k)	5-8% Positive tests
MODERATE Some business operations are open with modifications.	1-3.9 Daily new cases (per 100k)	2-4.9% Positive tests
MINIMAL Most business operations are open with modifications.	Less than 1 Daily new cases (per 100k)	Less than 2% Positive tests

As to the continuing need for the proclamation of emergency and the rules, measures, and orders issued to date by the City Council, the following facts are instructive. The County of Orange continues to be labeled with a risk factor of Widespread.

On December 3, 2020, Governor Newsom announced a new Regional Stay Home Order that will prohibit gatherings of any size, close operations except for critical infrastructure and retail, and require 100% masking and physical distancing. Orange County is part of the Southern California region that includes the counties of Imperial, Inyo, Los Angeles, Mono, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, and Ventura. This Regional Stay Home Order will go into effect within 24 hours in regions with less than 15% ICU availability. The order will remain in effect for at least 3 weeks and, after that period, will be lifted when a region's projected ICU capacity meets or exceeds 15% based on a weekly assessment. As of December 3, 2020, the southern California actual ICU capacity remaining was listed as 20.60%.

As of November 20, 2020, there were more than 55.6 million worldwide cases of COVID-19, and 1.34 million deaths. Locally, there were 69,413 confirmed cases and 1,537 deaths in Orange County. Between November 20, 2020, and the date of publication of this staff report (December 4, 2020), the worldwide cases have increased to more than 65.4 million and the worldwide deaths have increased to more than 1.51 million. County-wide cases have increase from 69,413 to 83,947 and county-wide deaths have

Continuation of Local Emergency

December 8, 2020

Page 5

increased from 1,537 to 1,586. These figures continue to grow on a daily basis. The rate of infection, potential impact to health care systems, and the threat to public health and safety have not abated. The state of local emergency continues to exist.

It is recommended that the City Council review the necessity for continuing the local emergency related to the COVID-19 pandemic. Based on the recommendations of the Director of Emergency Services/City Manager and the Chief of Police Services, it has been determined that the need for the locally declared emergency, pursuant to Proclamation No. 2020-03-18-1, continues to exist and should not be terminated at this time.

ATTACHMENTS:

- Proclamation No. 2020-03-18-1, Declaration of Existence of a Local Emergency

PROCLAMATION NO. 2020-03-18-1

A PROCLAMATION OF THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DECLARING THE EXISTENCE OF A LOCAL EMERGENCY

WHEREAS, Laguna Hills Municipal Code Section 2-32.060 empowers the City Council (while in session), or the Director of Emergency Services (if the City Council is not in session), to declare the existence or threatened existence of a local emergency; and

WHEREAS, California Government Code Section 8550 *et seq.*, including Section 8558(c), authorizes the Director of Emergency Services to proclaim a local emergency when the City is threatened by conditions of disaster or extreme peril to the safety of persons and property within the City that are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, a novel coronavirus, COVID-19, causes infectious disease and was first detected in Wuhan City, Hubei Province, China in December 2019. Symptoms of COVID-19 include fever, cough, and shortness of breath; outcomes have ranged from mild to severe illness and in some cases death. The Center for Disease Control and Prevention (CDC) has indicated the virus is a significant public health threat; and

WHEREAS, Chinese health officials have reported tens of thousands of cases of COVID-19 in China, with the virus reportedly spreading from person-to-person. COVID-19 illnesses, most of them associated with travel from Wuhan, are also being reported in numerous countries, with thousands of cases, including the United States; and

WHEREAS, on January 30, 2020, the World Health Organization (WHO) declared the outbreak a "public health emergency of international concern" and on March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic. On January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19. On February 26, 2020, the County of Orange declared a local emergency and a local health emergency. On March 4, 2020, California Governor Gavin Newsom declared a State of Emergency in California; and

WHEREAS, on February 2, 2020, the federal government initiated the suspension of entry of foreign nationals who were in China during the 14-day period preceding their entry or attempted entry into the United States; and

WHEREAS, as of March 10, 2020, the WHO reported that, to date, 125,048 confirmed cases of COVID-19, 4,613 of which resulted in death, across 117 countries; and

WHEREAS, the Governor and the California Department of Health on March 11, 2020, issued a statement entitled "California Public Health Experts: Mass Gatherings Should be Postponed or Canceled Statewide to Slow the Spread of COVID-19," determining that gatherings should be postponed or canceled across the state until at least the end of March. Non-essential gatherings must be limited to no more than 250 people, while smaller events can proceed only if the organizers can implement social distancing of 6 feet per person. Gatherings of individuals who are at higher risk for severe illness from COVID-19 should be limited to no more than 10 people, while also following social distancing guidelines. Furthermore, essential gatherings should only be conducted if the essential activity could not be postponed or achieved without gathering, meaning that some other means of communication could not be used to conduct the essential function; and

WHEREAS, the Governor on March 12, 2020, issued Executive Order N-25-20, ordering, inter alia, that all residents are to heed the orders and guidance of state and local public health officials; and

WHEREAS, President Donald J. Trump on March 13, 2020, declared a national emergency to provide disaster funding, speed up the United States response to the crisis created by COVID-19, and to offer maximum flexibility to attack the problem; and

WHEREAS, on March 15, 2020, Governor Newsome requested bars and nightclubs to close, restaurants to reduce capacity by half, and all Californians aged 65 and older to self-isolate; and

WHEREAS, on March 16, 2020, President Donald J. Trump advised the public to avoid groups of more than 10 people to fight the coronavirus outbreak; and

WHEREAS, the City of Laguna Hills has the authority to impose measures to promote social distancing including, but not limited to, limitations on public events; and

WHEREAS, the City of Laguna Hills is a significantly populated city within Orange County, which is the sixth largest county in the United States; and

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen due to the potential introduction of COVID-19 to the City of Laguna Hills and Orange County; and

WHEREAS, such conditions are beyond the control of the services, personnel, equipment, and facilities of the City of Laguna Hills and require the combined forces of other political subdivisions to combat; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

WHEREAS, if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the community, and limits the spread of infection in the community and within the healthcare delivery system; and

WHEREAS, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future reimbursement by the state and federal governments will be critical to successfully responding to COVID-19; and

WHEREAS, the Director of Emergency Services has the authority to declare a local emergency as authorized by California Government Code Section 8630 and Laguna Hills Municipal Code Section 2-32.060.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED AND ORDERED BY DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF LAGUNA HILLS AS FOLLOWS:

Section 1. As contemplated in the Emergency Services Act contained in California Government Code Section 8550 *et seq.*, including Section 8558(c), and Chapter 2-32 of Title 2 of the Laguna Hills Municipal Code, a local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property caused by an epidemic, as detailed in the recitals set forth above.

Section 2. The area of the City of Laguna Hills which is endangered/imperiled is the entire city.

Section 3. During the existence of this local emergency, the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law and by ordinances, resolutions, and orders of this City, including but not limited to the City's Emergency Operations Plan.

Section 4. The City Council shall review and ratify this proclamation of the City Manager within **seven (7) days** as required by state law, and if ratified, shall continue to exist until the City Council proclaims the termination of this local emergency. The City Council shall review the need for continuing the local emergency as required by state and local law until it terminates the local emergency, and shall terminate the local emergency at the earliest possible date that conditions warrant.

Section 5. A copy of this proclamation shall be forwarded to the Director of California Governor's Office of Emergency Services requesting that the Director find it acceptable in accordance with state law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in the City of Laguna Hills; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

PROCLAIMED this 18th day of March 2020.


Donald J. White,
Director of Emergency Services/
City Manager

ATTEST:


Melissa Au-Yeung, City Clerk

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Proclamation No. 2020-03-18-1 adopted by the Director of Emergency Services of the City of Laguna Hills, California, on the 18th day of March 2020.

(SEAL)


MELISSA AU-YEUNG, CITY CLERK



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Janice Reyes
Finance Director
ISSUE: First Quarter Financial & Treasurer's Report for Fiscal Year 2020/2021

RECOMMENDATION: That the City Council receive and file the First Quarter Financial and Treasurer's Report for Fiscal Year 2020/2021.

SUMMARY:

Attached to this report is the City of Laguna Hills Quarterly Financial Report for the First Quarter of Fiscal Year 2020/2021. The information presented in the Quarterly Financial Report provides the City Council, management, and the public with the results of the City's financial operations for the 2020/2021 Fiscal Year through September 30, 2020, on a modified accrual basis for all governmental funds. The total fund balance at the end of the first quarter for all governmental funds totaled \$9,430,588.

At this time, there are no material deviations or significant variances to report at the end of the first quarter, when compared to the same period of the prior fiscal year. That said, material deviations are expected to materialize in the financial reports for the upcoming quarters of the fiscal year, due to the evolving COVID-19 pandemic and its significant impact on the economy, as reported in the FY 2020/2021 budget update to City Council in July 2020.

The Quarterly Financial Report contains a condensed Treasurer's Investment Report as of September 30, 2020, on Page 6. The City's total portfolio of \$9,907,275 at the end of the first quarter for all fund types is invested in authorized securities. The City's investment policy approved by City Council Resolution is the prevailing guideline in managing investments.

First Quarter Financial & Treasurer's Report FY 2020/2021

December 8, 2020

Page 2

ATTACHMENTS:

- Quarterly Financial & Treasurer's Report, 1st Quarter FY 2020/2021



CITY OF LAGUNA HILLS

Quarterly Financial Report

First Quarter, Fiscal Year 2020/2021

The following unaudited financial information summarizes the City's overall financial activity for the current fiscal year through September 30, 2020. Financial analysis for this report is provided for the General Fund, Capital Improvement Program, Debt Service, and other City governmental funds, and is intended to provide the City Council and the public with a summary overview of the City's general fiscal condition through September 30, 2020.

A Summary of Funding Sources and Uses for the three months ended September 30, 2020, is presented in the table below.

Summary of Funding Sources & Uses For the Three Months Ended September 30, 2020

	YTD Actual (million)	Budget (million)	YTD % of Budget
<i>Funding Sources</i>	\$ 2.0	\$ 26.1	8%
<i>Funding Uses</i>	5.2	25.0	21%
<i>Net Change</i>	(\$3.1)	\$1.2	

The Comparative Statement of Operations for Governmental Funds, on page 3, shows the detail of the year-to-date actual financial activity in relation to the Amended Budget. Year-to-date financial activity for all governmental funds through September 30, 2020, reports expenditures exceeding revenues by approximately \$3.1 million, with the City receiving roughly \$2 million in total funding sources and incurring roughly \$5.2 million in total funding uses.

The financial activity is reported using modified-accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. Available means that the amounts were collected during the reporting period or soon enough thereafter to be available to finance the expenditures accrued for the reporting period. Generally, the City uses an availability period of 60 days. Expenditures are recognized in the period in which the liability is incurred and expected to be paid with expendable available financial resources.

Interpreting the information presented herein requires consideration of the cash flow fluctuations of revenues and expenditures during the fiscal year. With one quarter of the fiscal year complete, total funding sources for all governmental funds was 8% of budget and funding uses was at 21% of budget. There are a number of revenue and expenditures items that would show significant deviation if a straight-line comparison was applied. In a straight-line approach, one would expect line items to approximate 25% of budget by the end of the quarter. However, the timing of many revenue and expenditure transactions do not occur at uniform times or at equal intervals over the course of the fiscal year. Hence, although the first quarter represents 25% of the fiscal year, not all line items will be at 25% of the budget.

There are no material variances to report as of the end of the first quarter, when compared with the same period of the previous fiscal year. However, given the dynamic conditions of the current COVID-19 pandemic and its impact on the economy, significant variances are expected to materialize in the proceeding quarters of the fiscal year 2020/21, most notably as shortfalls in sales tax revenue and transient occupancy tax revenues. The anticipated shortfalls in revenue will be partially offset by the expected reductions in total expenditure, as presented in the budget update to City Council in July 2020.

Funding Sources

The City's total funding sources comprise of general fund revenues, special fund revenues, and other financing sources. At the end of the first quarter, total funding sources were approximately \$2.0 million, or 8% of budget.

GENERAL FUND REVENUES

General Fund Revenues are utilized primarily to finance the City's general governmental activities. At quarter end, general fund revenues totaled \$1,061,037 or 5% of budget. Receipts of Property Tax came in at \$172,767, or 1% of budget. Intergovernmental Revenues, which includes sales tax revenue, were \$458,725, or 8%, of budget. The recording of these revenue sources comply with GASB 33 which addresses the timing of recognition of non-exchange transactions, e.g. taxes and fines. Revenues from non-exchange transactions, such as property and sales tax, received in the first two months of this fiscal year were accrued in the prior fiscal year. Franchise Tax from utility companies and Transient Occupancy Tax came in at \$72,943 or 3% of budget. These receipts lag at least a quarter and no accrual was made at quarter end. Revenues from Licenses & Permits, \$218,890, and Charges for Services, \$117,303, are dependent upon development activities and came in at 21% and 9% of budget, respectively. Fines and Forfeitures, which includes parking and vehicle fines, ended the quarter at 11% of budget, at \$20,408.

SPECIAL REVENUES AND GRANTS

Many of the Special Revenue funding sources are tied in with the City's Capital Improvement Plan. The receipts of funding sources for certain capital projects typically lag behind the spending on the projects, as the claims are applied for during construction or after project-completion. At the end of the first quarter, special revenues receipts totaled \$974,377, or 32% of budget.

OTHER FUNDING SOURCES

The City reported interest income of \$19,618, or 13% of budget, for the first three months of the fiscal year.

Funding Uses

The City's total funding uses consist of the City's Operating Expenditures, outlay for Capital Improvement projects, debt charges and expenditures for grant related programs. At the end of the first quarter, total funding uses were approximately \$5.2 million, which was 21% of budget.

OPERATING EXPENDITURES

At the end of the first quarter, operating expenditures totaled roughly \$4.6 million, which represents 22% of the total operating budget. While total operating expenditures came in at 22% of budget, the spending level for Non-Departmental came in much higher, at 75% of its budget, due to annual insurance premiums paid in full at the onset of the fiscal year, as well as annual IT related maintenance contracts.

CAPITAL IMPROVEMENT PLAN (CIP)

The purpose of the Capital Improvement Plan is to systematically plan, schedule, and finance capital projects as approved and prioritized by the City Council. CIP expenditures totaled \$303,847, or 37% of budget, at the end of the first quarter.

The following table lists the YTD expenditures for capital projects by type as of September 30, 2020.

Capital Improvement Program	
For the 3 Months Ended, September 30, 2020	
Streets, Signals & Lighting	\$ 14,228
Flood Control & Water Quality	537
Public Facilities	289,081
Total	\$ 303,847

OTHER FUNDING USES

As of the end of the first quarter, payments for debt service totaled \$103,441. The Village at Laguna Hills project expense totaled \$83,152. Additionally, \$534 was spent on the senior mobility program, primarily funded by OCTA M2 SMP funds; CARES Act Assistance expenses were \$27,413; and, \$14,868 of forfeited C&D deposits was spent toward the City's recycling program.

CITY OF LAGUNA HILLS
COMPARATIVE STATEMENT OF OPERATION - GOVERNMENTAL FUNDS
FOR THE 3 MONTHS ENDED, SEPTEMBER 30, 2020

	FY 2020/21			FY 2019/20		
	Y-T-D ACTUAL	AMENDED BUDGET	YTD % of BUDGET	Y-T-D ACTUAL	AMENDED BUDGET	YTD % of BUDGET
FUNDING SOURCES						
General Fund Revenues						
Property Tax	\$ 172,767	\$ 11,704,415	1%	\$ 182,176	\$ 11,341,052	2%
Intergovernmental Revenues	458,725	6,050,338	8%	462,073	6,085,638	8%
Franchise & Transient Occupancy Tax	72,943	2,658,735	3%	53,171	2,593,887	2%
Licenses and Permits	218,890	1,031,000	21%	239,267	881,000	27%
Charges for Current Services	117,303	1,246,225	9%	219,580	1,282,590	17%
Fines & Forfeitures	20,408	190,000	11%	39,248	190,000	21%
Total General Fund Revenues	1,061,037	22,880,713	5%	1,195,515	22,374,167	5%
Special Revenue Funds						
Gas Tax - HUTA	128,565	700,000	18%	58,958	842,507	7%
Gas Tax -SB1 RMRA	47,534	550,000	9%	49,570	526,640	9%
Measure M2 Fair Share	97,193	628,798	15%	113,706	613,462	19%
Measure M2 - Competitive	-	-	-	-	200,000	0%
AB 2766 Fund	-	40,000	0%	-	40,000	0%
Proposition 68	-	200,000	-	-	-	-
CDBG	-	-	-	-	70,000	-
MGP Development-VALH Project	152,259	-	-	-	-	-
CASp	-	5,000	0%	-	5,000	0%
CARES Assistance	468,135	705,000	66%	-	-	0%
CR&R Recycling Fees	2,000	2,000	100%	-	2,000	0%
C&D Forfeited Deposits	-	35,000	0%	54,332	35,000	155%
Senior Mobility Program	6,219	38,091	16%	7,161	36,936	19%
Law Enforcement Grants	72,474	140,000	52%	55,948	140,000	40%
Total Special Revenue Funding	974,377	3,052,389	32%	339,675	2,511,545	14%
Other Funding Sources						
Insurance proceeds loss recovery	-	-	-	-	-	-
Interest Income	19,618	150,000	13%	62,244	150,000	41%
Total Other Funding Sources	19,618	150,000	-	62,244	150,000	-
TOTAL FUNDING SOURCES	\$ 2,055,033	\$ 26,083,102	8%	\$ 1,597,434	\$ 25,035,712	6%
FUNDING USES						
Operating Expenditures						
General Government	\$ 410,067	2,721,473	15%	\$ 515,431	\$ 2,713,895	19%
Non-Departmental	940,658	1,262,036	75%	907,501	1,303,887	70%
Community Development	184,416	1,639,977	11%	194,851	1,270,803	15%
Public Services	714,428	4,792,514	15%	963,857	4,661,974	21%
Community Services	251,144	2,212,855	11%	471,852	2,156,280	22%
Police Services	2,143,074	8,910,462	24%	2,085,499	8,568,347	24%
Total Operating Expenditures	4,643,787	21,539,317	22%	5,138,990	20,675,186	25%
Capital Improvement Program	303,847	825,000	37%	1,539	4,020,336	0%
Other Funding Uses						
Debt Charges	103,441	1,788,921	6%	141,441	1,804,921	8%
Use of Reserves	-	50,000	0%	14,259	50,000	29%
Special Revenue Fund Expenditures						
AB2766	-	35,000	0%	-	70,000	-
CASp	-	5,000	0%	-	5,000	-
MGP Development -VALH Project	83,152	-	-	-	-	-
CARES Assistance	27,413	539,665	5%	-	-	-
Senior Mobility Program	534	64,904	1%	2,688	64,272	4%
Beverage Recycling	-	8,500	0%	-	21,757	0%
CR&R Recycling Fund	-	2,879	0%	-	2,879	0%
Forfeited C&D Deposits	14,868	68,000	22%	14,340	68,000	21%
Total Other Funding Uses	229,408	2,562,869	9%	172,728	2,086,829	8%
TOTAL FUNDING USES	\$ 5,177,041	\$ 24,927,186	21%	\$ 5,313,256	\$ 26,782,351	20%
NET CHANGE IN FUND BALANCE	\$ (3,122,009)	\$ 1,155,916		\$ (3,715,822)	\$ (1,746,639)	

Attachment: Quarterly Financial & Treasurer's Report, 1st Quarter FY 2020/2021 (2277 : First Quarter Financial & Treasurer's Report FY

CITY OF LAGUNA HILLS
ABRIDGED BALANCE SHEET - GOVERNMENTAL FUNDS (UNAUDITED)
SEPTEMBER 30, 2020

ASSETS

Cash and investments	\$ 9,785,410
Receivables:	
Accounts	127,200
Interest	17,781
Due from other governments	277,283
Prepaid items	152,559
	<u> </u>
Total assets	\$ 10,360,233

LIABILITIES AND FUND BALANCES**Liabilities:**

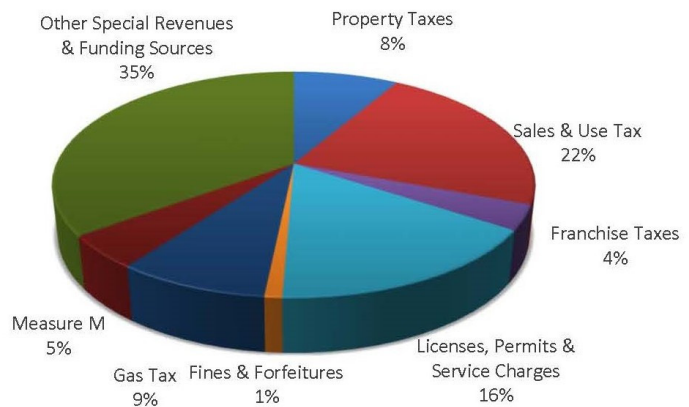
Accounts payable	\$ 183,145
Payroll and benefits	9,769
Refundable deposits	548,347
Deferred revenue	98,289
Trust accounts	12,812
	<u> </u>
Total liabilities	929,645

Fund balances:	<u>9,430,588</u>
----------------	------------------

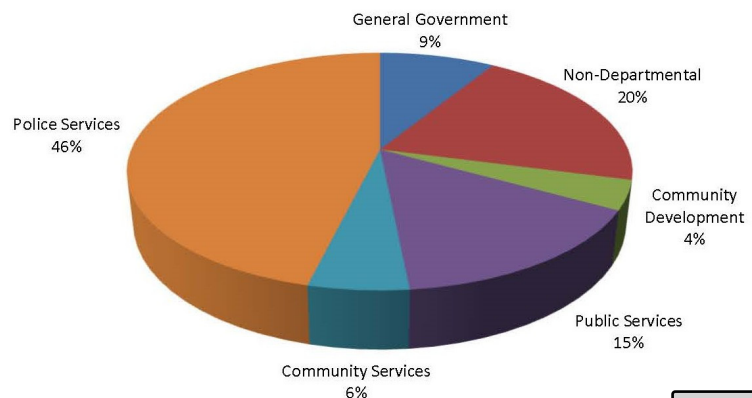
Total liabilities and fund balances **\$ 10,360,233**

REVENUES

**General Fund &
Special Revenue Funds
FY 2020/21,
As of 09/30/2020**



**OPERATING
EXPENDITURES
FY 2020/21,
As of 09/30/20**



Below is a snapshot of the City's fund balance as of September 30, 2020. At the end of the first quarter of the current fiscal year, the City's total fund balance for its governmental funds stood at \$9,430,588. Additionally, an abridged balance sheet, which summarizes the City's assets and liabilities, is included on page 4 and reconciles the fund balance at quarter end. City-managed short-term idle funds, as well as debt service funds, are invested in approved securities.

CITY OF LAGUNA HILLS

GOVERNMENTAL FUNDS

STATEMENT OF WORKING FUNDS (UNAUDITED)

AS OF SEPTEMBER 30, 2020

Fund Balance

General Fund	\$ 8,352,741
Gas Tax	300,447
AB 2766 Fund	269,223
CARITS	1,272,384
Water Conservation	342,437
Senior Mobility Program	81,383
CASp	15,187
Beverage Recycling	19,961
CR&R Recycling	5,041
C&D Forfeited Deposits	66,433
Public Art Fund	71,948
CARES Act Assistance	(164,472)
Grants & Contributions	88,155
Debt Service	1,831,729
Total Beginning Fund Balance, as of July 1, 2020	<u>12,552,596</u>

Net Change in Fund Balance, as of September 30, 2020	<u>(3,122,009)</u>
--	--------------------

Total Fund Balance, as of September 30, 2020	<u>\$ 9,430,588</u>
---	----------------------------

Disposition of Working Funds

Total Cash and Demand Deposits	\$ 1,861,950
Total Investments	<u>7,923,460</u>
Total Cash and Investments	9,785,410
Receivables Net of Liabilities	<u>(354,822)</u>

Total Fund Balance, as of September 30, 2020	<u>\$ 9,430,588</u>
---	----------------------------

The Quarter End Financial Management Report for the First Quarter of Fiscal Year 2020-21 is hereby submitted. The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. To the best of our knowledge and belief, the above information is reported in a manner that presents fairly the financial position and results of operation of the Governmental Funds of the City of Laguna Hills as of September 30, 2020.

TREASURER'S INVESTMENT REPORT - ALL FUNDS (CONDENSED)
FOR THE FIRST QUARTER ENDED SEPTEMBER 30, 2020

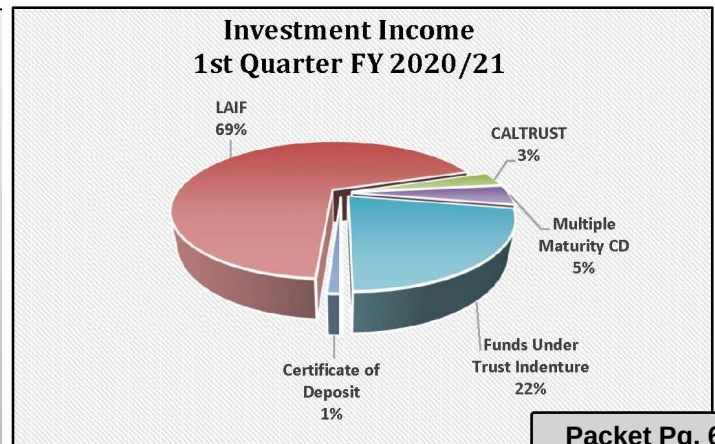
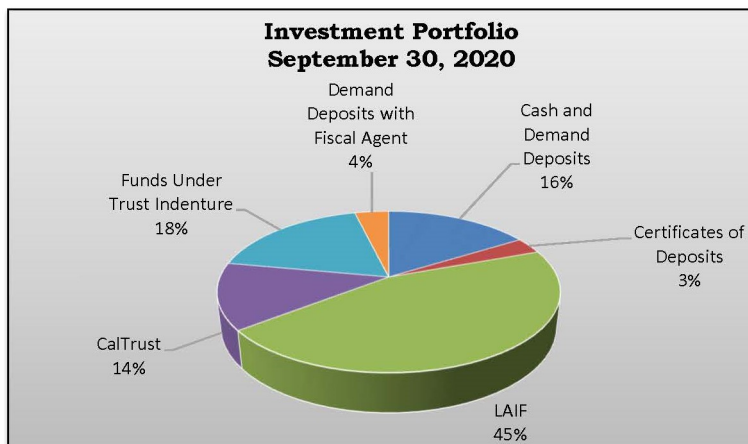
Cash and Investments by Type	Beginning Book Value	Deposits	Withdrawals	Ending Book Value	1st Quarter Interest Income
Cash on Hand	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -
Demand Deposits	2,106,124	6,943,151	7,445,148	1,604,127	-
Certificates of Deposits	250,000	-	-	250,000	192
Multiple Maturity Certificates of Deposits	70,502	-	-	70,502	883
State Treasurer's Investment Fund (LAIF)	6,945,145	22,373	2,500,000	4,467,518	13,548
Investment Trust of CA (CalTRUST)	1,323,554	651	-	1,324,205	651
Debt Service Funds Under Trust Indenture	1,825,583	89,093	103,441	1,811,235	4,345
Demand Deposits with Custodial Agent	410,869	572,158	605,338	377,689	20
TOTAL	\$ 12,933,777	\$ 7,627,426	\$ 10,653,927	\$ 9,907,275	\$ 19,638

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

The following is the summary of the cash and investments as of September 30, 2020, compared with the same period of the previous fiscal year:

	September 30, 2020	September 30, 2019
Cash on hand	\$ 2,000	\$ 2,000
Pooled Deposits:		
Demand Deposits	1,981,815	886,665
Certificates of Deposits	320,502	570,502
Total Pooled Deposits	2,302,318	1,457,168
Pooled Investments:		
Local Agency Investment Fund	4,467,518	5,841,166
Investment Trust of California	1,324,205	1,307,178
Restricted Cash and Investments:		
Local Agency Investment Fund	1,810,647	1,815,949
Demand Deposits	588	473
Total Cash and Investments	\$ 9,907,275	\$ 10,423,934

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





City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Kenneth H. Rosenfield P.E.
Assistant City Manager/Director of Public Services
ISSUE: Progress Payment No. 1, Traffic Signal Repair - Alicia Parkway at Community Center Drive, CIP No. 112

RECOMMENDATION: That the City Council approve Progress Payment No. 1, in the net amount of \$18,747.30, to Comet Electric, Inc., for Traffic Signal Repair - Alicia Parkway at Community Center Drive, CIP No. 112.

SUMMARY:

Work on the Traffic Signal Repair on Alicia Parkway at Community Center Drive, CIP No. 112, began on November 16, 2020, and is being performed by Comet Electric, Inc. Work performed in November included clearing and grubbing/mobilization, receiving of City ordered equipment, removal of the damaged signal pole at the northwest corner and erection of a temporary signal pole. 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 this project, Comet Electric, Inc., has submitted the first progress payment for the subject project as follows:

Progress Payment No. 1, for Traffic Signal - Alicia Parkway at Community Center Drive,
CIP No. 112

December 8, 2020

Page 2

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	\$ AMOUNT
1	Clearing and Grubbing.	0.5	LS	\$4,500.00	\$2,250.00
2	Coordinate, Receive and Install Agency Furnished Materials.	0.55	LS	\$10,400.00	\$5,720.00
4	Traffic Signal Construction	0.4	LS	\$29,410.00	\$11,764.00

TOTAL TO DATE	\$19,734.00	
LESS PRIOR BILLING	0.00	
TOTAL THIS PERIOD	\$19,734.00	\$19,734.00
LESS 5% RETENTION		\$(986.70)
DUE		\$18,747.30

FISCAL IMPACT:

The progress payment is within the Capital Improvement Program Budget for the Traffic Signal – Alicia Parkway at Community Center Drive, CIP No. 112.



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020

TO: Mayor and Council Members

FROM: Melissa Au-Yeung
Deputy City Manager

ISSUE: Affirmation of Appointments List for City Boards, Commissions, and Committees

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

SUMMARY:

In accordance with State Law, Government Code Section 54972, the City Council must prepare and post a Local Appointments List prior to December 31, 2020.

BACKGROUND:

The State Legislature found that there was a vast and largely untapped reservoir of talent existing among the citizenry of the State of California and that this resource was not, all too frequently, aware of the many opportunities which exist to participate in and serve on local regulatory and advisory boards, commissions, and committees. In order to provide access to information regarding vacancies which occur on local boards, commissions, and committees, Government Code Section 54972 requires that each legislative body prepare a Local Appointments List on or before December 31st of each year consisting of the following:

- A list of appointive terms, which will expire during the next calendar year, with the name of the incumbent appointee, the date of the appointment, the date

Affirmation of Appointments List for City Boards, Commissions, and Committees

December 8, 2020

Page 2

the term expires, and the necessary qualifications for the position.

- A list of all boards, commissions, and committees whose members serve at the pleasure of the legislative body and the necessary qualifications for each position.

A Local Appointments List for the City of Laguna Hills is attached. After the City Council takes action to affirm the list, a copy of the list will be posted on the City's web site, at City Hall and in the Laguna Hills Branch Technology Library at the Community Center.

ATTACHMENTS:

- Local Appointments List



LOCAL APPOINTMENTS LIST
Ongoing Commissions, Boards, and Committees
(Pursuant to Government Code Section 54972 et seq.)

Parks and Recreation Commission

Established by: Resolution No. 92-04-14-5
Amended by Resolution No. 96-02-13-1
Amended by Resolution No. 2005-09-13-1
Amended by Resolution No. 2006-01-10-1
Amended by Resolution No. 2009-08-25-4

Number of Members: Five

Term of Office: Four-Year Staggered Terms

Qualifications: All Commission Members, at all times during their incumbencies, must be a bona fide resident and registered voter of the City of Laguna Hills.

Incumbents	Date Appointed	Date of Oath	Date Term Expires
Victoria Auer	02/05/2013	02/26/2013	01/31/2021
Daniel Cooper	01/18/2003	01/28/2003	01/31/2023
Maya Douglas	01/27/2015	02/04/2015	01/31/2023
Julie Nassif	01/22/2019	02/12/2019	01/31/2023
David Robbins	01/23/2017	01/25/2017	01/31/2021

Traffic Commission

Established by: Resolution No. 92-02-25-4
Amended by Resolution No. 96-04-23-2
Amended by Resolution No. 2005-09-13-2

Number of Members: Five

Term of Office: Four-Year Staggered Terms

Qualifications: All Commission Members, at all times during their incumbencies, must be a bona fide resident and registered voter of the City of Laguna Hills.

Incumbents	Date Appointed	Date of Oath	Date Term Expires
Chris Bieber	01/22/2019	02/12/2019	01/31/2023
Manuel Hernandez	03/10/2020		01/31/2021
Anna Lisa Lukes	01/22/2019	02/12/2019	01/31/2023
Chris Mackey	01/22/2019	02/12/2019	01/31/2021
Larry Woodruff	05/12/2015	05/15/2015	01/31/2021



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: 2021 City Council Meeting Schedule

RECOMMENDATION: That the City Council adopt the proposed calendar for 2021.

SUMMARY:

In order to facilitate the preparation of agendas, as well as to provide adequate time for City Council Members and staff to plan schedules, it is helpful to review the meeting schedule for the upcoming calendar year. Attached is the proposed calendar for 2021. The City Council, with proper noticing, can decide to adjourn a regular meeting to a specific date and time prior to its meeting or call a special meeting, if the need for a meeting arises. Please note that the second meeting in July, first meeting in August, and second meeting in December are, in regular practice, not held. Additionally, as indicated on the schedule, the second meeting of remaining months may be subject to cancellation if the City Manager determines there are not sufficient items anticipated to warrant a meeting. Notice of such intent to cancel will generally be provided at the previous meeting.

ATTACHMENTS:

- 2021 Calendar

Calendar 2021

January 1, 2021	New Year's Day Holiday City Hall Closed
January 12, 2021	Regular City Council/Planning Agency Meeting
January 26, 2021	Regular City Council/Planning Agency Meeting (subject to cancellation)
February 9, 2021	Regular City Council/Planning Agency Meeting Public Improvement Corp
February 15, 2021	Presidents Day Holiday City Hall Closed
February 23, 2021	Regular City Council/Planning Agency Meeting (subject to cancellation)
March 9, 2021	Regular City Council/Planning Agency Meeting
March 23, 2021	Regular City Council/Planning Agency Meeting (subject to cancellation)
April 13, 2021	Regular City Council/Planning Agency Meeting
April 27, 2021	Regular City Council/Planning Agency Meeting (subject to cancellation)
May 11, 2021	Regular City Council/Planning Agency Meeting
May 25, 2021	Regular City Council/Planning Agency Meeting (subject to cancellation)
May 31, 2021	Memorial Day Holiday City Hall Closed
June 8, 2021	Regular City Council/Planning Agency Meeting
June 22, 2021	Regular City Council/Planning Agency Meeting (subject to cancellation)
July 4, 2021	City's Fourth of July Celebration
July 5, 2021	Fourth of July Holiday Observed City Hall Closed
July 13, 2021	Regular City Council/Planning Agency Meeting

July 27, 2021	Regular City Council/Planning Agency Meeting Dark Meeting
August 10, 2021	Regular City Council/Planning Agency Meeting Dark Meeting
August 24, 2021	Regular City Council/Planning Agency Meeting
September 6, 2021	Labor Day Holiday City Hall Closed
September 14, 2021	Regular City Council/Planning Agency Meeting
September 22-24, 2021	League of California Cities Conference Sacramento, California
September 28, 2021	Regular City Council/Planning Agency Meeting (subject to cancellation)
October 12, 2021	Regular City Council/Planning Agency Meeting
October 26, 2021	Regular City Council/Planning Agency Meeting (subject to cancellation)
November 9, 2021	Regular City Council/Planning Agency Meeting
November 11, 2021	Veteran's Day Holiday Observed City Hall Closed
November 23, 2021	Regular City Council/Planning Agency Meeting (subject to cancellation)
November 25-26, 2021	Thanksgiving Holiday City Hall Closed
December 14, 2021	Regular City Council/Planning Agency Meeting
December 24, 2021	Christmas Holiday Observed City Hall Closed
December 28, 2021	Regular City Council/Planning Agency Meeting Dark Meeting
December 31, 2021	New Year's Day Holiday Observed City Hall Closed



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020

TO: Mayor and Council Members

FROM: Kenneth H. Rosenfield P.E.
Assistant City Manager/Director of Public Services

ISSUE: Approval of the Plans and Specifications and Authorization to Advertise for Bids for Project W - Safe Transit Stops Passenger Amenity Improvements at the El Toro Road Far Side Paseo De Valencia Bus Stop and Shelter

RECOMMENDATION: That the City Council approve the plans and specifications and authorize the advertisement for bids for the El Toro Road far side Paseo de Valencia Bus Stop and Shelter Passenger Amenity Improvements

SUMMARY:

In accordance with project categories for Measure M2, the Orange County Transportation Authority (OCTA) issued a call for projects for Project W, Safe Transit Stops, in 2018 to provide grant funding for improving passenger amenities at the 100 busiest bus stops in Orange County. Staff prepared a grant application and the City was awarded funding for one bus stop, included on the top 100 list, located on eastbound El Toro Road, far side, at Paseo de Valencia. Accordingly, Staff has prepared plans and specifications for improvements to the bus stop and passenger amenities. The City Council is requested to approve the plans and specifications, on file in the office of the City Clerk and present at the Dais, and authorize the advertisement for bids for this project.

BACKGROUND:

OCTA issued a call for projects for Project W, Safe Transit Stops, in 2018 to provide up to \$3 million in total grant funding to improve bus stops and passenger amenities,

Authorization to Go to Bid - El Toro Road at Paseo De Valencia Bus Stop Shelter Improvements

December 8, 2020

Page 2

including installation of bus benches or seating, shelters, lighting and other amenities at the 100 busiest bus stops in Orange County. The City of Laguna Hills has one bus stop, ranked 33rd in the top 100 list as determined by average daily weekday passenger boardings (October 2017 – February 2018), located on eastbound El Toro Road, far side, at Paseo de Valencia, as shown on the attached location map. Staff prepared a grant application and the City was awarded funding up to \$35,000 for improvements at this bus stop. The City Council approved the submission of this grant application and adopted the OCTA required Resolution 2018-12-11-3.

Staff has now prepared plans and specifications for the bus stop improvements at the El Toro Road far side Paseo de Valencia bus stop and shelter to include: 1) replacing two existing concrete benches with concrete stool seats under the bus shelter plus adding stool seats adjacent to the bus shelter to provide additional seating, 2) providing one dedicated accessible space with markings for wheelchair capacity to fit underneath the bus shelter, 3) replacing three existing concrete waste containers with four new concrete waste containers, 4) replacing two existing bike racks with a more space-efficient bike rack allowing additional seating adjacent to the bus shelter, 5) retrofitting the existing bus shelter roof for replacement of the lighting with solar-powered lighting, and 6) other minor site improvements to sidewalks necessary to accommodate the new bus shelter amenities. A summary site plan of these improvements are as shown on the attached Site Plan.

The existing concrete benches and concrete waste containers, where feasible, will be salvaged and reinstalled at another bus stop within the City. Minor maintenance repairs to the existing bus shelter structure are also necessary and have been included in the project plans and specifications. However, maintenance expenses are not eligible for reimbursement under the Project W funding program.

The plans and specifications for the El Toro Road far side Paseo de Valencia Bus Stop and Shelter Passenger Amenity Improvements are on file in the office of the City Clerk and provided on the dais. The cost estimate for the work is \$40,000, subject to bids. It is recommended the City Council approve the plans and specifications and authorize the advertisement of the work for bids.

CEQA FINDINGS:

The proposed project is exempt from CEQA pursuant to Title 14, Chapter 3, Section 15301 of the California Code of Regulations (CEQA Guidelines) as a Class 1 Categorical

Authorization to Go to Bid - El Toro Road at Paseo De Valencia Bus Stop Shelter Improvements

December 8, 2020

Page 3

Exemption – Existing Facilities. The proposed project will result in minor alteration of existing public facilities of a bus shelter constructed in 2009. The work is primarily passenger amenity improvements including new seating, space for an accessible area under the existing bus shelter, waste receptacles, minor improvements to sidewalks and retrofit of existing bus shelter lighting to solar-powered lighting.

FISCAL IMPACT:

The cost estimate for the El Toro Road far side Paseo de Valencia Bus Stop and Shelter Improvements is \$40,000. OCTA is providing \$35,000 of funding through the Project W funding program.

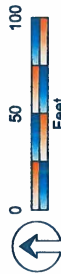
ATTACHMENTS:

- Bus Shelter Location Map
- Bus Shelter Site Plan



 Bus Stop
(Top 100 Boardings)

Source: OCTA; October 2018 Service Change





EL TORO ROAD & PASEO DE VALENCIA EXISTING BUS STOP



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Chair and Agency Members
FROM: Jennifer Lee
Assistant City Clerk
ISSUE: Approval of Minutes for November 24, 2020, Regular Meeting

RECOMMENDATION: That the Planning Agency approve the Minutes for the November 24, 2020, Regular Meeting.

ATTACHMENTS:

- 201124 PA Minutes

Recommendation: That the City Council: 1) Review and confirm the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus; and 2) Confirm the Director of Emergency Services/City Manager's executive order related thereto.

3.5 Civic Center First Quarter Financial Report for Fiscal Year 2020/2021

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

3.6 FY 2019/20 Development Impact Fees Annual Report

Recommendation: That the City Council approve the FY 2019/20 Development Impact Fees Annual Report pursuant to California Government Code Section 66006.

3.7 Annual Review of Investment & Portfolio Policies and Delegation of Investment Authority to the City Treasurer

Recommendation: That the City Council adopt Resolution No. 2020-11-24-1: "A Resolution of the City Council of the City of Laguna Hills, California, delegating investment authority to the City Treasurer and approving a policy for the investment of surplus City funds and rescinding Resolution No. 2019-11-26-3."

ITEMS REMOVED FROM THE CONSENT CALENDAR

There were no items removed from the Consent Calendar.

4. PLANNING AGENCY

Mayor Heft recessed the City Council Meeting, and acting in capacity as Chair, called the Regular Meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:18 p.m.

4.1. ROLL CALL OF PLANNING AGENCY MEMBERS

Attendee Name	Title	Status	Arrived
Janine Heft	Chair	Present	
Erica Pezold	Vice Chair	Present	
Dore J. Gilbert, M.D.	Agency Member	Present	
Don Sedgwick	Agency Member	Present	
Dave Wheeler	Agency Member	Remote	

4.2. PUBLIC COMMENTS

There were no Planning Agency public comments.

4.3. APPROVAL OF MINUTES

4.3.1 Approval of Minutes for November 10, 2020, Regular Meeting

Recommendation: That the Planning Agency approve the Minutes for the November 10, 2020, Regular Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dore J. Gilbert, M.D., Agency Member
SECONDER:	Erica Pezold, Vice Chair
AYES:	Janine Heft, Chair; Erica Pezold, Vice Chair; Dore J. Gilbert, M.D., Agency Member; Don Sedgwick, Agency Member; Dave Wheeler, Agency Member

4.4. ADMINISTRATIVE REPORTS

There were no Planning Agency administrative reports.

4.5. PLANNING AGENCY PUBLIC HEARINGS

4.5.1 Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a Request by Ryan Zacche on Behalf of Cotti Foods, Inc. to Construct a New 2,500 Square-Foot Drive-Thru Restaurant (Taco Bell) at 24888 Alicia Parkway in the Neighborhood Mixed Use Zoning District

Community Development Director Chantarangsu reviewed the information provided in the staff report, provided a PowerPoint presentation, and responded to Council requests for additional information.

Chair Heft opened the Public Hearing.

Chair Heft disclosed she conducted an inspection of the site.

Chris Wadleigh, project applicant and Vice President of Design and Development at Cotti Foods Corporation, indicated that he did not agree with Condition No. 22, as written, of the Conditions of Approval for the project and responded to Council requests for additional information.

Clay Toombs, a representative for the property owners, responded to Council requests for additional information.

The project applicant requested that the Public Hearing be continued to a future meeting.

Davian Mays, a resident of Laguna Hills, spoke regarding access to the project site from Bentley Lane.

Jason Phillips, property owner, responded to the public comments.

John Dodson, architect for the project and Partner at Armet Davis Newlove Architects, responded to the public comments.

Chair Heft closed the Public Hearing.

Recommendation: That the Planning Agency: 1) Conduct a Public Hearing for CUP/SDP No. 0015-2020; 2) Find and determine that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(C) (Class 3, New Construction or Conversion of Small Structures; and 3) Adopt a Resolution entitled: "A Resolution of the Planning Agency of the City of Laguna Hills, California, approving Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a request by Ryan Zacche on behalf of Cotti Foods, Inc. to construct a new 2,500 square-foot drive-thru restaurant (Taco Bell) and related site improvements on a portion of a 2.46-acre commercial property at 24888 Alicia Parkway."

Motion to reopen the public hearing and to continue the public hearing on this item to the December 8, 2020, City Council Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dore J. Gilbert, M.D., Agency Member
SECONDER:	Erica Pezold, Vice Chair
AYES:	Janine Heft, Chair; Erica Pezold, Vice Chair; Dore J. Gilbert, M.D., Agency Member; Don Sedgwick, Agency Member; Dave Wheeler, Agency Member

PLANNING AGENCY ADJOURNMENT

Mayor Heft reconvened the City Council Meeting at 8:52 p.m. Mayor Heft, Mayor Pro Tempore Pezold, Council Member Gilbert and Council Member Sedgwick were present. Council Member Wheeler were present via teleconference.



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020

TO: Chair and Agency Members

FROM: David Chantarangsu
Community Development Director

ISSUE: Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a Request by Ryan Zacche on Behalf of Cotti Foods, Inc. to Construct a New 2,500 Square-Foot Drive-Thru Restaurant (Taco Bell) at 24888 Alicia Parkway in the Neighborhood Mixed Use Zoning District

RECOMMENDATION: That the Planning Agency: 1) Resume the Public Hearing for CUP/SDP No. 0015-2020 which was continued from the November 24, 2020 Planning Agency Meeting; 2) Find and determine that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(C) (Class 3, New Construction or Conversion of Small Structures; and 3) Adopt a Resolution entitled: “A Resolution of the Planning Agency of the City of Laguna Hills, California, approving Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a request by Ryan Zacche on behalf of Cotti Foods, Inc. to construct a new 2,500 square-foot drive-thru restaurant (Taco Bell) and related site improvements on a portion of a 2.46-acre commercial property at 24888 Alicia Parkway.”

SUMMARY:

Project Overview

The public hearing for this item was continued from the Planning Agency’s meeting of November 24, 2020. Ryan Zacche, on behalf of Cotti Foods, Inc. (the “Applicant”) has filed an application for a Conditional Use Permit and Site Development Permit (CUP/SDP No. 0015-2020) to construct a fast-food restaurant with a drive-thru on a portion of a 2.46-acre property located at 24888 Alicia Parkway, in the Neighborhood Mixed Use (NMU) zoning district (“Project”). The proposal includes the following:

Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell)

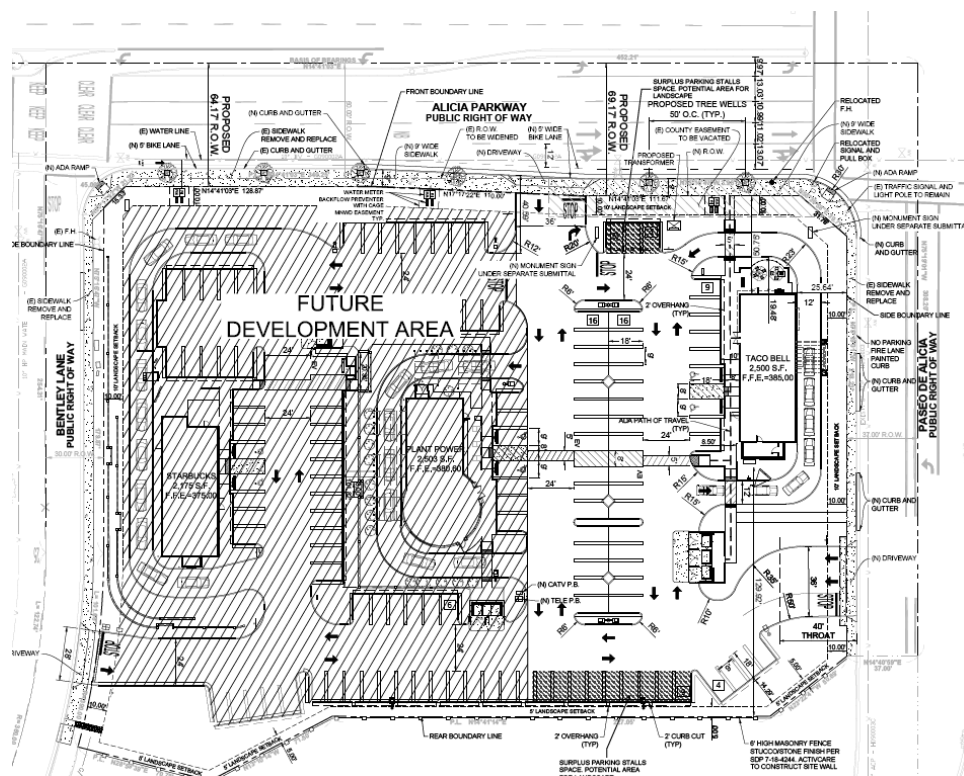
December 8, 2020

Page 2

- Construction of a new 2,500 square-foot building with a drive-thru lane for a fast-food restaurant (Taco Bell).
- Construction of various site improvements, including two new ingress/egress access points, a Class II Bike Lane along the Alicia Parkway property frontage, street trees on Alicia Parkway and Bentley Lane, perimeter landscaping, and 57 parking spaces.

Two additional drive-thru restaurant buildings are currently being processed under a separate development application (USE-0031-2020), and includes the remainder portion of the Project Site identified in Figure 1 below and project plans as 'Future Development Area'. While not under consideration as part of the Taco Bell Project, the Future Development Area would encompass a 2,175 square-foot Starbucks, a 2,503 square-foot Plant Power, and additional site improvements serving the two drive-thru restaurants.

Figure 1 - Site Plan



The Project was presented to the Planning Agency at a public hearing on November 24,

Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell)

December 8, 2020

Page 3

2020. The full agenda packet for the Project, including comprehensive staff report with Project details and exhibits, are included in their entirety as Attachment a.

Condition of Approval No. 22

As part of the recommended conditions of approval for the Project, staff included Condition of Approval No. 22, which read:

“22. Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday. Deliveries are prohibited Saturdays and Sundays. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term “Deliveries” shall mean commercial delivery trucks transporting goods and supplies, materials, equipment, or services to or from the subject property for operational purposes.”

The intended purpose of the condition of approval was to eliminate potential adverse impacts associated with deliveries for the drive-thru restaurant on the surrounding neighborhood. These impacts may include, but are not limited to, commercial delivery trucks running with refrigerator generators, back-up beepers, forklifts, and/or other noise producing activities associated with deliveries either during early morning hours or on weekends that could disturb the nearby residents.

November 24, 2020 Planning Agency Public Hearing

The Project was presented to the Planning Agency at a public hearing on November 24, 2020. As part of the presentation, staff informed the Planning Agency that the Applicant had reviewed and understood all recommended conditions of approval, but planned to object to Condition of Approval No. 22.

At the public hearing, Mr. Christopher Wadleigh, Vice President of Design & Development for Cotti Foods, Inc. confirmed the objection to the condition, claiming that the restriction on delivery hours was incompatible with typical Taco Bell operations. Furthermore, at the public hearing, Mr. Clay Toombs, Managing Partner of Redhive, Inc., introduced himself as the representative of the property owner of the Project Site, as well as the project manager for the Starbucks and Plant Power restaurants being developed in the ‘Future Development Area’. Mr. Toombs also claimed that the restriction on delivery hours would not be acceptable to Starbucks and Plant Power as

those tenants would require deliveries as early as 3:00 AM and as late as midnight.

After discussion and deliberation regarding the condition of approval, it was concluded that more time was needed for the Applicant and Staff to assess the condition of approval. The item was continued to the December 8, 2020 Planning Agency meeting.

Since the Planning Agency's November 24, 2020 meeting, additional correspondence from the Property Owner's representative, staff analysis, and information has become available that has allowed staff to identify several possible approaches to modifying Condition 22 that address the comments and questions raised at the hearing. The four (4) options identified below are as follows:

- Option 1 (Not Recommended): Make no change to Condition of Approval No. 22. Staff believes Condition 22 as presented on November 24, 2020 is no longer needed based on a noise analysis conducted on behalf of the City (Attachment d).
- Option 2 (Not Recommended): Modify Condition 22 to eliminate delivery restrictions on certain days or during specific times. This option is not recommended since a suggestion was made at the Public Hearing to prohibit delivery vehicles from using Bentley Lane. Using this option would expose the Bentley Lane Neighborhood to some degree of delivery noise and delivery traffic from Taco Bell, although not to a substantial degree. Under this option, revised Condition 22 would read "Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting good and supplies, materials, equipment, or services to or from the subject property for operational purposes."
- Option 3 (Recommended): Modify Condition 22 to restrict the use of Bentley lane for deliveries if a Bentley Lane access is permitted for the pending Starbucks/ Plant Power planning application. This option provides additional protections for adjoining uses from delivery vehicle traffic and noise. Condition 22 would read "If the Planning Agency approves pending Planning Application No. USE-0031-2020 (CUP/SDP for the proposed Starbucks and Plant Power), and if Planning Application No. USE-0031-2020 includes approval of a driveway onto Bentley Lane from the subject property, then deliveries are prohibited from utilizing the Bentley Lane driveway for entering and exiting the subject property. Delivered goods and supplies, materials, and equipment shall be promptly stored

within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term “Deliveries” shall mean commercial delivery trucks transporting good and supplies, materials, equipment, or services to or from the subject property for operational purposes.”

- Option 4 (Not Recommended): Delete Condition of Approval No. 22 altogether since new noise information included in Attachment d indicates Condition 22 is no longer necessary. This option would allow delivery vehicles on Bentley Drive, which was a restriction placed on the Activcare project to reduce noise and traffic exposure for the Bentley Lane neighborhood. Deleting Condition 22 would expose the Bentley Lane Neighborhood to some degree of delivery noise and delivery traffic from Taco Bell, although not to a substantial degree.

Staff’s recommendation (Option 3) is included in the updated Resolution of Approval (Attachment e).

Additional Project Activity Since November 24, 2020

The information that follows describes in more detail the events that have transpired since the Planning Agency’s November 24, 2020 hearing that have helped form Options 1 through 4 described above:

- Correspondence from Property Owner Representative

On November 30, 2020, on behalf of the property owner and the applicant for Starbucks and Plant Power, Mr. Toombs provided information in two emails to multiple parties, including the Applicant, Staff, and the Planning Agency (Attachment b). The emails contained counterarguments for the need for Condition of Approval No. 22 as well as suggested revisions to the City-recommended condition of approval.

- Correspondence from Neighboring Tenant (ActivCare)

On November 30, 2020, Mr. Kevin Moriarty, CEO of ActivCare Living, Inc., provided a letter of support for the three proposed drive-thru restaurants (Attachment c). As part of the letter of support, Mr. Moriarty indicates that ActivCare does not believe that the restaurant deliveries would have any impact on the future residents of the ActivCare community, and does not object to Taco

Bell and the other restaurants receiving deliveries at any time of the day or night.

- Noise Impact Analysis

Staff commissioned an analysis of delivery noise levels expected from the proposed Taco Bell delivery activity. The analysis indicated that delivery noise would not negatively impact either the ActivCare project currently under construction or the existing residential neighborhood on Bentley beyond the ActivCare project.

ActivCare is projected to be exposed to noise levels 58 dBA or less from delivery activity at Taco Bell, which is well below the City's exterior noise standard of 65 dBA for commercial properties. For residences on Bentley Lane, the predicted exposure is conservatively estimated at 49 dBA or less. The noise level would not exceed the City's noise standard of 50 dBA for residential exterior noise between the hours of 10PM and 7AM.

Results of the study are contained in Attachment d.

CONCLUSION:

Staff supports the proposed Project as it continues to implement the goals and objectives of the General Plan and Alicia Gateway Opportunity Area. The proposed Project will facilitate outdoor gathering opportunities and encourage the compatible integration of residential and service retail uses in proximity to job centers. The proposed Project provides new development that uses land efficiently and offers flexibility to changing resident and shopping needs, contributing to the long-term vitality of the community. The incorporated outdoor dining areas will provide visual relief and community gathering spaces as well as creating a safe, inviting, and functional pedestrian and cyclist environment.

Staff has reviewed the language of revised Condition 22 (using Option 3 above) with the Applicant, who expressed concurrence with the changes. With the recommended Conditions of Approval, the Project meets development standards and design guidelines of the Code and meets the goals, policies, and procedures of the General Plan. Therefore, Staff is recommending approval of the proposed Project.

CEQA FINDINGS:

Staff has reviewed the proposed Project for compliance with the California

Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell)

December 8, 2020

Page 7

Environmental Quality Act (CEQA) and determined that this Project is categorically exempt from CEQA pursuant to Section 15303 (Class 3, New Construction or Conversion of Small Structures) of Title 14, Chapter 3 of the California Code of Regulations. The Class 3(c) exemption includes four commercial buildings not exceeding 10,000 square feet in floor area on sites zoned for such use. During the processing of this Application, the City received a development application for Starbucks and Plant Power. Consequently, the City is required to consider buildout of the entire property for environmental review purposes under state law. Therefore, the recommended Categorical Exemption is intended to apply to the development as a whole, which at build-out will include three restaurant buildings that total approximately 7,178 square feet of floor area. The Project therefore falls within the Class 3(c) exemption. No further development of the property is reasonably foreseeable; thus, no further environmental review is anticipated for the development of the property.

ATTACHMENTS:

- Attachment a – Planning Agency Staff Report (November 24, 2020)
- Attachment b – Correspondence from Mr. Clay Toombs (November 30, 2020)
- Attachment c – Correspondence from Mr. Kevin Moriarty (November 30, 2020)
- Attachment d – Placeworks Noise Analysis (December 3, 2020)
- Attachment e – Proposed Resolution of Approval



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: November 24, 2020

TO: Chair and Agency Members

FROM: David Chantarangsu
Community Development Director

ISSUE: Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a Request by Ryan Zacche on Behalf of Cotti Foods, Inc. to Construct a New 2,500 Square-Foot Drive-Thru Restaurant (Taco Bell) at 24888 Alicia Parkway in the Neighborhood Mixed Use Zoning District

RECOMMENDATION: That the Planning Agency: 1) Conduct a Public Hearing for CUP/SDP No. 0015-2020; 2) Find and determine that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(C) (Class 3, New Construction or Conversion of Small Structures; and 3) Adopt a Resolution entitled: “A Resolution of the Planning Agency of the City of Laguna Hills, California, approving Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a request by Ryan Zacche on behalf of Cotti Foods, Inc. to construct a new 2,500 square-foot drive-thru restaurant (Taco Bell) and related site improvements on a portion of a 2.46-acre commercial property at 24888 Alicia Parkway.”

SUMMARY:

Ryan Zacche, on behalf of Cotti Foods, Inc. (the “Applicant”) has filed an application for a Conditional Use Permit and Site Development Permit (CUP/SDP No. 0015-2020) to construct a fast-food restaurant with a drive-thru on a portion of a 2.46-acre property located at 24888 Alicia Parkway, in the Neighborhood Mixed Use (NMU) zoning district (“Project”). The proposal includes the following:

- Construction of a new 2,500 square-foot building with a drive-thru lane for a fast-food restaurant (Taco Bell).

Staff evaluated the need for this easement, which is for street and highway purposes, and concluded it is no longer necessary. The Applicant has requested the easement be vacated. Accordingly, as a separate future action to be scheduled before the City Council, Staff will propose the vacation of this easement. The vacation of the easement is discussed later in this report.

Although the proposed entitlements would only permit the proposed Taco Bell drive-thru restaurant, consistent with state environmental review procedures, a Traffic Impact Analysis prepared for the Project addresses full build-out of the site with three (3) operational drive-thru restaurants, including the proposed Taco Bell, along with Starbucks and Plant Power, which will be developed separately from the Project. The Traffic Impact Analysis concludes that full build out of the site with three drive-thru uses will not result in any adverse traffic conditions, and that site access, internal circulation, and drive-thru queuing proposed will allow motorists entering and exiting the Project Site to be able to do so comfortably, safely, and without undue congestion. The Traffic Impact Analysis is discussed later in this report.

Staff has reviewed the Zoning Code requirements, as well as General Plan issues, goals, and strategies, and has evaluated the potential for significant environmental impacts in accordance with the California Environmental Quality Act (CEQA). Staff has determined that the proposed project, subject to conditions of approval, will not result in any significant adverse impacts to the public, health, safety and general welfare. The design of the Project will provide a compatible land use within the Neighborhood Mixed Use zoning district. The proposed Project will expand the types of facilities and services available within the community. Therefore, staff is recommending approval of the proposed Project.

AUTHORITY:

Title 9 of the Laguna Hills Municipal Code (LHMC) contains the City of Laguna Hills Development Code (also commonly referred to as the “Zoning Code” or the “Code”). Chapter 9-29 of the Code identifies permitted uses, the criteria for said use, and the development standards within the Neighborhood Mixed Use (NMU) zoning district. The Code allows drive-thru restaurants in the NMU zoning district subject to a Conditional Use Permit (LHMC 9-29.020).

The process the City must follow in reviewing new development projects is found in Chapter 9-92 of the Code – specifically, Section 9-92.030 of the Code grants the Community Development Director the authority to review and approve SDP's for

commercial properties with development not exceeding 20,000 square feet. However, the proposed SDP is being considered in conjunction with a request for a CUP for a drive-thru restaurant, which grants the Planning Agency the authority to review and approve (LHMC 9-92.030).

The findings required for the aforementioned application types are found in Section 9-92.080 of the Code and are listed and discussed in the attached Resolution. Staff has prepared findings demonstrating the application is in conformance with the Zoning Code and the General Plan as stated in the Proposed Resolution (Attachment a).

BACKGROUND:

The Project Site is 2.46 acres in size and is located at the southeast corner of Alicia Parkway and Paseo de Alicia. Originally, the subject site was included in a 5.2-acre parcel formerly occupied by the Phillips Mazda dealership which closed in 2015. Subsequent to the 2015 closure, the property was improved with vacated sales offices, service garages, and trellis/shade structures associated with the dealership. With the closure of the dealership, a demolition permit was issued in October 2018, and all structures were removed from the site. In March 2019, the City collectively approved a tentative parcel map subdividing the 5.2-acre property into two parcels: Parcel 1, a 2.46-acre parcel (Project Site); and Parcel 2, a 2.73-acre parcel and the development of a previously approved 72-bed residential care facility for the elderly (ActivCare), which is currently under construction. The Project Site was recently rough graded and is presently vacant except for some construction equipment and mobile trailers associated with the on-going construction activities of the adjacent ActivCare residential care facility on Parcel 2.

The immediately surrounding land uses are within the NMU zoning district. Surrounding uses to the north across Paseo de Alicia include office buildings; to the south across Bentley Lane include a public storage facility; to the west across Alicia Parkway, Laguna Hills Plaza, and abutting the Project Site along the eastern border is the previously mentioned 72-bed residential care facility currently under construction.

PROPOSAL & ANALYSIS:Overview

The Applicant is requesting approval to construct a 2,500 square-foot fast-food restaurant (Taco Bell) with a drive-thru lane on the northwest portion of the Project

Site. The building is single-story and includes an approximately 520 square-foot outdoor dining area with 12 seats. Hours of operation are 7-days a week from 7:00 a.m. to 12:00 a.m., with deliveries typically scheduled two days a week (Attachment b).

The following improvements are proposed for the Project, summarized as follows:

On-Site Improvements	Off-Site Improvements
• Taco Bell & related site improvements • Perimeter landscaping in setback areas • Detention Basin • Applicable site utilities • Retaining walls	<i>Alicia Parkway frontage:</i> • New 5'-wide Class II Bike Lane, 9'-wide sidewalk, driveway, curb & gutter, two New ADA ramps • Six street trees/tree wells 50' O.C. • Relocate fire hydrant & traffic signal <i>Paseo de Alicia frontage:</i> • Replace existing sidewalk • New driveway, curb & gutter

Site Design/Circulation

There are two vehicular access points identified for the proposed Project (Attachment c, Sheet C-1.1). Primary access will be from the north from a new driveway on Paseo de Alicia. Access from the west will be from a new right-in/right-out only driveway on Alicia Parkway. All Project access driveways are unsignalized. Commercial delivery vehicles are expected to take access from either Paseo de Alicia or Alicia Parkway. At some point in the future, access to Bentley Lane could be available to the Project if the Planning Agency approves the pending development application for Starbucks and Plant Power. As depicted in Figure 1 above, the plans for Starbucks and Plant Power anticipate being able to have access to Bentley Lane.

Additionally, the proposed 5-foot-wide Class II Bike Lane along the Alicia Parkway frontage is required by the General Plan and would facilitate the continuation of the existing bike lane south of Bentley Lane to the corner of Alicia Parkway and Paseo de Alicia. Near this intersection is a signalized crosswalk which connects to the Aliso Creek

Regional Bikeway. A Class II Bike Lane provides a striped lane for one-way bike travel.

Traffic Impact Analysis

A Traffic Impact Analysis (TIA) has been prepared to evaluate and determine the potential traffic impacts associated with build-out of the property (Attachment d). The Applicant and City studied multiple alternatives for traffic flow and site circulation for the Alicia Parkway and Bentley Lane driveways, including:

- Alicia Parkway; right-in, right-out
- Alicia Parkway; right-in only
- Alicia Parkway; no access
- Bentley Lane; full access
- Bentley Lane; inbound only
- Bentley Lane; no access

Impacts on the intersection of Alicia Parkway and Bentley Lane were also studied (e.g., signalized intersection). The TIA determined that restrictions or closure of either the Alicia Parkway or Bentley driveways resulted in no significant benefit to the operations of adjacent intersections. Furthermore, the most efficient internal circulation pattern of the site includes ingress and egress driveways along all frontages, which is the case with this Project. Ultimately, limiting or prohibiting access on Bentley Lane did not work for the Property Owner, so the intensity of development was reduced (i.e., smaller building sizes) in order to facilitate the proposed driveways and meet General Plan operational requirements for the intersection of Alicia Parkway and Bentley Lane.

In order to facilitate the on-site and off-site circulation, the Project incorporates the following improvements:

1. An extra lane width within the curb lane along Alicia Parkway to facilitate right turns into the Project Site thereby reducing/eliminating traffic flow interruption on Alicia Parkway as vehicles slow to enter the site;
2. Adequate queueing length for the northbound right-turn movement onto Alicia Parkway from the Project Site (Project driveway No. 2) to avoid internal traffic

conflicts between vehicles leaving the site and exiting the Taco Bell drive-thru lane;

3. Adequate separation between the ingress and egress drive-thru lanes for all of the proposed drive-thru uses (the proposed Project and the pending two future drive-thru uses) to avert congested internal traffic flow in any particular location; and
4. Appropriate wayfinding signs throughout the site such as at drive-thru lane exits to direct vehicles towards the Paseo de Alicia driveway.

The TIA also included an assessment for an exclusive eastbound right turn lane from Alicia Parkway onto Paseo De Alicia to utilize the aforementioned City easement along Alicia Parkway. The study found that the existing intersection will operate adequately with the addition of the proposed Project without the need for an exclusive right turn lane. The improvements to traffic operations were considered minor and did not necessitate the demand for a dedicated right turn lane.

The proposed drive-thru queuing for Taco Bell provides enough storage to accommodate up to seven vehicles, which can accommodate the projected queues for the Taco Bell (six vehicles).

Parking

The Project proposes 57 parking spaces, including two ADA-accessible spaces. The Code requires 45 parking spaces (1 space/50 sq. ft. of floor area (excluding restrooms) plus 1 space/150 sq. ft. of outdoor dining area in excess of 16 seats). Staff notes that the 12-space surplus will be reduced once Starbucks and Plant Power are developed, if the pending entitlements for those proposed uses are approved by the Planning Agency in the future. Buildout of the entire site is expected to meet the City's parking requirements.

Parking lot lighting proposed throughout the Project Site will utilize 20-foot-tall light poles with lamps that are fully shielded. All lighting will be designed and located to ensure light is confined within the Project boundaries to avoid offsite spillage and impacts to nearby uses. The submitted photometric plans confirms that the Project will meet the City's minimum required lighting standards and avoid lighting that spills over onto adjacent properties or public rights-of-way.

Architectural Design

The proposed (Taco Bell) building has been designed to reflect a contemporary architectural theme. Architectural elements include cement plaster walls of varying thickness to create horizontal and vertical wall definition, trellis tower, a 26'-tall metal-panel finish turret, parapet coping trim, horizontal batten, metal valance, and an open trellis canopy with pillars above the drive-up window. For added visual interest and building articulation, the building façades incorporates horizontal Aluma-wood slats on the upper portion of the buildings west and south elevation changing the scale of the wall and introducing shadow animation. Deep accent colors are used to create visual interest and wall depth. Roof heights fluctuate in order to provide visual interest at the roofline, with heights varying between 13 to 26 feet (maximum building height for the zoning district is 40 feet). All rooftop mechanical equipment will be fully screened from view. The architecture and layout of the building complement the surrounding land uses and comply with the development standards in the Code.

LHMC Section 9-40.060 (Exterior Buildings/Structure Walls) prohibits “metal grill and facades”. However, grills and facades of unique design and in keeping with the general decor of the development and neighborhood may be permitted subject to approval by the Community Development Director. The Section also prohibits “Aluminum or other metal panels” on the street elevation, unless it can be demonstrated that they are consistent with a structure’s overall design character. Furthermore, LHMC Section 9-29.090 (Design Principles) identifies design principles for projects in the NMU zoning district. These principles include incorporating an architectural theme that is compatible with nearby uses, and discouraging the use of plain concrete block, plain concrete, plywood, sheet pressboard, vinyl, and similar materials as siding. The proposed design satisfies all of these Code requirements. Aluma-wood is aluminum that has been embossed and painted to resemble wood. The integration of Aluma-wood and metal-panel finish into the design is integral to the modernization of the building and avoids the use of repetitive design and materials.

Grading and Landscape Design

The Project Site has a grade difference of approximately 24 feet sloping downwards from the northeast to the southwest corner. The conceptual grading plan (Attachment c, Sheet C-2.0) shows the finished grades and slopes for the proposed Project. Over most of the parking area, the grades are relatively flat and do not exceed 3.5%. ADA and pedestrian access is shown near the Taco Bell building off Alicia Parkway.

Included in the perimeter landscaping along Bentley Lane are two 30-inch-tall step-up retaining walls to facilitate the development of the future Starbucks drive-thru restaurant. The Applicant has included the location of the proposed walls in this development application; however, design specifications of the wall (e.g., section/elevation views, wall material, etc.) has not been provided. The Applicant has stated that the walls will utilize an aesthetically-pleasing Verdura block, rather than standard concrete masonry precision block. A condition of approval is included that requires final design of the walls to be reviewed and approved by the Community Development Director, and also ensures that the proposed retaining walls comply with LHMC Section 9-40.100, which regulates fences and walls (Condition of Approval No. 18).

The development will include landscaping that is consistent with LHMC 9-46 (Landscaping Standards and Guidelines) and 9-47 (Landscape Water Efficiency). The plan utilizes a drought tolerant landscape palette with low- to moderate- water use trees, plants, and groundcovers. The plan will incorporate 24" box Crepe Myrtle street trees in tree-wells 50 feet on-center within the 9-foot-wide sidewalk along Alicia Parkway. The parkway along Bentley Lane and the setback areas along Alicia Parkway, Paseo de Alicia, and the interior property line will primarily include London Plane trees with various shrubs and ground cover. No turf is proposed. The proposed tree palette includes Crepe Myrtle, Dwarf Magnolia and London Plane trees. The shrub palette includes Kangaroo Paw, India Hawthorn, Mexican Bush Sage, Feathery Cassia and Coast Rosemary. Various groundcover species are proposed throughout the site. Deer Grass primarily used within the storm water Bio-filtration basin is located on the southeast portion of the Project Site. The purpose of the basin is to meet State mandated requirements to control and treat water runoff generated from development including roofs, parking lots, roads, and walkways. The applicant proposes to include the detention basin after construction of the Taco Bell as on-site improvements for the two additional drive-thru restaurants. However, due to State mandated requirements and the various impervious surfaces proposed, staff has added Condition of Approval No. 31, which requires the Applicant to revise the Landscape Plan to reflect the construction of the storm water Bio-filtration basin be included as required on-site improvements for the Taco Bell.

To ensure the Project provides sufficient wall screening along Bentley Lane, landscaping, planter size and shade trees along the site perimeter and within the Project parking lot, the Applicant shall be required to provide a final landscape and irrigation plan for review and approval (Condition of Approval No. 17).

Conditional Use Permit

Conditional Use Permits are used to evaluate uses that may have a moderate to high potential for potential adverse impacts on adjacent/abutting uses, or to the surrounding community due to operating characteristics. Approval of CUPs can allow a use, subject to conditions of approval, to ensure compatibility between the requested use and existing uses. Because of potential traffic impacts drive-thru uses can create on and off-site, the Code requires a CUP for fast-food drive-thru uses. The property is located within the Neighborhood Mixed Use zoning district, which is regulated by Chapter 9-29 of the Code. Pursuant to Table 9-29-0.20 of the Code, drive-thru restaurants are permitted through the CUP process.

The Project Site is surrounded to the north, south, and west by other compatible commercial uses including a Public Storage facility, Carl's Jr, Big Lots, DICK'S Sporting Goods, Automobile Club of Southern California (AAA) and other retail, office and restaurant uses. To the east is ActivCare, separated from the site by a 6-foot tall wall. Conditions of approval are intended to be directly related to the reduction and/or elimination of any potential negative impacts associated with the use. Staff has included several conditions including Condition of Approval No. 23, which is a City-standard condition of approval intended to eliminate potential issues associated with a drive-thru use. This condition authorizes the Community Development Director to require a parking and/or circulation study and require the Applicant to comply with reasonable modifications or corrections recommended by such a study, should parking and/or circulation problems develop in the future.

Master Sign Program

The Development Code requires a Master Sign Program (MSP) for all new businesses proposing three or more signs. Taco Bell is one of three tenants proposed on the property. The Applicant has removed the proposed MSP from this submittal and intends to resubmit concurrently with USE-0031-2020, which is currently being processed for the remainder portion of the property. The MSP would include wall signs, wayfinding and directional signs, and multi-tenant monument signs for Taco Bell, Starbucks, and Plant Power. Condition of Approval No. 27 requires that the Applicant submit an MSP for review and receive Planning Agency approval prior to final building inspection and/or issuance of a certificate of use and occupancy.

Easement Vacation

The development application concerns a portion of Parcel 1 of Parcel Map 2018-182 for Taco Bell. Within this Parcel 1, there exists an easement for street and highway purposes adjacent to, but not within the developed right of way of, Alicia Parkway near the corner with Paseo de Alicia. The easement is also coincident with a portion of the landscape setback of Taco Bell along the Alicia Parkway frontage. This easement was dedicated to the County of Orange in 1972 per that certain Easement Deed recorded in Book 10339, Page 462, of Official Records of Orange County, and was also documented in the Easement Notes, as Easement Number 4, of Parcel Map No. 2018-182, recorded in 2019. During the development review of the pending application, Staff evaluated the need for this street and highway purposes easement and concluded it is no longer necessary for current or prospective public use. The Applicant has requested the easement be vacated. Accordingly, as a separate future action to be scheduled before the City Council, Staff will propose that the City Council follow the easement vacation procedure, as governed by provisions of the Streets and Highways Code, to vacate this easement.

Right-of-Way Dedication

The review of the development application revealed that the full right-of-way dedication of Alicia Parkway was not in place and that the project traffic would contribute to traffic volumes on Alicia Parkway. The status of the built roadway improvements adversely impacts project traffic access including as it relates to vehicle lanes, the bicycle lane and pedestrian sidewalk. Staff has incorporated Conditions of Approval into the project obligations; Condition of Approval No. 56 requires the applicant to dedicate the necessary right of way matching the City and County arterial highway standards, (including Goals and Policies of the General Plan Mobility Element) and provide improvements to fulfill the needs for vehicular, bicycle and pedestrian safety and access. The Applicant is in agreement with the dedication and improvement requirements and has incorporated them into the site plan including the necessary public right of dedication and roadway improvements to be constructed along the Alicia Parkway frontage of the project.

Alicia Parkway is identified as a Major Arterial Highway in the Mobility Element in Figure M-1, which designates overall highway widths inclusive of a nine feet wide parkway. The current parkway width along the Alicia Parkway frontage of the Applicant's property is five feet wide. The current roadway surface is not of sufficient width to provide both

vehicular lanes and the necessary bike lane to serve the project. The proposed project improvements include a modification of the travel lanes, addition of a Class II bike lane and a new parkway width meeting the standard nine feet width to include a full-width sidewalk and trees within parkway tree wells for vehicular, bicycle and pedestrian access and safety. The Mobility Element, in addition to vehicle travel lane needs, describes the importance of bicycle and pedestrian facilities for safety and access. Figure M-3 in the Mobility Element designates the plan for a Class II Bike Lane along the above-described area.

Condition of Approval No. 56 is appropriate and necessary as the project traffic study, "Revised Traffic Impact Analysis Report – 24888 Alicia Parkway Commercial Project – Laguna Hills, CA" dated September 25, 2020, by Linscott, Law & Greenspan Engineers, in Table 5-1, identifies this project and the future proposed two additional drive-thru restaurants, combined, will generate 3,105 new daily two-way trips. This is a measure of the additional vehicle traffic which is not currently generated from/to the site which must be accommodated and is an indication that there will also be increased pedestrian and bicycle activity at this location as patrons access the proposed food services.

The proposed project will take all of its access directly from Alicia Parkway with its primary access directly from a new driveway on Alicia Parkway. The two other site driveways, one on Paseo de Alicia and one on Bentley Lane, will also take direct access to/from Alicia Parkway adjacent to the site. The project generates 3,105 daily trips with nearly 1,400 daily trips identified as coming from west of the site and 1,400 daily trips identified as coming from east of the site directly on Alicia Parkway. Approximately 35% of the project traffic will enter and exit directly onto Alicia Parkway from the proposed new project driveway. With Alicia Parkway approaching its design capacity as a Major Arterial Highway the additional ROW is necessary for it to have sufficient capacity to accommodate the proposed project traffic. The additional right of way and improvements will ensure that Alicia Parkway will function at an adequate level of service now and in the future.

Applicable Mobility Element Goals and Policies addressing these needs are as follows:

- Goal M-1: Provide a safe and efficient local transportation system consistent with the general County standards and the regional system.
 - Policy M-1.3: Require new development and redevelopment to minimize traffic impacts and to incorporate mitigation or payment of fair share of improvements.

-
- o Goal M-3: Create a community where walking and cycling are practical, safe, and fun options for travel.
 - o Policy M-3.1: Continue to extend and maintain pedestrian paths, bikeways, and equestrian trails that connect to local and regional activity centers.
 - o Policy M-3.2: Increase walkability by making sidewalk improvements, increasing shade trees, providing street furniture ... and improving access ramps.
 - o Policy M-3.4: Fill in gaps in the bikeway system and enhance the current system with more shade from trees, improved signage, and striping.
 - o Policy M-3.7: Encourage the provision of bicycle facilities in activity centers, places of employment, and public transit systems.
 - Goal M-4: Enhance the City's streetscapes and beautify the overall driving experience in Laguna Hills.
 - o Policy M-4.2: Create streetscapes that are interesting, attractive, and improve water quality.

The project traffic generation, capacity of Alicia Parkway for all mobility users and the applicable Policies and Goals of the Mobility Element result in the proposed Conditions of Approval for right of way dedication and improvements to Alicia Parkway as included within this project.

General Plan Consistency/Alicia Gateway Opportunity Area

In order to approve the Project, the Planning Agency must find that the Project is consistent with the Laguna Hills General Plan. Staff has concluded that the Project is consistent with several General Plan Goals and Policies. Specifically, the Project:

- Creates diverse and vibrant activity centers and events that bring people together as a community. (Goal LU-1).
 - o Encourages the compatible integration of residential and service retail uses in proximity to job centers (Policy LU-1.2).
 - o Increases opportunities for pedestrian and bicycle connections to activity

centers by well-designed and shaded pathways (Policy LU-1.6).

- Is compatible and interdependent with neighboring uses (Goal LU-2).
 - Protects existing neighborhoods from the encroachment of incompatible activities and land uses (Policy LU-2.4).
- Proposes infill development that involves the revitalization of property in an economically and environmentally sustainable manner (Goal LU-3).
 - Encourages new development that uses land efficiently and offers flexibility to changing resident and shopping needs, contributing to the long-term vitality of the community (Policy LU-3.2).
 - Incorporates outdoor dining areas into new development and redevelopment to provide visual relief and community gathering spaces (Policy LU-3.4).
 - Creates a safe, inviting, and functional pedestrian and cyclist environments in new public and private development (Policy LU-3.10).
- Places a high priority on design, architecture, and landscaping that reflect the community's identity and gracious lifestyle (Goal LU-4).
 - Continues to plant and maintain attractive drought- tolerant and native landscaping that enhances the character of Laguna Hills (Policy LU-4.5).
- Expands the variety of services, shopping, and entertainment opportunities in the community (Goal LU-6).
- Facilitates the creation and expansion of private sector businesses and associated local career choices for Laguna Hills residents (Goal LU-7).
 - Encourages private property owners to revitalize, upgrade, and beautify aging and underperforming commercial and business areas (Policy LU-7.4).

The proposed Project is also located within the Alicia Gateway Opportunity Area (AGOA) and the Planning Agency must find that the Project is consistent with the vision of the area. As part of the City's 2009 Comprehensive General Plan Update, the City Council adopted the AGOA, which encompasses the entire Neighborhood Mixed Use zoning

district, including the subject property. The AGOA seeks to create a moderate density center and gathering place by promoting:

- A mix of retail, housing, and office uses;
- Walkable connections, plazas, and green space for community gatherings;
- High-quality design and architecture;
- Orientation of buildings toward the street and pedestrians;
- Accessibility to transit; and
- Connectivity to promote walking from nearby neighborhoods to the Gateway.

The AGOA designation also promotes the development of vertical and horizontal mixed-use. Allowed uses include commercial, retail, office, and residential; however, standalone residential is prohibited.

The proposed Project is consistent with the vision and requirements of the AGOA. The Project:

- Will continue to add to the mix of land uses in the area and provides new services that are otherwise limited in the NMU zoning district;
- Will be walkable to other existing commercial/retail uses within the AGOA;
- Continues the high-quality design and architecture envisioned for the AGOA and is an aesthetic improvement to the neighborhood while providing a compatible development that respects the existing Laguna Hills Plaza located directly across Alicia Parkway and the single-family residential neighborhood easterly of the Project Site;
- Will provide outdoor dining areas for gatherings oriented toward Alicia Parkway;
- Will continue to provide accessibility to transit and connectivity to promote walking from nearby neighborhoods.

CONCLUSION:

Staff supports the proposed Project as it continues to implement the goals and

objectives of the General Plan and Alicia Gateway Opportunity Area. The proposed Project will facilitate outdoor gathering opportunities and encourage the compatible integration of residential and service retail uses in proximity to job centers. The proposed Project provides new development that uses land efficiently and offers flexibility to changing resident and shopping needs, contributing to the long-term vitality of the community. The incorporated outdoor dining areas will provide visual relief and community gathering spaces as well as creating a safe, inviting, and functional pedestrian and cyclist environment.

With the recommended Conditions of Approval, the Project meets development standards and design guidelines of the Code and meets the goals, policies, and procedures of the General Plan. Therefore, Staff is recommending approval of the proposed Project.

PUBLIC NOTICE:

Neighborhood Outreach

The Applicant held a virtual neighborhood outreach presentation on October 14, 2020. Outreach notices were sent to property owners within 1,000 feet of the property. The virtual presentation was attended by approximately 42 attendees, and questions and concerns primarily focused on traffic and circulation issues. The outreach focused on the buildout condition of the entire 2.46 acres. In general, the critical points of concern included:

- Potential traffic volume and delays at the intersection of Alicia Parkway and Bentley Lane;
- Potential traffic from the proposed Bentley Lane ingress/egress driveway;
- Starbucks drive-thru queuing potentially backing onto Alicia Parkway;
- Grading, slope, and stormwater issues
- Retaining wall proposed along Bentley Lane including aesthetic issues.

Public Notice

The Project was advertised in an adjudicated newspaper of general circulation in the City of Laguna Hills on November 13, 2020. In addition, approximately 220 property

owners within 1,000 feet of the Property were mailed a public hearing notice, which exceeds LHMC requirement of mailing hearing notices to property owners within 300 feet of the property boundaries. To date, no comments have been received. Any written comments received will be distributed at the Planning Agency Public Hearing.

CEQA FINDINGS:

Staff has reviewed the proposed Project for compliance with the California Environmental Quality Act (CEQA) and determined that this Project is categorically exempt from CEQA pursuant to Section 15303 (Class 3, New Construction or Conversion of Small Structures) of Title 14, Chapter 3 of the California Code of Regulations. The Class 3(c) exemption includes four commercial buildings not exceeding 10,000 square feet in floor area on sites zoned for such use. During the processing of this Application, the City received a development application for Starbucks and Plant Power. Consequently, the City is required to consider buildout of the entire property for environmental review purposes under state law. Therefore, the recommended Categorical Exemption is intended to apply to the development as a whole, which at build-out will include three restaurant buildings that total approximately 7,178 square feet of floor area. The Project therefore falls within the Class 3(c) exemption. No further development of the property is reasonably foreseeable; thus, no further environmental review is anticipated for the development of the property.

ATTACHMENTS:

- Attachment a – Proposed Resolution of Approval
- Attachment b – Letter of Justification
- Attachment c – Project Plan Set
- Attachment d – Parking and Traffic Study

RESOLUTION NO. PA2020-11-24-X

A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT/SITE DEVELOPMENT PERMIT (CUP/SDP) NO. 0015-2020, A REQUEST BY RYAN ZACCHE ON BEHALF OF COTTI FOODS, INC., TO CONSTRUCT A NEW 2,500 SQUARE-FOOT DRIVE-THRU RESTAURANT (TACO BELL) AND RELATED SITE IMPROVEMENTS ON A PORTION OF A 2.46-ACRE COMMERCIAL PROPERTY LOCATED AT 24888 ALICIA PARKWAY

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

WHEREAS, Ryan Zacche on behalf of Cotti Foods, Inc. ("the Applicant"), has filed an application for Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, to construct a fast-food restaurant with a drive-thru on a portion of a 2.46-acre commercial property located at 24888 Alicia Parkway, in the Neighborhood Mixed Use (NMU) zoning district ("Project"); and

WHEREAS, CUP/SDP No. 0015-2020 is hereby found to be Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 (Class 3, New Construction or Conversion of Small Structures) of Title 14, Chapter 3 of the California Code of Regulations because the total project will be 7,178 square feet of the floor area and thus falls within the Class 3 exemption for the new construction of restaurants up to 10,000 square feet in size; and

WHEREAS, the Planning Agency held a duly noticed public hearing and considered public comments and written and oral information and testimony presented by City staff, community residents, and other interested parties at a duly noticed public hearing held on November 24, 2020; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

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

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

SECTION 2. The Planning Agency hereby determines that the required findings by the City for approval of Conditional Use Permit/Site Development Permit No. 0015-2020 have been met and made as follows:

Site Development Permit

1. The site design complies with standards of the Development Code.

The Project meets the development standards of the Neighborhood Mixed Use zoning district, including maximum lot coverage (50% required 2.34% proposed), density/FAR (0.30 FAR required, 0.023 FAR proposed), minimum landscape coverage (15% required, 26.6% proposed), parking (45 spaces required, 57 spaces provided), maximum building height (40 feet required, 26 feet proposed), and other development standards required.

2. The site is suitable for the proposed development.

The site design aspects of the proposed drive-thru restaurant will be compatible with, and not detrimental to, surrounding development and with the overall design quality prevalent in the City. These aspects include setbacks, access, landscaping/lighting, and other architectural site design elements (i.e., height, scale, mass, and appearance). The proposed single-story fast-food restaurant reflects a contemporary architectural theme incorporating visual interest and building articulation. A 520 square-foot outdoor dining area along the building's westerly façade encourages gatherings oriented toward Alicia Parkway. Additionally, internal circulation ensures the Project will not cause vehicle queueing onto adjacent roadways and landscaping will be designed to maximize screening along Bentley Lane.

3. The Project is consistent with the General Plan and applicable design guidelines.

As part of the City's 2009 Comprehensive General Plan Update, the City Council adopted the Alicia Gateway Opportunity Area (AGOA), which encompasses the entire Neighborhood Mixed Use (NMU) zoning district, including the subject property. The AGOA/NMU seeks to "create a moderate density center and gathering place by promoting a mix of retail, housing, and office uses; walkable connections, plazas, and green space for community gatherings; high-quality design and architecture; orientation of buildings toward the street and pedestrians; accessibility to transit; connectivity to promote walking from nearby neighborhoods to the Gateway" (General Plan Land Use Element pp. LU-20 – 21). The AGOA designation also promotes the development of vertical and horizontal mixed-use. Allowed uses include commercial, retail, office, and residential;

however, standalone residential is prohibited (Laguna Hills General Plan, 2009).

The Project is consistent with the vision and requirements of the AGOA. The Project will continue to add to the mix of land uses in the area and provide new services that are otherwise limited in the NMU zoning district. The Project continues the high-quality design and architecture envisioned for the AGOA and is an aesthetic improvement to the neighborhood while providing a compatible development that respects the existing Laguna Hills Plaza located directly across Alicia Parkway and the single-family residential neighborhood easterly of the Project site. The Project will provide outdoor dining areas for gatherings oriented toward Alicia Parkway, will be walkable to other existing commercial/retail uses within the AGOA, and will continue to provide accessibility to transit and connectivity to promote walking from nearby neighborhoods.

4. The site design and structural components are appropriate for the site and function of the proposed uses.

The Project will be of quality design with an appropriately-scaled framework of architectural and landscaping elements. The site has been designed to accommodate the drive-thru lane and provide adequate separation between the ingress and egress drive-thru lanes for the Project and anticipated proposed future tenants (under separate entitlement) to avert congested internal traffic flow in any particular location. The new facility has been designed to meet all development standards. High-quality development features will be provided throughout the Project site through site design (e.g., building and outdoor dining orientation, retaining walls, and screening), architecture (e.g., mass, scale and form, style, material and color) and landscaping (e.g. storm water Bio-filtration basin, screening, street trees, and shade). Development of the proposed facility, as conditioned, will be compatible with, and not detrimental to, surrounding development, and with the overall design quality prevalent in the City.

Conditional Use Permit

1. The proposed use is consistent with the General Plan.

As part of the City's 2009 Comprehensive General Plan Update, the City Council adopted the Alicia Gateway Opportunity Area (AGOA), which encompasses the entire Neighborhood Mixed Use (NMU) zoning district, including the subject property. The AGOA/NMU seeks to "create a moderate density center and gathering place by promoting a mix of retail, housing, and office uses; walkable connections, plazas, and green space for community gatherings; high-quality design and architecture; orientation of buildings toward the street and pedestrians; accessibility to transit;

connectivity to promote walking from nearby neighborhoods to the Gateway” (General Plan Land Use Element pp. LU-20 – 21). The AGOA designation also promotes the development of vertical and horizontal mixed-use. Allowed uses include commercial, retail, office, and residential; however, standalone residential is prohibited (Laguna Hills General Plan, 2009).

The Project is consistent with the vision and requirements of the AGOA. The Project will continue to add to the mix of land uses in the area and provide new services that are otherwise limited in the NMU zoning district. The Project continues the high-quality design and architecture envisioned for the AGOA and is an aesthetic improvement to the neighborhood while providing a compatible development that respects the existing Laguna Hills Plaza located directly across Alicia Parkway and the single-family residential neighborhood easterly of the Project site. The Project will provide outdoor dining areas for gatherings oriented toward Alicia Parkway, will be walkable to other existing commercial/retail uses within the AGOA, and will continue to provide accessibility to transit and connectivity to promote walking from nearby neighborhoods.

2. The nature, condition, and development of adjacent uses, buildings, and structures have been considered and the proposed use will not adversely affect or be materially detrimental to the adjacent uses, buildings, or structures.

The Project is located on a portion of a 2.46-acre property near the southeast corner of Alicia Parkway and Paseo de Alicia. Under a separate application being processed (USE-0031-2020), the remainder of the Project site would include two drive-thru restaurants and associated site improvements. The immediately surrounding land uses are within the NMU zoning district comprised of commercial uses that are congruent with the Project including offices, retail, restaurants, a public storage facility, and a 72-bed residential care facility currently under construction. Two 30-inch-tall step-up retaining walls are proposed along Bentley Lane with trees, shrubs, and groundcover proposed to minimize wall visibility. All lighting associated with the Project will be directed toward the interior of the site so as not to create impacts to motorists on adjacent roadways or to surrounding properties in accordance with City lighting standards and requirements. All lighting will be hooded or shielded to focus the light downward and prevent light overspill offsite. During construction, the Project will be subject to conditions of approval that control construction traffic, noise, and roadway use to minimize disturbances to existing properties in the area. The operation of the use will also be subject to conditions of approval that ensure compatibility with surrounding uses including compliance with the City’s noise ordinance and property maintenance requirements.

3. The proposed site is adequate in size and shape to accommodate the use and integrate it with the existing and planned uses in the vicinity.

The Project site is 2.46 acres in size, is adequate in size and shape to accommodate the Project and will be compatible with, and not detrimental to, surrounding development. The Project provides two vehicular access points, appropriate on-site vehicle circulation, parking, queuing, landscaping, pedestrian walkways, and setbacks. The design of the Project encompasses the widening of Alicia Parkway for the construction of a 5-foot-wide Class II Bike Lane. The proposed bike lane along Alicia Parkway is required by the General Plan, and would facilitate the continuation of the existing bike lane south of Bentley to the corner of Alicia Parkway and Paseo de Alicia.

4. All required development standards prescribed by the Laguna Hills Development Code can be achieved.

The Project meets the development standards of the Neighborhood Mixed Use zoning district, including maximum lot coverage (50% required, 2.34% proposed), density/FAR (0.30 FAR required, 0.023 FAR proposed), minimum landscape coverage (15% required, 26.6% proposed), parking (45 spaces required, 57 spaces provided), maximum building height (40 feet required, 26 feet proposed), and other development standards required as described in the report to the Planning Agency for Site Development Permit/ Conditional Use Permit No. 0015-2020.

5. The conditions and limitations placed upon the use are necessary to ensure compatibility with adjacent or abutting uses and the preservation of the public peace, safety, and welfare.

Conditions placed on the Project directly relate to the compatibility with adjacent uses and ensuring the safety of those on and around the subject site: Condition 29 requires that directional signage emphasizing usage of Paseo de Alicia be placed at the drive-thru exit to ensure motorists entering and existing the Project site can do so comfortably, safely and without undue congestion. Condition 12 requires the Applicant to maintain the Project site with the requirements of the City's property maintenance standards contained in LHMC 9-74. Condition 16 requires that lighting be hooded or shielded to focus light downward and prevent light overspill off site. Conditions 32-35 generally require the Applicant to comply with the City's building codes during construction for the protection of the public health, safety and welfare, and Conditions 37 and 38 require the Project to comply with the requirements of the Orange County Health Department and Orange County Fire Authority.

NOW, THEREFORE, based upon the above findings, the Planning Agency of the City of Laguna Hills does hereby approve CUP/SDP No. 0015-2020 subject to the following conditions:

General

1. The following Conditions of Approval shall be binding and enforceable against, and, whenever used herein, the term "Applicant" shall mean and refer to, each of the following: The Project Applicant, Ryan Zacche, Cotti Foods, Inc., the owner(s) and tenant(s) of the property, and each of their respective successors and assigns.
2. Unless the context dictates otherwise, whenever the term "this Permit" is used in the following Conditions of Approval, it shall collectively refer to the Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020 approved pursuant to this Resolution, as well as the plans, studies, and exhibits submitted to the City by the Applicant to describe and depict the improvements to be constructed as a part of the Project, and as otherwise modified by these Conditions of Approval.
3. To the fullest extent permitted by law, the Applicant shall, at its sole cost and expense, protect, defend, indemnify, and hold harmless the City, its elected and appointed officers and officials, employees, agents, departments, agencies, authorized volunteers, consultants, attorneys, boards, commissions, and committees, and instrumentalities thereof ("Indemnitees"), from and against any and all claims, liabilities, losses, fines, demands, penalties, lawsuits, writs of mandamus, and any other claims or actions or proceedings of any kind whatsoever (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolution procedures (including, but not limited to, arbitrations, mediations, and other such procedures), judgments, orders and decisions (collectively "Claims" and "Actions"), brought against the Indemnitees, which seek to attack, challenge, modify, set aside, void, or annul any action of or any permit or approval issued by the Indemnitees (including actions approved by the voters of the City) for, in connection with, or concerning the approval of this Permit. It is expressly understood and agreed that the City shall have the right to approve, which approval will not be unreasonably withheld, the legal counsel providing the defense of the Indemnitees for the Claims and Actions, and that the Applicant shall promptly reimburse the City for all costs and expenses directly and necessarily incurred by the City in the course of the defense, including reasonable attorneys' fees. The City shall promptly notify the Applicant of any Claims and Actions brought against the Indemnitees and shall cooperate in the defense of any such Claims and Actions. If the Applicant fails to so defend the Claims and Actions, the City shall have the right but not the obligation to do so and, if it does, the Applicant shall promptly pay the City's full cost thereof.

4. Approval of this Permit constitutes approval of the proposed Project only to the extent that it complies with the City's Development Code and any other applicable zoning regulations. Approval does not include any action or findings as to compliance or approval of the Project regarding any other applicable ordinance, regulation, or requirement.
5. Failure to abide by and faithfully comply with any and all conditions of approval shall constitute grounds for revocation of this Permit by the Laguna Hills Planning Agency.
6. The Applicant shall agree in writing to these conditions of approval within 30 days of the Planning Agency's approval.
7. The conditions of Project approval set forth herein include certain development impact fees and other exactions. Pursuant to Government Code §66020(d), these conditions constitute written notice of the amount of such fees, and/or exactions. The Applicant is hereby notified that the 90-day protest period in which the Applicant may protest the fees, dedications, reservation, or exactions imposed on this Project through the Conditions of Approval, commencing from the date of approval of the Project, has begun.
8. Pursuant to City Council Resolution No. 2017-07-11-2, the Applicant shall reimburse the City for any outstanding staff time spent on the processing of this Permit within 60 days of the Planning Agency's approval.
9. This Permit shall expire and be of no further force or effect if the Permit is not implemented within two years from November 24, 2020.
10. Within 48 hours from project approval, the Applicant shall submit to the City a check in the amount of \$50.00, made payable to the Orange County Clerk-Recorder, for filing the Notice of Determination.

Planning Division

11. Prior to the commencement of any work, the Applicant shall provide a contact number for the public to call concerning dust, noise, or other construction-related impacts. The information shall also be posted on site in a manner approved by the Community Development Director.
12. The Applicant shall maintain the Project site in compliance with all property maintenance standards of the Laguna Hills Municipal Code ("LHMC") Chapter 9-74, and the regulations set forth therein.
13. The Applicant shall maintain the Project in compliance with the noise standards of the City of Laguna Hills Noise Ordinance (LHMC 5-24). Should the City receive complaints related to noise associated with the Project, which are in

- violation of the Noise Ordinance, the Applicant agrees to promptly implement reasonable noise attenuation measures.
14. Prior to issuance of any grading permits, the Applicant shall submit the proposed Project's grading plan to the Community Development Director for review and approval. The grading plan shall be consistent with the architectural site plan as approved by this Permit to the reasonable satisfaction of the Community Development Director.
 15. Prior to the issuance of any building permits, the Applicant shall submit a final Project exterior color and materials board to the Community Development Director for review and approval. Colors and materials shall be in substantial conformance with the plans submitted for this Permit. Approved colors and materials required to comply with this condition shall be installed prior to the issuance of a Certificate of Use and Occupancy or building permit final for the applicable building or site improvement for which a permit is issued.
 16. Prior to issuance of a building permit, the Applicant shall prepare a comprehensive lighting plan and a Final Photometric Plan. The lighting plan shall be prepared by a qualified professional and shall address all aspects of lighting, including infrastructure, on-site driveways, safety, signage, and promotional lighting, if any. In conjunction with the Comprehensive Lighting Plan, the Applicant shall also prepare a Final Photometric Plan. The Final Photometric Plan shall be reviewed and approved by the Community Development Director prior to issuance of a building permit. In accordance with Municipal Code 9-40.170, Lighting, of the City of Laguna Hills Municipal Code, the Final Photometric Plan shall show evidence that all lighting is shielded or recessed and directed downward and away from adjoining properties and that direct glare and reflections are contained within the property lines. In accordance with Municipal Code 9-44.060, Design Standards for Parking Facilities, of the City of Laguna Hills Municipal Code, lighting in the uncovered parking areas shall be designed such that they produce a minimum of 0.4 foot-candle on paved general use areas and an average of 1 foot-candle on paved high use areas. The foot-candle uniformity ratio shall meet the standard of an average/minimum of 4:1 in general use areas and 3:1 in high use areas.
 17. Prior to the issuance of a building permit, the Applicant shall submit a landscape and irrigation plan to the Community Development Director for review and approval. The plan shall demonstrate compliance with Laguna Hills Municipal Code Chapter 9-46 and 9-47, including sufficient wall screening, landscaping, planter size and shade trees along the site perimeter and within the Project parking lot, installation of "Smart" landscape irrigation controllers, low precipitation-rate sprinkler heads, and water efficient landscaping, as applicable.

18. Prior to the issuance of a building permit, the Applicant shall submit a wall and fence plan of the Bentley Lane retaining wall to the Community Development Director for review and approval. The plan shall include section views, elevation views, materials of the walls, and shall demonstrate compliance with Laguna Hills Municipal Code Section 9-40.100. The entire length of the wall (as identified in the Site Plan) shall be constructed as part of the Taco Bell development, including the portions that encroach into the 'Future Development Area'.
19. The Applicant shall deposit with the Community Development Department the estimated reasonable cost necessary to retain a qualified landscape professional to review the Applicant's proposed landscape and irrigation plans, as well as inspect the Applicant-installed landscaping to ensure compliance with the approved landscaped plans. The amount deposited shall be in accordance with a written proposal obtained by the City pursuant to its Purchasing Ordinance. Prior to the issuance of building shell final or issuance of a Certificate of Use or Occupancy permit, the Applicant shall pay the actual cost of landscape plan check and inspection or be entitled to a refund of funds deposited, if any. All required landscaping shall be installed prior to building shell final or issuance of a Certificate of Use and Occupancy, whichever occurs first.
20. Upon build-out of the property, service/delivery vehicles that enter on Bentley Lane shall exit at the primary entrance on Paseo de Alicia.
21. When feasible, construction traffic shall be encouraged to utilize the primary entrance on Paseo de Alicia for ingress and egress.
22. Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday. Deliveries are prohibited Saturdays and Sundays. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting goods and supplies, materials, equipment, or services to or from the subject property for operational purposes.
23. If at any time in the future the Community Development Director determines, in his or her sole discretion, that a parking and circulation study is necessary to address parking and/or circulation insufficiencies, issues, complaints, or problems relative to insuring adequate parking and circulation on the subject property in connection with this Permit, the Applicant shall, at its sole cost and expense, be responsible for the cost of a parking and circulation study prepared by a licensed consultant selected by the City. The Applicant shall, at its sole cost and expense, be responsible for implementation of any reasonable

- mitigation measures deemed appropriate by the Director related to such impacts based on the findings of such study.
24. Prior to the issuance of a building permit, the Applicant shall provide evidence to the satisfaction of the Community Development Director that all equipment, including roof and ground mounted, will be completely screened from view as seen from the subject property and the centerline of adjacent rights of way contiguous to the site.
 25. Prior to the issuance of a building permit, the construction plans for Taco Bell shall identify and the Applicant shall install soil stabilization, stormwater, and erosion control for the entire property, including the 'Future Development Area' of the property.
 26. Prior to the issuance of a Certificate of Use and Occupancy, the Applicant shall design and construct the improvements depicted below, subject to the reasonable satisfaction of the City Engineer. Improvement plans for the improvements identified below shall be consistent with Project Plans dated November 4, 2020 and reviewed and approved by the City Engineer prior to the issuance of a building permit for construction of the Taco Bell building.
 - a. Alicia Parkway frontage:
 - New 5'-wide Class II Bike Lane, 9'-wide sidewalk, driveway, curb & gutter, two new ADA ramps,
 - Street trees/tree wells, and
 - Relocate fire hydrant & signal
 - b. Paseo de Alicia frontage:
 - Replace existing sidewalk,
 - New driveway, curb & gutter
 27. Prior to the issuance of a building permit, the Applicant shall submit a Master Sign Program for the review and approval by the Planning Agency pursuant to Chapter 9-42 and 9-92 of the Laguna Hills Municipal Code.
 28. The use shall comply with LHMC Chapter 5-28 (Smoking and Sale of Tobacco Products). Required signage and notices shall be installed prior to the issuance of a Certificate of Use and Occupancy and commencement of the use.
 29. Wayfinding signage emphasizing usage of Paseo de Alicia shall be placed at the drive-thru exit. Required signage and notices shall be installed prior to the issuance of a Certificate of Use and Occupancy and commencement of the use. Wayfinding signage shall be incorporated into the Master Sign Program for the property.

30. Prior to the issuance of a building permit, any easements depicted on Parcel Map 2018-182 that conflict with the proposed development shall be realigned to the satisfaction of the Community Development Director and City Engineer.
31. Prior to issuance of any building permits, the Applicant shall revise the following discrepancies contained in the plans submitted for the Project.
 - a. Landscape Plan shall be revised to reflect the construction of the storm water Bio-filtration basin located on the southeast corner of the Project site be included as required on-site improvements for Taco Bell.

Building Division & Orange County Fire Authority

32. The Applicant shall be responsible for ensuring all applicable building permits are obtained from the City of Laguna Hills, as required by Section 103 of the 2019 California Building Code prior to commencement of any work for which a permit is required.
33. Any required documents submitted for the purpose of building permit issuance shall be accurately labeled and reflect all work, as required by Section 107 of the 2019 California Building Code.
34. All construction shall comply with the applicable California Building, Plumbing, Mechanical, Electrical, and Green Building Codes with regard to the appropriate occupancies for each permit requested.
35. Plans submitted for this Project for the purpose of obtaining a building permit shall comply with California Disabled Accessibility requirements, as required by Chapter 11 of the California Building Code.
36. Prior to the issuance of a building permit, the Applicant shall include a copy of this Permit (the signed resolution of approval) in the City building plan sets submitted for the purpose of obtaining a building permit.
37. Prior to issuance of building permits, the Applicant shall submit to the Building Department all required approvals from the Orange County Health Department.
38. Prior to issuance of building permits, Applicant shall submit approvals from the Orange County Fire Authority or provide verification of plan submittal.
39. During construction, adequate emergency access shall be maintained to the site at all times in accordance with any requirements of the Orange County Fire Authority (OCFA).
40. Prior to issuance of building permits, the Applicant shall submit Construction and Demolition Waste Recycling Program paperwork, if applicable, as required

by Laguna Hills Municipal Code Chapter 5-48, and to comply with mandates of CalRecycle.

41. The Applicant is advised that the use will need to comply with Assembly Bill 1826, which requires all businesses that generate a certain amount of organic waste to develop a program to recycle organic waste rather than send it to the landfill. Organic waste includes food waste, vegetable trimmings, plate scrapings, spoiled food, green waste, wood waste, food soiled paper, and excess food inventory. Beginning on January 1, 2019, the City of Laguna Hills will begin to monitor the status of business compliance with AB 1826.

Public Services Department

42. Prior to the issuance of any Grading Permits, the Applicant shall prepare a separate hydrology and hydraulic analysis report in accordance with standards of the County of Orange Hydrology Manual for review and approval by, and to the reasonable satisfaction of, the City Engineer. The Project Drainage Plan shall provide 100-year storm protection at one foot below all finished floor elevations and collect 25-year storm flows into drainage devices at sump locations, not including hydromodification retention of flows, and 10-year storm flows into other drainage devices. During 100-year storm events, one travel lane in each direction on primary internal access roads shall be free of inundation, open and passable, as approved by the City Engineer. No onsite development shall impede the functionality of any existing drainage devices in the public right of way. The hydraulic analysis shall demonstrate the above specifications are met.
43. Prior to issuance of any Grading Permits, the Applicant shall prepare for review and approval by, and to the reasonable satisfaction of, the Community Development Director and the City Engineer a Water Quality Management Plan (WQMP) for all priority projects as defined in the NPDES permits and County of Orange Model WQMP technical guidance document. The WQMP shall identify Low Impact Development (LID) BMPs and routine structural and non-structural measures specified in the current Orange County Drainage Area Management Plan (DAMP) and the San Diego Regional Water Quality Control Board (SDRWQB) requirements. The WQMP must also:
- a. Address site design BMPs (as applicable) such as minimizing impervious areas, maximizing permeability, minimizing directly connected impervious areas, creating reduced or “zero discharge” areas, conserving natural areas, preserving trees, and retaining existing site hydrology to the maximum extent practicable.
 - b. Include a design goal to maintain or replicate the pre-development hydrologic functions through site preservation, infiltration, retention, detention, evapotranspiration, and filtration treatment systems.

- c. Incorporate applicable routine source control BMPs as defined in the DAMP and provide a detailed description of their implementation.
- d. Incorporate applicable treatment control BMPs as defined in the DAMP to the approval of the City Engineer.
- e. Implement Low Impact Development (LID) BMPs to reduce runoff to the maximum extent practicable.
- f. Include full capture trash and debris systems consistent with SDRWQCB Order No. R9-2017-0077 and per the approval of the City Engineer.
- g. Include an Operation and Maintenance (O&M) plan that identifies the mechanism(s) by which long-term O&M of all post construction BMPs will be provided and funded, to include an annual self-certification of maintenance and operational functioning of the BMPs to be issued to the City Engineer.
- h. The Project site shall meet hydromodification criteria and the Applicant shall document compliance by providing calculations consistent with the Grading Plan and WQMP and in accordance with the SDRWQCB NPDES Order No. R9-2013-0001, Section E.3.c(2), as amended by Order Nos. R9-2015-0001 and R9-2015-0100 Permits. Hydromodification determinations shall be made using the South Orange County Hydromodification Model as provided by the County of Orange.

44. Prior to the issuance of Grading Permits, the Applicant shall:

- a. Submit to the City Engineer a copy of the State issued Notice of Intent (NOI) indicating that coverage has been obtained under the National Pollutant Discharge Elimination System (NPDES) State Construction General Permit Order 2009-0009-DWQ from the State Water Resources Control Board.
- b. Projects subject to the NOI requirement shall also prepare and submit to the City Engineer a Stormwater Pollution Prevention Plan (SWPPP) meeting City standards and be provided for the reasonable approval of the City Engineer. A copy of the approved SWPPP shall be kept at the project site and be available for City review upon request. In addition, the Applicant shall include notes on the grading plans indicating that the project will be implemented in compliance with the Statewide Permit for General Construction Activities.

45. Prior to the issuance of Grading Permits, the Applicant shall provide for review and approval by, and to the reasonable satisfaction of, the Community Development Director and the City Engineer, a dust mitigation and erosion control plan for the entirety of Parcel 1, Parcel Map No. 2018-182. Said plan shall be implemented and maintained for said Parcel 1 until such time and full development has been completed.
46. Prior to issuance of Grading Permits, the Applicant shall provide an Americans with Disabilities Act (ADA) site review of existing and proposed pathways, sidewalks and access ramps for both on-site access and the site frontage along Bentley Lane, Alicia Parkway and Paseo de Alicia. The accessible pathway shall not include a path within any drive aisle, except as necessary to cross a drive aisle at 90° to the drive aisle. The report shall be prepared by a qualified professional with expertise in the ADA field and shall include an implementation plan to correct all deficiencies noted and as reasonably approved by the City Engineer. Any sidewalk or pathway not in compliance with ADA standards, including along Bentley Lane, Alicia Parkway and Paseo de Alicia, including but not limited to slopes and access ramps, shall be reconstructed to the City's standards. The site frontage access ramps at Alicia Parkway/Bentley Lane and Alicia Parkway/Paseo de Alicia shall be reconstructed to City Standards to include a cast-in-place blue truncated dome panel by Armor-Tile. The driveway along Alicia Parkway shall be reconstructed to provide ADA passage.
47. Prior to the issuance of Grading Permits, the Applicant shall demonstrate to the reasonable satisfaction of the City Engineer that all on-site access routes are capable of accommodating truck access and truck turning radii.
48. Prior to the issuance of any Grading Permits or Building Permits, the Applicant shall provide a geotechnical report prepared by a licensed registered engineering geologist/soils engineer for review and approval by, and to the reasonable satisfaction of, the City Engineer. The report shall include an evaluation of onsite soils and geologic conditions and provide recommendations on pavement sections, building foundations, infiltration rates and a discussion of the functionality of permeable pavements, if any, and all project proposed water quality features. All on site Asphalt Concrete pavements shall be constructed with a minimum structural section of 3" Asphalt Concrete over 4" Class II Aggregate Base, compacted to 95% relative compaction, or greater if so recommended by the soils engineer.
49. Prior to the issuance of any Grading Permits, the Applicant shall provide a haul route plan for all exports/imports from/to the site for review and approval by, and to the reasonable satisfaction of, the City Engineer. The haul route shall not utilize any arterial highway prior to 9:00 am or after 4:00 pm daily. In addition, the Applicant shall provide a construction vehicle routing plan for review and approval by, and to the reasonable satisfaction of, the City Engineer prior to any demolition or construction work. No construction equipment traffic

shall access or depart the site during morning or evening peak periods, which are 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m., Monday through Friday. Bentley Lane shall not be utilized for any construction access at any time.

50. Prior to the City Engineer's acceptance of the final grading work or prior to the issuance of a Certificate of Use and Occupancy, the Applicant shall demonstrate compliance with the WQMP in a manner meeting the reasonable satisfaction of the City Engineer, including:
 - a. Demonstration that all structural BMPs described in the WQMP have been implemented, constructed, and installed in conformance with approved plans and specifications.
 - b. Demonstration that the Applicant has complied with and/or is prepared to implement all non-structural BMPs described in the WQMP.
 - c. Demonstration that an adequate number of copies of the project's approved WQMP are available for the future occupants.
 - d. Demonstration that the Applicant has agreed to and recorded CC&R's, an agreement, or another legal instrument approved by the City Attorney, as applicable, requiring the property owner, successors, tenants (if applicable), and assigns to operate and maintain, in perpetuity, the post-construction BMPs described in the WQMP.
51. Prior to the issuance of the Certificate of Use and Occupancy, trash/recycling enclosures shall be constructed in compliance with the City's standards to include an impermeable roof and a sewer drain inlet connection.
52. During the course of the Project construction, the Applicant shall, to the maximum extent practicable, direct that construction vehicles avoid working in reverse gear in order to minimize the generation of backup alarm noise impacts to neighboring properties.
53. During the course of the Project construction, the Applicant shall not allow any work to be performed within the public right-of-way until after a Public Property Encroachment Permit has been issued by the City Engineer including the payment of applicable fees and/or deposits as determined by City.
54. During the course of the Project construction, it shall be the Applicant's sole responsibility to protect-in-place existing public improvements. Prior to the issuance of a Certificate of Use and Occupancy, public improvements that are damaged as a result of the project construction shall be promptly repaired or replaced by the Applicant to the reasonable satisfaction of the City Engineer.

55. During the course of the Project construction, no public streets shall be utilized for temporary storage of any construction materials and no vehicles shall be off-loaded of deliveries or filled with materials to be exported by utilizing any public street for a staging area.
56. Prior to the issuance of a building permit, the Applicant shall dedicate right of way along the frontage of Alicia Parkway to provide nine feet wide sidewalks, with tree wells, and a five feet wide striped bike lane, without any encroachment into existing vehicular travel lanes or street width, as shown on the Site Plan, in a form approved by the City Attorney and City Engineer.
57. Prior to the issuance of a building permit, the Applicant shall provide public street improvement plans for the public right of way improvements along the frontage of Alicia Parkway as shown on the site plan, on 24" x 36" mylar sheets, to the standards of the City for review and approval by, and to the reasonable satisfaction of, the City Engineer. Said plans shall include the street widening, the sidewalk widening inclusive of tree wells, ADA ramps with cast-in-place blue truncated dome panels by Armor-Tile, traffic signal modification plans at Alicia Parkway and Paseo de Alicia, and related miscellaneous work all to the satisfaction of the City Engineer.
58. The project landscape plans shall include the placement, irrigation and maintenance of 24" box parkway trees, of a species as selected by City, for the tree wells along the Alicia Parkway frontage as shown on the site plan and to the satisfaction of the City Engineer. The Applicant shall also provide tree well covers of a type and material satisfactory to the City Engineer. The Applicant shall maintain the trees with adequate water and fertilizer to foster healthy growth of the trees, remove any weeds in the tree well, adjust the tree well covers as needed and trim the trees every two years, or sooner as needed, to maintain healthy growth of the trees, pedestrian/bicycle/vehicular clearances and sight distance clearances to the satisfaction of the City Engineer.
59. Prior to the issuance of a building permit, the Applicant shall provide the legal description and plat of the proposed vacation of the easement granted by that certain Easement Deed recorded in Book 10339, Page 462, of Official Records of Orange County, granted September 22, 1972, as right of way for street and highway purposes as also shown in the Easement Notes, as Easement Number 4, of Parcel Map No. 2018-182, recorded as instrument No. 2019000497485, of Official Records of Orange County, excepting therefrom any right of way defining Paseo de Alicia to the satisfaction of the City Engineer.

PASSED, APPROVED, AND ADOPTED this 24th day of November 2020.

JANINE HEFT, CHAIR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. PA2020-11-24-X adopted by the Planning Agency of the City of Laguna Hills,
California, at a Regular Meeting thereof held on the 24th day of November 2020, by the
following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

MELISSA AU-YEUNG, CITY CLERK

Cotti Foods Corporation

A Franchisee of Taco Bell
29801 Santa Margarita Parkway
Rancho Santa Margarita, CA 92688
Phone 949/858-9191
Fax 949/858-9199



January 28, 2020

Mr. Jay Wu
Senior Planner
City of Laguna Hills Planning Department
24035 El Toro Road
Laguna Hills, CA 92653

RE: Taco Bell
24888 Alicia Parkway
Laguna Hills, CA 92653

Dear Mr. Wu,

The proposed Taco Bell location identified above is scheduled to have the hours of operations to be between the hours of 7:00 AM to 12:00 AM Sunday through Saturday. During the typical hours of operation there will be five (5) shifts which will have at least five (5) to eight (8) employees per shift daily.

The product delivery schedule will be two (2) days per week to resupply the store.

Trash for our Taco Bell facilities will be based on a twice a week pick up.

Thanks

A handwritten signature in blue ink, appearing to read "Ryan Zacche", written over a light blue circular stamp.

Ryan Zacche
Chief Development Officer
Cotti Foods Corporation

[illegible]

CTTI FOODS
CONTACT: RYAN ZACHE

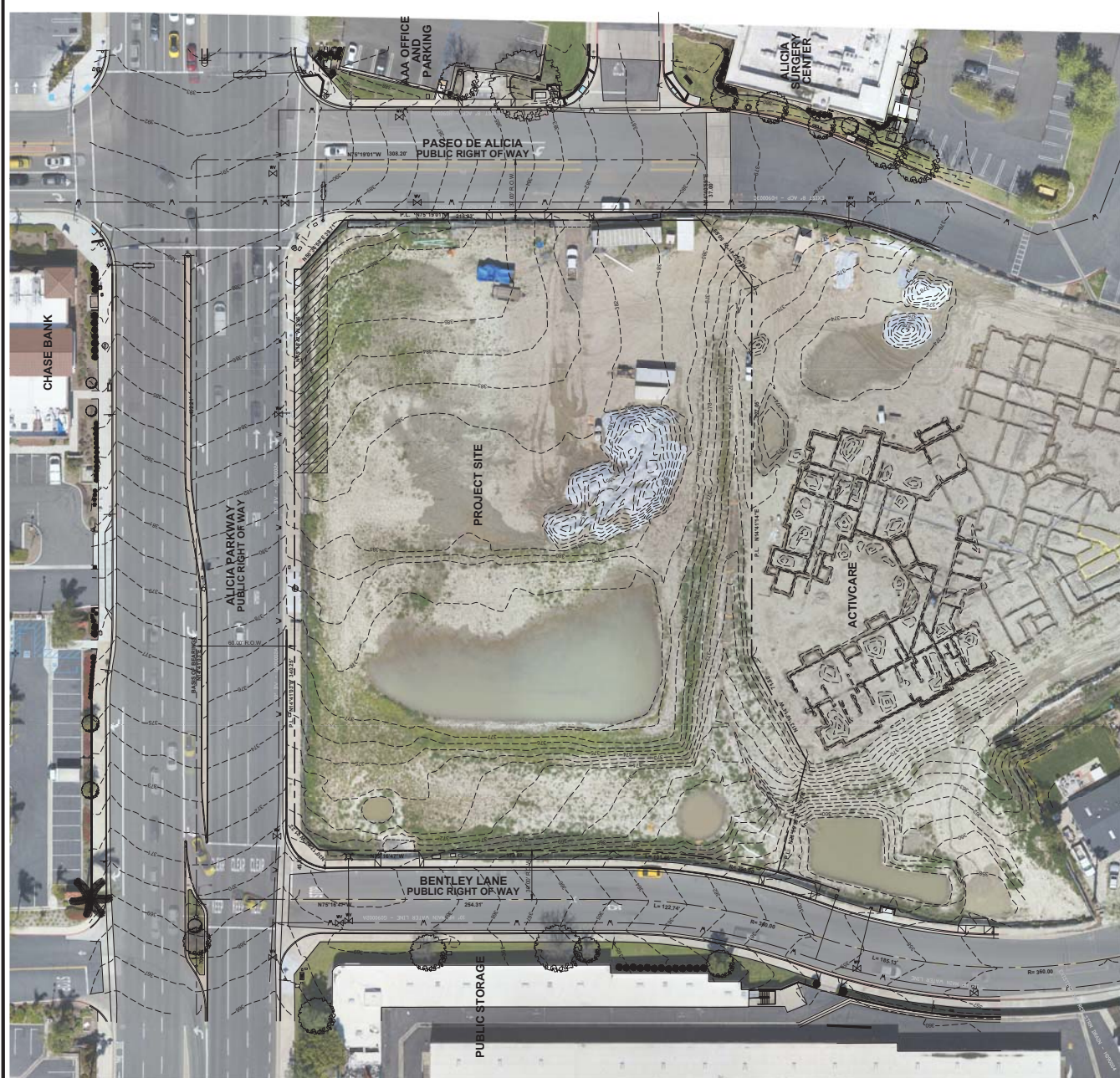
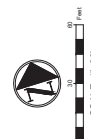


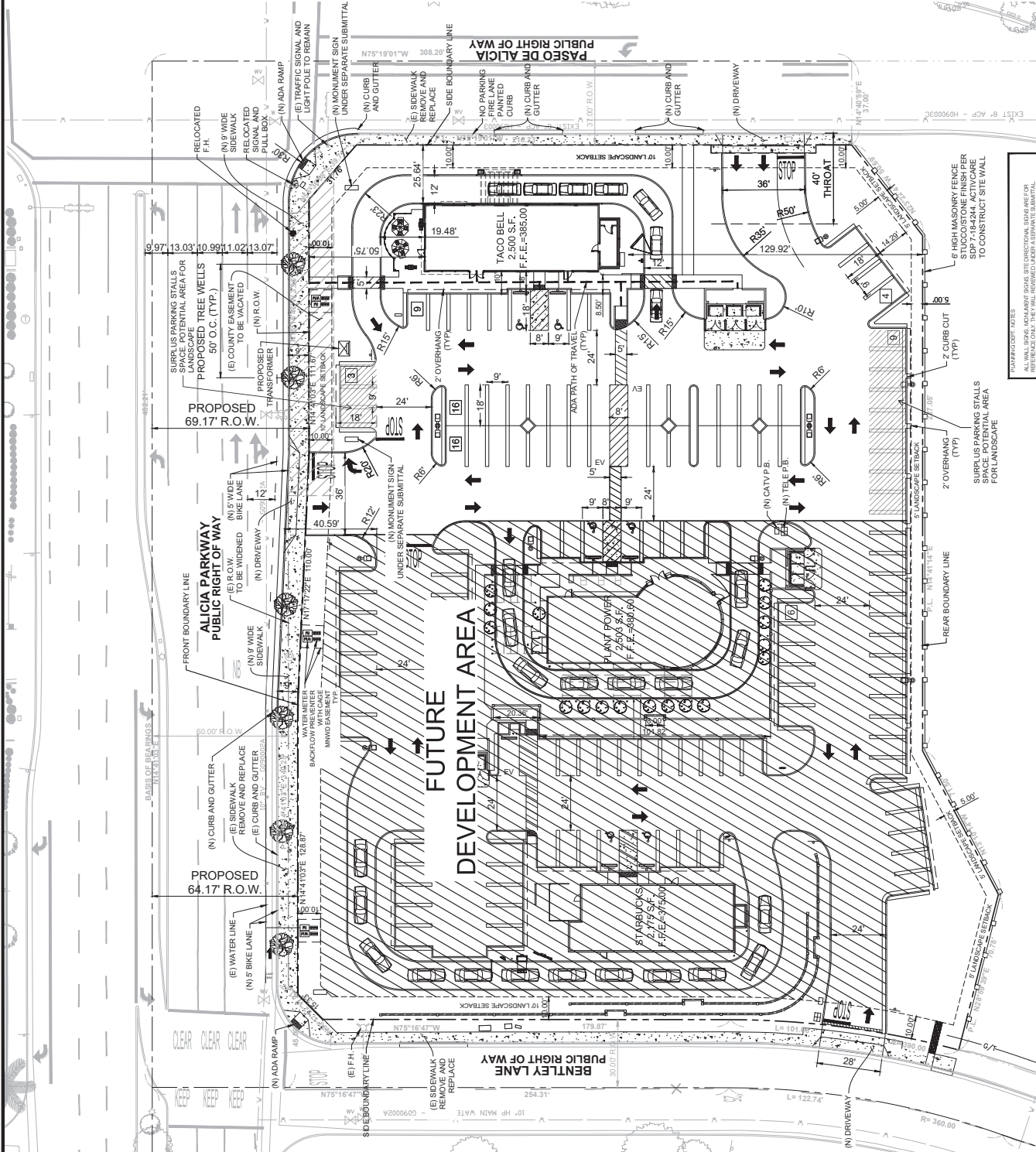
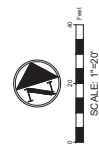
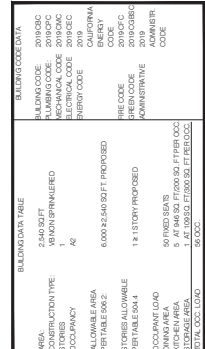
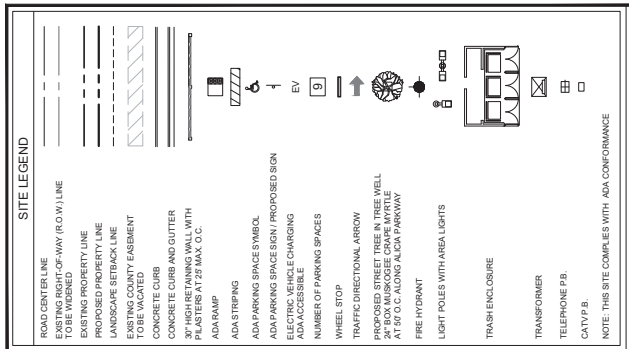
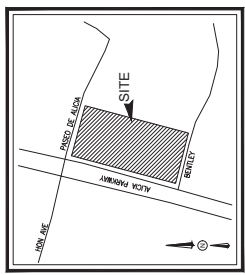
DATE: 11/2/2020	NAME: ANTHONY E. EMMAND OF
-----------------	----------------------------

PRELIMINARY



EBI Engineering | environmental | engineering | design
330 Technology Dr. | Suite 100
Irvine, CA 92618
Tel: 781.273.2500 | Fax: 781.273.3311
www.ebiconsulting.com





PLANNING DEPT. NOTES

ALL WALL SIGNS, MONUMENT SIGNS, SITE DIRECTIONAL SIGNS ARE FOR REFERENCE ONLY. THEY WILL BE REVIEWED UNDER A SEPARATE SUBMITTAL.





ARMET DAVIS NEWLOVE &
ASSOCIATES, AIA ARCHITECT
SANTA MONICA, CALIFORNIA 90404
PH 310 452 5833 FAX 310 654 1432

APPLICANT:
STEVE EVANS, COTTI FOODS
22889 SANTA MARGHERITA PKWY.
RANCHO SANTA MARGHERITA, CA 90288
949 858 1100

PROPERTY OWNER:
MATHEN PHILIPS / BMJ LTD
222 POPPY AVE
CORONA DEL MAR, CA 92625
949 858 9191



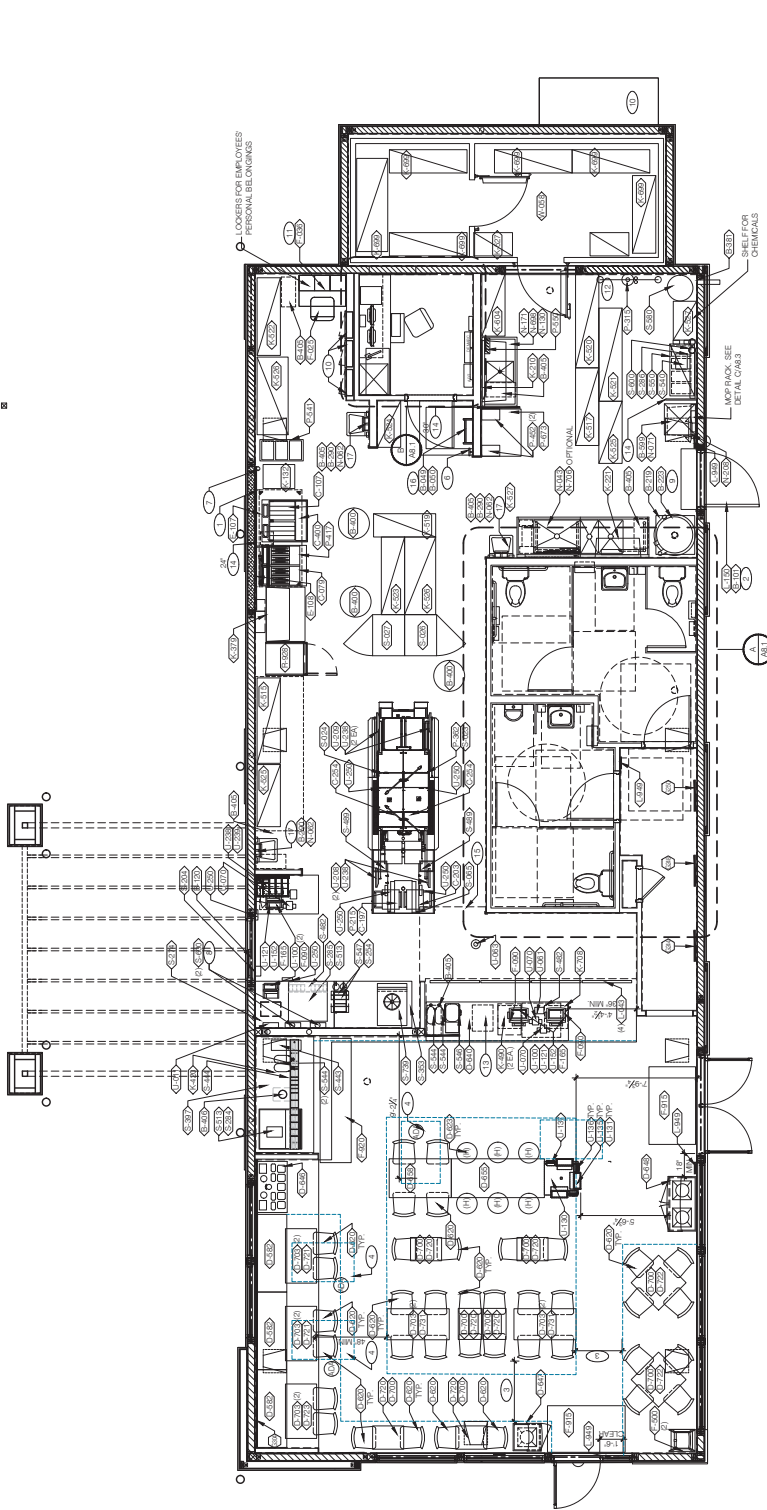
CONTRACT DATE	03/28/19
BUILDING TYPE	EXPLORER LITE
PLAN VERSION	MARCH 2018
BRAND/DESIGNER	-
SITE NUMBER	312747
STORE NUMBER	037103

TACO BELL
22889 SANTA MARGHERITA PKWY & ROSARIO ALCA
LAGUNA HILLS, CA



EQUIPMENT
AND SEATING
PLAN

A2.0



EQUIPMENT/SEATING PLAN 1/8" = 1'-0"

- REMARKS:
1. REFER TO BC SHEETS FOR SCOPE OF WORK RESPONSIBILITIES.
 2. FH SYMBOL DENOTES A HIGH TABLE OR DINING COUNTER WITH STUOLS.
 3. SH SYMBOL DENOTES AN ACCESSIBLE TABLE.

SEE SHEET A1.1 FOR SECURITY DOOR PACKAGE.
MAINTAIN 36" MIN. CLEAR ACCESSIBLE ASLE EXPRESS PATHS TO EXIT DOORS.
SERIES MORE THAN 10 SEATS.
30" X 48" CLEAR FLOOR SPACE FOR ACCESSIBLE ACCESS.
DOT INDICATES CORE DRILL LOCATION CORE DRILL LAYOUT TO BE
WORK CHASE CORE DRILL BITS TO MATCH TO DECOR BASE SIZE TO MAINTAIN
PULL STATION @ 3" X 4" AFF
GAS LINE DOWN TO EQUIPMENT
COORDINATE LOCATION OF HOSE/PAGE SWAP CHASE THROUGH WALL TO
COUNTER

GENERAL NOTES	
STORAGE TYPE	LINEAR FT.
DRY STORAGE	67
COLD STORAGE	36
FROZEN STORAGE	16
SHELVING QUANTITIES REQUIRED	
C2	

KEYNOTES

4.5.1.a

NOTES:
OPTIONAL WINDOW SHADE BY ROLL-A-SHADE
MATERIAL - CARBONAL, CARBONAL, CARBONAL
FASCIA - APPROVED IF FRANCHISEE
CONTACT - ANDREW STRICKLIN
615 545 8077
ANDREW@ROLLASHADE.COM

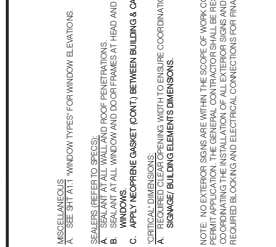
SYM.	QTY.	ITEM	REMARKS
C1	1	BACUS 2" BLACK FRAME	SEE ASB FOR LOCATION
C2	1	LINEAR SAUCES 2" BLACK FRAME	SEE ASB FOR LOCATION
C3	1	CONCRETE 2" BLACK FRAME	SEE ASB FOR LOCATION
C4	1	LINEAR SAUCES WALL PAPER	SEE ASB FOR LOCATION

SYM.	QTY.	ITEM	REMARKS
C5	6	TABLE TOP - 24" X 19"	
C6	2	TABLE TOP - 24" X 42" ADA	
C7	2	TABLE TOP - 30" X 30"	
C8	1	TABLE TOP - 24" X 42"	
C9	2	TABLE TOP - 24" X 48"	
C10	1	WINDOW SILL	
C11	1	WANDICORP	
C12	1	CHAMRAL	

SYM.	QTY.	ITEM	REMARKS
C13	3	PINE PLANK SETTEE BOOTHS - 60"	
C14	38	RETRO CHAIR - 18"	
C15	6	BARREL BARSTOOL - 29"	
C16	1	POS STATION	
C17	1	CONDIMENT COUNTER - RECTANGLE	
C18	1	WASTE ENCLOSURE - SINGLE	
C19	1	WASTE ENCLOSURE - DOUBLE	
C20	1	WB HUB TABLE - 72"	
C21	8	TABLE - FREESTANDING BASE - 22" X 22" X 28.5" TALL	
C22	10	TABLE - FREESTANDING BASE - 22" X 5.5" X 28.5" TALL (2 REQUIRED PER TABLE)	

ARTWORK SCHEDULE

SEATING PACKAGE - BY SEATING VENDOR U.O.N. (TOTAL SEATS = 52)



MISCELLANEOUS

A. SEE SH-ATT1 WINDOW TYPES FOR WINDOW ELEVATIONS.

B. EXHAUST FRICTION LOSS VALUES:

a. SUSPANT AT ALL WALLS AND ROOF PENETRATIONS.

b. SUSPANT AT ALL WINDOW AND DOOR FRAMES AT HEAD AND JAMB. DO NOT SEAL SLIP @

C. APPLY NEOPRENE GASKET FRONT BETWEEN BUILDING & CANOPY.

D. VERTICAL CONNECTIONS:

a. REQUIRED CURTAIN LIFTING WITH TO ENHANCE COORDINATION WITH STANDARD

b. STANDARD BUILDING ELEMENTS DIMENSIONS.

NOTE: NO EXTERIOR SIGNS ARE WITHIN THE SCOPE OF WORK COVERED BY THE BUILDING
COORDINATING THE INSTALLATION OF ALL EXTERIOR SIGNS AND INSTALLATION OF
REQUIRED BLOCKING AND ELECTRICAL CONNECTIONS FOR FINAL APPROVED SIGNS.

SLAT WALL COLOR TRANSITION				PLAST. THICKNESS COLOR TRANSITION				GENERAL NOTES	
SWATCH	AREA	MANUFACTURER	N.T.S.	I	COLOR	ALTERNATE MFL	N.T.S.	G	CONTACT INFORMATION
1	CANOPY/HATCH (BEAM PAINT)	SHERWIN WILLIAMS	SW9022 'WOODCAPS' BLACK ALDEP						SHERWIN WILLIAMS, BPO HARRINGTON, 216-225-5688 (PHONE), BPO HARRINGTON@SHAWM.COM (EMAIL)
2	CANOPY/COLUMN PAINT	SHERWIN WILLIAMS	SW 7106 ROKKOT						
3	PARADE CAP (TOWER)	DUPLOCAST	MEDIANBRONZE FACTORY FINISH	432					DUPLOCAST, LEE CORB, 800-434-3876 (PHONE)
4	PARADE CAP (FRONT)	DUPLOCAST	SHERWIN WILLIAMS SW9632 'MPLISLE' PURPLE EGGSHELL (P-4)						
5	PARADE CAP (COLOR)	DUPLOCAST	GAUVALINE PLUS (FACTORY FINISH)	432					
6	PARADE CAP (COOLER)	DUPLOCAST	GAUVALINE PLUS (FACTORY FINISH)	432					
7	STOREFRONT WINDOWS	OLD CASTLE	CLEAR ROZCOZED						OLD-CASTLE, MARK LEHMAN, 972-369-4500 (PHONE), MARK@OLD-CASTLE.COM (EMAIL)
8	PIPE DOLLARDS	STREET SMART	YELLOW - 1/4" THICK PLASTIC COVER (NON-ALUM. OR EQUAL)						
9	PARADE BACK ROOFING	DUPLOCAST	THE COLOR SHALL BE FACTORY COLORED (PAIN T) - EQUAL ALTERNATE ALLOWED						DUPLOCAST, LEE CORB, 800-434-3876 (PHONE)
10	AWNING PATIO ROOF, COOLER WALL	BERRIDGE	S-DECK PREWEATHERED GALVALUME						
11	VANCE COLOR	SIGN KENDON	SW 7036 '37 (ALUS BRONZE) EGAL						
12	MAIN BUILDING COLOR	SHERWIN WILLIAMS	SW 7007 'OTTISDAPE'			STO LOTUSJAN			SHERWIN WILLIAMS, BPO HARRINGTON, 216-241-5588 (P.HS. PHONE), BPO HARRINGTON@SHAWM.COM
13	ACENT COLOR	SHERWIN WILLIAMS	SW 6008 'TRACER WHITE'			STO LOTUSJAN			EPIC CONTACT
14	WALL COLOR BEHIND SCREEN WALL	SHERWIN WILLIAMS	SW8017 'CLIMATE3'			STO LOTUSJAN			STO CORP., CHELSEA DUFFIN, 940-894-2002 (PHONE), 940-894-2003 (FAX), CU@STOCORP.COM
15	NOT USED								
16	METAL PANELS	WESTERN STATES METAL ROOFING	18" 4000-4 RUSTAL WALL PANELS						WESTERN METAL DECK, JESSICA TREHER, 602-422-5996 (PHONE), JESSICA@WESTMETAL.COM (EMAIL)
17	SLAT WALL		ALUMAWOOD BARN WOOD - ALUMSTONE HIGH IMPACT EMBOSSED WOOD GRAIN TEXTURE						

NOT USED	
1	BUILDING SURVEYORS. SEE ELECTRICAL & COMMUNICATIONS SHEET FOR ADDITIONAL INFORMATION. SEE ELECTRICAL TRANSFER FOR POWER REQUIREMENTS
2	DRIVE THRU WINDOW. SEE SHEET A1.0 AND A1.1.
3	DASHED LINE INDICATES ROOF FLOOR.
4	STOREFRONT 1 TYPICAL
5	WALL PEACH GLOUT FUTURE.
6	SWITCH GEAR CLOSE DOORS & FRAME. PAINT TO MATCH WALL.
7	NOT USED
8	LIGHT SOURCE. ALIGN CENTER OF ENTITIES WITH BOTTOM OF VAUNCE AT 9.0 AFF.
9	NOT USED
10	ASSUME DET LINE SURFACE IS 9' BELOW THE FINISH FLOOR
11	NOT USED
12	NOT USED
13	NOT USED
14	TO MATCH WITH PANEL FINISH
15	PANTRY/MEETING 9' DIAPHRAGM EDGE TRIM IS USED. USE THE DIAPHRAGM
16	DOOR FILLER WALL & CORNER. SEE DETAIL 9402.30
17	NOT USED
18	DRIVE THRU CANOPY ON OTHERS
19	SEE SERVICE
20	ROOF & OVERFLOW DRAIN DISCHARGE. SEE DETAIL 9401.0. VERIFY PER CIVIL ENGINEER. DRAIN & DOWN SPINNIN IS THROUGH WALL TO COLLECTED TO STORM DRAIN SYSTEM

QTY	ITEM DESCRIPTION	ELEC
1/400	1/2" SLAT WALL	X
1/400	1/2" SLAT WALL	X
1/400	3" LARGE CHANNEL LIGATURE W/ST	X
1/400	1 DRIVE HRT CANDYPT. 4" X 2" X 0.75" PH	X

C	SIGN SCHEDULE	N.T.S.
1/2" ALUMINUM FLASH COAT, FLASH IS SPACED AT COOLER, SWITCH, GEAR CLOSET, INTERIOR WALLS. SEE 1 & 3A.1.		
CONCRETE CURBS		
PUT BEYOND PAINT TO MATCH MANUFACTURING COLOR.		
BREAK METAL COVER OVER WOOD STUDS TO MATCH STOREFRONT. SEE 3A.1.1		
NOT USED.		
BOLLARD		
BOLLARD BEYOND TELLUS TOWER, PAVING BUILDING		
DUPLOAST SINGLE MEMBRANE FLOORING OR EQUAL.		
IF DUPLO LAST PARPET CARPETS OR EQUAL, IT SHALL NOT BE PAINTED.		
TELLUS TOWER AT DRIVE THRU WINDOW, FINISH ALL SIDES PER C4.1		
STEEL TOWER TO TELLUS TOWER AT DRIVE THRU WINDOW. SEE C4.0		
NOT USED.		
STOREFRONT DOOR. REFER TO DOOR SCHEDULE		
HOSE BIBB LOCATION, REFER TO PLUMBING AND DETAIL B.04.2		
NOT USED.		
NOT USED.		
NOT USED.		
CEMENT PLASTER (TYPE). SEE 4A.2.2		

KEY NOTES



ARMET DAVIS NEWLO
ASSOCIATES, AIA ARCH
1000 N. MINGUS
SANTA ANA, CALIFORNIA 92701
PH 714 438 5233 FAX 714 438 6044

APPLICANT:
STEVE EVANS/ COTTI FOODS
2089 SANTA MARGARITA PKWY
RANCHO SANTA MARGARITA, CA
940 835 1003

PROPERTY OWNER:
MATHER PHILIPS (EAL) LTD
222 POPPY AVE.
CORONA DEL MAR, CA 92625
949 859 9191



Attachment: Attachment c - Project Plan Set (2263 : Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell))

CONTRACT DATE	01
BUILDING TYPE	EXPLORER L
PLAN VERSION	MARCH
BRAND DESIGNER	3
SITE NUMBER	0
STORE NUMBER	0

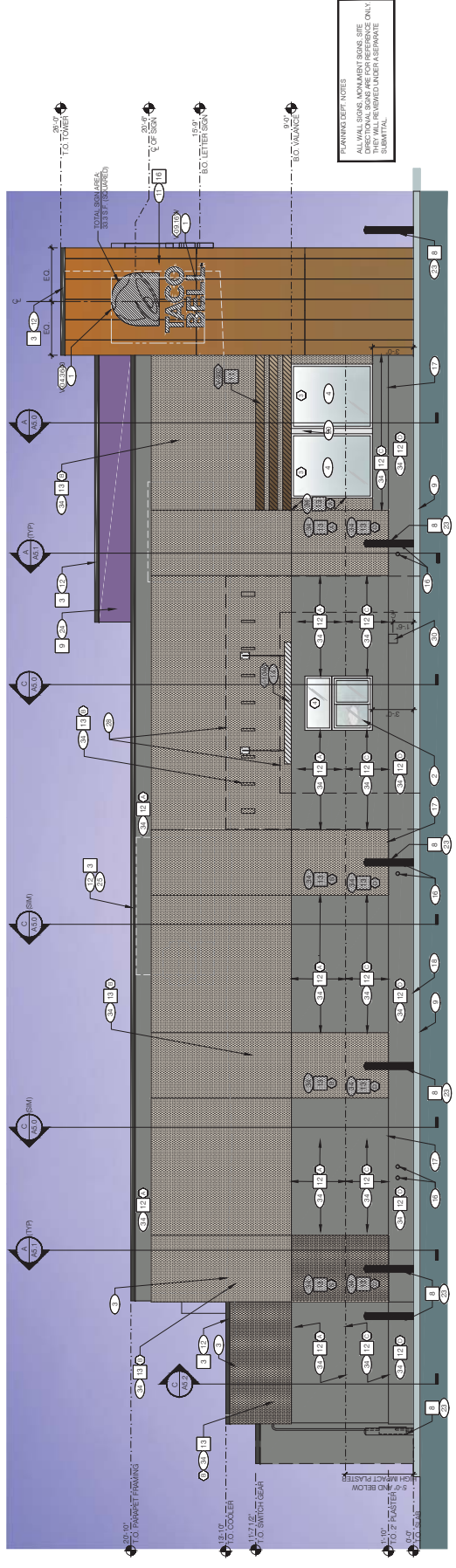
TACO BELL
SEC ALBA HWY & PASO DE
LAQUILA HILLS CA



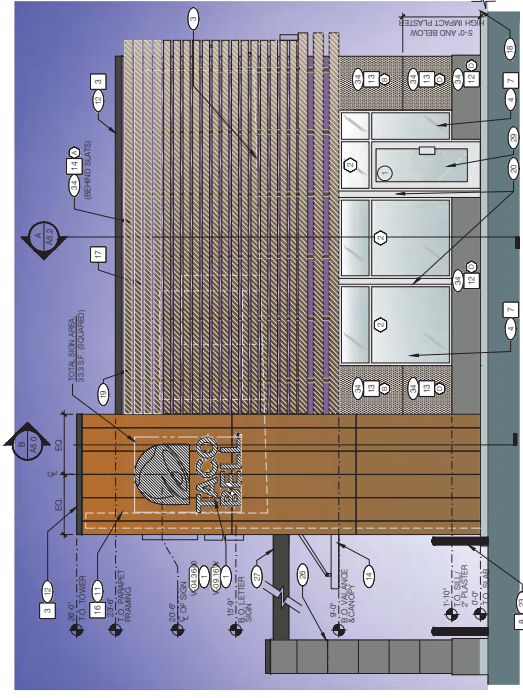
EXTERIOR
ELEVATION

A4.1

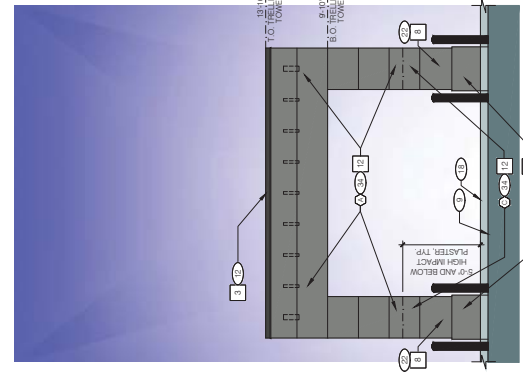
4.5.1.a



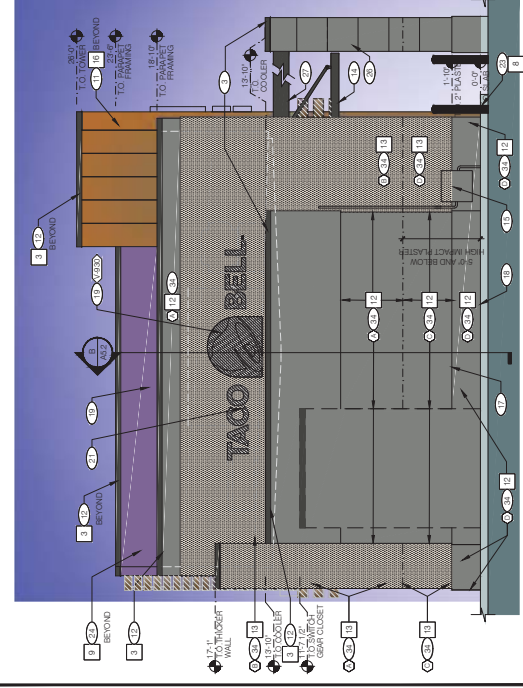
LEFT SIDE ELEVATION 1/8" = 1'-0"



FRONT ELEVATION 1/8" = 1'-0"



FRONT ELEVATION- TRELLIS TOWER 1/8" = 1'-0"



REAR ELEVATION 1/8" = 1'-0"



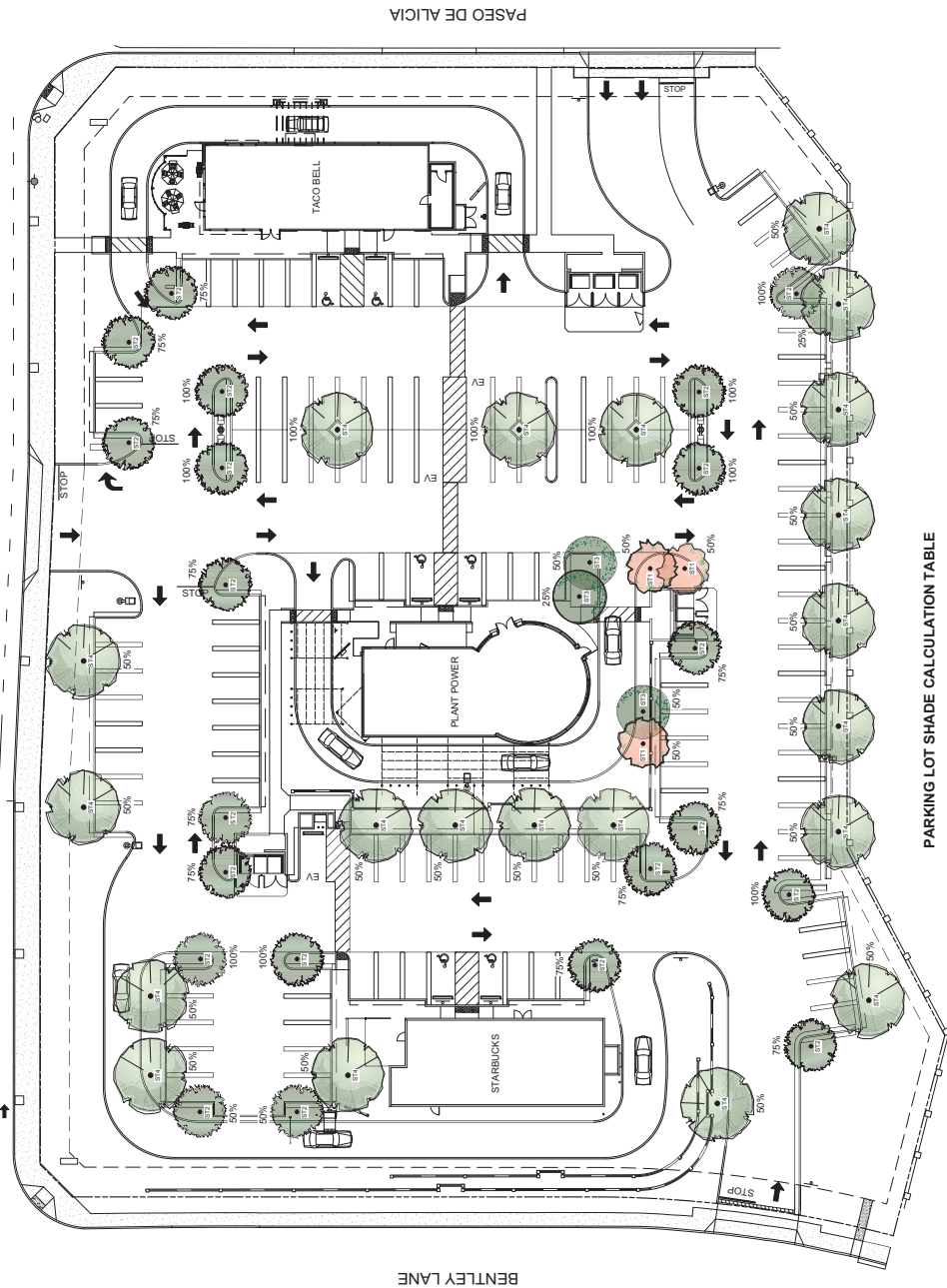
PORTANT PALETTE PHOTO REF SHEET L3									
BOTANICAL NAME		COMMON NAME		SIZE	QTY	WUCOLS RATING	HEIGHT X WIDTH	REMARKS	
TREES:									
1	LAGERSTROEMIA NERJOOEE'	CROWE MYRTLE	24" BOX	6	MODERATE	25-30' X 25-30'	ST. TREE, STD. TRUNK	1. <u>LEAVE TREES IN PLACE UNTILL PROCESSED</u> REQUIRED SHADE TREES + 10 PROVIDED SHADE TREES + 10	
2	LAGERSTROEMIA NERJOOEE'	CROWE MYRTLE	15 GAL	9	MODERATE	25-30' X 25-30'	STD. TRUNK		
3	MANGROVE LITTLE GAY	DWARF MANGROVE	24" BOX	12	MODERATE	10-15' X 10-15'	MULTI TRUNK		
4	PAPAYA ATTAPACHU	COCONUT PALM TREE	24" BOX	25	MODERATE	10-15' X 10-15'	STD. TRUNK		
SHRUBS:									
5	MANGROVE	MANGROVE	5 GAL	25	MODERATE	2-2' X 2-2'			
6	MANGROVE	MANGROVE	5 GAL	220	LOW	3-4' X 3-4'			
7	MANGROVE	NON-HORTHORN	5 GAL	104	LOW	3' X 3'			
8	MANGROVE	MEXICAN BUSH BAGE	1 GAL	104	LOW	3' X 3'			
9	MANGROVE	FEATHERY CASSIA	5 GAL	20	LOW	4-5' X 3-5'			
10	MANGROVE	COAST ROSEMARY	5 GAL	56	LOW	5-5.5' X 3-5'			
GROUNDCOVERS:									
11	BULBINE POTENTISSIMS	STALIZED BULBINE	4" POT	385-5-5	LOW	12" X 12"			
12	BULBINE POTENTISSIMS	STALIZED BULBINE	1 GAL	385-5-5	LOW	12" X 12"			
13	MALINIERGIA KIRUNA	DEER GRASS	1 GAL	46" 5-5	LOW	3-4' X 3-4'			
14	MALINIERGIA KIRUNA	PROSTATE MYOPORUM	1 GAL	46" 5-5	LOW	1' X 2-4'			
15	MYOPORUM PAVILLUM								
VINE:									
16	FICUS RETENS	CREeping FIG	1 GAL	3	MODERATE				
PHASE 1									

[illegible]

PHASE 1

CONCEPTUAL LANDSCAPE PLAN

PARKING LOT SHADE PLAN



PARKING LOT SHADE CALCULATION TABLE

SYMBOL	BOTANICAL NAME	COMMON NAME	QTY @ FULL SHADE 100 FT.	QTY @ 3/4 SHADE 75 FT.	QTY @ 1/2 SHADE 50 FT.	QTY @ 1/4 SHADE 25 FT.	TOTAL SHADE 150 FT.	TOTAL
ST1	CASIALEPTOPHYLLA	GOLD MEDALLION TREE	11 @ 235	2 @ 157	1 @ 157	1 @ 79	14 @ 157	471 SQ. FT.
ST2	LAGERTRIDEMA MURDOCKII	CHERRY MYRTLE	8 @ 314	1 @ 157	1 @ 157	1 @ 79	11 @ 157	5411 SQ. FT.
ST3	MORNING GLORY	MORNING GLORY	1 @ 235	1 @ 157	1 @ 157	1 @ 79	4 @ 157	471 SQ. FT.
ST4	PLATANUS RADICATA	PLATANUS RADICATA	3 @ 1,257	1 @ 157	1 @ 157	1 @ 79	6 @ 157	2114 SQ. FT.
TOTAL TREES SHADE								133 STALLS
TOTAL PARKING LOT AREA								50,802 SQ. FT.
TOTAL PARKING AREA REQUIRED TO BE SHADED								20,321 SQ. FT.
TOTAL PARKING AREA SHADE PROVIDED								21,114 SQ. FT.
PERCENT PARKING AREA SHADE PROVIDED								41% - 40%

NOTES

1. THE ABOVE PLAN INDICATES ONLY THE SHADE TREES COUNTED IN THE SHADE CALCULATION TABLE. FOR ALL OTHER PROVIDED TREES ON SITE AND IN ROW, SEE SHEETS L1 AND L2 BY CWA.
2. THE ABOVE SHADE DIAGRAMS INTENDED TO REFLECT THE MANNER IN WHICH SHADE IS CREDITED UNDER VARIOUS CONDITIONS. IT IS NOT GRAPHICALLY INDICATING AN EXACT 40% MINIMUM COVERAGE.
3. SHADE TREES MAY RECEIVE 25%, 50%, 75% OR 100% CREDIT AS SHOWN IN TABLE ABOVE.
4. SHADE OVERLAP IS NOT COUNTED TWICE.



EMJ LTD.
PLANS PREPARED FOR
CRAIG WEBER & ASSOCIATES
CRAIG WEBER & ASSOCIATES
3850 JEFFERSON AVE., SUITE 100
LA JOLLA, CA 92037
TEL: 858.592.1111
FAX: 858.592.1111

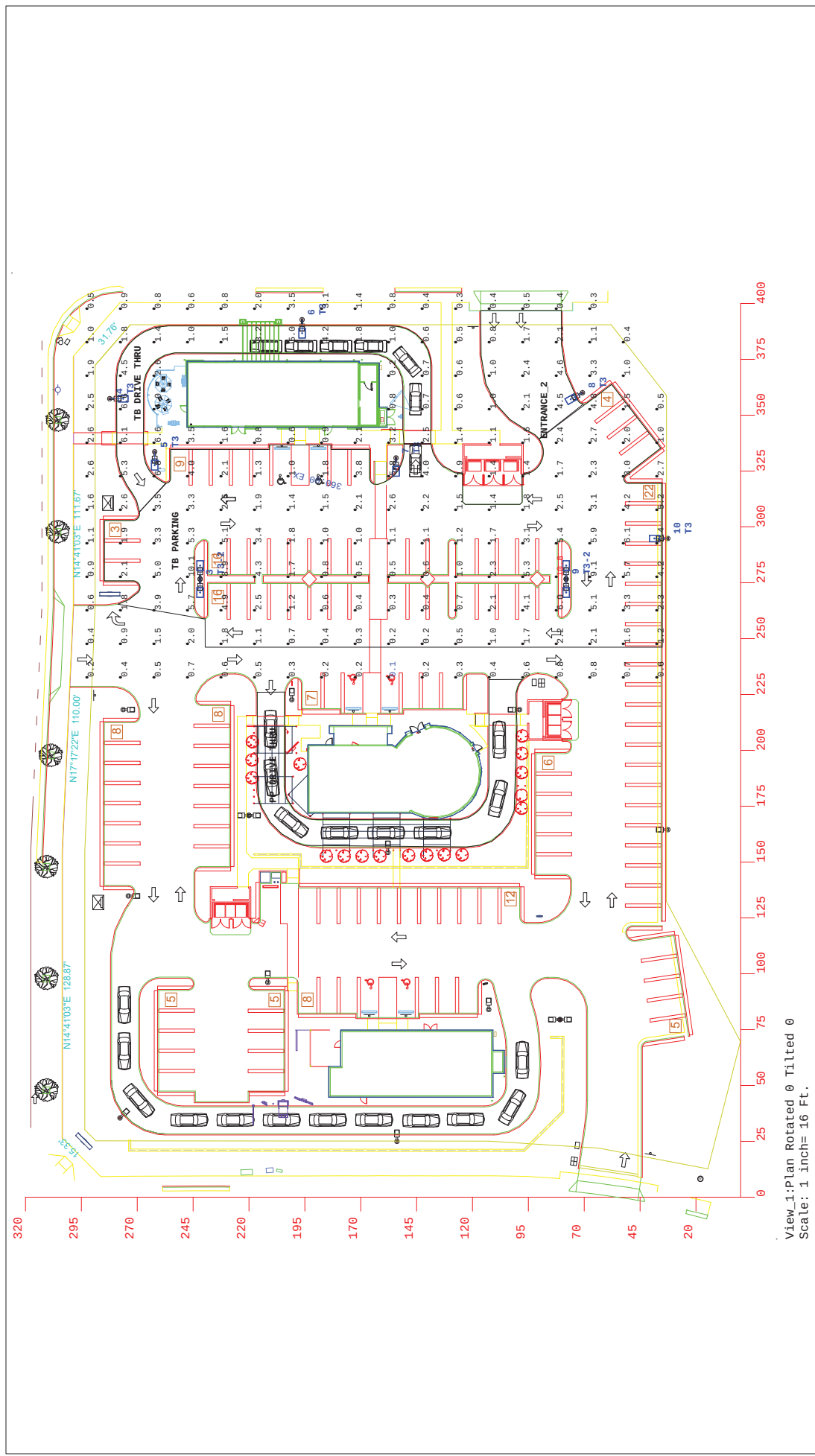


REVISIONS	BY	DATE
1.000	WEL	11/11/20

PASEO DE ALICIA

BENTLEY LANE

ALICIA PARKWAY



Calculation Summary

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min	Description
SITE	Illuminance	Fc	2.22	10.8	0.1	22.20	108.00	GRADE
ENTRANCE 2	Illuminance	Fc	2.40	4.6	0.8	3.00	5.75	GRADE
PP DRIVE THRU	Illuminance	Fc	0.00	0.0	0.0	N.A.	N.A.	GRADE
TB DRIVE THRU	Illuminance	Fc	2.98	6.8	0.6	4.97	11.33	GRADE
TB PARKING	Illuminance	Fc	2.75	10.8	0.2	13.75	54.00	GRADE

Luminaire Schedule

Symbol	Qty	Label	Arrangement	Lum. Lumens	LLF	Description
	6	T3-2	SINGLE	12838	0.900	AR100UT3-40BK
	2	T3-2	BACK-BACK	12838	0.900	AR100UT3-40BK

Luminaire Location Summary

LumNo	Label	X	Y	Z	Orient
3	T3-2	276.656	241.869	20	0
4	T3	357.38	282.325	20	270
5	T3	333.621	262.185	20	180
6	T3	392.738	196.229	20	180
7	T3	330.878	154.204	20	180
8	T3	360.032	70.785	20	119.233
9	T3-2	276.657	78.085	20	0
10	T3	294.809	32.609	20	90

View 1: Plan Rotated 0 Tilted 0
Scale: 1 inch= 16 Ft.

Attachment: Attachment a – Planning Agency Staff Report (November 24, 2020) (2281 : Conditional Use Permit/Site Development Permit No.

Packet Pg. 133

REVISED TRAFFIC IMPACT ANALYSIS REPORT

24888 ALICIA PARKWAY COMMERCIAL PROJECT

Laguna Hills, California
September 25, 2020
(Revision of the August 28, 2020 Report)

Prepared for:

Cotti Foods
29889 Santa Margarita Parkway
Rancho Santa Margarita, CA 92688

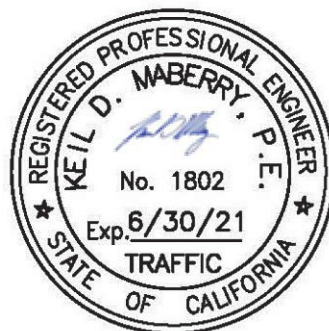
&

EMJ Ltd.
414 Poinsettia Avenue
Corona Del Mar, CA 92625

LLG Ref. 2-19-4151-1



Prepared by
Justin Tucker, P.E.
Transportation Engineer II
&
Zawwar Saiyed, P.E.
Senior Transportation Engineer



Under the Supervision of:
Keil D. Maberry, P.E.
Principal

**Linscott, Law &
Greenspan, Engineers**

2 Executive Circle
Suite 250
Irvine, CA 92614

949.825.6175 T
949.825.6173 F

www.llengineers.com

TABLE OF CONTENTS

SECTION	PAGE
Executive Summary	i
1.0 Introduction.....	1
1.1 Study Area.....	1
1.2 Traffic Impact Analysis Components.....	2
1.3 Traffic Impact Analysis Scenarios	2
2.0 Project Description and Location.....	4
2.1 Site Access	4
3.0 Analysis Conditions and Methodology	5
3.1 Existing Street Network	5
3.2 Existing Traffic Volumes	5
3.3 Existing Intersection Conditions	5
3.3.1 Intersection Capacity Utilization (ICU) Method of Analysis	6
3.3.2 Highway Capacity Manual (HCM) Method of Analysis (Unsignalized Intersections)	6
3.3.2.1 Two-Way Stop-Controlled Intersections	6
3.3.2.2 All-Way Stop-Controlled Intersections	6
3.4 Level of Service Standards and Impact Criteria Thresholds	7
3.4.1 City of Laguna Hills criteria	7
4.0 Traffic Forecasting Methodology	10
5.0 Project Traffic Characteristics	11
5.1 Project Trip Generation Forecast	11
5.2 Project Trip Distribution and Assignment.....	11
6.0 Future Traffic Conditions	14
6.1 Year 2021 Cumulative Growth	14
6.1.1 Ambient Growth Traffic	14
6.1.2 Cumulative Projects Traffic.....	14
6.2 Existing With Project Traffic Volumes.....	14
6.3 Year 2021 Without Project Traffic Volumes	15
6.4 Year 2021 With Project Traffic Volumes	15
7.0 Existing Conditions Traffic Impact Analysis	18
7.1 Existing Conditions Intersection Capacity Analysis	18
7.1.1 Existing Traffic Conditions.....	18
7.1.2 Existing With Project Traffic Conditions	18

TABLE OF CONTENTS (CONTINUED)

SECTION	PAGE
8.0 Year 2021 Conditions Traffic Impact Analysis.....	20
8.1 Year 2021 Conditions Intersection Capacity Analysis.....	20
8.1.1 Year 2021 Without Project Traffic Conditions.....	20
8.2 Year 2021 With Project Traffic Conditions	20
9.0 Planned and Recommended Improvements.....	23
9.1 Project-Specific Improvements	23
9.2 Recommended Improvements	23
9.2.1 Existing With Project Traffic Conditions	23
9.2.2 Year 2021 With Project Traffic Conditions.....	23
9.3 Exclusive Right-Turn Assessment	23
10.0 Site Access, Internal Circulation & Parking Evaluation	26
10.1 Level of Service Analysis For Project Access Locations.....	26
10.2 Internal Circulation.....	29
10.3 City Code Parking Requirements	29
11.0 Queuing Analysis	31
11.1.1 Taco Bell Drive-Through Lane Queuing Evaluation.....	31
11.1.2 Starbucks Drive-Through Lane Queuing Evaluation	35

APPENDICES

APPENDIX

- A. Traffic Study Scope of Work**
- B. Existing Traffic Count Data**
- C. Pass-By Trip Distribution Pattern & Peak Hour Pass-By Traffic Volumes**
- D. Existing Traffic Conditions Intersection Level of Service Calculation Worksheets**
 - D-I Existing Traffic Conditions
 - D-II Existing With Project Traffic Conditions
- E. Year 2021 Traffic Conditions Intersection Level of Service Calculation Worksheets**
 - E-I Year 2021 Without Project Traffic Conditions
 - E-II Year 2021 With Project Traffic Conditions
- F. Exclusive Right-Turn Assessment Level of Service Calculation Worksheets**
 - F-I Year 2021 With Project Traffic Conditions
 - F-II Year 2021 With Project With Exclusive Eastbound Right-Turn Lane (Conversion) Traffic Conditions
 - F-III Year 2021 With Project With Exclusive Eastbound Right-Turn Lane (Widening) Traffic Conditions
- G. Project Driveways Level of Service Calculation Worksheets**
 - G-I Year 2021 With Project Traffic Conditions
- H. Drive-Through Queuing Data**
 - H-I Taco Bell Drive-Through Queuing Data
 - H-II Starbucks Drive-Through Queuing Data

LIST OF FIGURES

SECTION – FIGURE #	FOLLOWING PAGE
1–1 Vicinity Map	3
2–1 Existing Site Aerial	4
2–2 Proposed Project Site Plan	4
3–1 Existing Roadway Conditions and Intersection Controls	5
3–2 Existing AM Peak Hour Traffic Volumes.....	5
3–3 Existing PM Peak Hour Traffic Volumes	5
5–1 Project Trip Distribution Pattern.....	13
5-2 Project AM Peak Hour Traffic Volumes	13
5-3 Project PM Peak Hour Traffic Volumes	13
6–1 Location of Cumulative Projects	17
6–2 AM Peak Hour Cumulative Projects Traffic Volumes.....	17
6–3 PM Peak Hour Cumulative Projects Traffic Volumes.....	17
6–4 Existing With Project AM Peak Hour Traffic Volumes	17
6–5 Existing With Project PM Peak Hour Traffic Volumes.....	17
6-6 Year 2021 Without Project AM Peak Hour Traffic Volumes.....	17
6-7 Year 2021 Without Project PM Peak Hour Traffic Volumes	17
6-8 Year 2021 With Project AM Peak Hour Traffic Volumes	17
6-9 Year 2021 With Project PM Peak Hour Traffic Volumes.....	17
11–1 Proposed Drive-Through Lane Stacking Requirements	34

LIST OF TABLES

SECTION-TABLE#	PAGE
3-1 Level of Service Criteria For Signalized Intersections (ICU Methodology)	8
3-2 Level of Service Criteria For Unsignalized Intersections (HCM 6 Methodology)	9
5-1 Project Trip Generation Forecast	13
6-1 Location and Description of Cumulative Projects	16
6-2 Cumulative Projects Trip Generation Forecast	17
7-1 Existing With Project Peak Hour Intersection Capacity Analysis Summary	19
8-1 Year 2021 With Project Peak Hour Intersection Capacity Analysis Summary	22
9-1 Year 2021 With Project Peak Hour Intersection Capacity Analysis Summary Exclusive Right-Turn Assessment.....	25
10-1 Project Driveway Peak Hour Levels of Service Summary	28
10-2 City Code Parking Requirements	30
11-1 Taco Bell Weekday Queuing Analysis Summary	33
11-2 Taco Bell Weekend Queuing Analysis Summary	34
11-3 Starbucks Weekday Queuing Analysis Summary	36
11-4 Starbucks Weekend Queuing Analysis Summary	37

EXECUTIVE SUMMARY

Project Description

- The Project site is located on the former Phillips Mazda automobile dealership which is an approximately 5.2-acre property located south of Alicia Parkway and west of Paseo De Alicia in the City of Laguna Hills, California. A Tentative Parcel Map was approved in March 2019 subdividing the 5.2-acre property into two parcels, a 2.47-acre parcel located to the north (abutting Alicia Parkway) which will contain all of the proposed Project components and a 2.73-acre parcel located to the south which is proposed to contain a 72-bed residential care facility for the elderly. To the east of the Project site are existing office buildings and a preschool. To the west across Bentley Lane is an existing public storage facility. Abutting the Project site along the southern border is the previously mentioned proposed 72-bed residential care facility parcel. To the north, across Alicia Parkway, are existing commercial centers. The dealership has been closed since 2015 and multiple vacated buildings, including sales offices, service garages and trellis/shade structures, were demolished in 2018.
- The proposed Project consists of the development of a 2,500 square-foot (SF) drive-through Taco Bell restaurant, a 2,175 SF drive-through Starbucks coffee shop, and a 2,503 SF drive-through Plant Power restaurant. The proposed Project also includes associated landscaping and parking areas. The proposed Project is expected to be constructed over the next year and completed by Year 2021. As such, Year 2021 has been utilized to assess the Project's potential traffic impacts at full occupancy of the Project within a near-term cumulative traffic setting.
- Vehicular access is proposed via one (1) full-access, unsignalized driveway located along Paseo de Alicia opposite to the existing Alicia Park Office driveway (i.e. Project Driveway No. 1), one (1) right-in/right-out only, unsignalized driveway located along Alicia Parkway (i.e. Project Driveway No. 2), and one (1) full-access, unsignalized driveway located along Bentley (i.e. Project Driveway No. 3).
- The Project is forecast to generate 3,107 daily trips (one half arriving and one half departing), with 200 trips (102 inbound, 98 outbound) produced in the AM peak hour and 152 trips (77 inbound, 75 outbound) produced in the PM peak hour.

Study Area

- The key intersections selected for evaluation in this report are listed below and provide local and regional access to the study area. It should be noted that both key study intersections are located within the City of Laguna Hills:

1. Hon Avenue/ Paseo De Alicia at Alicia Parkway
2. Bentley at Alicia Parkway

Cumulative Projects Traffic

- The six (6) cumulative projects are expected to generate 7,961 daily trips (one half arriving, one half departing) on a “typical” weekday, with 355 trips (183 inbound and 172 outbound) forecast during the AM peak hour and 640 trips (307 inbound and 333 outbound) forecast during the PM peak hour.

Traffic Impact Analysis

Existing Traffic Conditions

- For Existing traffic conditions, the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates at an acceptable level of service during the AM and PM peak hours while the intersection of Bentley at Alicia Parkway currently operates at adverse levels of service during the AM and PM peak hours.

Existing With Project Traffic Conditions

- For Existing With Project traffic conditions, comparing the delay values of the turning movements through the intersection of Bentley at Alicia Parkway indicate an increased delay due to the overall trips generated by the Project. However, although the intersection of Bentley at Alicia Parkway is forecast to operate at an unacceptable LOS F during the AM and PM peak hours with the addition of Project traffic, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). The intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates and is forecast to continue to operate at an acceptable LOS B during the AM and PM peak hours with the addition of Project generated traffic to existing traffic.

Furthermore, although the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service under Existing with Project traffic conditions, it should be noted that it is not uncommon for unsignalized minor roadways that have direct access to primary arterials, such as Alicia parkway, to operate at an unacceptable LOS due to the limited gaps in traffic and the high volume of traffic on the major street. Based on these considerations, the Project’s cumulative impact to the adverse level of service is not considered significant.

Year 2021 Without Project Traffic Conditions

- For Year 2021 Without Project traffic conditions, the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway is forecast to continue to operate at an acceptable level of service during the AM and PM peak hours, while the intersection of Bentley at Alicia Parkway is

forecast to continue to operate at adverse levels of service during the AM and PM peak hours.

Year 2021 With Project Traffic Conditions

- For Year 2021 With Project traffic conditions, comparing the delay values of the turning movements through the intersection of Bentley at Alicia Parkway indicate an increased delay due to the overall trips generated by the Project. However, although the intersection of Bentley at Alicia Parkway is forecast to operate at an unacceptable LOS F during the AM and PM peak hours with the addition of Project traffic, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). The intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates and is forecast to continue to operate at an acceptable LOS B during the AM and PM peak hours with the addition of Project generated traffic to Year 2021 cumulative traffic.

Furthermore, although the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service under Year 2021 with Project traffic conditions, it should be noted that it is not uncommon for unsignalized minor roadways that have direct access to primary arterials, such as Alicia parkway, to operate at an unacceptable LOS due to the limited gaps in traffic and the high volume of traffic on the major street. Based on these considerations, the Project's cumulative impact to the adverse level of service is not considered significant.

Project-Specific Improvements

- The Project proposes to widen Alicia Parkway to provide a 5-foot bicycle lane along the Project frontage.

Recommended Improvements

Existing With Project Traffic Conditions

- The proposed Project is not anticipated to have a direct significant impact at the two (2) key study intersections under the Existing With Project traffic conditions. Hence, no mitigation measures are needed nor recommended.

Year 2021 With Project Traffic Conditions

- The proposed Project is not anticipated to have a direct significant impact at the two (2) key study intersections under the Year 2021 With Project traffic conditions. Hence, no mitigation measures are needed nor recommended.

Exclusive Right-Turn Assessment

- Per City Staff concerns, this report assesses the potential for an exclusive eastbound right-turn lane from Alicia Parkway onto southbound Paseo De Alicia. Future Year 2021 operating conditions at the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway under the following geometries:
- Existing lane geometry
 - Conversion of existing eastbound through/right-turn to an exclusive eastbound right-turn lane (i.e. removal of one existing eastbound through lane)
 - Widen Alicia Parkway to provide for an exclusive eastbound right-turn lane

The conversion of the shared eastbound through/right-turn lane to an exclusive eastbound right-turn lane, the ICU and LOS values would degrade during both the AM and PM peak hours. Additionally, with the widening of Alicia Parkway to add an exclusive eastbound right-turn lane, the ICU value would slightly improve during the AM peak hour and remain unchanged during the PM peak hour. The intersection operates at acceptable levels of service without either the conversion or widening, thus it is not recommended to convert the shared eastbound through/right-turn lane to an exclusive eastbound right-turn lane or widen to provide an exclusive eastbound right-turn lane.

Site Access, Internal Circulation & Parking Evaluation

- Project driveways No. 1 and No. 3 are forecast to operate at acceptable levels of service during the AM and PM peak hours for Year 2021 With Project traffic conditions. Project Driveway No. 2 is forecast to operate at adverse levels of service during the AM and PM peak hours for Year 2021 With Project traffic conditions. However, it is not uncommon for unsignalized driveways, such as that of Project Driveway No. 2, to experience a longer delay due to the heavy volumes on the major streets, like Alicia Parkway. Additionally, there is extra lane width within the curb lane along Alicia Parkway as to facilitate right turn ingress into the site and Project Driveway No. 2 is anticipated to operate at acceptable levels of service during the other hours of the day. Furthermore, there is adequate storage provided on-site for the northbound right-turn movement at Project Driveway No. 2 and the layout of the site is such that each business has the ingress and egress of the drive-through lanes adequately separated from each other as not to create congested internal traffic flow in any particular location. Lastly, appropriate wayfinding signs should be installed at the drive-through lane exits to direct vehicles towards the Paseo De Alicia driveway to help alleviate congestion exiting directly onto Alicia Parkway. Specifically, “Right-Turn Only” signage at the Plant Power drive-through exit and directional signage emphasizing usage of Paseo de Alicia at the Starbucks, Plant Power, and Taco Bell drive-through exits. As such, motorists entering and exiting the Project site will be able to do so comfortably, safely and without undue congestion.

- The on-site circulation layout of the proposed Project on an overall basis is adequate. Curb return radii have been confirmed and are generally adequate for small service/delivery (FedEx, UPS) trucks and trash trucks. In addition, access to the drive-through lane is adequate without any impact to the parking lot circulation.
- Application of the City parking code ratios to the development totals results in a code-parking requirement of **129 spaces**. With a proposed parking supply of 134 spaces, a theoretical parking surplus of 5 spaces is forecast. It should be noted that although a surplus of 5 parking spaces is currently calculated, it is the intent of the Owner/Applicant to remove the 5 excess parking spaces in favor of landscaping during the permitting process.

Queuing Analysis

- The results of the Taco Bell queuing analysis indicate that the distance between the proposed entry of the drive-through lane and the pick-up window of the proposed Project is of sufficient length and can accommodate the peak stacking requirements of the proposed restaurant. The drive-thru lane provides enough storage to accommodate up to seven (7) vehicles. Therefore, the drive-through lane storage capacity is adequate to accommodate the projected queues for the 85th percentile (i.e. 6 vehicles) needs for the site. The 95th percentile (i.e. 8 vehicles) needs for the site can easily be accommodated on-site within the drive aisles. It should be noted that the maximum queue of 10 vehicles, which only occurred one time and only at one site throughout the survey days, can also be accommodated on-site within the drive aisles.
- The results of the Starbucks queuing analysis indicate that the distance between the proposed entry of the drive-through lane and the pick-up window of the proposed Project is of sufficient length and can accommodate the peak stacking requirements of the proposed restaurant. The drive-thru lane provides enough storage to accommodate up to twelve (12) vehicles. Therefore, the drive-through lane storage capacity is adequate to accommodate the projected queues for the 85th percentile (i.e. 10 vehicles) and 95th percentile (i.e. 11 vehicles) needs for the site. It should be noted that the maximum queue of 17 vehicles, which only occurred one time and only at one site throughout the survey days, can also be accommodated on-site within the drive aisles. Additionally, similar drive-through queuing studies for other nearby Starbucks locations suggest a potential 95th percentile queue of up to 18 vehicles, which can also be accommodated on-site within the drive aisles.

REVISED TRAFFIC IMPACT ANALYSIS REPORT

24888 ALICIA PARKWAY COMMERCIAL PROJECT

Laguna Hills, California
September 25, 2020
(Revision of the August 28, 2020 Report)

1.0 INTRODUCTION

This traffic impact analysis evaluates the potential traffic impacts of the 24888 Alicia Parkway Commercial Project (hereinafter referred to as Project) in the city of Laguna Hills, California. The Project site is located on the former Phillips Mazda automobile dealership which is an approximately 5.2-acre property located south of Alicia Parkway and west of Paseo De Alicia. A Tentative Parcel Map was approved in March 2019 subdividing the 5.2-acre property into two parcels, a 2.47-acre parcel located to the north (abutting Alicia Parkway) which will contain all of the proposed Project components and a 2.73-acre parcel located to the south which is proposed to contain a 72-bed residential care facility for the elderly. The proposed Project is expected to be constructed over the next year and completed by Year 2021. As such, Year 2021 has been utilized to assess the Project's potential traffic impacts at full occupancy of the Project within a near-term cumulative traffic setting.

This report documents the findings and recommendations of a traffic impact analysis conducted by Linscott, Law & Greenspan, Engineers (LLG) to determine the potential traffic impacts that the Project may have on the local and/or regional transportation network in the vicinity of the Project site. The traffic impact analysis evaluates the operating conditions at two (2) existing key study intersections, within the Project vicinity, estimates the trip generation potential of the Project and forecasts future (near-term) operating conditions without and with the Project. The Scope of Work, which is included in **Appendix A**, for this traffic impact analysis was developed in collaboration with the City of Laguna Hills Engineering Department.

The Project site has been visited and an inventory of adjacent area roadways and intersections was performed. Existing AM and PM peak hours traffic information has been collected at key study intersections on a "typical" weekday for use in the preparation of intersection level of service calculations. This traffic report analyzes existing and future (near-term) weekday AM and PM peak hour traffic conditions for Existing and Year 2021 traffic conditions without and with the proposed Project. Peak hour traffic forecasts for the Year 2021 traffic conditions have been projected by increasing existing traffic volumes by an annual growth rate of two percent (2%) per year and adding the traffic from six (6) cumulative projects.

1.1 Study Area

Two (2) existing key study intersections were designated for evaluation utilizing the current *Congestion Management Program (CMP) for Orange County* analysis criteria, the *City of Laguna*

Hills Traffic Study Guidelines, prepared by RK Engineering, Inc., dated August 31, 2010 and consultation with City of Laguna Hills staff. The key intersections selected for evaluation in this report are listed below and provide local and regional access to the study area. It should be noted that both key study intersections are located within the City of Laguna Hills:

1. Hon Avenue/ Paseo De Alicia at Alicia Parkway
2. Bentley at Alicia Parkway

Figure 1-1 presents a Vicinity Map, which illustrates the general location of the Project and depicts the study locations and surrounding street system.

1.2 Traffic Impact Analysis Components

The *Intersection Capacity Utilization (ICU)* method of analysis for signalized intersections and *Highway Capacity Manual 6th Edition (HCM 6)* method of analysis for unsignalized intersections, as well as corresponding Level of Service (LOS) calculations at the key study locations, were used to evaluate the potential traffic-related impacts associated with area growth, cumulative projects and the Project. When necessary, this report recommends intersection improvements that may be required to accommodate future traffic volumes and restore/maintain an acceptable Level of Service and/or addresses the impact of the Project.

Included in this Traffic Impact Analysis are:

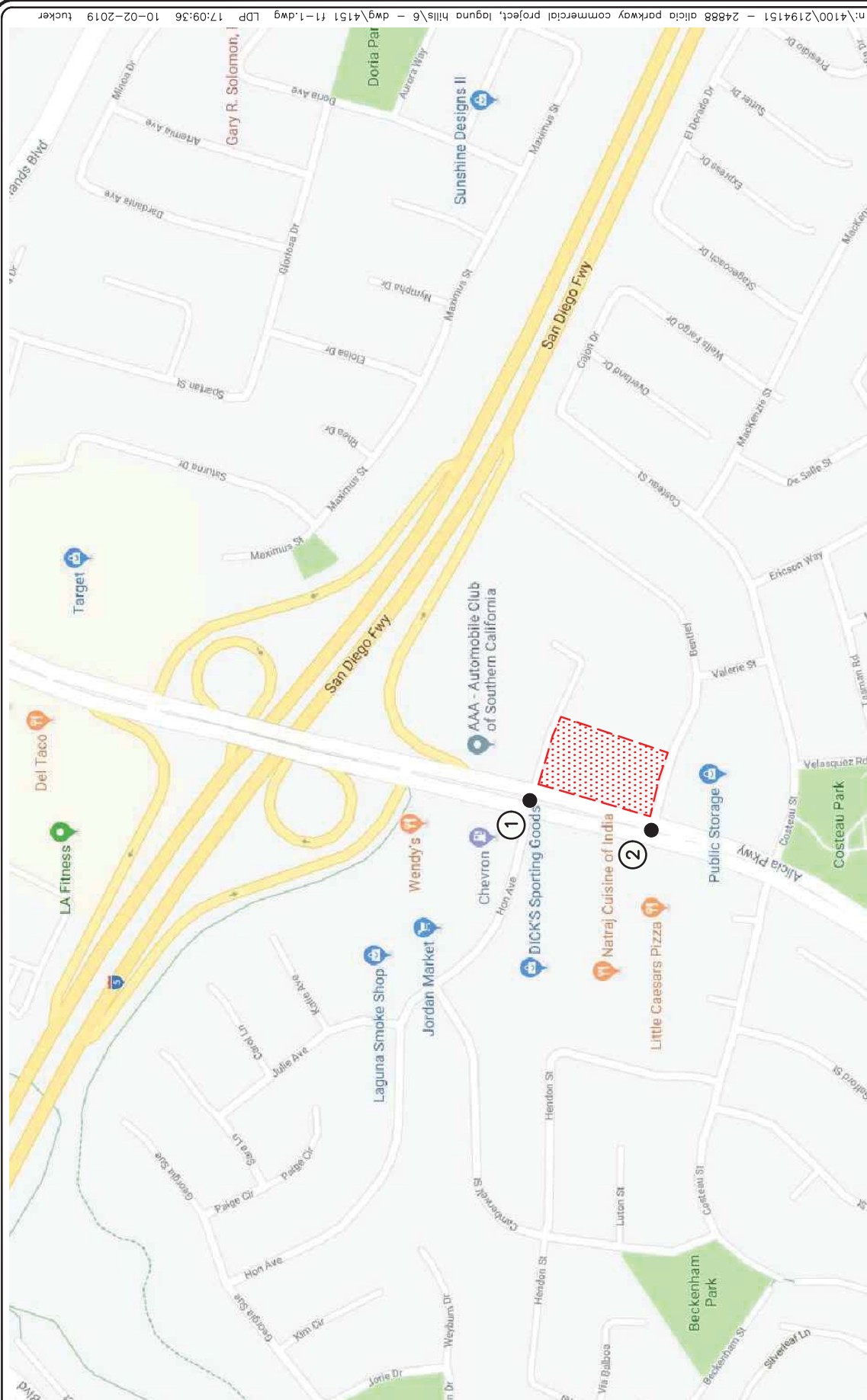
- Existing traffic counts,
- Estimated Project trip generation/distribution/assignment,
- Estimated cumulative projects trip generation/distribution/assignment,
- AM and PM peak hour LOS analyses for Existing Conditions,
- AM and PM peak hour LOS analyses for Existing Conditions with Project traffic,
- AM and PM peak hour LOS analyses for Near-Term (Year 2021) Conditions without and with Project traffic,
- Drive-Through Queuing Analyses,
- Parking Analysis,
- Evaluation of an Exclusive Eastbound Right-Turn Lane Along Alicia Parkway onto Paseo De Alicia,
- Recommended Improvements and
- Site Access and Internal Circulation Evaluation.

1.3 Traffic Impact Analysis Scenarios

The following scenarios are those for which ICU/Delay and corresponding LOS calculations have been performed at the key intersections for existing and near-term traffic conditions:

1. Existing Traffic Conditions,
2. Existing With Project Traffic Conditions,

3. Scenario (2) with Mitigation Measures, if necessary,
4. Year 2021 Without Project Traffic Conditions,
5. Year 2021 With Project Traffic Conditions,
6. Scenario (9) with Mitigation Measures, if necessary.



SOURCE: GOOGLE

FIGURE 1-1

VICINITY MAP
24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



NO SCALE

KEY

= STUDY INTERSECTION

[Red dotted rectangle] = PROJECT SITE



2.0 PROJECT DESCRIPTION AND LOCATION

The Project site is located on the former Phillips Mazda automobile dealership which is an approximately 5.2-acre property located south of Alicia Parkway and west of Paseo De Alicia in the City of Laguna Hills, California. A Tentative Parcel Map was approved in March 2019 subdividing the 5.2-acre property into two parcels, a 2.47-acre parcel located to the north (abutting Alicia Parkway) which will contain all of the proposed Project components and a 2.73-acre parcel located to the south which is proposed to contain a 72-bed residential care facility for the elderly. To the east of the Project site are existing office buildings and a preschool. To the west across Bentley Lane is an existing public storage facility. Abutting the Project site along the southern border is the previously mentioned proposed 72-bed residential care facility parcel. To the north, across Alicia Parkway, are existing commercial centers. The dealership has been closed since 2015 and multiple vacated buildings, including sales offices, service garages and trellis/shade structures, were demolished in 2018. **Figure 2-1** presents the existing aerial photograph of the Project site.

The proposed Project consists of the development of a 2,500 square-foot (SF) drive-through Taco Bell restaurant, a 2,175 SF drive-through Starbucks coffee shop, and a 2,503 SF drive-through Plant Power restaurant. The proposed Project also includes associated landscaping and parking areas. The proposed Project is expected to be constructed over the next year and completed by Year 2021. As such, Year 2021 has been utilized to assess the Project's potential traffic impacts at full occupancy of the Project within a near-term cumulative traffic setting. **Figure 2-2** presents the proposed site plan prepared by *EBI Consulting*.

2.1 Site Access

As shown in *Figure 2-2*, vehicular access is proposed via one (1) full-access, unsignalized driveway located along Paseo de Alicia opposite to the existing Alicia Park Office driveway (i.e. Project Driveway No. 1), one (1) right-in/right-out only, unsignalized driveway located along Alicia Parkway (i.e. Project Driveway No. 2), and one (1) full-access, unsignalized driveway located along Bentley (i.e. Project Driveway No. 3).

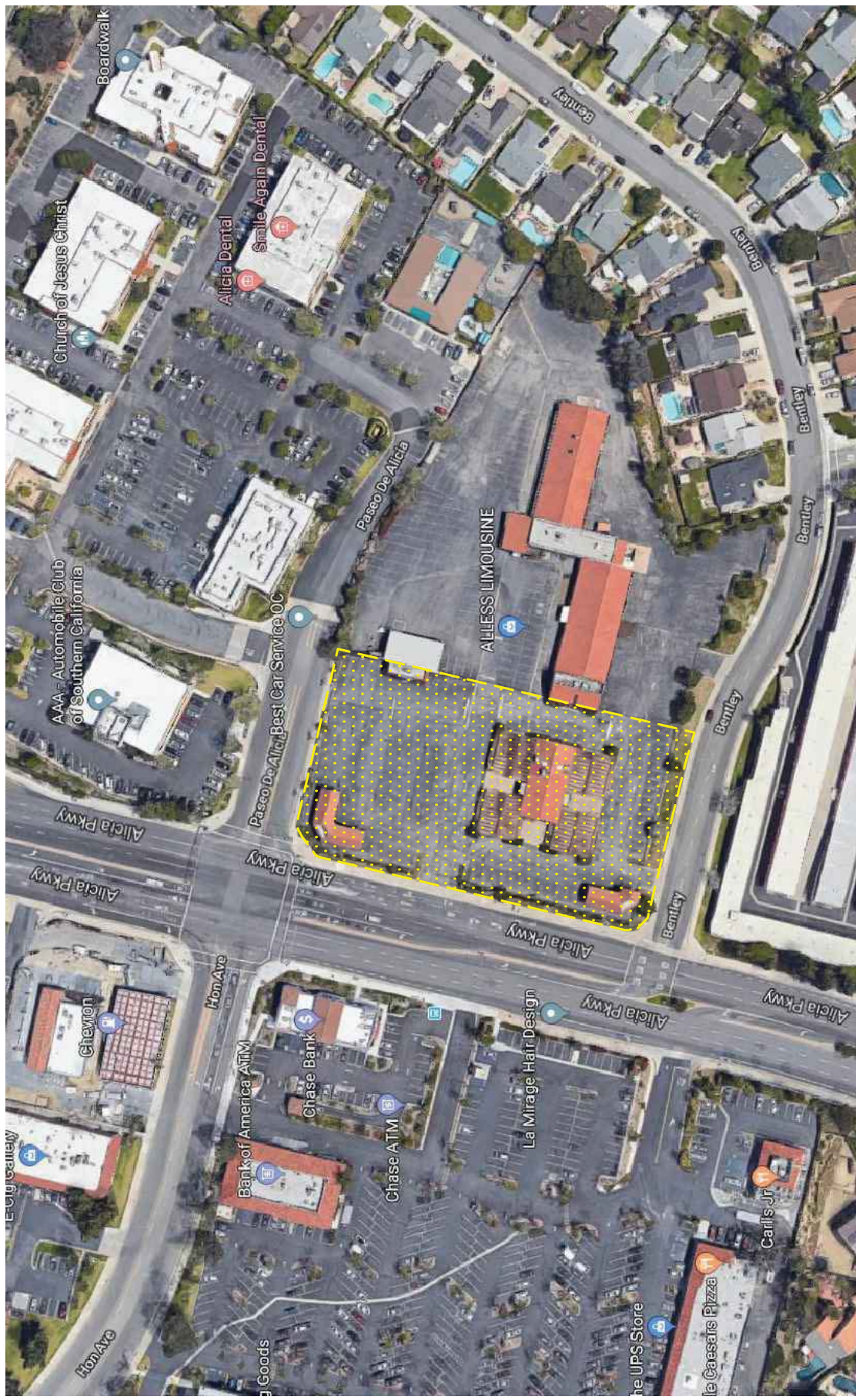
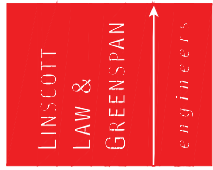


FIGURE 2-1

EXISTING SITE AERIAL
24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

SOURCE: GOOGLE

KEY
= PROJECT SITE



n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f2-2.dwg LDP 15:38:49 09-25-2020 tucker

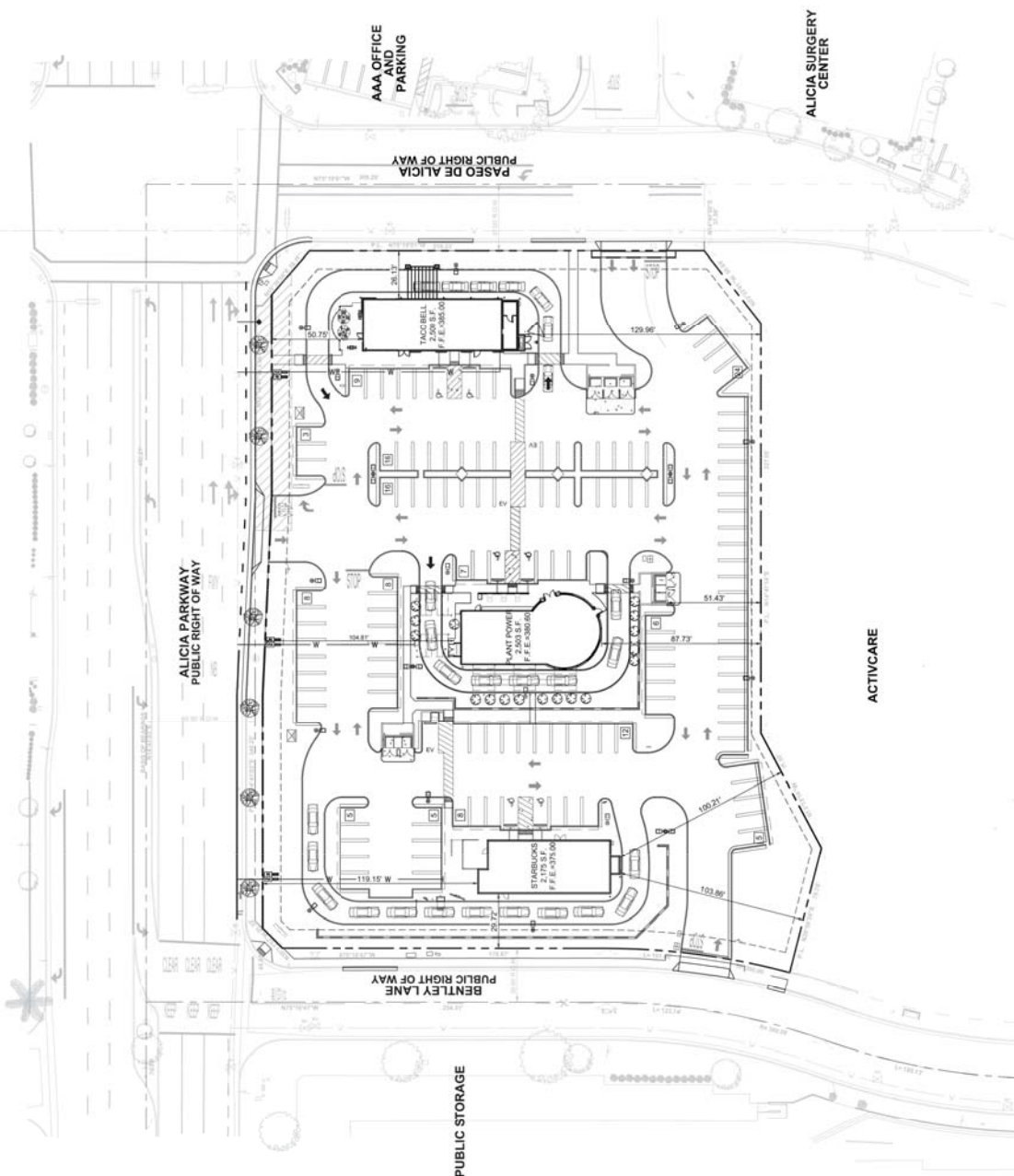


FIGURE 2-2

PROPOSED PROJECT SITE PLAN
24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

SOURCE: EBI ENGINEERING



3.0 ANALYSIS CONDITIONS AND METHODOLOGY

3.1 Existing Street Network

Regional access to the Project site is provided via the I-5 Freeway. The primary principal local network of streets serving the proposed Project site is Alicia Parkway, Paseo De Alicia and Bentley. The following discussion provides a brief synopsis of these key area streets. The descriptions are based on an inventory of existing roadway conditions.

Alicia Parkway is an east-west, six-lane divided roadway bordering the Project site to the north. Alicia Parkway has a posted speed limit of 40 miles per hour (mph) east of Costeau Street and 45 mph west of Costeau Street. Parking is not permitted on either side of the roadway within the vicinity of the Project. The intersection of Alicia Parkway at Hon Avenue/Paseo De Alicia is controlled by a traffic signal. The intersection of Alicia Parkway at Bentley is stop-controlled.

Hon Avenue/Paseo De Alicia is a north-south, two-lane undivided roadway bordering the Project site to the east. Parking is not permitted on either side of the roadway within the vicinity of the Project. Hon Avenue has a posted speed limit of 25 mph.

Bentley is a north-south, two-lane undivided roadway bordering the Project site to the west. Bentley has a posted speed limit of 25 mph. Parking is generally permitted on both sides of the roadway within the vicinity of the Project.

Figure 3-1 presents an inventory of the existing roadway conditions for the arterials and intersections evaluated in this report. This figure identifies the number of travel lanes for key arterials, as well as intersection configurations and controls for the key area study intersections.

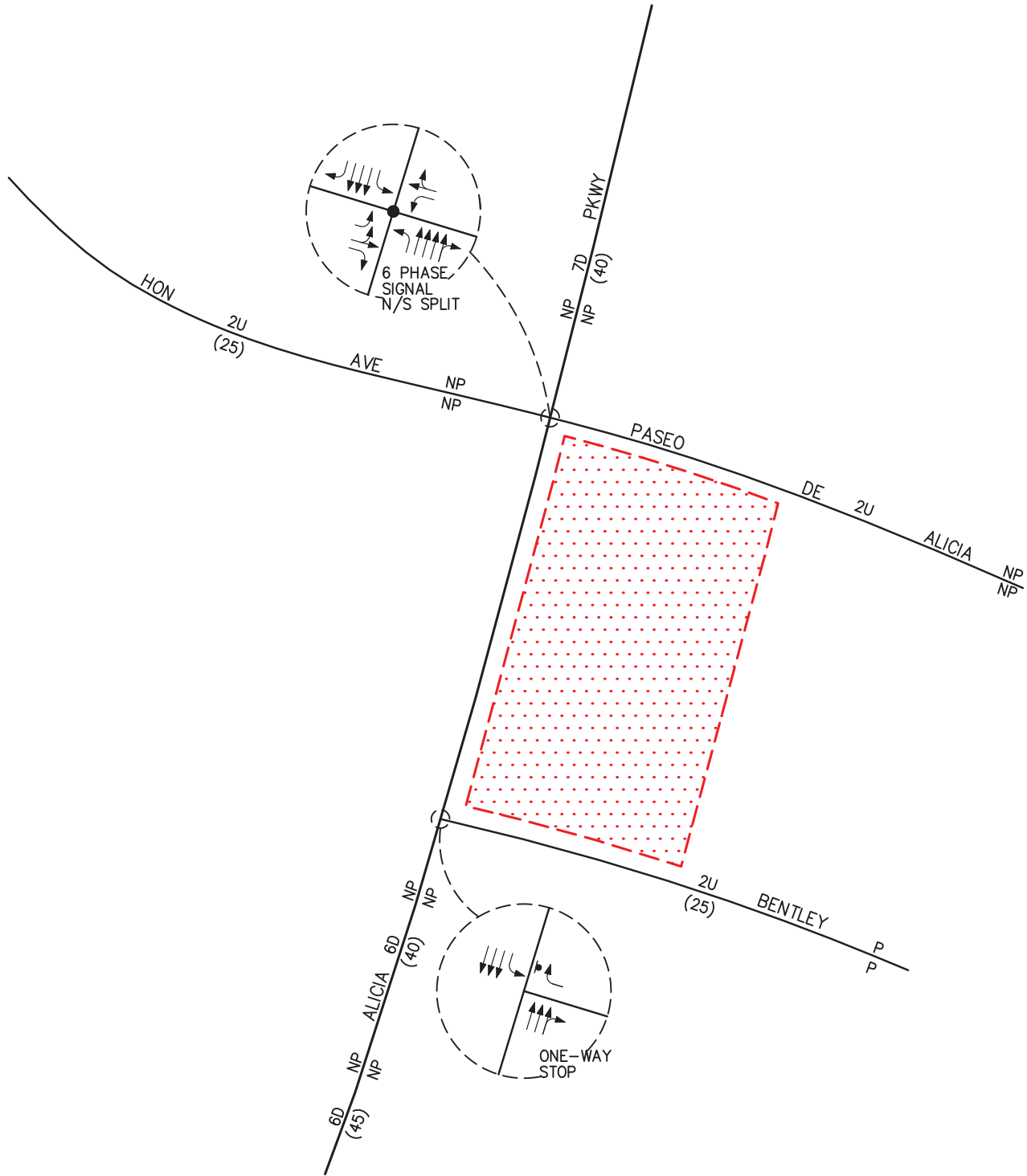
3.2 Existing Traffic Volumes

Two (2) key study intersections have been identified as the locations at which to evaluate existing and future traffic operating conditions. Some portion of potential Project-related traffic will pass through each of these intersections and their analysis will reveal the expected relative impacts of the Project. The data collection for the two (2) key study intersections were conducted by *National Data and Surveying, Inc.* in September 2019 while schools were in session. **Appendix B** contains the detailed peak hour traffic count sheets for the key intersections evaluated in this report.

Figures 3-2 and **3-3** illustrate the existing AM and PM peak hour traffic volumes at the key study intersections evaluated in this report, respectively.

3.3 Existing Intersection Conditions

AM and PM peak hour operating conditions for the key study intersections were evaluated using the *Intersection Capacity Utilization* (ICU) methodology for signalized intersections and the methodology outlined in the *Highway Capacity Manual 6* (HCM 6) for unsignalized intersections.



n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f3-1.dwg LDP 08:20:47 11-19-2019 tucker

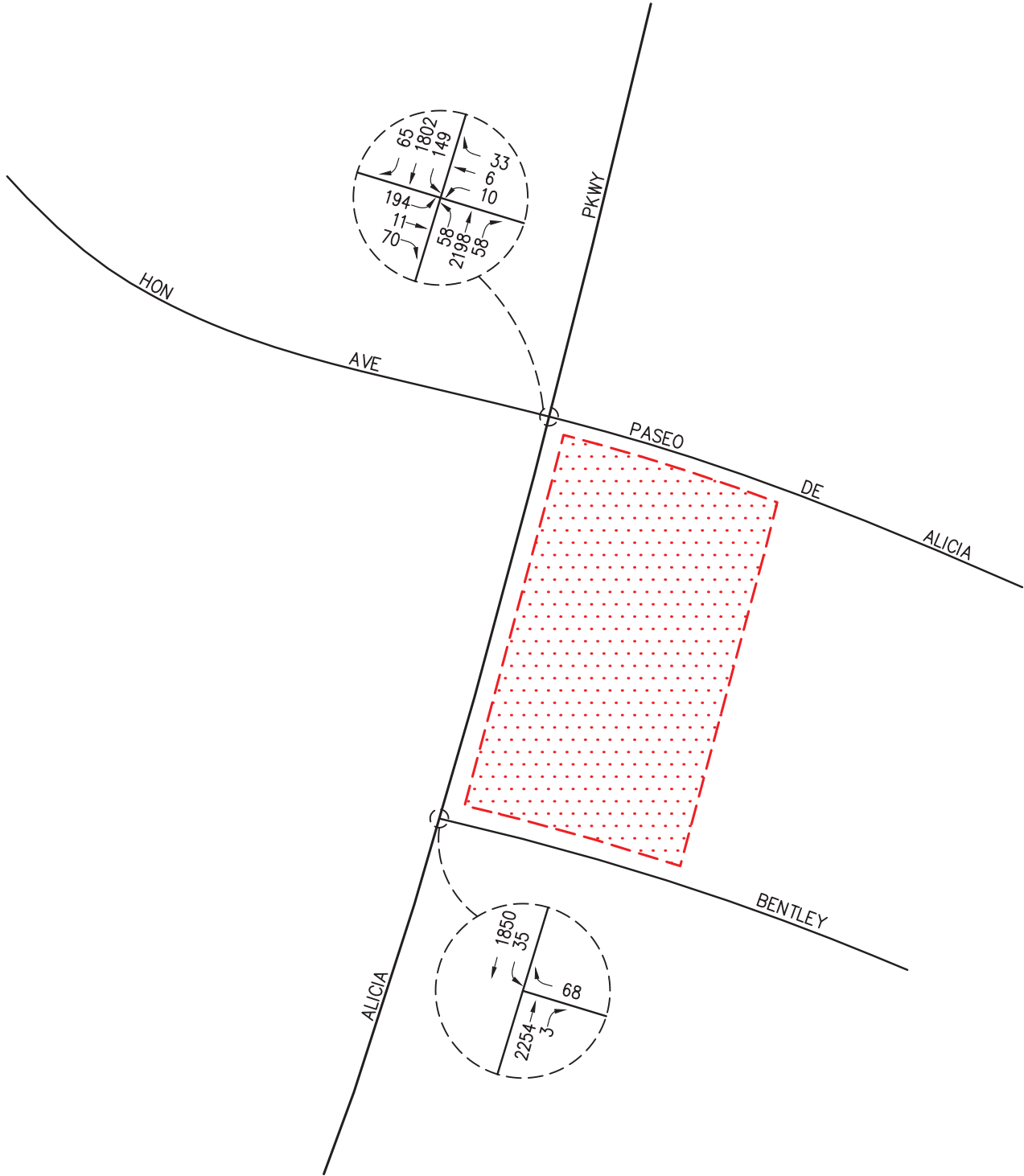


NO SCALE

- KEY**
- ← = APPROACH LANE ASSIGNMENT
 - = TRAFFIC SIGNAL, ▼ = STOP SIGN
 - P = PARKING, NP = NO PARKING
 - U = UNDIVIDED, D = DIVIDED
 - 2 = NUMBER OF TRAVEL LANES
 - (XX) = POSTED SPEED LIMIT (MPH)
 - [Red Hatched Box] = PROJECT SITE

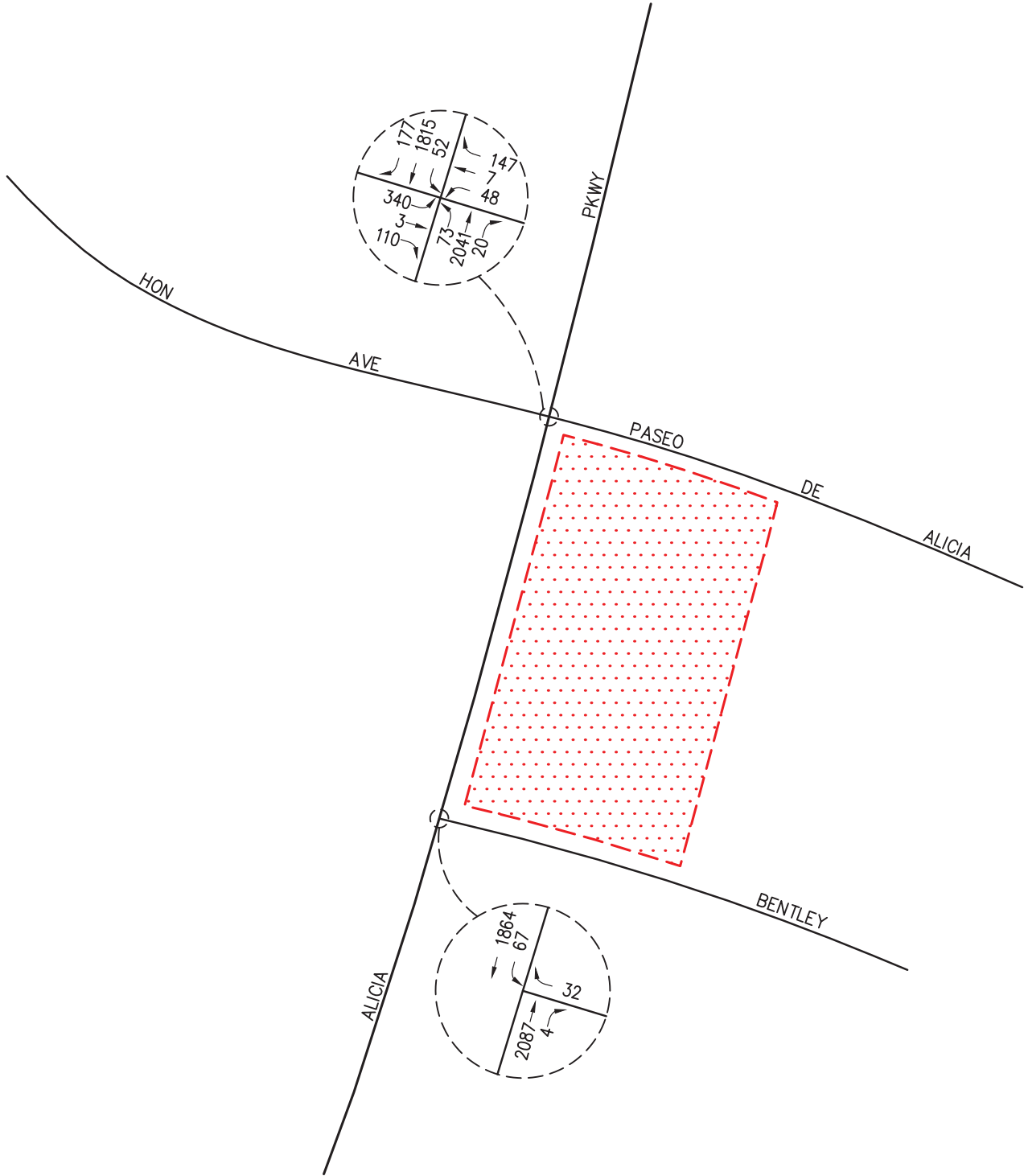
FIGURE 3-1

**EXISTING ROADWAY CONDITIONS
AND INTERSECTION CONTROLS**
24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f3-2.dwg LDP 09:56:15 11-19-2019 tucker





n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f3-3.dwg LDP 09:57:07 11-19-2019 tucker



3.3.1 Intersection Capacity Utilization (ICU) Method of Analysis

In conformance with City Laguna Hills and Orange County CMP requirements, existing AM and PM peak hour operating conditions for the key signalized study intersections were evaluated using the Intersection Capacity Utilization (ICU) method. The ICU technique is intended for signalized intersection analysis and estimates the volume to capacity (V/C) relationship for an intersection based on the individual V/C ratios for key conflicting traffic movements. The ICU numerical value represents the percent signal (green) time and thus capacity, required by existing and/or future traffic. It should be noted that the ICU methodology assumes uniform traffic distribution per intersection approach lane and optimal signal timing.

Per City of Laguna Hills requirements, the ICU calculations use a lane capacity of 1,700 vph for all through and turn lanes. A clearance adjustment factor of 0.05 was added to each Level of Service calculation.

The ICU value translates to a Level of Service (LOS) estimate, which is a relative measure of the intersection performance. The ICU value is the sum of the critical volume to capacity ratios at an intersection; it is not intended to be indicative of the LOS of each of the individual turning movements. The six qualitative categories of Level of Service have been defined along with the corresponding ICU value range and are shown in **Table 3-1**.

3.3.2 Highway Capacity Manual (HCM) Method of Analysis (Unsignalized Intersections)

The HCM unsignalized methodology for stop-controlled intersections was utilized for the analysis of the unsignalized intersections. LOS criteria for unsignalized intersections differ from LOS criteria for signalized intersections as signalized intersections are designed for heavier traffic and therefore a greater delay. Unsignalized intersections are also associated with more uncertainty for users, as delays are less predictable, which can reduce users' delay tolerance.

3.3.2.1 Two-Way Stop-Controlled Intersections

Two-way stop-controlled intersections are comprised of a major street, which is uncontrolled and a minor street, which is controlled by stop signs. Level of service for a two-way stop-controlled intersection is determined by the computed or measured control delay. The control delay by movement, by approach and for the intersection as a whole is estimated by the computed capacity for each movement. LOS is determined for each minor-street movement (or shared movement) as well as major-street left turns. The worst side street approach delay is reported. LOS is not defined for the intersection as a whole or for major-street approaches, as it is assumed that major-street through vehicles experience zero delay. The HCM control delay value ranges for two-way stop-controlled intersections are shown in **Table 3-2**.

3.3.2.2 All-Way Stop-Controlled Intersections

All-way stop-controlled intersections require every vehicle to stop at the intersection before proceeding. Because each driver must stop, the decision to proceed into the intersection is a function of traffic conditions on the other approaches. The time between subsequent vehicle departures depends on the degree of conflict that results between the vehicles and vehicles on the other

approaches. This methodology determines the control delay for each lane on the approach, computes a weighted average for the whole approach and computes a weighted average for the intersection as a whole. Level of service (LOS) at the approach and intersection levels is based solely on control delay. The HCM control delay value ranges for all-way stop-controlled intersections are shown in *Table 3-2*.

3.4 Level of Service Standards and Impact Criteria Thresholds

3.4.1 *City of Laguna Hills criteria*

According to the *City of Laguna Hills Traffic Study Guidelines*, prepared by RK Engineering, Inc., dated August 31, 2010, LOS “D” is the minimum acceptable condition that should be maintained during the peak commute hours. Hence, any intersection operating at LOS “E” or “F” is considered deficient/unsatisfactory.

For purposes of analyzing CEQA impacts, the City of Laguna Hills utilizes the following thresholds of significance:

- An unacceptable peak hour Level of Service (LOS) (i.e. LOS E or F) at any of the key intersections or roadway segments is projected. The City of Laguna Hills considers LOS D (ICU = 0.801 - 0.900) to be the minimum desirable LOS for all intersections; and
- The addition of Project traffic causes an increase by 1% of capacity (0.010 or greater in the ICU value) for signalized or unsignalized intersections, causing or worsening LOS E or F (ICU > 0.900).

TABLE 3-1
LEVEL OF SERVICE CRITERIA FOR SIGNALIZED INTERSECTIONS (ICU METHODOLOGY)

Level of Service (LOS)	Intersection Capacity Utilization Value (V/C)	Level of Service Description
A	≤ 0.600	EXCELLENT. No vehicle waits longer than one red light and no approach phase is fully used.
B	0.601 – 0.700	VERY GOOD. An occasional approach phase is fully utilized; many drivers begin to feel somewhat restricted within groups of vehicles.
C	0.701 – 0.800	GOOD. Occasionally drivers may have to wait through more than one red light; backups may develop behind turning vehicles.
D	0.801 – 0.900	FAIR. Delays may be substantial during portions of the rush hours, but enough lower volume periods occur to permit clearing of developing lines, preventing excessive backups.
E	0.901 – 1.000	POOR. Represents the most vehicles intersection approaches can accommodate; may be long lines of waiting vehicles through several signal cycles.
F	> 1.000	FAILURE. Backups from nearby locations or on cross streets may restrict or prevent movement of vehicles out of the intersection approaches. Potentially very long delays with continuously increasing queue lengths.

TABLE 3-2

LEVEL OF SERVICE CRITERIA FOR UNSIGNALIZED INTERSECTIONS (HCM 6 METHODOLOGY)^{1,2}

Level of Service (LOS)	Highway Capacity Manual (HCM) Delay Per Vehicle (seconds/vehicle)	Level of Service Description
A	≤ 10.0	Little or no delay
B	> 10.0 and ≤ 15.0	Short traffic delays
C	> 15.0 and ≤ 25.0	Average traffic delays
D	> 25.0 and ≤ 35.0	Long traffic delays
E	> 35.0 and ≤ 50.0	Very long traffic delays
F	> 50.0	Severe congestion

¹ Source: *Highway Capacity Manual* 6, Chapter 20: Two-Way Stop-Controlled Intersections. The LOS criteria apply to each lane on a given approach and to each approach on the minor street. LOS is not calculated for major-street approaches or for the intersection as a whole.

² Source: *Highway Capacity Manual* 6, Chapter 21: All-Way Stop-Controlled Intersections. For approaches and intersection-wide assessment, LOS is defined solely by control delay.

4.0 TRAFFIC FORECASTING METHODOLOGY

In order to estimate the traffic impact characteristics of the Project, a multi-step process has been utilized. The first step is traffic generation, which estimates the total arriving and departing traffic on a peak hour and daily basis. The traffic generation potential is forecast by applying the appropriate vehicle trip generation equations and/or rates to the Project development tabulation.

The second step of the forecasting process is traffic distribution, which identifies the origins and destinations of inbound and outbound Project traffic. These origins and destinations are typically based on demographics and existing/expected future travel patterns in the study area.

The third step is traffic assignment, which involves the allocation of Project traffic to study area streets and intersections. Traffic assignment is typically based on minimization of travel time, which may or may not involve the shortest route, depending on prevailing operating conditions and travel speeds.

Traffic distribution patterns are indicated by general percentage orientation, while traffic assignment allocates specific volume forecasts to individual roadway segments and intersection turning movements throughout the study area.

With the forecasting process complete and Project traffic assignments developed, the impact of the Project is isolated by comparing operational (LOS) conditions at selected key intersections using expected future traffic volumes with and without forecast Project traffic. If necessary, the need for site-specific and/or cumulative local area improvements can then be evaluated.

5.0 PROJECT TRAFFIC CHARACTERISTICS

5.1 Project Trip Generation Forecast

Trip generation is expressed in vehicle trip ends, defined as one-way vehicular movements, either entering or exiting the generating land use. Generation equations and/or rates used in the traffic forecasting procedure are found in the Tenth Edition of *Trip Generation*, published by the Institute of Transportation Engineers (ITE) [Washington D.C., 2017].

The top portion of **Table 5-1** summarizes the trip generation rates used in forecasting the vehicular trips generated by the proposed Project and the lower portion presents the forecast daily and peak hour Project traffic volumes for a "typical" weekday. The trip generation potential for the proposed Project was forecast using ITE Land Use Code 934: Fast-Food Restaurant with Drive-Through Window rates and ITE Land Use Code 937: Coffee/Donut Shop with Drive-Through Window rates.

A review of the lower portion of *Table 5-1* indicates that the proposed Project is forecast to generate 3,105 daily trips (one half arriving and one half departing), with 200 trips (102 inbound, 98 outbound) produced in the AM peak hour and 152 trips (77 inbound, 75 outbound) produced in the PM peak hour.

Please note that the aforementioned overall Project trip generation includes adjustments for pass-by per the *Trip Generation Handbook, 3rd Edition*, published by ITE (2014), to account for trips that are already in the everyday traffic stream on the adjoining streets (i.e. Alicia Parkway) and will stop as they pass by the Project site as a matter of convenience on their path to another destination. Per the *Trip Generation Handbook*, a pass-by reduction factor of 49% and 50% is recommended for the AM and PM peak hours, respectively for fast-food restaurants with drive-through. The daily pass-by percentage was estimated to be 25%. Additionally, per the *Trip Generation Handbook*, pass-by rates for ITE Land Use Code 937 are not provided. However, the *Trip Generation Handbook* provides a pass-by rate of 89% for ITE Land Use 938: Coffee/Donut Shop with Drive-Thru Window and No Indoor Seating. To provide a conservative assessment for the coffee/donut shop with drive-through window land use, a rate of 25% was assumed for the Daily and PM peak period and a pass-by rate of 50% was assumed for the AM peak period. **Appendix C** contains the pass-by trip distribution pattern and as well as the AM and PM peak hour pass-by traffic volumes.

5.2 Project Trip Distribution and Assignment

Figure 5-1 illustrates the general directional traffic distribution pattern for the proposed Project. Project traffic volumes both entering and exiting the Project site have been distributed and assigned to the adjacent street system based on the following considerations:

- directional flows on the freeways in the immediate vicinity of the Project site (i.e. I-5 Freeway)
- the site's proximity to major traffic carriers (i.e. Alicia Parkway),
- expected localized traffic flow patterns based on adjacent street channelization and presence of traffic signals,

- the traffic-carrying capacity and travel speed available on roadways serving the Project site,
- input from City of Laguna Hills staff.

The anticipated AM and PM peak hour traffic volumes associated with the proposed Project are presented in **Figures 5-2** and **5-3**, respectively. The traffic volume assignments presented in *Figures 5-2* and *5-3* reflect the traffic distribution characteristics shown in *Figure 5-1* and the traffic generation forecast presented in *Table 5-1*.

TABLE 5-1
PROJECT TRIP GENERATION FORECAST³

ITE Land Use Code / Project Description	Daily 2-Way	AM Peak Hour			PM Peak Hour		
		Enter	Exit	Total	Enter	Exit	Total
<u>Project Trip Generation Rates:</u>							
▪ 934: Fast-Food Restaurant with Drive-Through Window (TE/TSF)	470.95	20.50	19.69	40.19	16.99	15.68	32.67
▪ 937: Coffee/Donut Shop with Drive-Through Window (TE/TSF)	820.38	45.38	43.61	88.99	21.69	21.69	43.38
<u>Project Trip Generation Forecast:</u>							
▪ Taco Bell Restaurant with Drive-Thru (2,500 SF)	1,177	51	49	100	43	39	82
Pass-By (Daily: 25%, AM: 49%, PM: 50%) ⁴	<u>-294</u>	<u>-25</u>	<u>-24</u>	<u>-49</u>	<u>-22</u>	<u>-19</u>	<u>-41</u>
Taco Bell Restaurant Subtotal	883	26	25	51	21	20	41
▪ Starbucks with Drive-Thru (2,175 SF)	1,784	99	95	194	47	47	94
Pass-By (Daily: 25%, AM: 50%, PM: 25%) ⁵	<u>-446</u>	<u>-50</u>	<u>-47</u>	<u>-97</u>	<u>-12</u>	<u>-12</u>	<u>-24</u>
Starbucks Subtotal	1,338	49	48	97	35	35	70
▪ Plant Power Restaurant with Drive-Thru (2,503 SF)	1,179	52	49	101	43	39	82
Pass-By (Daily: 25%, AM: 49%, PM: 50%) ⁴	<u>-295</u>	<u>-25</u>	<u>-24</u>	<u>-49</u>	<u>-22</u>	<u>-19</u>	<u>-41</u>
Plant Power Restaurant Subtotal	884	27	25	52	21	20	41
Total Proposed Project Trip Generation Forecast	3,105	102	98	200	77	75	152

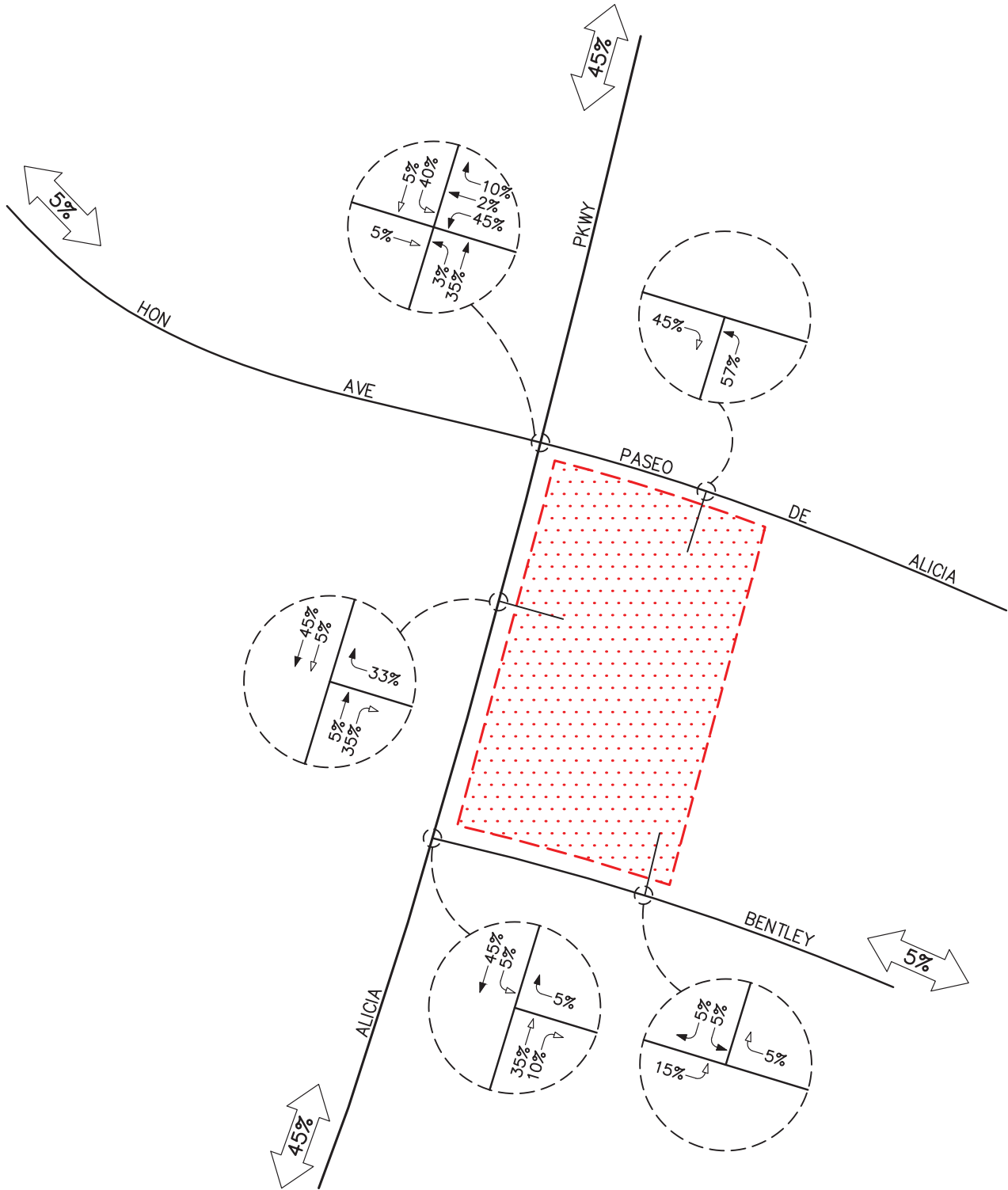
Notes:

- TE/TSF = Trip end per Thousand Square-Feet
- SF = Square-Feet

³ Source: *Trip Generation, 10th Edition, Institute of Transportation Engineers (ITE), Washington, D.C. (2017).*

⁴ Consistent with the *Trip Generation Handbook, 3rd Edition, Institute of Transportation Engineers, (ITE) [Washington, D.C. (2014)]*. Pass-by reductions for ITE Land Use 934: Fast-Food Restaurant with Drive-Through Window consist of the following: 25% daily (estimated), 49% AM and 50% PM.

⁵ Pass-by rates for ITE Land Use 937 are not provided in the *ITE Trip Generation Handbook*. However, it should be noted that the pass-by rate for ITE Land Use 938: Coffee/Donut Shop with Drive-Thru Window and No Indoor Seating is 89%. To provide a conservative assessment, a rate of 25% was assumed for the Daily and PM peak period. A pass-by rate of 50% was assumed for the AM peak period.



n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\24 - june 2020 analysis\dwg\4151 f5-1.dwg LDP 11:28:46 06-25-2020 tucker



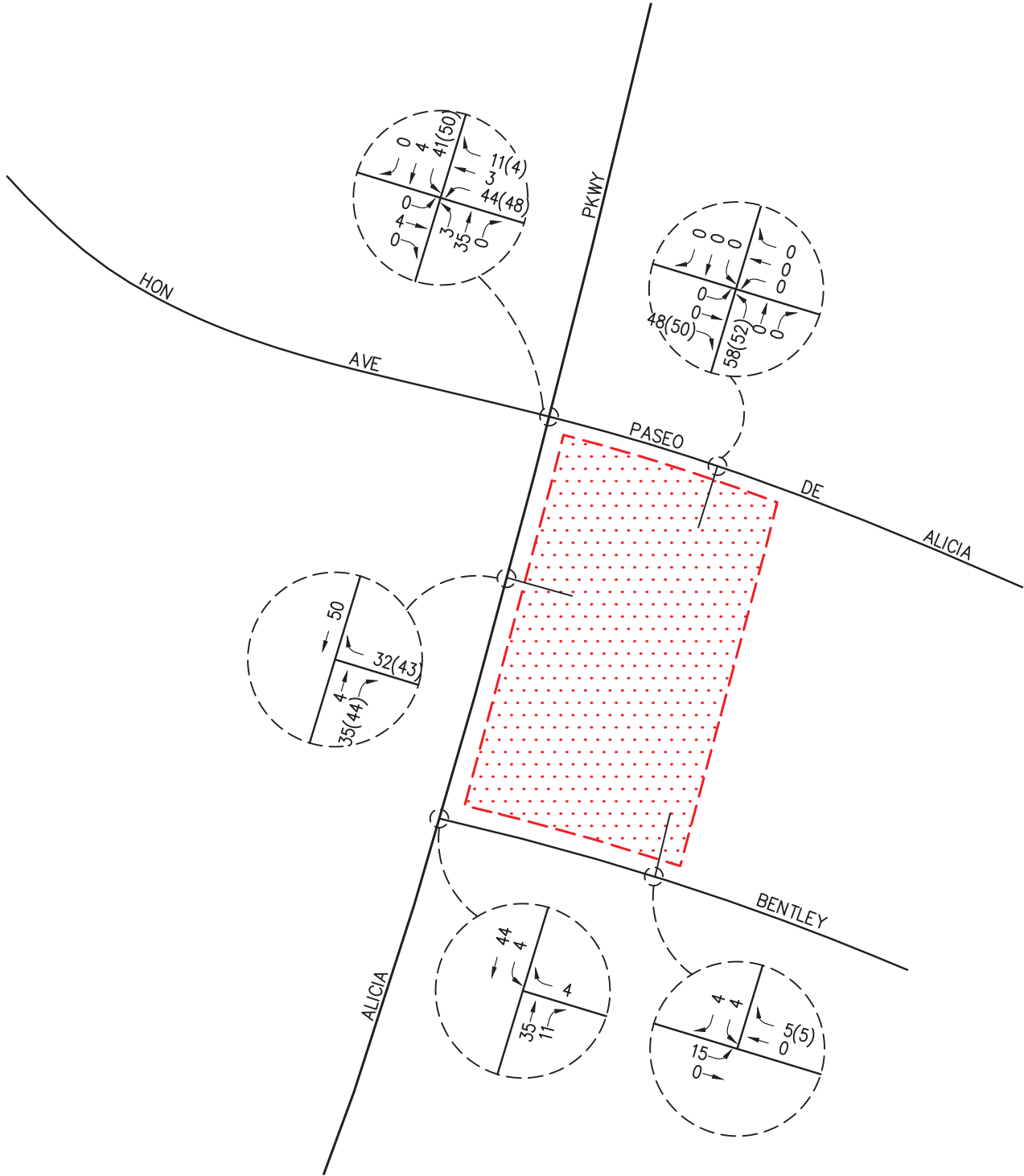
KEY

- ← = INBOUND PERCENTAGE
- = OUTBOUND PERCENTAGE
- = PROJECT SITE

FIGURE 5-1

PROJECT TRIP
DISTRIBUTION PATTERN

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 fs-2.dwg LDP 14:48:06 08-24-2020 tucker



NO SCALE

KEY

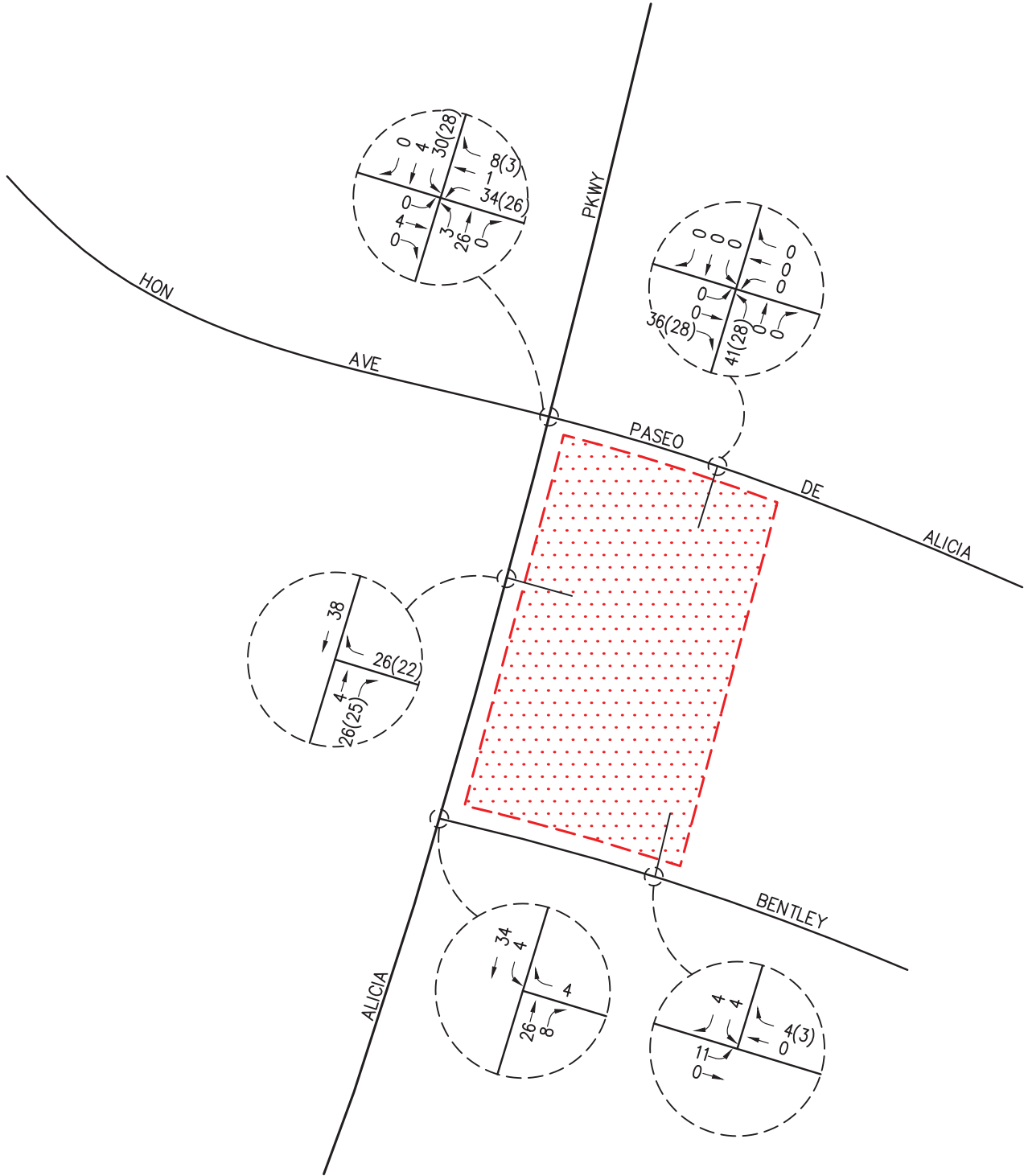
XX(XX) = PROJECT TRIPS (PASS-BY TRIPS)

 = PROJECT SITE

FIGURE 5-2

PROJECT AM PEAK HOUR
TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 fs-3.dwg LDP 14:48:28 08-24-2020 tucker



KEY

XX(XX) = PROJECT TRIPS (PASS-BY TRIPS)

= PROJECT SITE

FIGURE 5-3

PROJECT PM PEAK HOUR
TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

6.0 FUTURE TRAFFIC CONDITIONS

6.1 Year 2021 Cumulative Growth

6.1.1 Ambient Growth Traffic

Near-term horizon year traffic growth estimates have been calculated using an ambient growth factor. The ambient growth factor is intended to include unknown and future cumulative projects in the study area, as well as account for regular growth in traffic volumes due to the development of projects outside the study area. The application of the two percent (2%) annual growth rate from existing Year 2019 to baseline Year 2021 traffic volumes results in a four percent (4%) growth in existing volumes at the key study intersections.

6.1.2 Cumulative Projects Traffic

The City of Laguna Hills identified six (6) cumulative projects within the Project study area. Cumulative projects, as defined by Section 15355 of the CEQA Guidelines, are “closely related past, present and reasonably foreseeable probable future projects.” The Traffic Impact Analysis assumes that these cumulative projects will be developed and operational when the proposed Project is operational. This is the most conservative, worst-case approach, since the exact timing of each cumulative project is uncertain. In addition, impacts for these cumulative projects would likely be, or have been, subject to mitigation measures, which could reduce potential impacts. Under this analysis, however, those mitigation measures are not considered. The locations of these cumulative projects are presented in **Figure 6-1**.

Table 6-1 presents the jurisdiction, location, description, and development totals of the cumulative projects. **Table 6-2** presents the resultant trip generation for the cumulative projects. As shown in **Table 6-2**, the cumulative projects are expected to generate 7,961 daily trips (one half arriving, one half departing) on a “typical” weekday, with 355 trips (183 inbound and 172 outbound) forecast during the AM peak hour and 640 trips (307 inbound and 333 outbound) forecast during the PM peak hour.

The anticipated AM and PM peak hour cumulative projects traffic volumes at the key study intersections are presented in **Figures 6-2** and **6-3**, respectively.

It should again be emphasized that because this traffic impact analysis utilizes both an ambient growth factor along with a list of cumulative projects approach to analyze cumulative impacts, this traffic impact analysis is highly conservative and would tend to overstate cumulative traffic impacts.

6.2 Existing With Project Traffic Volumes

The estimates of Project-generated traffic volumes were added to Existing traffic conditions to develop traffic projections for Existing With Project traffic conditions. **Figures 6-4** and **6-5** present the anticipated AM and PM peak hour Existing With Project traffic volumes, respectively, at the two (2) key study intersections.

6.3 Year 2021 Without Project Traffic Volumes

Figures 6-6 and **6-7** present Year 2021 Without Project AM and PM peak hour traffic volumes at the key study intersections, respectively. It should be noted that the Year 2021 Without Project traffic volumes include ambient traffic growth as well as the traffic from the six (6) cumulative projects.

6.4 Year 2021 With Project Traffic Volumes

The estimates of Project generated traffic volumes were added to the Year 2021 Without Project traffic conditions to develop traffic projections for Year 2021 With Project traffic conditions. **Figures 6-8** and **6-9** present the anticipated AM and PM peak hour Year 2021 With Project traffic volumes, respectively, at the two (2) key study intersections.

TABLE 6-1
LOCATION AND DESCRIPTION OF CUMULATIVE PROJECTS⁶

No.	Cumulative Project	Location/Address	Description
<u>City of Laguna Hills</u>			
1.	Oakbrook Village	Avenida de la Carlota, north of Los Alisos Boulevard	289 DU Multi-Family 139,000 SF Retail
2.	ActivCare	24888 Alicia Parkway	72 Bed Elderly Care Housing
3.	MNWD Facility Expansion	26161 Gordon Road	64,000 SF MNWD Facility Expansion
<u>City of Lake Forest</u>			
4.	Kingdom Hall of Jehovah Witness	23061 & 23071 El Toro Road	Two 3,312 SF (6,624 SF) Religion Institution
5.	U-Haul Self-Storage Facility	Orange Avenue and Jeronimo Road	120,172 SF Storage Building 5,350 SF General Warehouse Building
<u>City of Aliso Viejo</u>			
6.	Polaris Office Building	6 Polaris	42,400 SF Office

⁶ Source: City of Laguna Hills, Lake Forest, and Aliso Viejo Planning Departments.

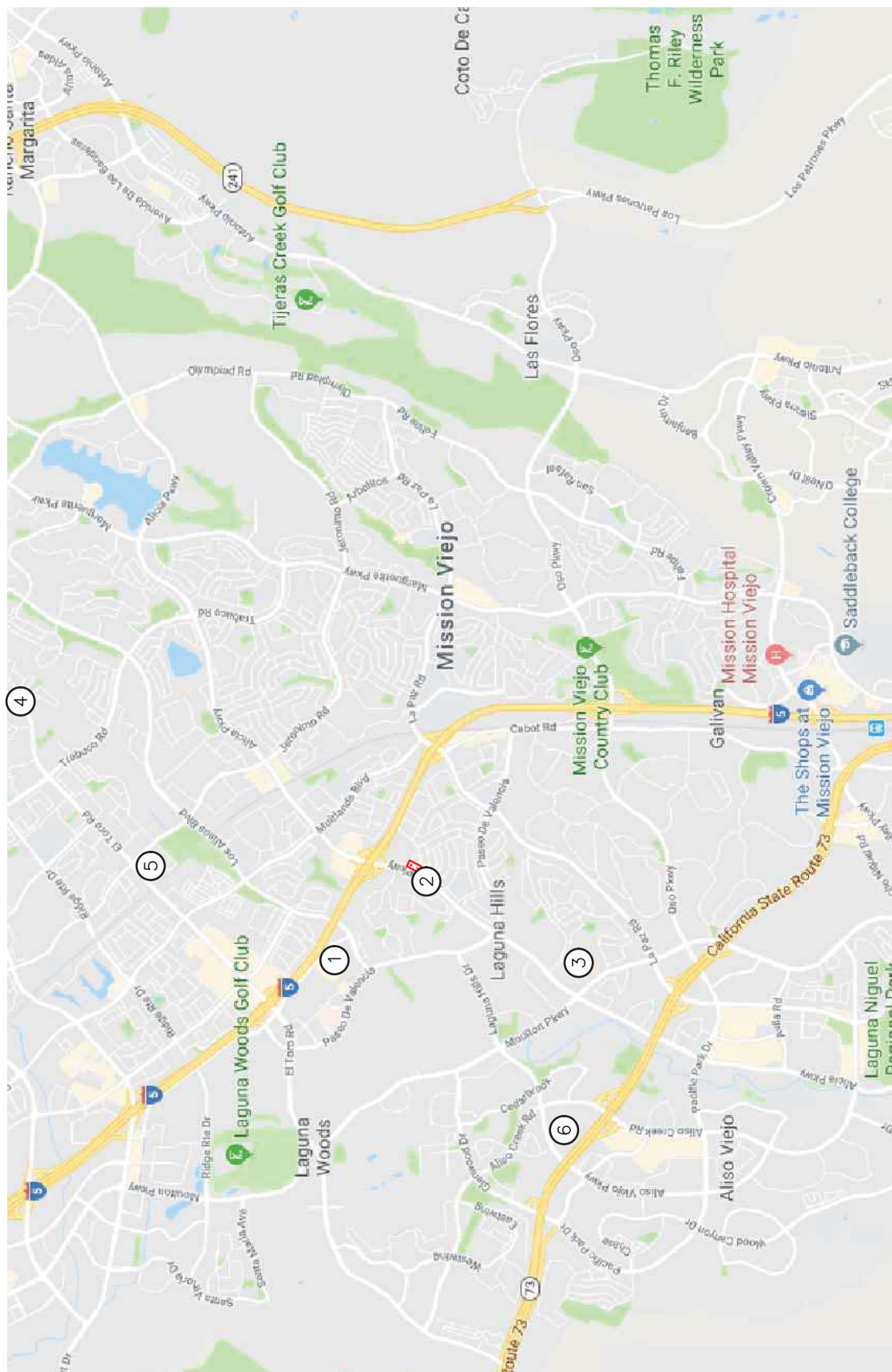
TABLE 6-2
CUMULATIVE PROJECTS TRIP GENERATION FORECAST⁷

Cumulative Project Description	Daily 2-Way	AM Peak Hour			PM Peak Hour		
		In	Out	Total	In	Out	Total
1. Oakbrook Village	6,837	104	147	251	270	242	512
2. ActivCare ⁸	187	9	5	14	7	12	19
3. MNWD Facility Expansion ⁹	288	19	7	26	12	24	36
4. Kingdom Hall of Jehovah Witness	46	1	1	2	1	2	3
5. U-Haul Self-Storage Facility	190	8	5	13	9	12	21
6. Polaris Office Building	413	42	7	49	8	41	49
Cumulative Projects Trip Generation Forecast	7,961	183	172	355	307	333	640

⁷ Unless otherwise noted, Source: *Trip Generation*, 10th Edition, Institute of Transportation Engineers (ITE), Washington, D.C. (2017).

⁸ Source: *ActivCare Laguna Hills Trip Generation Evaluation (Urban Crossroads, Inc.)*, dated January 4, 2019.

⁹ Source: *Traffic Impact Study Moulton Niguel Water District Site Consolidation*, dated May 2017, prepared by LSA.



SOURCE: GOOGLE

FIGURE 6-1

KEY
 # = CUMULATIVE PROJECT LOCATION
 [Red Rectangle] = PROJECT SITE

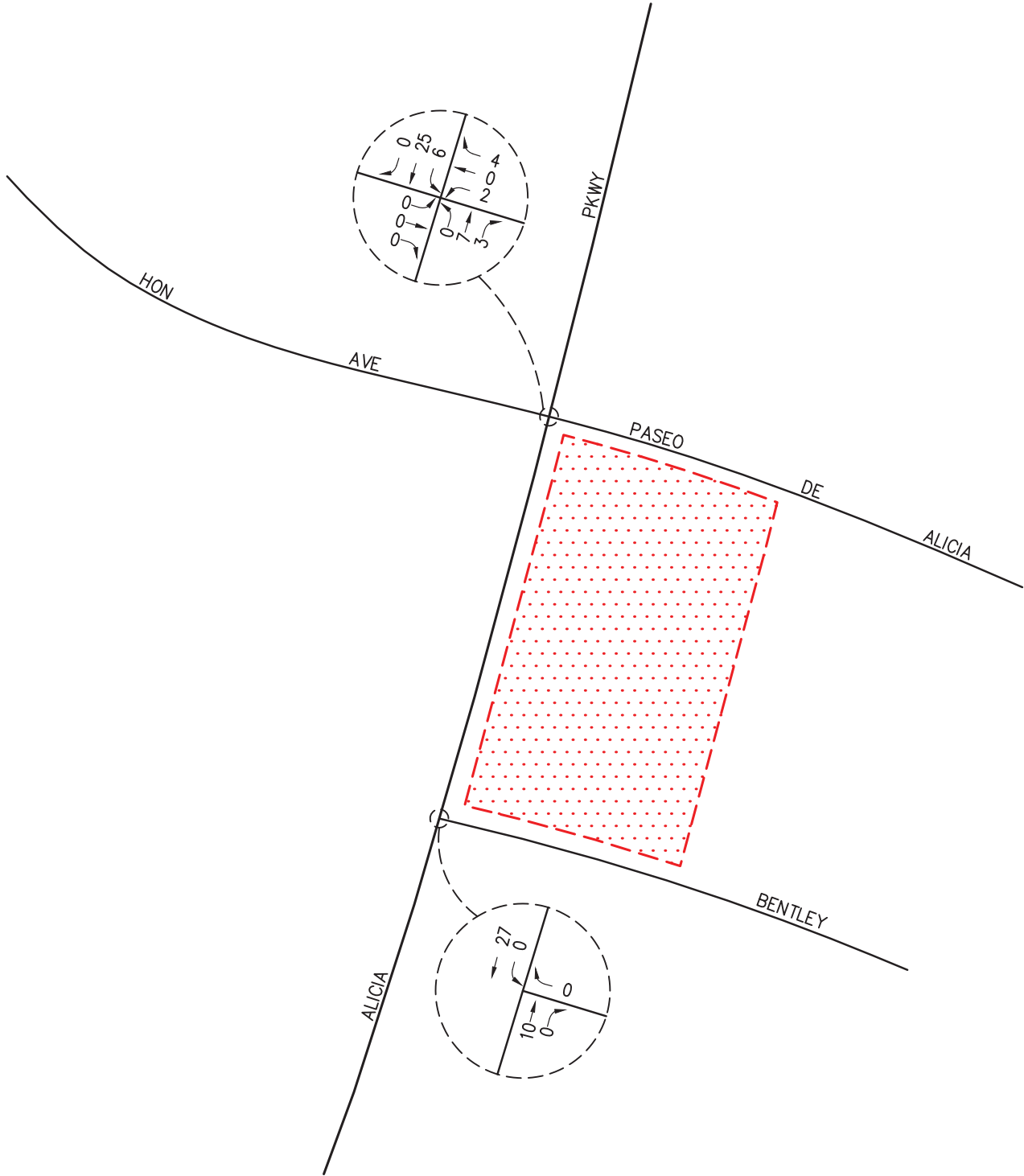


NO SCALE

LINSCOTT
LAW &
GREENSPAN
engineers

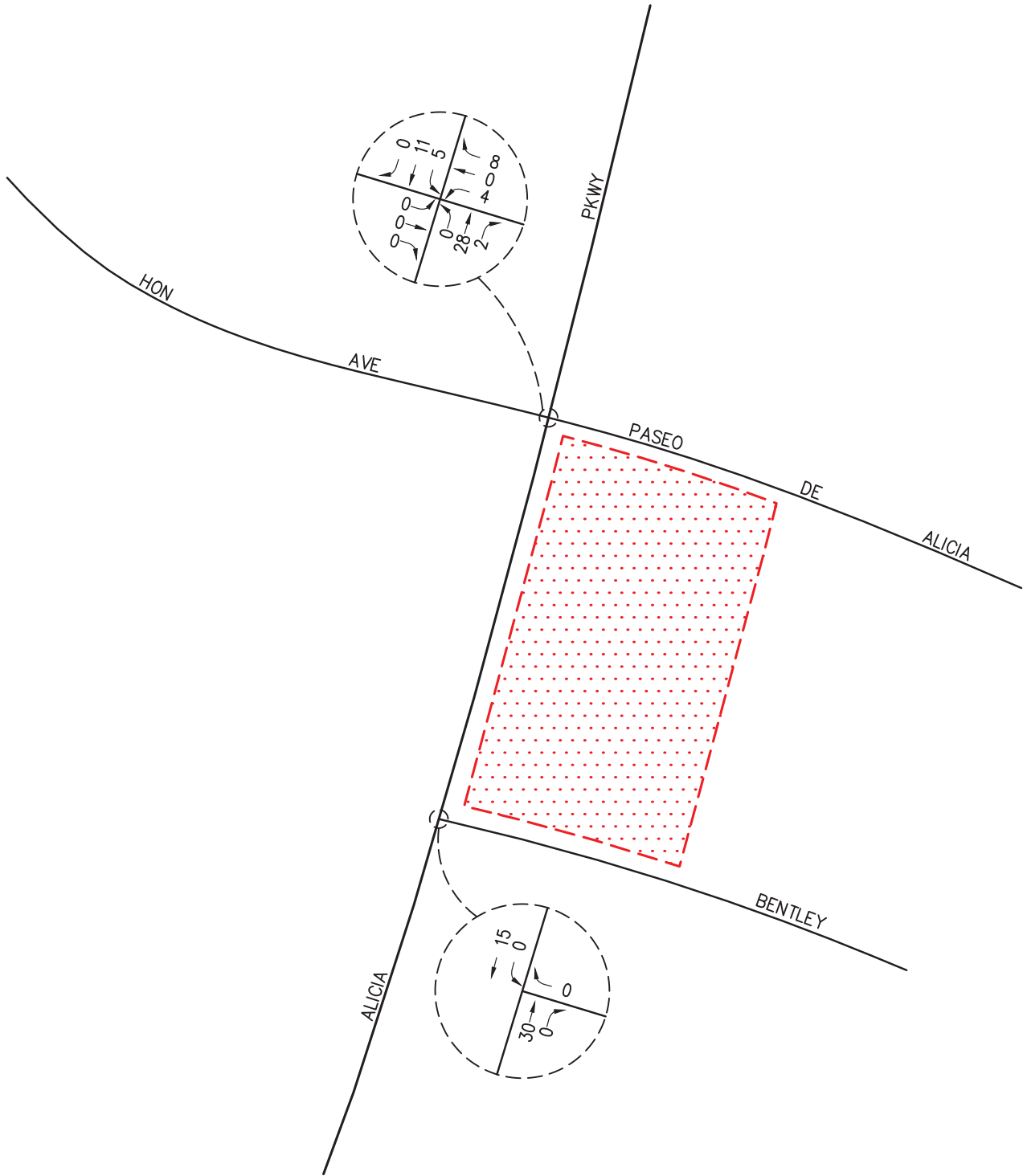
LOCATION OF CUMULATIVE PROJECTS

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



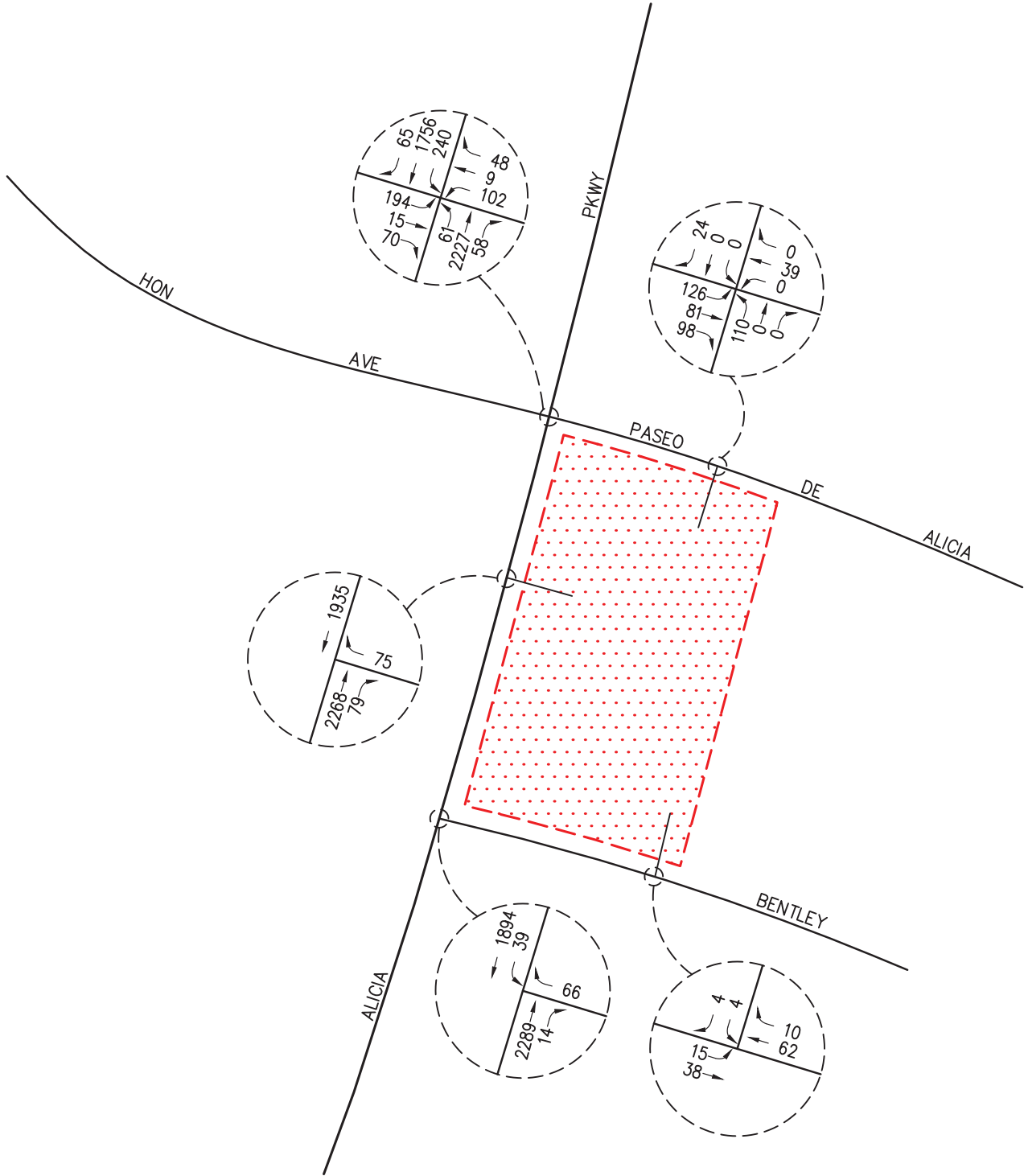
n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f6-2.dwg LDP 10:06:21 11-19-2019 tucker





n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f6-3.dwg LDP 10:07:02 11-19-2019 tucker





n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f6-4.dwg LDP 10:51:03 06-05-2020 tucker



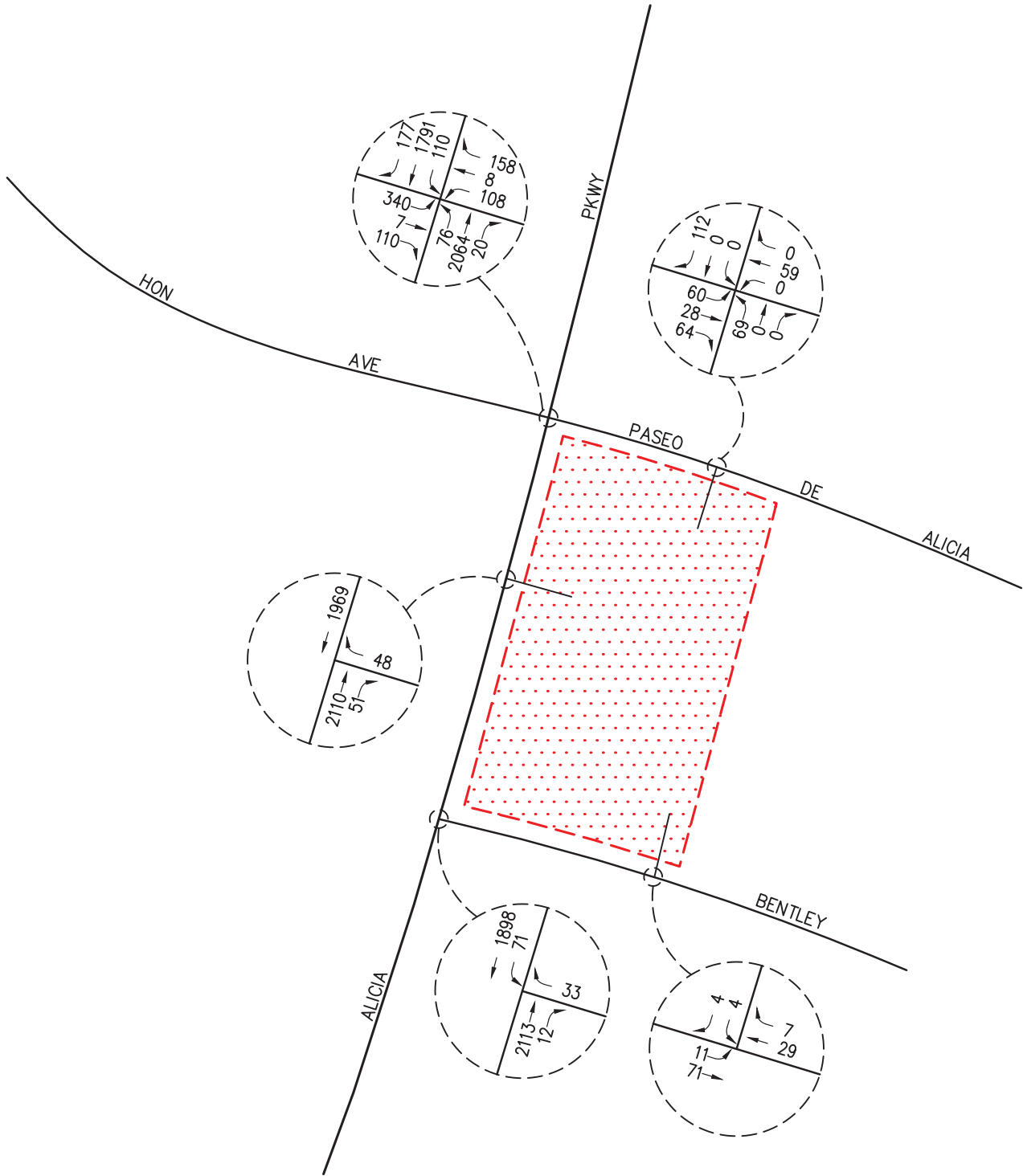
NO SCALE

KEY
[Red Dotted Box] = PROJECT SITE

FIGURE 6-4

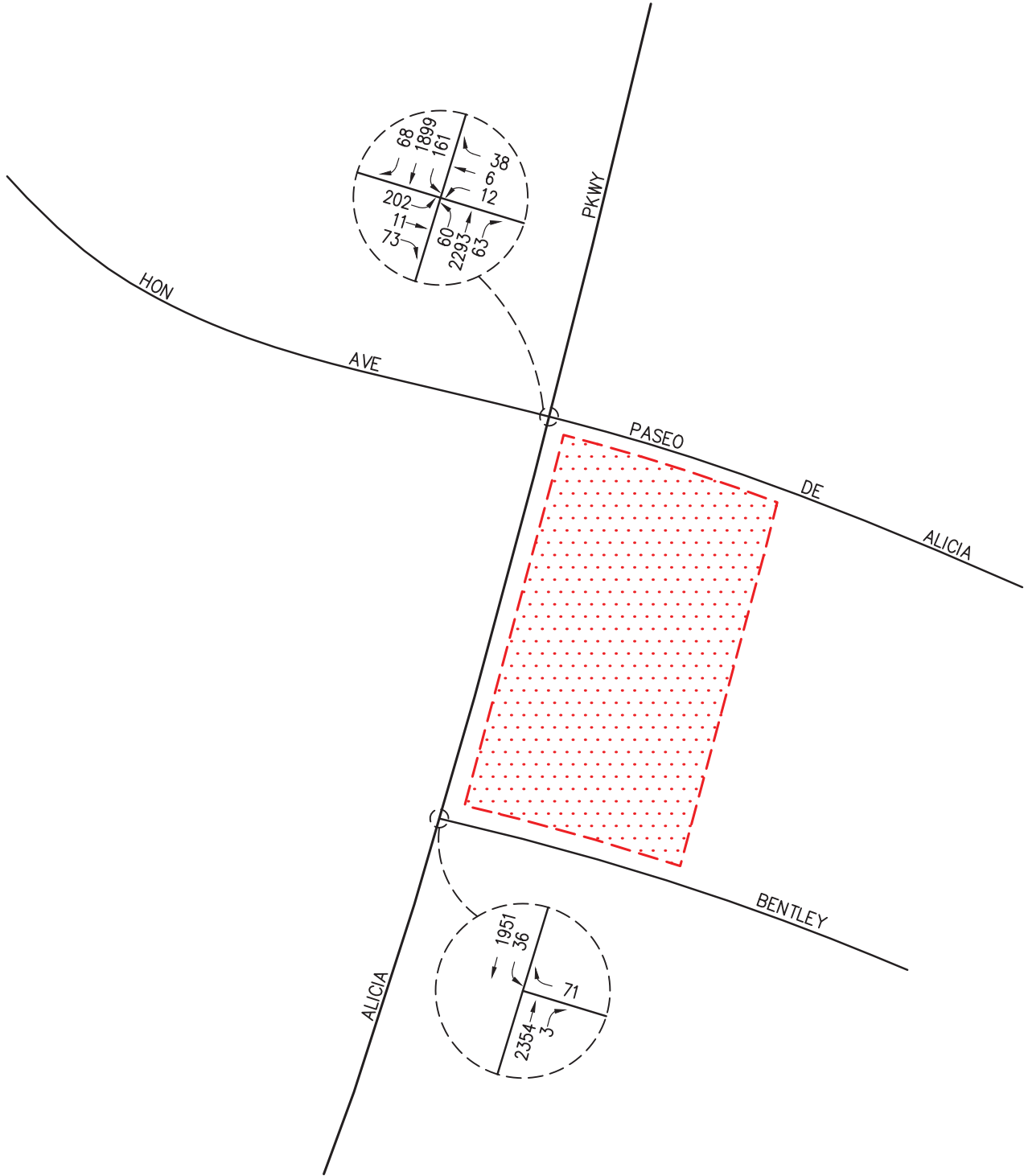
EXISTING WITH PROJECT
AM PEAK HOUR TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



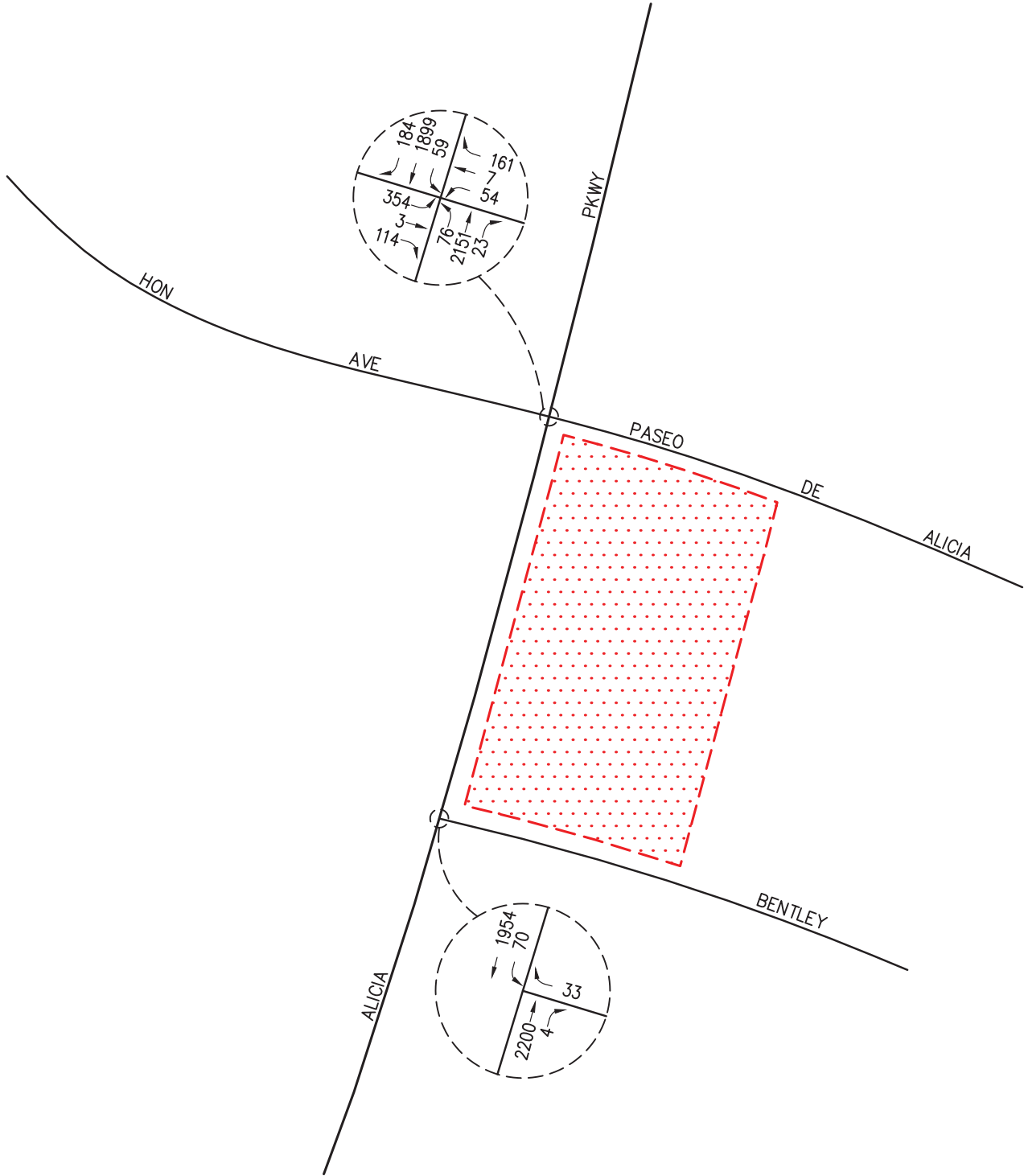
n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f6-5.dwg LDP 05:35:41 10-15-2020 tucker





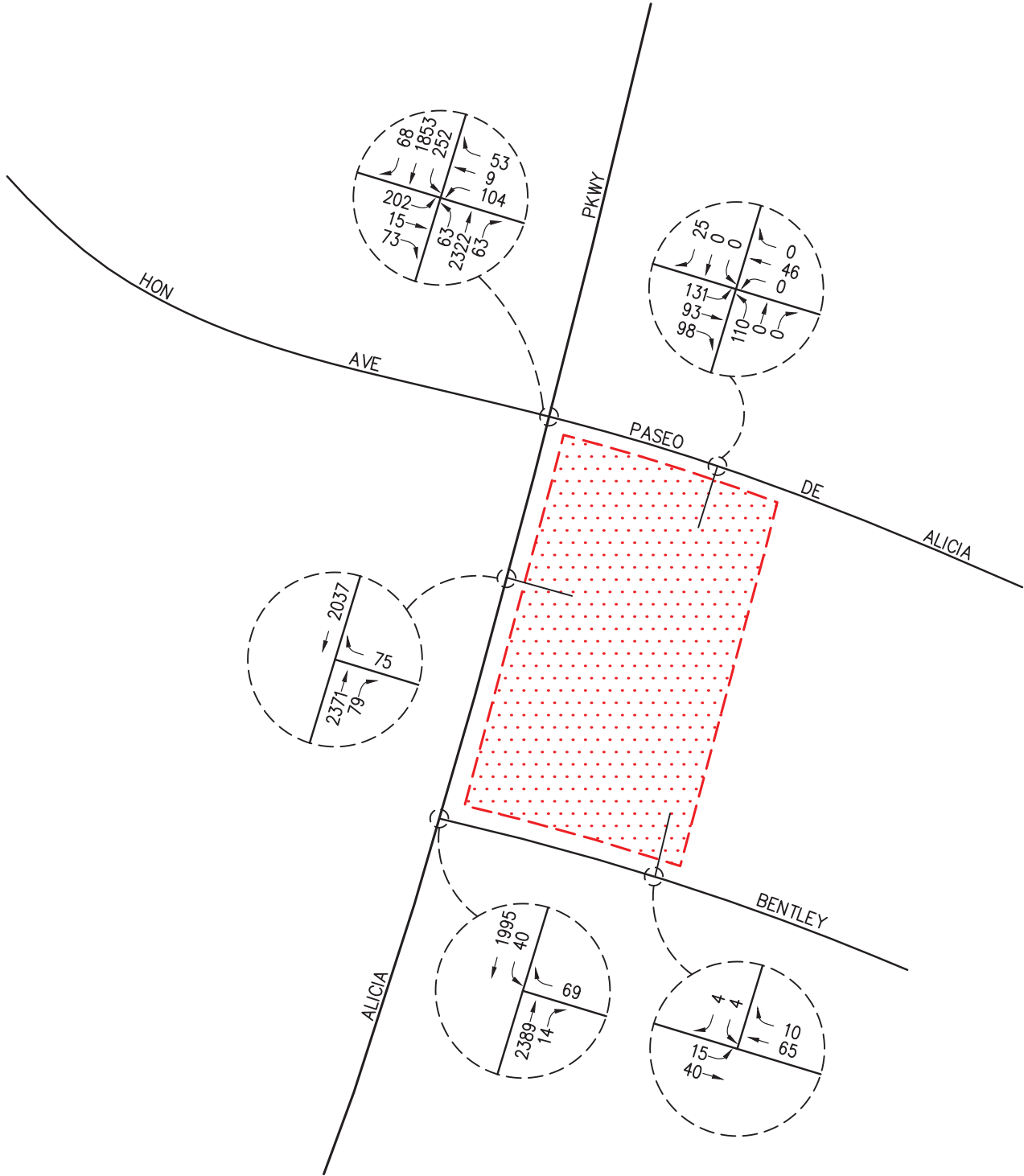
n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f6-6.dwg LDP 07:52:42 06-05-2020 tucker





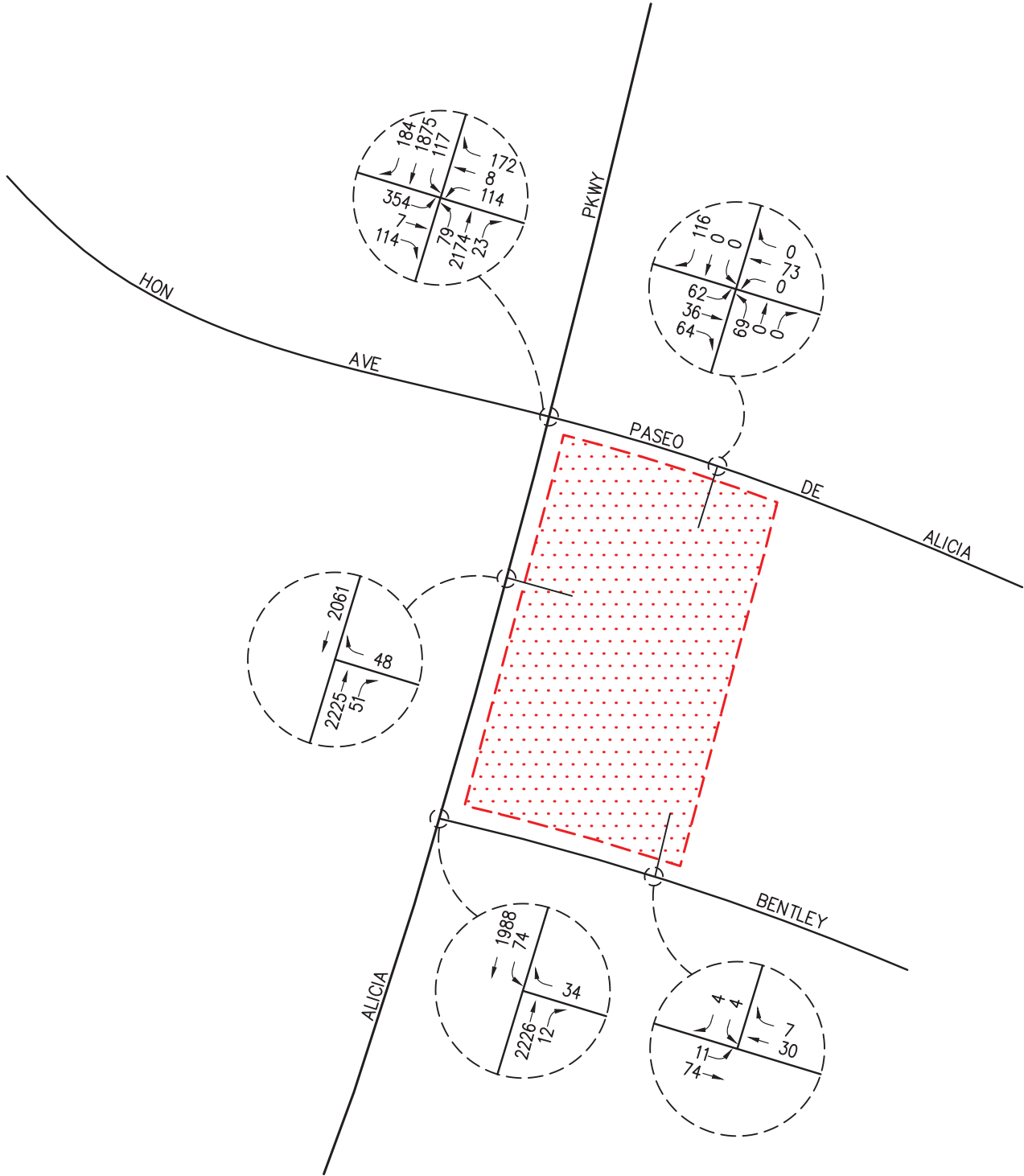
n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f6-7.dwg LDP 07:53:29 06-05-2020 tucker





n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f6-8.dwg LDP 14:27:50 08-24-2020 tucker





n:\4100\2194151 - 24888 alicia parkway commercial project, laguna hills\6 - dwg\4151 f6-9.dwg LDP 05:36:19 10-15-2020 tucker



7.0 EXISTING CONDITIONS TRAFFIC IMPACT ANALYSIS

The existing conditions traffic analysis establishes the basis for the future forecasts for the Project and is based on existing intersection counts collected in September 2019. The existing conditions analysis reflects these counts as well as existing lane configurations for all analyzed intersections.

7.1 Existing Conditions Intersection Capacity Analysis

The first column (1) of ICU/LOS and Delay/LOS values in **Table 7-1** presents a summary of Existing AM and PM traffic conditions. The second column (2) presents forecast Existing With Project traffic conditions. The third column (3) shows whether the traffic associated with the Project will have a significant impact based on the LOS standards and the significance impact criteria defined in this report. The fourth column (4) presents the resultant level of service with the inclusion of recommended improvements, if any, to achieve an acceptable level of service.

7.1.1 Existing Traffic Conditions

Review of column (1) of **Table 7-1** indicates that the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates at an acceptable level of service during the AM and PM peak hours while the intersection of Bentley at Alicia Parkway currently operates at adverse levels of service during the AM and PM peak hours.

Appendix D contains the ICU/LOS and Delay/LOS calculation worksheets for Existing traffic conditions.

7.1.2 Existing With Project Traffic Conditions

Comparing Column (2) to Column (1) of **Table 7-1**, the turning movements through the intersection of Bentley at Alicia Parkway indicate an increased delay due to the overall trips generated by the Project. However, although the intersection of Bentley at Alicia Parkway is forecast to operate at an unacceptable LOS F during the AM and PM peak hours with the addition of Project traffic, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). The intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates and is forecast to continue to operate at an acceptable LOS B during the AM and PM peak hours with the addition of Project generated traffic to existing traffic.

Furthermore, although the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service under Existing with Project traffic conditions, it should be noted that it is not uncommon for unsignalized minor roadways that have direct access to primary arterials, such as Alicia parkway, to operate at an unacceptable LOS due to the limited gaps in traffic and the high volume of traffic on the major street. Based on these considerations, the Project's cumulative impact to the adverse level of service is not considered significant.

Appendix D also presents the ICU/LOS and Delay/LOS calculation worksheets for Existing With Project traffic conditions.

TABLE 7-1
EXISTING WITH PROJECT PEAK HOUR INTERSECTION CAPACITY ANALYSIS SUMMARY¹⁰

	Minimum Acceptable LOS	Time Period	Movement	(1) Existing Traffic Conditions		(2) Existing With Project Traffic Conditions		(3) Direct Significant Impact		(4) Existing With Project With Mitigation	
				ICU/Delay	LOS	ICU/Delay	LOS	Increase	Yes/No	ICU/Delay	LOI
1. Hon Avenue/Paseo De Alicia at Alicia Parkway	D	AM PM	--	0.553 0.640	A B	0.649 0.646	B B	0.096 0.006	No No	-- --	-- --
2. Bentley at Alicia Parkway	D	AM	NBR	50.8 s/v	F	53.0 s/v	F	2.2 s/v	No [a]	--	--
		PM	WBL	94.7 s/v	F	113.1 s/v	F	18.4 s/v	No [a]	--	--
➤ ICU Methodology	D	AM	NBR	28.4 s/v	D	29.3 s/v	D	0.9 s/v	No	--	--
		PM	WBL	85.1 s/v	F	99.8 s/v	F	14.7 s/v	No [a]	--	--
		AM	--	0.533	A	0.540	A	0.007	--	--	--
		PM	--	0.499	A	0.508	A	0.009	--	--	--

Notes:

- s/v = seconds per vehicle (delay)
- LOS = Level of Service, please refer to *Tables 3-1 and 3-2* for the LOS definitions
- ICU = Intersection Capacity Utilization methodology
- NBR = Northbound Right-Turn; WBL = Westbound Left-Turn
- [a] = Although this movement operates at an adverse LOS, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). As such, the adverse level of service is not considered significant.

¹⁰ Appendix D contains the ICU/LOS and Delay/LOS calculation worksheets for all study intersections.

8.0 YEAR 2021 CONDITIONS TRAFFIC IMPACT ANALYSIS

The relative impacts of the Project traffic volumes generated by proposed Project during the AM and PM peak hour conditions were evaluated based on analysis of future Year 2021 operating conditions at the key study intersections with and without the proposed Project. The previously discussed capacity analysis procedures were utilized to investigate the future ICU/Delay and service level characteristics at each study intersection. The significance of the potential impacts of the Project at each key intersection was then evaluated using the traffic impact criteria mentioned in this report.

8.1 Year 2021 Conditions Intersection Capacity Analysis

The first column (1) of ICU/LOS and Delay/LOS values in **Table 8-1** presents a summary of Existing AM and PM traffic conditions (which were also presented in *Table 7-1*). The second column (2) presents forecast Year 2021 Without Project traffic conditions. The third column (3) identifies forecast Year 2021 With Project traffic conditions. The fourth column (4) indicates whether the traffic associated with the Project will have a significant impact based on the significant impact criteria mentioned in this report. The fifth column (5) presents the resultant level of service with the inclusion of recommended improvements, if any, to achieve an acceptable level of service.

8.1.1 Year 2021 Without Project Traffic Conditions

Review of column (2) of *Table 8-1* indicates that the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway is forecast to continue to operate at an acceptable level of service during the AM and PM peak hours while the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service during the AM and PM peak hours.

Appendix E contains the ICU/LOS and Delay/LOS calculation worksheets for Year 2021 Without Project traffic conditions.

8.2 Year 2021 With Project Traffic Conditions

Comparing Column (3) to Column (2) of *Table 8-1*, the turning movements through the intersection of Bentley at Alicia Parkway indicate an increased delay due to the overall trips generated by the Project. However, although the intersection of Bentley at Alicia Parkway is forecast to operate at an unacceptable LOS F during the AM and PM peak hours with the addition of Project traffic, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). The intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates and is forecast to continue to operate at an acceptable LOS B during the AM and PM peak hours with the addition of Project generated traffic to Year 2021 cumulative traffic.

Furthermore, although the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service under Year 2021 with Project traffic conditions, it should be noted that it is not uncommon for unsignalized minor roadways that have direct access to primary arterials, such as Alicia parkway, to operate at an unacceptable LOS due to the limited gaps in traffic and the high volume of traffic on the major street. Based on these considerations, the Project's cumulative impact to the adverse level of service is not considered significant.

Appendix E also presents the ICU/LOS and Delay/LOS calculation worksheets for Year 2021 With Project traffic conditions.

TABLE 8-1
YEAR 2021 WITH PROJECT PEAK HOUR INTERSECTION CAPACITY ANALYSIS SUMMARY¹¹

Key Intersection	Minimum Acceptable LOS	Time Period	Movement	(1) Existing Traffic Conditions		(2) Year 2021 Without Project Traffic Conditions		(3) Year 2021 With Project Traffic Conditions		(4) Direct Significant Impact		(5) Year 2021 With Project With Mitigative
				ICU/Delay	LOS	ICU/Delay	LOS	ICU/Delay	LOS	Increase	Yes/No	ICU/Delay
1. Hon Avenue/Paseo De Alicia at Alicia Parkway	D	AM PM	-- --	0.553 0.640	A B	0.580 0.671	A B	0.674 0.676	B B	0.094 0.005	No No	-- --
2. Bentley at Alicia Parkway	D	AM PM	NBR WBL NBR WBL	50.8 s/v 94.7 s/v 28.4 s/v 85.1 s/v	F F D F	61.1 s/v 119.6 s/v 31.2 s/v 119.4 s/v	F F D F	63.2 s/v 145.4 s/v 32.3 s/v 140.5 s/v	F F D F	2.1 s/v 25.8 s/v 1.1 s/v 21.1 s/v	No [a] No [a] No No [a]	-- -- -- --
> ICU Methodology	D	AM PM	-- --	0.533 0.499	A A	0.554 0.523	A A	0.562 0.532	A A	0.008 0.009	-- --	-- --

Notes:

- s/v = seconds per vehicle (delay)
- LOS = Level of Service, please refer to Tables 3-1 and 3-2 for the LOS definitions
- ICU = Intersection Capacity Utilization
- NBR = Northbound Right-Turn; WBL = Westbound Left-Turn
- [a] = Although this movement operates at an adverse LOS, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). As such, the adverse level of service is not considered significant.

¹¹ Appendix E contains the ICU/LOS and Delay/LOS calculation worksheets for all study intersections.

9.0 PLANNED AND RECOMMENDED IMPROVEMENTS

For those intersections where projected traffic volumes are expected to result in significant impacts, this report recommends improvements that change the intersection and/or roadway segments geometry to increase capacity. These capacity improvements involve roadway widening and/or re-striping to reconfigure (add lanes) roadways to specific approaches of a key intersection and/or roadway segments. The identified improvements are expected to:

- Address the impact of existing traffic, Project traffic and future non-project (ambient traffic growth and cumulative projects) traffic and
- Improve Levels of Service to an acceptable range and/or to pre-project conditions.

9.1 Project-Specific Improvements

The Project proposes to widen Alicia Parkway to provide a 5-foot bicycle lane along the Project frontage.

9.2 Recommended Improvements

9.2.1 Existing With Project Traffic Conditions

The results of the Existing With Project traffic conditions level of service analyses presented previously in *Table 7-1* indicate that the proposed Project is not anticipated to have a direct significant impact at the two (2) key study intersections. Hence, no mitigation measures are needed nor recommended.

9.2.2 Year 2021 With Project Traffic Conditions

The results of the Year 2021 With Project traffic conditions level of service analyses presented previously in *Table 8-1* indicate that the proposed Project is not anticipated to have a direct significant impact at the two (2) key study intersections. Hence, no mitigation measures are needed nor recommended.

9.3 Exclusive Right-Turn Assessment

Per City Staff concerns, this report assesses the potential for an exclusive eastbound right-turn lane from Alicia Parkway onto southbound Paseo De Alicia. **Table 9-1** compares the results of future Year 2021 operating conditions at the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway under the following geometries:

- Existing lane geometry
- Conversion of existing eastbound through/right-turn to an exclusive eastbound right-turn lane (i.e. removal of one existing eastbound through lane)
- Widen Alicia Parkway to provide for an exclusive eastbound right-turn lane

As shown in column (2) of *Table 9-1*, with the conversion of the shared eastbound through/right-turn lane to an exclusive eastbound right-turn lane, the ICU and LOS values would degrade during both the AM and PM peak hours. As shown in column (3) of *Table 9-1*, with the widening of Alicia Parkway to add an exclusive eastbound right-turn lane, the ICU value would slightly improve during

the AM peak hour and remain unchanged during the PM peak hour. The intersection operates at acceptable levels of service without either the conversion or widening, thus it is not recommended to convert the shared eastbound through/right-turn lane to an exclusive eastbound right-turn lane or widen to provide an exclusive eastbound right-turn lane. **Appendix F** contains the ICU/LOS calculation worksheets for the exclusive right-turn assessment.

TABLE 9-1
YEAR 2021 WITH PROJECT PEAK HOUR INTERSECTION CAPACITY ANALYSIS SUMMARY
EXCLUSIVE RIGHT-TURN ASSESSMENT

			(1) Year 2021 With Project Traffic Conditions <i>[Existing Geometry: EB Shared Through/ Right-Turn Lane]</i>		(2) Year 2021 With Project Traffic Conditions <i>[Convert EB Shared Through/Right-Turn Lane to Exclusive Right-Turn Lane]</i>		(3) Year 2021 With Project Traffic Conditions <i>[Widen to Add an EB Exclusive Right-Turn Lane]</i>	
			ICU	LOS	ICU	LOS	ICU	LOS
1.	Hon Avenue/Paseo De Alicia at Alicia Parkway	AM	0.674	B	0.779	C	0.665	B
		PM	0.676	B	0.757	C	0.676	B

Notes:

- LOS = Level of Service, please refer to *Tables 3-1* for the LOS definitions
- ICU = Intersection Capacity Utilization methodology

10.0 SITE ACCESS, INTERNAL CIRCULATION & PARKING EVALUATION

10.1 Level of Service Analysis For Project Access Locations

As shown in *Figure 2-2*, vehicular access is proposed via one (1) full-access, unsignalized driveway located along Paseo de Alicia opposite to the existing Alicia Park Office driveway (i.e. Project Driveway No. 1), one (1) right-in/right-out only, unsignalized driveway located along Alicia Parkway (i.e. Project Driveway No. 2), and one (1) full-access, unsignalized driveway located along Bentley (i.e. Project Driveway No. 3).

Table 10-1 summarizes the intersection operations at the Project driveways under Year 2021 cumulative traffic conditions at completion and full occupancy of the proposed Project. The operations analysis for the Project driveways is based on the HCM 6 methodology for unsignalized intersections. *Table 10-1* identifies forecast Year 2021 With Project traffic conditions.

Review of *Table 10-1* shows that Project driveways No. 1 and No. 3 are forecast to operate at acceptable levels of service during the AM and PM peak hours for Year 2021 With Project traffic conditions. Project Driveway No. 2 is forecast to operate at adverse levels of service during the AM and PM peak hours for Year 2021 With Project traffic conditions. However, it is not uncommon for unsignalized driveways, such as that of Project Driveway No. 2, to experience a longer delay due to the heavy volumes on the major streets, like Alicia Parkway. Additionally, there is extra lane width within the curb lane along Alicia Parkway as to facilitate right turn ingress into the site and Project Driveway No. 2 is anticipated to operate at acceptable levels of service during the other hours of the day. Furthermore, there is adequate storage provided on-site for the northbound right-turn movement at Project Driveway No. 2 and the layout of the site is such that each business has the ingress and egress of the drive-through lanes adequately separated from each other as not to create congested internal traffic flow in any particular location. Lastly, appropriate wayfinding signs should be installed at the drive-through lane exits to direct vehicles towards the Paseo De Alicia driveway to help alleviate congestion exiting directly onto Alicia Parkway. Specifically, “Right-Turn Only” signage at the Plant Power drive-through exit and directional signage emphasizing usage of Paseo de Alicia at the Starbucks, Plant Power, and Taco Bell drive-through exits.

As such, motorists entering and exiting the Project site will be able to do so comfortably, safely and without undue congestion.

Appendix G contains the Year 2021 With Project Delay/LOS calculation worksheets for the three (3) Project driveways.

Additionally, several alternative site access options were considered and evaluated as part of the Project, and they consist of the following:

- Partial access at Driveway No. 2 along Alicia Parkway (i.e. inbound only)
- No driveway access along Alicia Parkway
- Partial access at driveway along Bentley (i.e. no left-turn out)
- No driveway access along Bentley

However, by restricting or eliminating access at either the Alicia Parkway or Bentley driveways, it was determined there was no significant benefit to the service levels of the adjacent intersections and the other driveways were expected to operate at worse service levels as a result. Furthermore, As with almost all commercial/retail centers, the most efficient internal circulation pattern of the site includes ingress and egress driveways along all Project frontages, which is the case with this Project. As such, the proposed site access plan for the Project is considered superior and is therefore recommended.

TABLE 10-1
PROJECT DRIVEWAY PEAK HOUR LEVELS OF SERVICE SUMMARY¹²

Key Intersection	Intersection Control	Time Period	Year 2021 With Project Traffic Conditions	
			Delay (s/v)	LOS
A. Paseo De Alicia at Project Driveway No. 1/Alicia Office Park Driveway	Two-Way Stop	AM	16.0 s/v	C
		PM	13.1 s/v	B
B. Project Driveway No. 2 at Alicia Parkway	One-Way Stop	AM	66.0 s/v	F
		PM	39.9 s/v	E
C. Bentley at Project Driveway No. 3	One-Way Stop	AM	9.0 s/v	A
		PM	8.9 s/v	A

Notes:

- s/v = seconds per vehicle (delay)
- LOS = Level of Service
- **Bold Delay/LOS values** indicate adverse service levels based on the LOS standards as defined in this report

¹² Appendix G contains the Delay/LOS calculation worksheets for the Project driveways.

10.2 Internal Circulation

The on-site circulation layout of the proposed Project as illustrated in *Figure 2-2* on an overall basis is adequate. Curb return radii have been confirmed and are generally adequate for small service/delivery (FedEx, UPS) trucks and trash trucks. In addition, access to the drive-through lanes are adequate without any impact to the parking lot circulation.

10.3 City Code Parking Requirements

The code parking calculation for the proposed Project is based on the City's requirements as outlined in the *Laguna Hills Municipal Code; Chapter 9-44; Access and Parking*. The City specifies the following:

- *“The required parking shall be the total of all uses on the site. In calculating the square footage applicable, areas for restrooms, elevator shafts, utility shafts and open patios where no service or seating occurs shall be exempted. Waiting areas shall be calculated the same as seating or service areas. Building aisles or corridors shall not be exempt.”*
- *Per Table 9-44.A – Number of Parking Stalls Required:*
 - *Fast Food Restaurant: 10 stalls, or 1 stall/50 SF-GFA, whichever is greater.*
 - *Outdoor Dining Areas in Excess of 16 Seats: 1 Stall for 150 SF of entire outdoor dining area*

Table 10-2 presents the code parking requirements for the proposed Project. As shown, application of the above-referenced parking code ratios to the development totals results in a code-parking requirement of **129 spaces**. With a proposed parking supply of 134 spaces, a theoretical parking surplus of 5 spaces is forecast. It should be noted that although a surplus of 5 parking spaces is currently calculated, it is the intent of the Owner/Applicant to remove the 5 excess parking spaces in favor of landscaping during the permitting process.

TABLE 10-2
CITY CODE PARKING REQUIREMENTS¹³

Project Description	Size	City of Laguna Hills Code Parking Ratio	Spaces Required
▪ Taco Bell Restaurant	2,500 SF – 257 SF Restroom Space (2,243 SF)	1.0 Space per 50 Sq. Ft. of Gross Floor Area Or 10 Stalls (Whichever is Greater)	45
	8 Outdoor Seats	1 Space per 150 Sq. Ft. of Outdoor Dining Area (If Exceeding 16 Outdoor Seats)	0
▪ Starbucks	2,175 SF – 240 SF Restroom Space (1,935 SF)	1.0 Space per 50 Sq. Ft. of Gross Floor Area Or 10 Stalls (Whichever is Greater)	39
	16 Outdoor Seats	1 Space per 150 Sq. Ft. of Outdoor Dining Area (If Exceeding 16 Outdoor Seats)	0
▪ Plant Power Restaurant	2,503 SF – 255 SF Restroom Space (2,248 SF)	1.0 Space per 50 Sq. Ft. of Gross Floor Area Or 10 Stalls (Whichever is Greater)	45
	12 Outdoor Seats	1 Space per 150 Sq. Ft. of Outdoor Dining Area (If Exceeding 16 Outdoor Seats)	0
Total Spaces Required			129
Parking Supply			134
Parking Surplus/Deficiency (+/-)			+5

¹³ Source: *Laguna Hills Municipal Code; Chapter 9-44; Access and Parking.*

11.0 QUEUING ANALYSIS

A drive-through queuing evaluation has been completed for the Taco Bell and Starbucks components of the Project. It should be noted that a drive-through queuing evaluation has not been completed for the Plant Power restaurant since the drive-through demand is expected to be less than what Taco Bell will generate but still provides a similar drive-through facility storage to the Taco Bell restaurant. Additionally, there are no comparable Plant Power restaurants in the area that existing empirical data can be collected.

11.1.1 Taco Bell Drive-Through Lane Queuing Evaluation

Existing queuing observations were performed at the following three (3) Taco Bell sites between 7:00 AM to 9:00 AM, 11:00 AM to 2:00 PM and 4:00 PM to 10:00 PM on Thursday, September 5, 2019 and Saturday, September 7, 2019:

1. 27371 La Paz Road, Laguna Niguel, CA
2. 31491 Santa Margarita Pkwy, Rancho Santa Margarita, CA
3. 26521 Aliso Creek Road, Aliso Viejo, CA

It should be noted, per City of Laguna Hills direction, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively. The vehicular queues observed at the three sites were recorded at 1-minute intervals. The results of the queuing observations surveys are included in **Appendix H**.

Tables 11-1 and **11-2** summarize the Queue Frequency that was observed at the three existing Taco Bell locations for weekday and Saturday peak periods, respectively. Our evaluation of this data indicates that on average during the weekday peak periods, an average queue of 2 vehicles in the drive-through lane can be expected, with an 85th percentile queue of approximately 6 vehicles, a 95th percentile queue of approximately 8 vehicles and a max queue of approximately 10 vehicles. Similarly, our evaluation of this data also indicates that on average during the Saturday peak periods, an average queue of 1 vehicle in the drive-through lane can be expected, with an 85th percentile queue of approximately 3 vehicles, a 95th percentile queue of approximately 5 vehicles and a max queue of approximately 9 vehicles.

The 85th percentile queue represents the number of vehicles that can be expected in the drive-through lane during the peak period and indicates that 85 percent of the drive-through customers will wait in a line no longer than 6 vehicles; 15 percent of the customers will wait in a queue of 7 cars or more. It should be noted that the 85th percentile “criteria” is the design standard typically used in the traffic engineering profession.

The results of the queuing analysis indicate that the distance between the proposed entry of the drive-through lane and the pick-up window of the proposed Taco Bell is of sufficient length and can accommodate the peak stacking requirements of the proposed restaurant. Therefore, the drive-through lane storage capacity is adequate to accommodate the projected queues for the 85th percentile (i.e. 6 vehicles) needs for the site. The 95th percentile (i.e. 8 vehicles) needs for the site

can easily be accommodated on-site within the drive aisles. It should be noted that the maximum queue of 10 vehicles, which only occurred one time and only at one site throughout the survey days, can also be accommodated on-site within the drive aisles. **Figure 11-1** shows that the proposed Taco Bell drive-thru lane provides enough storage to accommodate up to seven (7) vehicles and illustrates the locations of the 85th, 95th, and maximum queues, respectively.

TABLE 11-1
TACO BELL WEEKDAY QUEUING ANALYSIS SUMMARY¹⁴

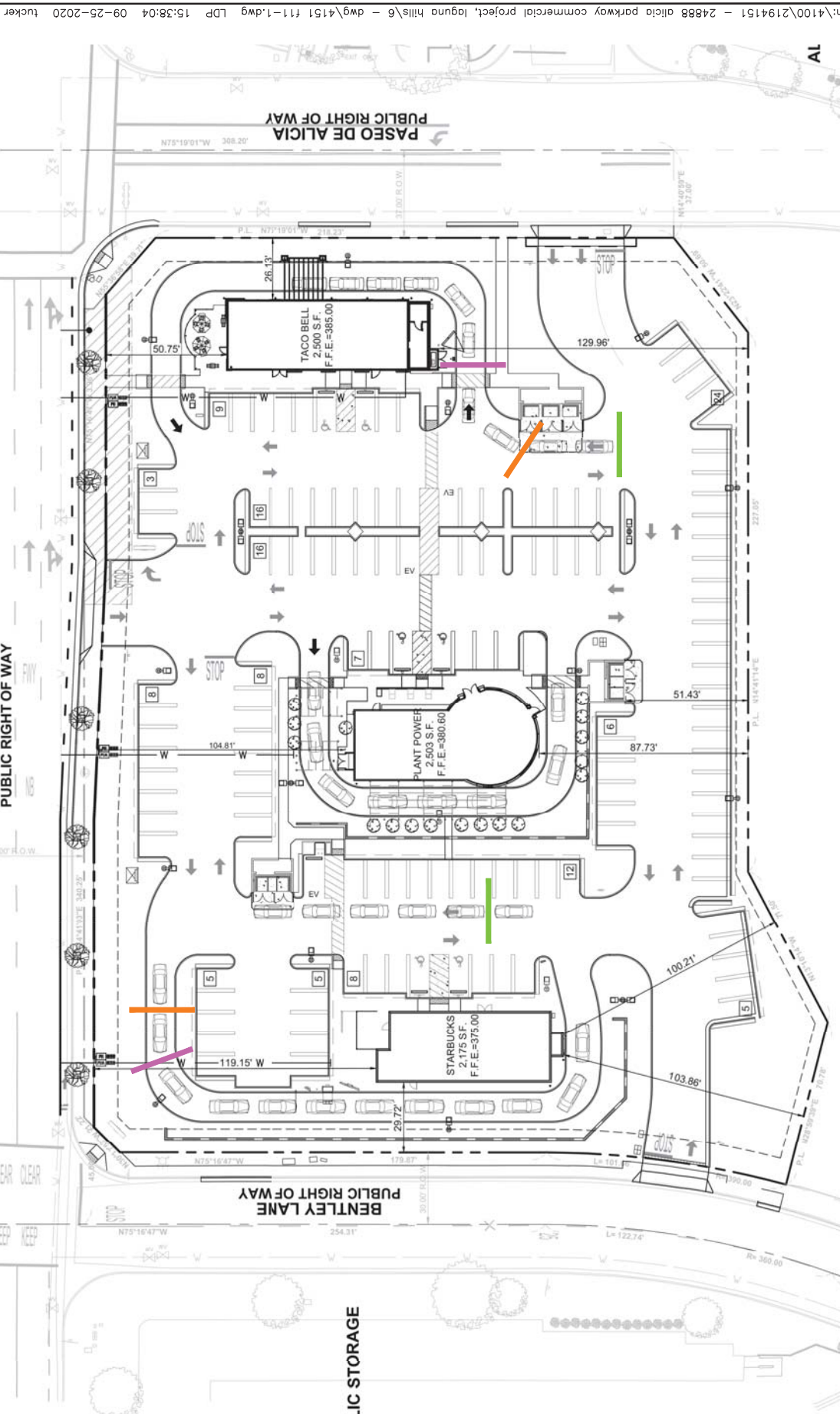
Queue Length (Vehicles)	Queue Frequency of Vehicles Observed				Cumulative	
	Site #1 27371 La Paz Rd	Site #2 31491 Santa Margarita Pkwy	Site #3 26521 Aliso Creek Rd	Total	Frequency	Percentage
0	21	10	10	41	41	11.4%
1	31	30	9	70	111	30.8%
2	37	26	14	77	188	52.2%
3	18	31	11	60	248	68.9%
4	5	17	15	37	285	79.2%
5	3	5	7	15	300	83.3%
6	3	0	18	21	321	89.2%
7	2	1	17	20	341	94.7%
8	0	0	12	12	353	98.1%
9	0	0	6	6	359	99.7%
10	0	0	1	1	360	100.0%
Total	120	120	120	360	--	--
Average	2.0	2.0	5.0	2.0	--	--
85th Percentile	3.0	4.0	8.0	6.0	--	--
95th Percentile	5.0	4.0	9.0	8.0	--	--
Max	7.0	7.0	10.0	10.0	--	--

¹⁴ Source: Queuing surveys conducted every minute, between the hours of 7:00AM to 9:00AM, 11:00AM to 2:00PM and 4:00PM to 10:00PM, by National Data & Surveying Services on Thursday, September 5, 2019. However, to provide for a conservative analysis, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively.

TABLE 11-2
TACO BELL WEEKEND QUEUING ANALYSIS SUMMARY¹⁵

Queue Length (Vehicles)	Queue Frequency of Vehicles Observed				Cumulative	
	Site #1 27371 La Paz Rd	Site #2 31491 Santa Margarita Pkwy	Site #3 26521 Aliso Creek Rd	Total	Frequency	Percentage
0	34	26	53	113	113	31.4%
1	26	20	31	77	190	52.8%
2	27	29	16	72	262	72.8%
3	12	30	8	50	312	86.7%
4	6	9	8	23	335	93.1%
5	4	6	3	13	348	96.7%
6	6	0	1	7	355	98.6%
7	1	0	0	1	356	98.9%
8	3	0	0	3	359	99.7%
9	1	0	0	1	360	100.0%
Total	120	120	120	360	--	--
Average	2.0	2.0	1.0	1.0	--	--
85th Percentile	4.0	3.0	3.0	3.0	--	--
95th Percentile	6.0	4.0	4.0	5.0	--	--
Max	9.0	5.0	6.0	9.0	--	--

¹⁵ Source: Queuing surveys conducted every minute, between the hours of 7:00AM to 9:00AM, 11:00AM to 2:00PM and 4:00PM to 10:00PM, by National Data & Surveying Services on Saturday, September 7, 2019. However, to provide for a conservative analysis, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively.



SOURCE: EBI ENGINEERING

KEY

- = 85th PERCENTILE QUEUE
- = 95th PERCENTILE QUEUE
- = MAXIMUM QUEUE

FIGURE 11-1
**PROPOSED DRIVE-THROUGH
LANE STACKING REQUIREMENTS**
24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

11.1.2 Starbucks Drive-Through Lane Queuing Evaluation

Existing queuing observations were performed at the following three (3) Starbucks sites between 5:00 AM to 11:00 AM on a weekday (Wednesday, October 9, 2019, Thursday, October 3, 2019 and Wednesday, November 13, 2019 for sites #1, #2 and #3, respectively) and on a Saturday (Saturday, October 5, 2019 for sites #1 and #2 and Saturday, November 16, 2019 for site #3):

1. 620 Avenida Pico, San Clemente, CA
2. 23622 Rockfield Boulevard, Rancho Santa Margarita, CA
3. 7876 Valley View Street, Buena Park, CA

It should be noted, per City of Laguna Hills direction, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively. The vehicular queues observed at the three sites were recorded at 1-minute intervals. The results of the queuing observations surveys are also included in *Appendix H*.

Tables 11-3 and 11-4 summarize the Queue Frequency that was observed at the three existing Starbucks locations for weekday and Saturday peak periods, respectively. Our evaluation of this data indicates that on average during the weekday peak periods, an average queue of 8 vehicle in the drive-through lane can be expected, with an 85th percentile queue of approximately 10 vehicles, a 95th percentile queue of approximately 11 vehicles and a max queue of approximately 13 vehicles. Similarly, our evaluation of this data also indicates that on average during the Saturday peak periods, an average queue of 7 vehicles in the drive-through lane can be expected, with an 85th percentile queue of approximately 10 vehicles, a 95th percentile queue of approximately 11 vehicles and a max queue of approximately 17 vehicles.

The 85th percentile queue represents the number of vehicles that can be expected in the drive-through lane during the peak period and indicates that 85 percent of the drive-through customers will wait in a line no longer than 10 vehicles; 15 percent of the customers will wait in a queue of 11 cars or more. It should be noted that the 85th percentile “criteria” is the design standard typically used in the traffic engineering profession.

The results of the queuing analysis indicate that the distance between the proposed entry of the drive-through lane and the pick-up window of the proposed Starbucks is of sufficient length and can accommodate the peak stacking requirements of the proposed coffee shop. Therefore, the drive-through lane storage capacity is adequate to accommodate the projected queues for the 85th percentile (i.e. 10 vehicles) and 95th percentile (i.e. 11 vehicles) needs for the site. It should be noted that the maximum queue of 17 vehicles, which only occurred one time and only at one site throughout the survey days, can also be accommodated on-site within the drive aisles. *Figure 11-1* also shows that the proposed Starbucks drive-thru lane provides enough storage to accommodate up to twelve (12) vehicles and illustrates the locations of the 85th, 95th, and maximum queues, respectively. Additionally, similar drive-through queuing studies for other nearby Starbucks locations suggest a potential 95th percentile queue of up to 18 vehicles. As such, *Figure 11-1* also illustrates that this 18-vehicle queue can be accommodated on-site within the drive aisles. *Appendix H* also contains this additional Starbucks queuing data.

TABLE 11-3
STARBUCKS WEEKDAY QUEUING ANALYSIS SUMMARY¹⁶

Queue Length (Vehicles)	Queue Frequency of Vehicles Observed				Cumulative	
	Site #1 620 Avenida Pico	Site #2 23622 Rockfield Boulevard	Site #3 7876 Valley View Street	Total	Frequency	Percentage
0	0	1	0	1	1	0.3%
1	0	1	0	1	2	0.6%
2	0	5	0	5	7	1.9%
3	0	8	0	8	15	4.2%
4	3	2	9	14	29	8.1%
5	1	12	6	19	48	13.3%
6	9	10	14	33	81	22.5%
7	27	11	24	62	143	39.7%
8	29	26	25	80	223	61.9%
9	18	22	25	65	288	80.0%
10	18	10	12	40	328	91.1%
11	9	4	5	18	346	96.1%
12	5	2	0	7	353	98.1%
13	1	6	0	7	360	100.0%
Total	120	120	120	360	--	--
Average	8.0	7.0	8.0	8.0	--	--
85th Percentile	10.0	10.0	9.0	10.0	--	--
95th Percentile	11.0	12.0	10.0	11.0	--	--
Max	13.0	13.0	11.0	13.0	--	--

¹⁶ Source: Queuing surveys conducted every minute, between the hours of 5:00AM to 11:00AM on Wednesday, October 9, 2019, Thursday, October 3, 2019, and Wednesday, November 13, 2019 for sites #1, #2, and #3, respectively. However, to provide for a conservative analysis, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively.

TABLE 11-4
STARBUCKS WEEKEND QUEUING ANALYSIS SUMMARY¹⁷

Queue Length (Vehicles)	Queue Frequency of Vehicles Observed				Cumulative	
	Site #1 620 Avenida Pico	Site #2 23622 Rockfield Boulevard	Site #3 7876 Valley View Street	Total	Frequency	Percentage
0	0	0	0	0	0	0.0%
1	4	0	0	4	4	1.1%
2	7	2	1	10	14	3.9%
3	11	7	4	22	36	10.0%
4	14	10	8	32	68	18.9%
5	18	19	21	58	126	35.0%
6	9	18	22	49	175	48.6%
7	10	14	20	44	219	60.8%
8	7	17	24	48	267	74.2%
9	6	14	17	37	304	84.4%
10	11	14	3	28	332	92.2%
11	11	5	0	16	348	96.7%
12	4	0	0	4	352	97.8%
13	2	0	0	2	354	98.3%
14	0	0	0	0	354	98.3%
15	2	0	0	2	356	98.9%
16	3	0	0	3	359	99.7%
17	1	0	0	1	360	100.0%
Total	120	120	120	360	--	--
Average	7.0	7.0	7.0	7.0	--	--
85th Percentile	11.0	10.0	9.0	10.0	--	--
95th Percentile	13.0	10.0	9.0	11.0	--	--
Max	17.0	11.0	10.0	17.0	--	--

¹⁷ Source: Queuing surveys conducted every minute, between the hours of 5:00AM to 11:00AM on Saturday, October 5, 2019 for sites #1 and #2 and Saturday, November 16, 2019 for site #3. However, to provide for a conservative analysis, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively.

Jay Wu

From: Clay Toombs <C.Toombs@festivalcos.com>
Sent: Monday, November 30, 2020 4:24 PM
To: Janine Heft; Erica Pezold; Donald M. Sedgwick; Dave Wheeler; Dore J. Gilbert; Don White; David Chantarangsu; Jay Wu; Deborah Drasler; Ken Rosenfield
Cc: Eric Phillips; Matthew Phillips; Ryan Zacche; Christopher Wadleigh
Subject: Alicia&PaseoPHL - Letter RE Condition 22 | ActivCare Noise Study
Attachments: Alicia&PaseoPHL - Letter RE Condition 22.pdf; Noise Memo.pdf

Mayor Heft, Councilmembers, and Staff,

Thank you for allowing us to continue the Taco Bell hearing to December 8. So that all parties understand the history and facts around the delivery-hours restriction proposed in Condition 22, attached please find:

1. Letter on behalf of Owner/Applicant for Starbucks and Plant Power providing detailed background and analysis to support our request that Condition 22 be revised to read:

22. ~~[STRIKE Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday.] Deliveries are prohibited Saturdays and Sundays. No deliveries are permitted to enter or exit via the driveway from Bentley Lane. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting good and supplies, materials, equipment, or services to or from the subject property for operational purposes.~~

2. The noise study performed for the ActivCare project referenced in the above letter.

A letter of support from ActivCare is expected tomorrow. I will reply to this email with that letter when it is received.

We hope the information provided will give the City the comfort it needs to revise the condition. Once you have had the opportunity to review the attached, we'd like to have a call with the relevant Staff, Taco Bell representative(s), Ownership, and any members of the Council who would like to take part.

Best,

Clay

Clay Toombs
 Development Manager
 The Festival Companies
 5901 W. Century Blvd., Suite 700
 Los Angeles, CA 90045
 Festival DRE 01125414
 (323) 363-0257 cell
c.toombs@festivalcos.com
www.festivalcos.com

[External E-mail]

Attachment: Attachment b – Correspondence from Mr. Clay Toombs (November 30, 2020) (2281 : Conditional Use Permit/Site Development

November 30, 2020

Mayor, City Council, and Staff
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

RE: Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020 — Condition of Approval No. 22

Dear Mayor Heft, Councilmembers, and Staff:

On Tuesday, November 24, 2020, the Planning Agency of the City of Laguna Hills conducted a public hearing for the above-referenced entitlements to allow the construction and operation of a Taco Bell drive-thru restaurant at 24888 Alicia Pkwy, Laguna Hills, CA 92653. The Applicant and Owner requested a continuance of that hearing so that a Condition of Approval recommended by Staff, but unacceptable to the restaurant operators proposed for this location, could be discussed and resolved.

Per Laguna Hills Municipal Code Section 9-92.080.C.5., to issue a conditional use permit, the Planning Agency must find (emphasis added):

5. That the conditions and limitations placed upon the use are necessary to ensure compatibility with adjacent or abutting uses and the preservation of the public peace, safety, and welfare.

The Owner and Applicant assert that the restriction on delivery hours in Condition of Approval No. 22 is not necessary, and therefore not consistent with the City's municipal code. In addition, unnecessary restrictions on operations of businesses in the City are not consistent with the City's goal of providing supportive local government as stated on its website <https://www.lagunahillsca.gov/400/Supportive-Local-Government> :

Supportive Local Government

Business-Friendly Process:

- *City staff work to streamline application and approval processes as well as quickly approve zoning requests. The City makes opening up a new business or relocating your business as hassle-free as possible. For example, the City does not require a business license, and building permit reviews typically take less than 10 business days.*
- *Attracting and retaining good businesses are top priorities for the City. Our City fosters an environment of collaboration, competition, and choice. City staff work closely together to coordinate the right team of experts to meet your needs.*
- *For more information on how the City helps businesses, visit the Testimonials page.*

Emphasis on Growth:

- *Important goals of the City include promoting revitalization that enhances the public realm and expands its unique offerings, as well as cultivating environmental and economic sustainability. Some of the commercial and business centers have aged and are ripe with opportunities for new activity and redevelopment.*

- *The City's economic development activities are designed to stimulate business growth, both large and small and generate local jobs. The City is highly responsive to new businesses that show interest in locating in Laguna Hills.*
- *Laguna Hills understands the important relationship between the health of the business community and the maintenance of a high quality of life for its residents. For this reason, the City is committed to promoting and assisting in the success of our businesses. To achieve this goal, the City aggressively works to promote, retain, and attract quality businesses.*
- *The City features a wide variety of commercial activity centers, such as the Urban Village Specific Plan Area, Alicia Gateway, and North Business Park. These areas provide multiple opportunities for residential, commercial, and mixed used development. The City also has existing infrastructure in place to serve new development.*

Background on Staff Recommendation of Condition of Approval No. 22

Taco Bell provided its delivery schedule to Senior Planner Jay S. Wu in a letter dated January 28, 2020 (Exhibit B to the Staff Report, Pg. 104 of the Agenda Packet):

Taco Bell ... is scheduled to have the hours of operations ... 7:00 AM to 12:00 AM Sunday through Saturday. ... [D]elivery schedule will be two (2) days per week to resupply the store.

In its October 22, 2020 "Completeness Review" letter for the 2nd entitlement submittal for the related Starbucks/Plant Power entitlements, Staff requested:

3. Letter of Justification: Please expand the Letter of Justification to include the following information:

- *Description of Starbucks operations (Plant Power provided)*
- *Hours of operation (Starbucks and Plant Power)*
- *Deliveries: Typical truck size, hours and number of times per week, etc. (Starbucks and Plant Power)*
- *...*

On October 25, 2020 at 5:21 PM, Clay Toombs, agent for the Owner/Applicant for the related Starbucks/Plant Power entitlement sent a "Draft Preliminary Response Letter" to Mr. Wu, and Contract Planner Deborah Drasler which stated:

*3. The Letter of Justification has been updated with the requested information. However, the tenants are applying for the right to operate their businesses without any restrictions except those imposed by law or statute. If Staff will be recommending any Conditions of Approval that would in any way reduce the rights of tenants to operate their businesses in accordance with the laws that govern businesses NOT subject to Conditions of Approval, **it is imperative that such Conditions of Approval to be recommended by Staff are disclosed to Applicant prior to publishing of a public notifications.***

Public notifications are typically sent 14 days prior to a hearing, so receiving draft Conditions of Approval by that date would allow the Applicant time to review Conditions of Approval with the restaurant operators and work with Staff to modify any conditions that would adversely impact the business operations of the proposed restaurants. Since the hearing was expected to be scheduled for November 24, this gave Staff over two weeks to provide draft conditions to the Applicant.

On October 28, 2020 at 8:23 AM, Mr. Wu responded:

At this time, no comments on your draft response letter.

On October 30, 2020 at 6:09 PM, the 3rd Starbucks/Plant Power entitlement was submitted to Planning via email. At the request of Staff, this submittal included additional operational details, including for Plant Power:

- *Hours of Operation: 24 hours / 7 days per week proposed. 7:00 am to 12:00 midnight minimum.*
- *Deliveries: Daily small box trucks with produce. Larger trucks intermittently. Typically, early mornings.*

And for Starbucks:

- *Hours of Operation: 24 hours / 7 days per week proposed. 4:00 am to 12:00 midnight minimum.*
- *Deliveries: Daily deliveries with a 48-ft truck. Larger trucks intermittently. Deliveries can occur throughout the day.*

On Friday, November 20, 2020 at 3:05 PM, Applicant and Owner received an email from Mr. Wu with an attachment containing the “recommended conditions of approval” for the Taco Bell project. Two salient conditions were included:

13. The Applicant shall maintain the Project in compliance with the noise standards of the City of Laguna Hills Noise Ordinance (LHMC 5-24). Should the City receive complaints related to noise associated with the Project, which are in violation of the Noise Ordinance, the Applicant agrees to promptly implement reasonable noise attenuation measures.

22. Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday. Deliveries are prohibited Saturdays and Sundays. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term “Deliveries” shall mean commercial delivery trucks transporting good and supplies, materials, equipment, or services to or from the subject property for operational purposes.

The recommended conditions were only shared with the Applicant and Owner two working days before the hearing date. This was the first time Applicant or Owner had received any draft Conditions, or other communication from Staff that suggested limited delivery hours for the proposed restaurant operators.

Although the Conditions of Approval were specifically for the Taco Bell project, Owner expected that the same Conditions would likely be applied to the pending Conditional Use Permits for the Starbucks and Plant Power drive-thru restaurants proposed for the same legal parcel under a separate application.

Because the Applicant (Mr. Ryan Zacche of Cotti Foods) was traveling due to a family emergency, at 5:16 PM on November 20 the Owner’s representative, Clay Toombs, emailed Mr. Wu:

... Right now, the one Condition that I know will be an issue is #22. Restaurants need to be able to take deliveries prior to and after operating hours, and on weekends. I’ll let Ryan [meaning Ryan Zacche, the Applicant for Taco Bell] respond for Taco Bell, but I know neither Plant Power nor Starbucks can accept this condition as currently written.

Mr. Christopher Wadleigh of Cotti Foods took responsibility for the project in Mr. Zacche’s absence. Mr. Wadleigh (with copy to others, including Mr. Toombs) received an email from Mr. Wu on November 24 at 10:07 AM:

Christopher:

Wanted to check in with you prior to tonight's hearing. We've got a couple questions; please reply ASAP:

- Will you be attending the hearing? If so, in-person, or virtually (so we can send a link)?
- If you plan on attending, would you like to present anything, or just be available for questions?
- Do you have any issues with the recommended COA's; in particular, COA #22? If so, we would recommend working these out prior to the hearing in order to avoid potential delays/continuance.
- Just an FYI, standard practice for our hearings is for the Applicant to answer the following:
 - Have you read all of the Conditions of Approval?
 - Do you understand all of the Conditions?
 - Do you agree to abide by the Conditions?

Please provide a reply as soon as possible, and let me know if you have any questions.

Again, because of the expectation that the same conditions would be applied to the pending Starbucks and Plant Power CUPs, Mr. Toombs responded (November 24, 10:40 AM):

...With respect to Condition #22, I won't speak for Taco Bell, but neither Plant Power nor Starbucks will accept that Condition. Restaurants need to receive deliveries 7 days a week, and before and after operating hours. I don't see why deliveries via Alicia Parkway or Paseo de Alicia should be restricted. These are commercial streets.

Would Staff support the deletion of Condition #22 for Taco Bell, and omission of similar Condition for Plant Power / Starbucks?

If Staff will not support omission/deletion of Condition #22, I think we would accept a replacement Condition that prohibited truck deliveries via Bentley Lane...

Mr. Wu responded (November 24, 1:22 PM):

Regarding COA #22, staff does not support the deletion of the condition. I forget if we highlight this fact in the staff report, but the genesis of the condition is a response to previous concerns from the neighborhood regarding noise/operational impacts of deliveries. ActivCare, albeit a different land use type, agreed to this condition to alleviate those concerns. The drive-thru restaurants are immediately adjacent to ActivCare, so impacts on the neighborhood would be similar so we decided to include the COA. Furthermore, ActivCare is somewhat of a sensitive land use as well, so we feel the condition is appropriate. Of course, you are free to bring up your concerns with the condition to the Planning Agency at the hearing.

This was the first time Staff provided a rationale for imposition of a condition restricting delivery hours. Mr. Wadleigh sent a series of emails to Mr. Wu, the final email at 3:34 PM on November 24 read:

I just finished speaking with ownership here at Cotti Foods and they have confirmed that I must pushback on the delivery hours. Operations is stating it won't work. This will be a talking point tonight.

Public Hearing and Request for Continuance

Mr. Wadleigh attended the hearing and presented the Taco Bell project on behalf of the Applicant, Cotti Foods. Mr. Wadleigh agreed to all of the Conditions of Approval with the exception of Condition 22 and stated that the restrictions on delivery hours would not be acceptable to Taco Bell operations. Mr. Wadleigh said that delivery hours are more often than two days per week, and that deliveries would typically be made during off-hours to prevent traffic, parking, and circulation issues for customers during delivery times.

Mr. Toombs and Mr. Matthew Phillips spoke on behalf of the Owner and as the Applicant for the pending Starbucks and Plant Power CUP, stating that Condition 22 would be unacceptable to Owner and restaurants, and that Starbucks and Plant Power require the ability to receive deliveries of fresh food every day and before and/or after operating hours.

The Starbucks representative attended the hearing virtually and contacted Mr. Toombs several times via text message to state that no condition restricting delivery hours would be acceptable to Starbucks. Mr. Toombs conveyed this message to the members of the Planning Agency during the hearing. Mr. Toombs also stated that ActivCare has been working hand-in-hand with the Owner throughout this process, is aware of the restaurant project applications, has no concern with delivery hours or noise, and would provide a letter of support. Mr. Kevin Moriarty, CEO of ActivCare contacted Mr. Toombs the day after the hearing to say that he had also attended the hearing virtually and would provide a letter of support.

No members of the public spoke in favor or against the imposition of restricted delivery hours. One member of the public spoke about the proposed driveway from Bentley Lane to the project.

The Applicant and Owner requested a continuance of the Hearing to allow time to provide additional information to support the request for deletion of the delivery-hours restriction in Condition 22.

Summary — Taco Bell Condition 22

Per its municipal code, the City may impose conditions of approval on a project, but the conditions must be **necessary**. Staff has indicated that Condition 22 is "... a response to previous concerns from the neighborhood regarding noise/operational impacts of deliveries..." that "... impacts on the neighborhood would be similar [to ActivCare]..." and that ActivCare would be sensitive to noise impacts from the subject project.

Condition 22 consists of 3 parts:

1. Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday. Deliveries are prohibited Saturdays and Sundays.
2. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors.
3. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting good and supplies, materials, equipment, or services to or from the subject property for operational purposes.

Owner / Applicant Request for Condition 22

EMJ Ltd, the Owner of the property for all three restaurants and the Applicant for the Starbucks and Plant Power CUPs, requests that the first two sentences of Condition 22 be deleted from the Taco Bell final Conditions of Approval and no similar restriction of delivery hours imposed on the Starbucks or Plant Power CUPs. No restrictions of delivery hours are necessary to control noise or traffic related to deliveries to restaurants at this location, and no such condition is customarily imposed on other retail/restaurant locations similarly located. A restriction on deliveries via the driveway from Bentley Lane would be acceptable to the Applicants, and would assuage concerns of neighbors about delivery traffic on Bentley.

The Owner and Applicants request that Condition 22 be modified to read:

~~22. Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday. Deliveries are prohibited Saturdays and Sundays. No deliveries are permitted to enter or exit via the driveway from Bentley Lane. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting good and supplies, materials, equipment, or services to or from the subject property for operational purposes.~~

The above change adequately addresses the concerns of neighbors about traffic impacts from delivery vehicles. Condition 13 requires that the project comply with the City's noise ordinance and adequately addresses any concern related to noise.

ActivCare Condition

Per the email from Mr. Wu:

...the genesis of the condition is a response to previous concerns from the neighborhood regarding noise/operational impacts of deliveries. ActivCare, albeit a different land use type, agreed to this condition to alleviate those concerns.

ActivCare is a Residential Care Facility for the Elderly (RCFE) currently under construction, located on the approximately 2.5-acre site adjacent to the subject property. The ActivCare facility was developed in part as a buffer between existing single-family homes and the subject restaurant development. The loading area and trash enclosure for the ActivCare facility are located less than 100 feet from the nearest existing residential structure, and the driveway for ActivCare's deliveries and trash service is between the trash enclosure / loading area of ActivCare and the nearest existing home.

A noise study conducted for the ActivCare project found that a receiver in the rear yard of the nearest home, just 34 feet from the ActivCare driveway (R4 on the below Exhibit D from the noise study), would not experience noise levels exceeding the City of Laguna Hills noise standards. This receiver would experience a "Project Operational Noise Level" from combined sources (Parking Lot Vehicle Movements, Roof-Top Air Conditioning Units, and Trash Enclosure) of 47.4 dBA over a 30-minute interval, up to 66.7 dBA maximum for less than one minute. **These noise levels are below the City threshold, for both daytime and nighttime residential standards.**

TABLE 9: PROJECT OPERATIONAL NOISE LEVELS COMPLIANCE

Receiver Location ¹	Land Use	Noise Level at Receiver Locations (dBA) ²					Threshold Exceeded? ³
		L ₅₀ (30 mins)	L ₂₅ (15 mins)	L ₈ (5 mins)	L ₂ (1 min)	L _{max} (<1 min)	
Daytime	Residential Standards	55	60	65	70	75	-
Nighttime		50	55	60	65	70	-
R1	School	41.5	43.2	46.1	49.9	58.4	No
R2	Residential	40.0	41.9	45.3	49.4	57.7	No
R3	Residential	41.3	43.5	47.3	51.3	57.6	No
R4	Residential	47.4	51.4	57.5	62.4	66.7	No

¹ See Exhibit D for the receiver and noise source locations.

² Estimated unmitigated Project operational noise levels as shown on Table 8.

³ Do the estimated Project operational noise levels meet the operational noise level standards (Table 1)?

Further, the ActivCare noise study found that **existing** “Average Median Noise Levels” at the property line shared with the nearest existing residential property (corresponding to R4 on the below Exhibit D) were 53.5 dBA during daytime, resulting in a “Combined Project and Ambient” noise level of 54.5 dBA, and a “Project Contribution” of 1.0 dBA. **In other words, daytime noise from all ActivCare project sources results in only 1 decibel more noise than existing ambient noise.** During nighttime, the “Project Contribution” in the ActivCare noise study was 3.9 dBA. The added day and night noise levels are both below the threshold of significance.

EXHIBIT D: OPERATIONAL NOISE SOURCE AND RECEIVER LOCATIONS



LEGEND:

● Receiver Locations

6' Existing Barrier Height (in feet)

— Existing Barrier

■ Roof-Top Air Conditioning Unit

◆ Trash Enclosure

□ Parking Lot Vehicle Movements

— Distance from receiver to noise source (in feet)

TABLE 10: DAYTIME OPERATIONAL NOISE LEVEL CONTRIBUTIONS

Receiver Location ¹	Total Project Operational Noise Level (dBA L ₅₀) ²	Measurement Location ³	Reference Ambient Noise Levels (dBA L ₅₀) ⁴	Combined Project and Ambient (dBA L ₅₀) ⁵	Project Contribution (dBA L ₅₀) ⁶	Threshold Exceeded? ⁷
R1	41.5	L1	52.9	53.2	0.3	No
R2	40.0	L2	53.5	53.7	0.2	No
R3	41.3	L2	53.5	53.8	0.3	No
R4	47.4	L2	53.5	54.5	1.0	No

¹ See Exhibit D for the sensitive receiver locations.

² Unmitigated Project operational noise levels as shown on Table 8.

³ Reference noise level measurement locations as shown on Exhibit C.

⁴ Observed daytime ambient noise levels as shown on Table 4.

⁵ Represents the combined ambient conditions plus the Project activities.

⁶ The noise level increase expected with the addition of the proposed Project activities.

⁷ FICON Significance Criteria.

TABLE 11: NIGHTTIME OPERATIONAL NOISE LEVEL CONTRIBUTIONS

Receiver Location ¹	Total Project Operational Noise Level (dBA L ₅₀) ²	Measurement Location ³	Reference Ambient Noise Levels (dBA L ₅₀) ⁴	Combined Project and Ambient (dBA L ₅₀) ⁵	Project Contribution (dBA L ₅₀) ⁶	Threshold Exceeded? ⁷
R1	41.5	L1	49.4	50.1	0.7	No
R2	40.0	L2	45.8	46.8	1.0	No
R3	41.3	L2	45.8	47.1	1.3	No
R4	47.4	L2	45.8	49.7	3.9	No

¹ See Exhibit D for the sensitive receiver locations.

² Unmitigated Project operational noise levels as shown on Table 8.

³ Reference noise level measurement locations as shown on Exhibit C.

⁴ Observed nighttime ambient noise levels as shown on Table 4.

⁵ Represents the combined ambient conditions plus the Project activities.

⁶ The noise level increase expected with the addition of the proposed Project activities.

⁷ FICON Significance Criteria.

Conclusion: No Significant Noise Impacts

Routine deliveries do not have significant noise impacts on surrounding properties. The noise study for ActivCare clearly showed that delivery noise would not exceed the threshold of significance, nor the City's noise ordinance. The noise from deliveries is simply the noise of delivery trucks moving at slow speed through a parking lot, doors opening and closing, people talking, and goods being moved between the truck and the building. Just as ActivCare contributes negligible noise to adjacent residential properties, deliveries at the subject restaurants would contribute negligible additional noise to ActivCare when compared with ambient noise from Alicia Parkway. Deliveries at the restaurants would contribute no noise at all to the existing single-family residences.

The Staff Report for the ActivCare project noted (February 12, 2019 City Council Agenda Packet Pg. 343):

In order to evaluate the proposed CUP, staff evaluated the proposed facility's operational details, which are described in the Project Overview section above. Staff also contacted City of Yorba Linda Planning staff to inquire about a similar facility that [ActivCare] opened in 2017. The city confirmed that there have been no difficulties with noise, parking, and traffic since the facility opened. Similar to the proposed Project, the Yorba Linda facility abuts existing single-family residences, and there have been no complaints or negative reactions towards the facility. Thus, staff has concluded that the residential care facility will be able to operate at the proposed location with minimal impacts on the existing surrounding uses. Hours of operation, daily staffing, shift changes, service/delivery schedule, parking, and the overall use of the property as a low-intensity, residential-like facility is expected to have minimal impact on the surrounding existing built environment. The proposed operational details will be incorporated as conditions of approval for the Project.

Staff recommended, and ActivCare accepted, Conditions of Approval Numbers 13 and 14 addressing noise and deliveries. ActivCare Condition 14 is the same as Taco Bell Condition 22. ActivCare Condition 13 is the same as Taco Bell Condition 13:

13. The Applicant shall maintain the Project in compliance with the noise standards of the City of Laguna Hills Noise Ordinance (LHMC 5-24). Should the City receive complaints related to noise associated with the Project which are in violation of the Noise Ordinance, the Applicant agrees to promptly implement reasonable noise attenuation measures.

14. Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday. Deliveries are prohibited Saturdays and Sundays. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting goods and supplies, materials, equipment, or services to or from the subject property for operational purposes.

ActivCare provided a Fact Sheet to Staff in June of 2018, with operational information including:

- *Noise: Delivery trucks 2-3 times/week; trash 1/week; ambulances when required, typically without sirens*

In an email exchange between Mr. Toombs and ActivCare CEO Kevin Moriarty on November 28, 2020, Mr. Toombs asked:

Would you share with me ActivCare's "Project Description/Letter of Justification" as submitted to City? What I am looking for is what ActivCare requested/disclosed to City as it's intended operational delivery hours. Was ActivCare delivery hours restricted by Staff to M-F 7am to 5pm deliveries, or was this what you disclosed as your requested delivery hours and Staff just made it a Condition? ...

Mr. Moriarty responded (emphasis added):

*... We didn't volunteer a restriction on the delivery hours. The question may have come up at one of our public meetings, but I can't say for sure. The attached summary email from our consultant to David C[hantarangsu]. does not mention any issues being raised with the delivery hours from the public meetings. My recollection is that was a concern voiced by staff, and **we agreed to the restriction since it has no negative effect on our type of business. It's actually better for us**, since the staff members we want receiving deliveries are only onsite during the restricted hours...*

Conclusion: ActivCare Condition

Based on all of the above, the delivery hours restriction in ActivCare Condition 14 was imposed by Staff to preempt potential complaints from existing residents about impacts of delivery traffic and delivery noise. However, the noise study and traffic study for ActivCare showed that neither noise nor traffic would cause significant impacts to neighboring properties. **ActivCare accepted the Condition of Approval because it is compatible with their operations**, and in fact does not restrict their intended delivery schedule.

Conditions Placed on Other Projects

At the Hearing on November 24, the City Attorney seemed to indicate that Condition 22 is a common condition placed on projects throughout Laguna Hills. The Owner has retrieved the Conditions of Approval for several projects that contain restaurants from the City of Laguna Hills website:

CUP/SDPM/VA No. 2-16-3436 — Farmer Boys — Hearing Date: August 23, 2016, continued to, and approved on, September 13, 2016

Agenda Packet for August 23 is not published on the City's website. Agenda Packet for September 13 contains no Staff Report or draft Resolution / Condition of Approval.

CUP/SDPM/VA/MSP No. 10-14-3013 — Raising Canes — Hearing Date: April 28, 2015

The salient Condition 17 reads:

17. Deliveries shall be limited to non-operating hours of the store.

From the staff report, CEQA Initial Study, and the location of the Raising Canes (surrounded by the I-5 Freeway, El Toro Rd, and Avenida de la Carlota) it is clear that the Condition related to deliveries is intended to mitigate traffic, not noise.

The reason for the condition appears to be that Raising Canes was granted a parking variance and deliveries during regular business hours would tend to conflict with the flow of traffic and access to parking spaces. Although the subject Taco Bell, Starbucks, and Plant Power development provides the code-required parking spaces and has better circulation than the Raising Canes development, the subject restaurants likewise want to take deliveries at times when few customers are trying to access their business.

CUP/PUP/SDP No. 5-14-2848 — Dunkin Donuts — Hearing Date: July 8, 2014

The words "noise," "deliver(ies)/(y)" are not found in the conditions of approval for this project.

SDP/MSP NO. 7-12-2309 — El Pollo Loco — Hearing Date: September 11, 2012

The words "noise," "deliver(ies)/(y)" are not found in the conditions of approval for this project.

SDP/MSP/CUP/PARKING USE PERMIT/VESTING TENTATIVE TRACT MAP/PRECISE PLAN/ DEVELOPMENT AGREEMENT NO. 12-11-2137 — Oakbrook Village Shopping Center — Hearing Date: November 13, 2012

The salient conditions are:

30. All noise generated by the Project, including construction noise, delivery noise, and other operational noise shall at all times meet noise requirements pursuant to LPMC section 5-24 (Noise Control).

91. Delivery or service hours for stores and businesses with loading areas, docks, or trash bins that gain access on driveways next to residential and other noise sensitive areas shall take place between the hours of 7:00 a.m. and 10:00 p.m. No use that is immediately adjacent to a residential use shall produce loading or unloading of materials, products, and or supplies at the site between the hours of 8:00 p.m. and 7:00 a.m. The City shall only approve exceptions if full compliance with the nighttime limits of the noise regulations is achieved.

This shopping center includes businesses that are separated only by a narrow rear driveway from existing single-family homes, far closer than the subject project's buildings are to the ActivCare building. Yet its delivery hours condition is less restrictive than Staff recommended for the subject project.

SDP/CUP/PARKING USE PERMIT No. 12-11-2131 — Expand the **Moulton La Paz Shopping Center** — Hearing date April 24, 2012

The salient condition is:

24. Per General Plan Program EIR mitigation measure N-3, all noise generated by the Project, including construction noise, delivery noise, and other operational noise shall at all times meet noise requirements pursuant to LHMC section 5-24 (Noise Control).

No other conditions use the words “noise,” “deliver(ies)/(y),” or “hours”, except related to during-construction activities.

Conclusion: Conditions on Other Projects

It is clear that the City usually imposes a condition of approval requiring that retail/restaurant developments comply with the City's noise ordinance, and only imposes conditions limiting delivery hours in specific instances where necessary. Of the project approvals reviewed by Owner, none imposed such strict delivery hour restrictions as Condition 22 recommended for the subject development.

ActivCare Supports the Project

ActivCare is being constructed on 2.5 acres of the former Phillips Mazda car dealership under a ground-lease from the same property owner as the subject development. ActivCare is intended to serve as a buffer between the existing residential properties and the subject restaurant development. ActivCare's development team has worked closely with the Owner and has been fully aware of and supportive of the commercial development from the beginning.

ActivCare has seven other locations in Southern California with a variety of abutting uses. For example, the ActivCare location at 10603 Rancho Bernardo Rd, San Diego, CA 92127 is immediately at the busy intersection of Dove Canyon Rd and Rancho Bernardo Rd. ActivCare is no more sensitive to noise than a typical multifamily apartment project.

A letter of support from ActivCare is forthcoming.

California Building Code Requires ActivCare Building to Mitigate Noise

Existing residential buildings to the east-southeast of ActivCare were constructed in the 1970s when building codes were less strict, walls were less insulated, and windows were usually single-paned. The ActivCare project approval requires that it be constructed in accordance with the 2016 California Building Code, which requires that the building mitigate noise impacts:

1207.4 Allowable Interior Noise Levels

Interior noise levels attributable to exterior sources shall not exceed 45 dB in any habitable room. The noise metric shall be either the day-night average sound level (Ldn) or the community noise equivalent level (CNEL), consistent with the noise element of the local general plan.

Accordingly, ActivCare building construction will be adequate to attenuate noise levels that do not exceed the levels allowed under the City's noise ordinance.

Conclusion: Delivery Restrictions are Not Necessary to Protect ActivCare

The primary argument Staff made to explain recommending Condition 22 is that delivery noise from the subject project would impact ActivCare. Delivery noise is no different than noise from other types of traffic, and other ActivCare properties are located immediately adjacent to busy streets. ActivCare building construction is required by the building code to mitigate the maximum noise levels allowed by the City's noise ordinance, and Condition 13 requires the subject project comply with the noise ordinance. ActivCare supports the project and has never expressed any concern with noise from the project.

Closing

Condition 22 was disclosed to the Applicant and Owner only two working days before the hearing, without consultation with the proposed restaurant operators. Restrictions on delivery times would negatively impact the operations of the proposed restaurants by:

1. limiting the delivery of fresh foods,
2. requiring the restaurants to hold more food inventory, requiring larger storage areas and cooler boxes, and
3. causing traffic and circulation impacts due to conflict between delivery vehicles and customer vehicles during busy periods.

Delivery hour restrictions are not necessary to mitigate noise. Delivery noise is no different from the noise of other traffic and will not significantly differ from ambient noise from traffic on Alicia Parkway. Noise studies for other projects in the City (see Raising Canes, La Paz Shopping Center, and ActivCare Staff Reports) have shown that delivery noise would not exceed the City's noise ordinance. Condition 13 requires the project to comply with the City's noise ordinance, and provides a remedy if noise should ever exceed levels prescribed by the Code. The existing single-family homes are buffered from noise by the ActivCare project, and the ActivCare project is required to mitigate noise through its compliance with the California Building Code.

Delivery hour restrictions are not necessary to mitigate traffic. The Owner and Applicants have voluntarily offered to restrict all deliveries from entering or exiting via Bentley Lane. Deliveries distributed throughout the day are less impactful to traffic than deliveries concentrated into limited hours.

The Owner and Applicants request that Condition 22 be revised to read:

22. ~~Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday. Deliveries are prohibited Saturdays and Sundays. No deliveries are permitted to enter or exit via the driveway from Bentley Lane.~~ Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting good and supplies, materials, equipment, or services to or from the subject property for operational purposes.

I hope this analysis has been helpful. Please let me know if you would like to schedule a virtual meeting to review and discuss the above in more detail.

Sincerely,



Clay Toombs
Owner's Development Manager
429 Alamos Ave
Long Beach CA 90802
clay@redhiveinc.com
(323) 363-0257



June 7, 2018

Mr. Ross Geller
 Applied Planning, Inc.
 11762 De Palma Road, 1-C 310
 Corona, CA 92883

SUBJECT: ACTIVCARE LAGUNA HILLS NOISE IMPACT ASSESSMENT MEMORANDUM

Dear Mr. Ross Geller:

Urban Crossroads, Inc. is pleased to provide the following Noise Impact Assessment Memorandum for the ActivCare Laguna Hills Project ("Project"), which is located at 24888 Alicia Parkway in the City of Laguna Hills, as shown on Exhibit A. This Noise Impact Assessment Memorandum evaluates potential Project noise impacts in the context of applicable City of Laguna Hills noise standards and significance criteria based on guidance provided by Appendix G of the California Environmental Quality Act (CEQA). (1) In addition, this letter describes the Project, outlines the local regulatory setting, provides the study methods and procedures for operational and construction noise analysis, and evaluates the future exterior noise environment.

PROJECT DESCRIPTION

The Project is proposed to consist of a 72-bed licensed Residential Care Facility for the Elderly (RCFE). The Project Site Plan Concept is presented on Exhibit B. The on-site Project-related operational noise sources are expected to include: roof-top air conditioning units, parking lot vehicle movements, and a trash enclosure.

PROJECT CONSTRUCTION BEST MANAGEMENT PRACTICES

Recognizing potential effects of construction activities on nearby residential uses, the following construction Best Management Practices (BMPs) are incorporated in the Project. To facilitate coordination and effective implementation the BMPs listed below shall appear on all grading plans, construction specifications, and bid documents. Incorporation of required notations shall be verified by the City prior to issuance of first development permit.

BMP-1: A 50-foot-wide buffer zone is established and shall be staked along the Project site easterly boundary. Within this buffer zone, use of loaded trucks and large bulldozers (80,000 lbs and above) is prohibited.

BMP-2: During site preparation and grading activity all actively graded areas within the Project site shall be watered at 2.1-hour watering intervals (e.g., 4 times per day). Alternatively, a movable sprinkler system shall be in place to ensure minimum soil moisture of 12% in maintained for actively graded areas. Soil moisture content can be verified with use of a moisture probe by the grading contractor.

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 2

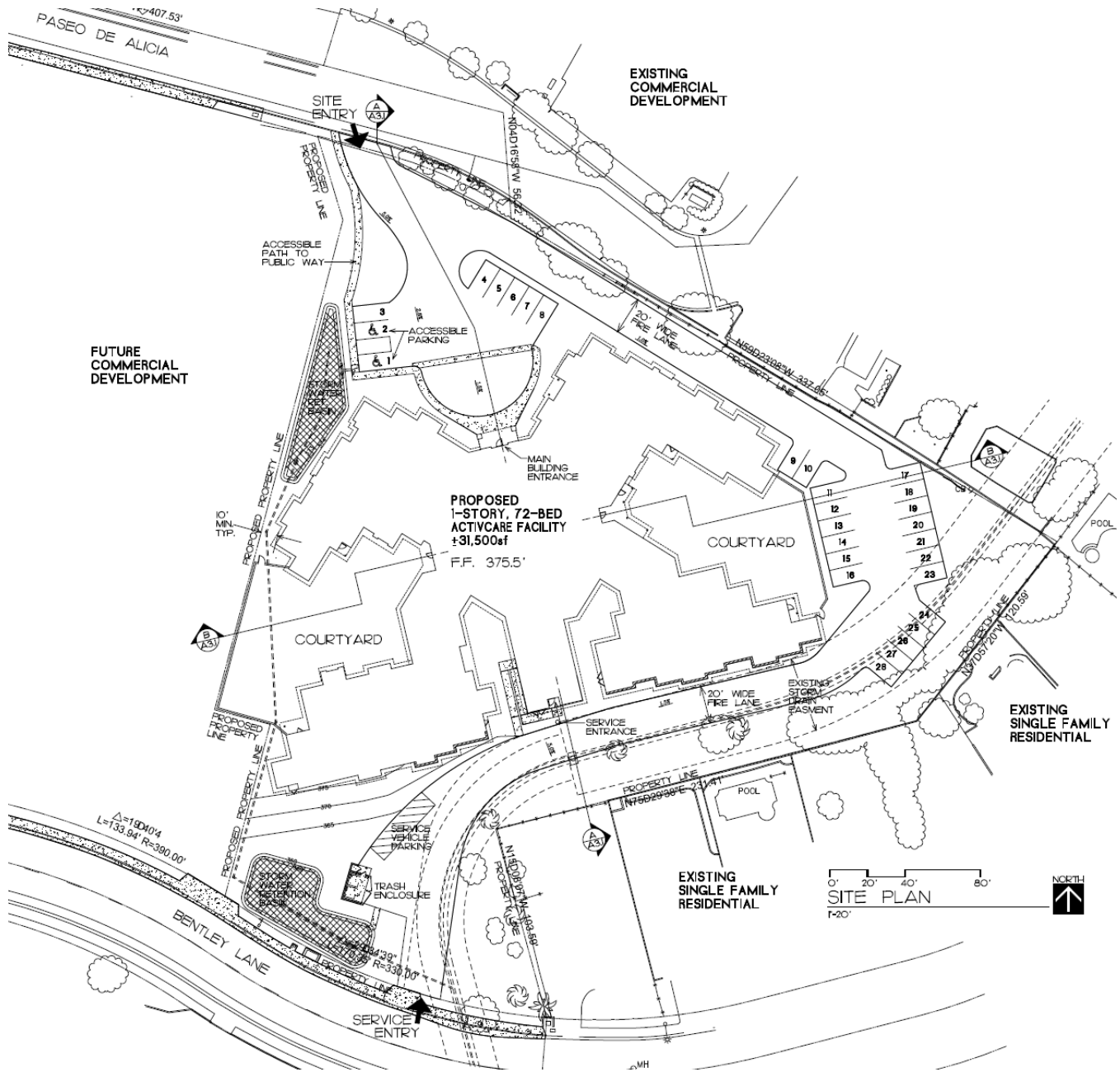
EXHIBIT A: LOCATION MAP



Attachment: Attachment b – Correspondence from Mr. Clay Toombs (November 30, 2020) (2281 : Conditional Use Permit/Site Development

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 3

EXHIBIT B: SITE PLAN



Attachment: Attachment b – Correspondence from Mr. Clay Toombs (November 30, 2020) (2281 : Conditional Use Permit/Site Development

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 4

CITY OF LAGUNA HILLS MUNICIPAL CODE STANDARDS

Consistent with the Municipal Code standards, this analysis relies on standards found in the City of Laguna Hills Municipal Code for non-transportation, stationary noise sources. To analyze noise impacts originating from a designated fixed location or private property such as the ActivCare Laguna Hills Project, stationary-source (operational) noise such as the expected roof-top air conditioning units, parking lot vehicle movements, and a trash enclosure are typically evaluated against standards established under the City's Municipal Code.

OPERATIONAL NOISE STANDARDS

For noise-sensitive residential properties, the Municipal Code identifies operational noise level limits for the daytime (7:00 a.m. to 10:00 p.m.) hours of 55 dBA L_{50} and 50 dBA L_{50} during the nighttime (10:00 p.m. to 7:00 a.m.) hours. (2) Section 5-24.050 indicates that these standards shall apply for a cumulative period of 30 minutes in any hour, as well as plus 5 dBA cannot be exceeded for a cumulative period of more than 15 minutes in any hour (L_{25}), or the standard plus 10 dBA for a cumulative period of more than 5 minutes in any hour (L_8), or the standard plus 15 dBA for a cumulative period of more than 1 minute in any hour (L_2), or the standard plus 20 dBA for any period of time (L_{max}). Operational noise standards employed in this analysis are summarized at Table 1. City of Laguna Hills Municipal Code Noise Standards are included in Appendix A.

TABLE 1: OPERATIONAL NOISE STANDARDS

Jurisdiction	Land Use	Time Period	Exterior Noise Level Standards (dBA) ¹				
			L_{50} (30 mins)	L_{25} (15 mins)	L_8 (5 mins)	L_2 (1 min)	L_{max} (Anytime)
City of Laguna Hills ²	Residential	Daytime	55	60	65	70	75
		Nighttime	50	55	60	65	70

¹ The percent noise level is the level exceeded "n" percent of the time during the measurement period. L_{50} is the noise level exceeded 50% of the time.

² Source: City of Laguna Hills Municipal Code, Section 5-24.050 (Appendix A).

"Daytime" = 7:00 a.m. to 10:00 p.m.; "Nighttime" = 10:00 p.m. to 7:00 a.m.

CONSTRUCTION NOISE STANDARDS

To control noise impacts associated with construction, the City has established limits to the hours of construction activities. Section 5-24.070(E) of the City's Municipal Code indicates that noise levels associated with construction activities are considered exempt from the Municipal Code noise standards within the hours of 7:00 a.m. to 8:00 p.m. on weekdays, 8:00 a.m. to 8:00 p.m. on Saturdays, with no activity allowed on Sundays and Federal holidays. (2)

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 5

CONSTRUCTION NOISE LEVEL COMPLIANCE THRESHOLD

The City General Plan does not identify construction-specific noise level standards, and as previously discussed, the City's Municipal Code exempts construction noise from the Municipal Code exterior noise level standards. Therefore, neither the General Plan or Municipal Code establish numeric construction-source noise thresholds that would allow for a quantitative analysis of whether the Project's construction-source noise impacts *would exceed standards* or constitute a *substantial temporary or periodic noise increase* pursuant to applicable California Environmental Quality Act Guidelines (*CEQA Guidelines*) noise significance considerations. (1) Consistent with *CEQA Guidelines* analysis requirements, and absent established City significance criteria, the following construction-source noise thresholds are employed to determine the significance of potential Project-construction-source noise impacts.

To evaluate whether the Project would generate potentially significant construction-source noise levels at off-site sensitive receiver locations, a construction-related noise level threshold is adopted from the *Criteria for Recommended Standard: Occupational Noise Exposure* prepared by the National Institute for Occupational Safety and Health (NIOSH). (3) A division of the U.S. Department of Health and Human Services, NIOSH identifies a noise level threshold based on the duration of exposure to the source. The construction related noise level threshold starts at 85 dBA for more than eight hours per day, and for every 3 dBA increase, the exposure time is cut in half. This results in noise level thresholds of 88 dBA for more than four hours per day, 92 dBA for more than one hour per day, 96 dBA for more than 30 minutes per day, and up to 100 dBA for more than 15 minutes per day. (3) For the purposes of this analysis, the lowest, more conservative construction noise level threshold of 85 dBA L_{eq} is used as an acceptable threshold for construction noise at the nearby sensitive receiver locations. Since this construction-related noise level threshold represents the energy average of the noise source over a given time, they are expressed as L_{eq} noise levels. Therefore, the noise level threshold of 85 dBA L_{eq} over a period of eight hours or more is used to evaluate the potential Project-related construction noise level impacts at the nearby sensitive receiver locations in the City of Laguna Hills.

The 85 dBA L_{eq} threshold is also consistent with the FTA *Transit Noise and Vibration Impact Assessment* criteria for construction noise which identifies an hourly construction noise level threshold of 90 dBA L_{eq} during daytime hours, and 80 dBA L_{eq} during nighttime hours for construction for general assessment at residential uses. (4) Therefore, the Noise Study relies on the NIOSH 85 dBA L_{eq} threshold, consistent with FTA general and detailed assessment criteria for residential uses, and represents an appropriate threshold for construction noise analysis.

VIBRATION STANDARDS

The Project does not propose or require uses or activities that would result in substantive operational-source vibration. However, there is a potential for Project construction activities and construction equipment operations to result in vibration threshold exceedances at proximate sensitive receiving land uses.

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 6

Construction activities can generate varying degrees of ground-borne vibration, depending on the equipment and methods used, distance to the affected structures and soil type. Construction vibration is generally associated with pile driving and rock blasting. Other construction equipment such as air compressors, light trucks, hydraulic loaders, etc., generates little or no ground vibration. Occasionally large bulldozers and loaded trucks can cause perceptible vibration levels at when close to sensitive receiver locations. For the purposes of this analysis, construction-source vibration impacts would be considered potentially significant if received vibration levels exceed Federal Transit Administration (FTA) guidelines of 80 VdB. (4)

SIGNIFICANCE CRITERIA

The following significance criteria are based on guidance provided by Appendix G of the California Environmental Quality Act (CEQA) Guidelines. (1) For the purposes of this report, impacts would be potentially significant if the Project results in or causes:

- A. Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies;
- B. Exposure of persons to or generation of excessive ground-borne vibration or ground-borne noise levels.
- C. A substantial permanent increase in ambient noise levels in the Project vicinity above existing levels without the Project; or
- D. A substantial temporary or periodic increase in ambient noise levels in the Project vicinity above noise levels existing without the Project.
- E. For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, expose people residing or working in the Project area to excessive noise levels.
- F. For a project within the vicinity of a private airstrip, expose people residing or working in the Project area to excessive noise levels.

While the *CEQA Guidelines* ("Guidelines") and the City of Laguna Hills General Plan provide direction on noise compatibility and establish noise standards by land use type that are sufficient to assess the significance of noise impacts under Guidelines criterion A, they do not define the levels at which increases are considered substantial for use under Guidelines criteria B, C, and D. Guidelines criteria E and F apply to nearby public and private airports, if any, and the Project's land use compatibility. The Project site is not located within an airport land use plan or the vicinity of a private airstrip, and therefore, would not expose people residing or working in the Project area to excessive noise levels. Moreover, the Project does not propose or require facilities or activities that would contribute to airport/airstrip noise. No further noise analysis is conducted in relation to Guidelines criteria E and F.

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 7

NOISE-SENSITIVE RECEIVERS

Noise level increases resulting from the Project are evaluated based on the Appendix G CEQA Guidelines described above at the closest sensitive receiver locations. Under CEQA, consideration must be given to the magnitude of the increase, the existing ambient noise levels, and the location of noise-sensitive receivers to determine if a noise increase represents a significant adverse environmental impact. This approach recognizes *that there is no single noise increase that renders the noise impact significant*. (5) Unfortunately, there is no completely satisfactory way to measure the subjective effects of noise or of the corresponding human reactions of annoyance and dissatisfaction. This is primarily because of the wide variation in individual thresholds of annoyance and differing individual experiences with noise. Thus, an important way of determining a person's subjective reaction to a new noise is the comparison of it to the existing environment to which one has adapted—the so-called *ambient* environment.

In general, the more a new noise exceeds the previously existing ambient noise level, the less acceptable the new noise will typically be judged. The Federal Interagency Committee on Noise (FICON) (6) developed guidance to be used for the assessment of project-generated increases in noise levels that consider the ambient noise level. The FICON recommendations are based on studies that relate aircraft noise levels to the percentage of persons highly annoyed by aircraft noise. Although the FICON recommendations were specifically developed to assess aircraft noise impacts, these recommendations are often used in environmental noise impact assessments involving the use of cumulative noise exposure metrics, such as the average-daily noise level (CNEL), or median noise levels (L_{50}).

Table 2 below provides a summary FICON Guidance ("Guidance") addressing perceived effects of noise in the context of ambient conditions. The Guidance is employed here in evaluation of whether the Project operational-source noise contributions would constitute a permanent "substantial increase" in ambient conditions. Note that a separate but related consideration is whether Project operational-source noise contributions would exceed applicable City standards.

TABLE 2: FICON NOISE SIGNIFICANCE GUIDANCE

Ambient Noise Level	Potential Significant Impact
< 60 dBA	Project Contribution: 5 dBA or more
60 - 65 dBA	Project Contribution: 3 dBA or more
> 65 dBA	Project Contribution: 1.5 dBA or more

Federal Interagency Committee on Noise (FICON), 1992.

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 8

SIGNIFICANCE CRITERIA SUMMARY

Noise impacts shall be considered significant if any of the following occur as a direct result of the proposed development. Table 3 shows the significance criteria summary matrix.

OPERATIONAL NOISE

Potential to exceed an applicable standard:

- If Project-related operational (stationary source) noise levels received at area land uses exceed the City's exterior 55 dBA L_{50} daytime or 50 dBA L_{50} nighttime noise level standards for sensitive residential land uses, or 60 dBA L_{50} for community support uses. These standards shall not be exceeded for a cumulative period of 30 minutes (L_{50}), or plus 5 dBA cannot be exceeded for a cumulative period of more than 15 minutes (L_{25}) in any hour, or the standard plus 10 dBA for a cumulative period of more than 5 minutes (L_8) in any hour, or the standard plus 15 dBA for a cumulative period of more than 1 minute (L_2) in any hour, or the standard plus 20 dBA at any time (L_{max}) (City of Laguna Hills Municipal Code, Section 5-24.050).

Potential to result in substantial permanent increase in ambient conditions:

- If the existing ambient noise levels at the nearby noise-sensitive receivers near the Project site:
 - are less than 60 dBA L_{50} and the Project creates a *readily perceptible* 5 dBA L_{50} or greater Project-related noise level increase; or
 - range from 60 to 65 dBA L_{50} and the Project creates a *barely perceptible* 3 dBA L_{50} or greater Project-related noise level increase; or
 - already exceed 65 dBA L_{50} , and the Project creates a community noise level impact of greater than 1.5 dBA L_{50} (FICON, 1992).

CONSTRUCTION NOISE AND VIBRATION

Potential to exceed an applicable standard; Potential to result in substantial temporary/periodic increase in ambient conditions:

- If Project-related construction activities:
 - create noise levels which exceed the 85 dBA L_{eq} acceptable noise level threshold at sensitive receiver locations (NIOSH, Criteria for Recommended Standard: Occupational Noise Exposure); or
 - create vibration levels which exceed the FTA human annoyance threshold of 80 VdB (FTA Transit Noise and Vibration Impact Assessment, May 2006).

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 9

TABLE 3: SIGNIFICANCE CRITERIA SUMMARY

Analysis	Receiving Land Use	Condition(s)	Significance Criteria	
			Daytime	Nighttime
Operational ¹	Noise-Sensitive	Exterior Noise Level Standards	See Table 1.	
		if ambient is < 60 dBA L ₅₀ ²	≥ 5 dBA L ₅₀ Project increase	
		if ambient is 60 - 65 dBA L ₅₀ ²	≥ 3 dBA L ₅₀ Project increase	
		if ambient is > 65 dBA L ₅₀ ²	≥ 1.5 dBA L ₅₀ Project increase	
Construction		Noise Level Threshold ³	85 dBA L _{eq}	n/a
		Vibration Level Thresholds ⁴	80 VdB	n/a

¹ Source: City of Laguna Hills Municipal Code, Chapter 5-24 Noise Control (Appendix A).

² Source: FICON, 1992.

³ Source: NIOSH, Criteria for Recommended Standard: Occupational Noise Exposure, June 1998.

⁴ Source: Federal Transit Administration, Transit Noise and Vibration Impact Assessment, May 2006.

"Daytime" = 7:00 a.m. to 10:00 p.m.; "Nighttime" = 10:00 p.m. to 7:00 a.m.; "n/a" = No nighttime construction activity is permitted, so no nighttime construction noise level limits are identified.

EXISTING NOISE LEVEL MEASUREMENTS

To assess the existing noise level environment, four 24-hour noise level measurements were taken at sensitive receiver locations in the Project study area. The receiver locations were selected to describe and document the existing noise environment within the Project study area. Exhibit C provides the boundaries of the Project study area and the noise level measurement locations. To fully describe the existing noise conditions, noise level measurements were collected by Urban Crossroads, Inc. on Thursday, May 24th, 2018. Appendix B includes study area photos.

By collecting individual hourly noise level measurements, it is possible to describe the daytime and nighttime hourly noise levels and calculate the 24-hour CNEL. The long-term noise readings were recorded using Piccolo Type 2 integrating sound level meter and dataloggers. The Piccolo sound level meters were calibrated using a Larson-Davis calibrator, Model CAL 150. All noise meters were programmed in "slow" mode to record noise levels in "A" weighted form. The sound level meters and microphones were equipped with a windscreen during all measurements. All noise level measurement equipment satisfies the American National Standards Institute (ANSI) standard specifications for sound level meters ANSI S1.4-2014/IEC 61672-1:2013. (7)

The long-term noise level measurements were positioned as close to the nearest sensitive receiver locations as possible to assess the existing ambient hourly noise levels surrounding the Project site. Both Caltrans and the FTA recognize that it is not reasonable to collect noise level measurements that can fully represent any part of a private yard, patio, deck, or balcony normally used for human activity when estimating impacts for new development projects. Based on recommendations of Caltrans and the FTA, it is not necessary to collect measurements at each individual building or residence, because each receiver measurement represents a group of buildings that share acoustical equivalence. (4) In other words, the area represented by the receiver shares similar shielding, terrain, and geometric relationship

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 10

to the reference noise source. Receivers represent a location of noise sensitive areas and are used to estimate the future noise level impacts. Collecting reference ambient noise level measurements at the nearby sensitive receiver locations allows for a comparison of the before and after Project noise levels and is necessary to assess potential noise impacts due to the Project's contribution to the ambient noise levels.

NOISE MEASUREMENT RESULTS

The noise measurements presented below focus on the median sound levels (L_{50}) consistent with the City of Laguna Hills Municipal Code. (2) Table 4 identifies the daytime (7:00 a.m. to 10:00 p.m.) and nighttime (10:00 p.m. to 7:00 a.m.) noise levels at each noise level measurement location. Appendix C provides a summary of the existing ambient noise levels described below:

- Location L1 represents the noise levels at the northern Project site boundary adjacent to the existing Kiddie Academy of Laguna Hills. The average median daytime noise level was calculated at 52.9 dBA L_{50} with an average median nighttime noise level of 49.4 dBA L_{50} .
- Location L2 represents the noise levels at the southern site boundary adjacent to existing residential homes on Bentley Lane. The average median daytime noise level was calculated at 53.5 dBA L_{50} with an average median nighttime noise level of 45.8 dBA L_{50} .
- Location L3 represents the noise levels south of the Project site adjacent to an existing public storage use and residential homes south of Bentley Lane. The average median daytime noise level was calculated at 51.3 dBA L_{50} with an average median nighttime noise level of 46.9 dBA L_{50} .
- Location L4 represents the noise levels on Alicia Parkway adjacent to an existing commercial parking lot and residential homes. The average median daytime noise level was calculated at 70.2 dBA L_{50} with an average median nighttime noise level of 60.9 dBA L_{50} .

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 11

EXHIBIT C: NOISE MEASUREMENT LOCATIONS



Attachment: Attachment b – Correspondence from Mr. Clay Toombs (November 30, 2020) (2281 : Conditional Use Permit/Site Development

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 12

TABLE 4: 24-HOUR AMBIENT NOISE LEVEL MEASUREMENTS

Location ¹	Distance to Project Boundary (Feet)	Description	Energy Average Noise Levels (dBA L _{eq}) ²		Average Median Noise Levels (dBA L ₅₀) ²	
			Daytime	Nighttime	Daytime	Nighttime
L1	0'	Located at the northern Project site boundary adjacent to the existing Kiddie Academy of Laguna Hills.	57.7	52.3	52.9	49.4
L2	0'	Located at the southern site boundary adjacent to existing residential homes on Bentley Lane.	56.9	49.7	53.5	45.8
L3	85'	Located south of the Project site adjacent to an existing public storage use and residential homes south of Bentley Lane.	63.4	54.4	51.3	46.9
L4	500'	Located on Alicia Parkway adjacent to an existing commercial parking lot and residential homes.	72.8	69.3	70.2	60.9

¹ See Exhibit C for the noise level measurement locations.

² Energy (logarithmic) average hourly levels. The long-term 24-hour measurement printouts are included in Appendix C.

"Daytime" = 7:00 a.m. to 10:00 p.m.; "Nighttime" = 10:00 p.m. to 7:00 a.m.

METHODS AND PROCEDURES

The following section outlines the methods and procedures used to model and analyze the potential Project-related operational and construction noise impacts.

OPERATIONAL REFERENCE NOISE LEVELS

To estimate the Project operational noise impacts, reference noise level measurements were collected from similar types of activities to represent the noise levels expected with the development of the Project. This section provides a detailed description of the reference noise level measurements shown on Table 5 used to estimate the Project operational noise impacts associated with roof-top air conditioning units, parking lot vehicle movements, and a trash enclosure.

ROOF-TOP AIR CONDITIONING UNITS

To assess the noise levels created by the roof-top air conditioning units at the Project site, reference noise levels measurements were taken at the Santee Walmart on July 27th, 2015. Located at 170 Town Center Parkway in the City of Santee, the noise level measurements describe a mechanical roof-top air conditioning unit on the roof of an existing Walmart store. The reference noise level represents a Lennox SCA120 series 10-ton model packaged air conditioning unit. Using a uniform reference distance of 50 feet, the reference noise level noise level is 54.4 dBA L₅₀. The operating conditions of the reference

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 13

noise level measurement reflect peak summer cooling requirements with measured temperatures approaching 96 degrees Fahrenheit (°F) with average daytime temperatures of 82°F. The noise attenuation provided by a parapet wall is not reflected in this reference noise level measurement.

PARKING LOT VEHICLE MOVEMENTS

To determine the noise levels associated with parking lot vehicle movements, Urban Crossroads collected reference noise level measurements over a 24-hour period on May 17, 2017 at the parking lot for the Panasonic Avionics Corporation in the City of Lake Forest. The peak hour of activity measured over the 24-hour noise level measurement period occurred between 12:00 p.m. to 1:00 p.m., or the typical lunch hour for employees working in the area. The measured reference noise level at 50 feet from parking lot vehicle movements was measured at 38.5 dBA L_{50} . The parking lot noise levels are mainly due to cars pulling in and out of spaces during peak lunch hour activity and employees talking. Noise associated with parking lot vehicle movements is expected to operate for the entire hour (60 minutes).

TRASH ENCLOSURE ACTIVITY

To describe the noise levels associated with a trash enclosure, Urban Crossroads collected a reference noise level measurement on May 3rd, 2018 at an existing commercial and office park trash enclosure within a parking lot on the northeast corner of Baker Street and Red Hill Avenue. The measured reference noise level at the uniform 50-foot reference distance is 49.0 dBA L_{50} for the trash enclosure activity. The trash enclosure activity noise levels include two metal gates opening and closing, the metal gates scraping against a concrete floor, dumpster movement on metal wheels, trash dropping into the metal dumpster, and background parking lot vehicle movements. Noise associated with trash enclosure activities is expected to occur for 60 minutes per hour to represent worst-case conditions.

TABLE 5: REFERENCE NOISE LEVEL MEASUREMENTS

Noise Source	Duration (hh:mm:ss)	Dist. From Source (Feet)	Noise Source Height (Feet)	Reference Noise Levels (dBA L_{50})	
				@ Ref. Dist.	@ 50 Feet
Roof-Top Air Conditioning Units ¹	96:00:00	5'	15'	74.4	54.4
Parking Lot Vehicle Movements ²	01:00:00	10'	5'	49.0	38.5
Trash Enclosure ³	00:00:32	5'	5'	69.0	49.0

¹ As measured by Urban Crossroads, Inc. on 7/27/2015 at the Santee Walmart located at 170 Town Center Parkway.

² As measured by Urban Crossroads, Inc. on 5/17/2017 at the Panasonic Avionics Corporation parking lot in the City of Lake Forest.

³ As measured by Urban Crossroads, Inc. on 5/3/2018 at a commercial and office park trash enclosure on the northeast corner of Baker Street and Redhill Avenue in the City of Costa Mesa.

Mr. Ross Geller
 Applied Planning, Inc.
 June 7, 2018
 Page 14

CONSTRUCTION NOISE LEVELS

Noise generated by the Project construction equipment would include a combination of trucks, power tools, concrete mixers, and portable generators that when combined can reach high levels. The number and mix of construction equipment is expected to occur in the following stages:

- Demolition
- Site Preparation
- Grading
- Building Construction
- Paving
- Architectural Coating

This construction noise analysis was prepared using reference noise level measurements taken by Urban Crossroads, Inc. to describe the typical construction activity noise levels for each stage of Project construction. The construction reference noise level measurements represent a list of typical construction activity noise levels. Noise levels generated by heavy construction equipment can range from approximately 68 dBA to in excess of 80 dBA when measured at 50 feet. Hard site conditions are used in the construction noise analysis which result in noise levels that attenuate (or decrease) at a rate of 6 dBA for each doubling of distance from a point source (i.e. construction equipment). For example, a noise level of 80 dBA measured at 50 feet from the noise source to the receiver would be reduced to 74 dBA at 100 feet from the source to the receiver and would be further reduced to 68 dBA at 200 feet from the source to the receiver. The construction stages used in this analysis are consistent with the data used to support the construction emissions in the *ActivCare Laguna Hills Focused Air Quality and Greenhouse Gas Memorandum* prepared by Urban Crossroads, Inc. (8)

CONSTRUCTION REFERENCE NOISE LEVELS

To describe the Project construction noise levels, measurements were collected for similar activities at several construction sites. Table 6 provides a summary of the construction reference noise level measurements. Since the reference noise levels were collected at varying distances, all construction noise level measurements presented on Table 6 have been adjusted to describe a common reference distance of 50 feet.

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 15

TABLE 6: CONSTRUCTION REFERENCE NOISE LEVELS

ID	Noise Source	Reference Distance From Source (Feet)	Reference Noise Levels @ Reference Distance (dBA L _{eq})	Reference Noise Levels @ 50 Feet (dBA L _{eq}) ⁷
1	Truck Pass-Bys & Dozer Activity ¹	30'	63.6	59.2
2	Dozer Activity ¹	30'	68.6	64.2
3	Construction Vehicle Maintenance Activities ²	30'	71.9	67.5
4	Foundation Trenching ²	30'	72.6	68.2
5	Rough Grading Activities ²	30'	77.9	73.5
6	Framing ³	30'	66.7	62.3
7	Concrete Mixer Truck Movements ⁴	50'	71.2	71.2
8	Concrete Paver Activities ⁴	30'	70.0	65.6
9	Concrete Mixer Pour & Paving Activities ⁴	30'	70.3	65.9
10	Concrete Mixer Backup Alarms & Air Brakes ⁴	50'	71.6	71.6
11	Concrete Mixer Pour Activities ⁴	50'	67.7	67.7

¹ As measured by Urban Crossroads, Inc. on 10/14/15 at a business park construction site located at the northwest corner of Barranca Parkway and Alton Parkway in the City of Irvine.

² As measured by Urban Crossroads, Inc. on 10/20/15 at a construction site located in Rancho Mission Viejo.

³ As measured by Urban Crossroads, Inc. on 10/20/15 at a residential construction site located in Rancho Mission Viejo.

⁴ Reference noise level measurements were collected from a nighttime concrete pour at an industrial construction site, located at 27334 San Bernardino Avenue in the City of Redlands, between 1:00 a.m. to 2:00 a.m. on 7/1/15.

CONSTRUCTION VIBRATION ASSESSMENT METHODOLOGY

This analysis focuses on the potential ground-borne vibration associated with vehicular traffic and construction activities. Ground-borne vibration levels from automobile traffic are generally overshadowed by vibration generated by heavy trucks that roll over the same uneven roadway surfaces. However, due to the rapid drop-off rate of ground-borne vibration and the short duration of the associated events, vehicular traffic-induced ground-borne vibration is rarely perceptible beyond the roadway right-of-way, and rarely results in vibration levels that cause damage to buildings in the vicinity.

However, while vehicular traffic is rarely perceptible, construction has the potential to result in varying degrees of temporary ground vibration, depending on the specific construction activities and equipment used. Ground vibration levels associated with various types of construction equipment are summarized on Table 7. Based on the representative vibration levels presented for various construction equipment types, it is possible to estimate the human response (annoyance) using the following vibration assessment methodology defined by the FTA: (4)

- To describe the human response (annoyance) associated with vibration impacts the FTA provides the following equation: $L_{vdB}(D) = L_{vdB}(25 \text{ ft}) - 30 \log(D/25)$

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 16

TABLE 7: VIBRATION SOURCE LEVELS FOR CONSTRUCTION EQUIPMENT

Equipment	Vibration Decibels (VdB) at 25 feet ¹
Small bulldozer	58
Jackhammer	79
Loaded Trucks	86
Large bulldozer	87

Source: Federal Transit Administration, Transit Noise and Vibration Impact Assessment, May 2006.

SENSITIVE RECEIVER LOCATIONS

Sensitive receivers near the Project site include the Kiddie Academy to the northeast and existing single-family residential homes south of the Project site, as shown on Exhibit D. Other sensitive land uses in the Project study area that are located at greater distances than those identified in this noise study would experience lower noise levels than those presented in this report due to the additional attenuation from distance and the shielding of intervening structures.

OPERATIONAL IMPACTS

This section analyzes the potential operational noise impacts due to the Project's stationary noise sources on the off-site sensitive receiver locations. Exhibit D identifies the receiver locations and noise source locations used to assess the Project-related operational noise levels.

OPERATIONAL NOISE LEVELS

Based upon the reference noise levels, it is possible to estimate the Project operational stationary-source noise levels at each of the sensitive receiver locations. The operational noise level calculations shown on Table 8 account for the distance attenuation provided due to geometric spreading, when sound from a localized stationary source (i.e., a point source) propagates uniformly outward in a spherical pattern. Hard site conditions are used in the operational noise analysis which result in noise levels that attenuate (or decrease) at a rate of 6 dBA for each doubling of distance from a point source. The basic noise attenuation equation shown below is used to calculate the distance attenuation based on a reference noise level (SPL₁):

$$SPL_2 = SPL_1 - 20\log(D_2/D_1)$$

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 17

Where SPL_2 is the resulting noise level after attenuation, SPL_1 is the source noise level, D_2 is the distance to the reference sound pressure level (SPL_1), and D_1 is the distance to the receiver location. Table 8 indicates that the hourly noise levels associated with roof-top air conditioning units, parking lot vehicle movements, and a trash enclosure are expected to range from 40.0 to 47.4 dBA L_{50} at the sensitive off-site receiver locations, including additional barrier attenuation provided by the existing noise barriers in the Project study area, and the Project building for roof-top air conditioning units. The operational noise level calculation worksheets are included in Appendix D.

OPERATIONAL NOISE LEVEL COMPLIANCE

To demonstrate compliance with local noise regulations, the Project-only operational noise levels are evaluated against the City of Laguna Hills exterior noise level standards. Table 9 shows the operational noise levels associated with the ActivCare Laguna Hills Project would comply with the daytime and nighttime noise level standards at all receiver locations.

TABLE 8: PROJECT OPERATIONAL NOISE LEVELS

Receiver Location ¹	Noise Source ²	Project Operational Noise Levels (dBA) ³				
		L_{50} (30 mins)	L_{25} (15 mins)	L_8 (5 mins)	L_2 (1 min)	L_{max} (<1 min)
R1	Roof-Top Air Conditioning Units	40.2	41.9	43.2	43.5	44.0
	Parking Lot Vehicle Movements	35.1	36.1	41.1	47.1	58.0
	Trash Enclosure	25.7	31.7	38.7	43.7	45.2
	Combined Noise Level:	41.5	43.2	46.1	49.9	58.4
R2	Roof-Top Air Conditioning Units	38.4	40.1	41.4	41.7	42.2
	Parking Lot Vehicle Movements	34.3	35.3	40.3	46.3	57.2
	Trash Enclosure	26.6	32.6	39.6	44.6	46.1
	Combined Noise Level:	40.0	41.9	45.3	49.4	57.7
R3	Roof-Top Air Conditioning Units	40.0	41.7	43.0	43.3	43.8
	Parking Lot Vehicle Movements	33.5	34.5	39.5	45.5	56.4
	Trash Enclosure	30.9	36.9	43.9	48.9	50.4
	Combined Noise Level:	41.3	43.5	47.3	51.3	57.6
R4	Roof-Top Air Conditioning Units	42.6	44.3	45.6	45.9	46.4
	Parking Lot Vehicle Movements	41.0	42.0	47.0	53.0	63.9
	Trash Enclosure	43.8	49.8	56.8	61.8	63.3
	Combined Noise Level:	47.4	51.4	57.5	62.4	66.7

¹ See Exhibit D for the receiver and noise source locations.

² Reference noise sources as shown on Table 5.

³ Operational noise level calculations are provided in Appendix D.

 Receiver Locations
 Roof-Top Air Conditioning Unit
 Distance from receiver to noise source (in feet)

 Existing Barrier Height (in feet)
 Trash Enclosure

 Existing Barrier
 Parking Lot Vehicle Movements

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 19

TABLE 9: PROJECT OPERATIONAL NOISE LEVELS COMPLIANCE

Receiver Location ¹	Land Use	Noise Level at Receiver Locations (dBA) ²					Threshold Exceeded? ³
		L ₅₀ (30 mins)	L ₂₅ (15 mins)	L ₈ (5 mins)	L ₂ (1 min)	L _{max} (<1 min)	
Daytime	Residential Standards	55	60	65	70	75	-
Nighttime		50	55	60	65	70	-
R1	School	41.5	43.2	46.1	49.9	58.4	No
R2	Residential	40.0	41.9	45.3	49.4	57.7	No
R3	Residential	41.3	43.5	47.3	51.3	57.6	No
R4	Residential	47.4	51.4	57.5	62.4	66.7	No

¹ See Exhibit D for the receiver and noise source locations.

² Estimated unmitigated Project operational noise levels as shown on Table 8.

³ Do the estimated Project operational noise levels meet the operational noise level standards (Table 1)?

PROJECT OPERATIONAL NOISE CONTRIBUTION

To describe the Project operational noise level contributions, the Project operational noise levels were combined with the existing ambient noise levels measurements for the off-site receiver locations potentially impacted by Project operational noise sources. Since the units used to measure noise, decibels (dB), are logarithmic units, the Project-operational and existing ambient noise levels cannot be combined using standard arithmetic equations. (9) Instead, they must be logarithmically added using the following base equation:

$$SPL_{Total} = 10\log_{10}[10^{SPL1/10} + 10^{SPL2/10} + \dots 10^{SPLn/10}]$$

Where “SPL1,” “SPL2,” etc. are equal to the sound pressure levels being combined, or in this case, the Project-operational and existing ambient noise levels. The difference between the combined Project and ambient noise levels describe the Project noise level contributions. Noise levels that would be experienced at receiver locations when Project-source noise is added to the ambient daytime and nighttime conditions are presented on Tables 10 and 11, respectively.

As indicated on Tables 10 and 11, the Project would contribute a daytime operational noise level increase of up to 1.0 dBA L₅₀ and a nighttime operational noise level increase of up to 3.9 dBA L₅₀. Since the Project-related operational noise level contributions of up to 3.9 dBA L₅₀ would comply with the FICON significance criteria for long-term noise level increases, the increases at the sensitive receiver locations would be *less than significant*. On this basis, Project operational stationary-source noise would not result in a substantial temporary/periodic, or permanent increase in ambient noise levels in the Project vicinity above levels existing without the Project and impacts in these regards would be *less than significant*.

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 20

TABLE 10: DAYTIME OPERATIONAL NOISE LEVEL CONTRIBUTIONS

Receiver Location ¹	Total Project Operational Noise Level (dBA L ₅₀) ²	Measurement Location ³	Reference Ambient Noise Levels (dBA L ₅₀) ⁴	Combined Project and Ambient (dBA L ₅₀) ⁵	Project Contribution (dBA L ₅₀) ⁶	Threshold Exceeded? ⁷
R1	41.5	L1	52.9	53.2	0.3	No
R2	40.0	L2	53.5	53.7	0.2	No
R3	41.3	L2	53.5	53.8	0.3	No
R4	47.4	L2	53.5	54.5	1.0	No

¹ See Exhibit D for the sensitive receiver locations.

² Unmitigated Project operational noise levels as shown on Table 8.

³ Reference noise level measurement locations as shown on Exhibit C.

⁴ Observed daytime ambient noise levels as shown on Table 4.

⁵ Represents the combined ambient conditions plus the Project activities.

⁶ The noise level increase expected with the addition of the proposed Project activities.

⁷ FICON Significance Criteria.

TABLE 11: NIGHTTIME OPERATIONAL NOISE LEVEL CONTRIBUTIONS

Receiver Location ¹	Total Project Operational Noise Level (dBA L ₅₀) ²	Measurement Location ³	Reference Ambient Noise Levels (dBA L ₅₀) ⁴	Combined Project and Ambient (dBA L ₅₀) ⁵	Project Contribution (dBA L ₅₀) ⁶	Threshold Exceeded? ⁷
R1	41.5	L1	49.4	50.1	0.7	No
R2	40.0	L2	45.8	46.8	1.0	No
R3	41.3	L2	45.8	47.1	1.3	No
R4	47.4	L2	45.8	49.7	3.9	No

¹ See Exhibit D for the sensitive receiver locations.

² Unmitigated Project operational noise levels as shown on Table 8.

³ Reference noise level measurement locations as shown on Exhibit C.

⁴ Observed nighttime ambient noise levels as shown on Table 4.

⁵ Represents the combined ambient conditions plus the Project activities.

⁶ The noise level increase expected with the addition of the proposed Project activities.

⁷ FICON Significance Criteria.

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 21

CONSTRUCTION IMPACTS

This section analyzes potential impacts resulting from the short-term construction activities associated with the development of the Project. Exhibit E shows the construction activity boundaries in relation to the nearby sensitive receiver locations.

CONSTRUCTION NOISE ANALYSIS

Tables 12 to 17 show the Project construction stages and the reference construction noise levels used for each stage. Table 18 provides a summary of the noise levels from each stage of construction at each of the sensitive receiver locations in the City of Laguna Hills. Based on the reference construction noise levels, the Project-related construction noise levels when the highest reference noise level is operating at a single point nearest the sensitive receiver location from primary construction activity would range from 69.5 to 77.1 dBA L_{eq} at the sensitive receiver locations in the City of Laguna Hills, as shown on Table 18.

TABLE 12: DEMOLITION ACTIVITY NOISE LEVELS

Reference Construction Activity ¹	Reference Noise Level @ 50 Feet (dBA L_{eq})
Truck Pass-Bys & Dozer Activity	59.2
Dozer Activity	64.2
Highest Reference Noise Level at 50 Feet (dBA L_{eq}):	64.2

Receiver Location	Distance to Construction Activity (Feet) ²	Distance Attenuation (dBA L_{eq}) ³	Calculated Noise Barrier Attenuation (dBA L_{eq}) ⁴	Construction Noise Level (dBA L_{eq})
R1	35'	3.1	-5.5	61.8
R2	34'	3.3	-5.5	62.0
R3	42'	1.5	-5.5	60.2
R4	33'	3.6	0.0	67.8

¹ Reference construction noise level measurements taken by Urban Crossroads, Inc.

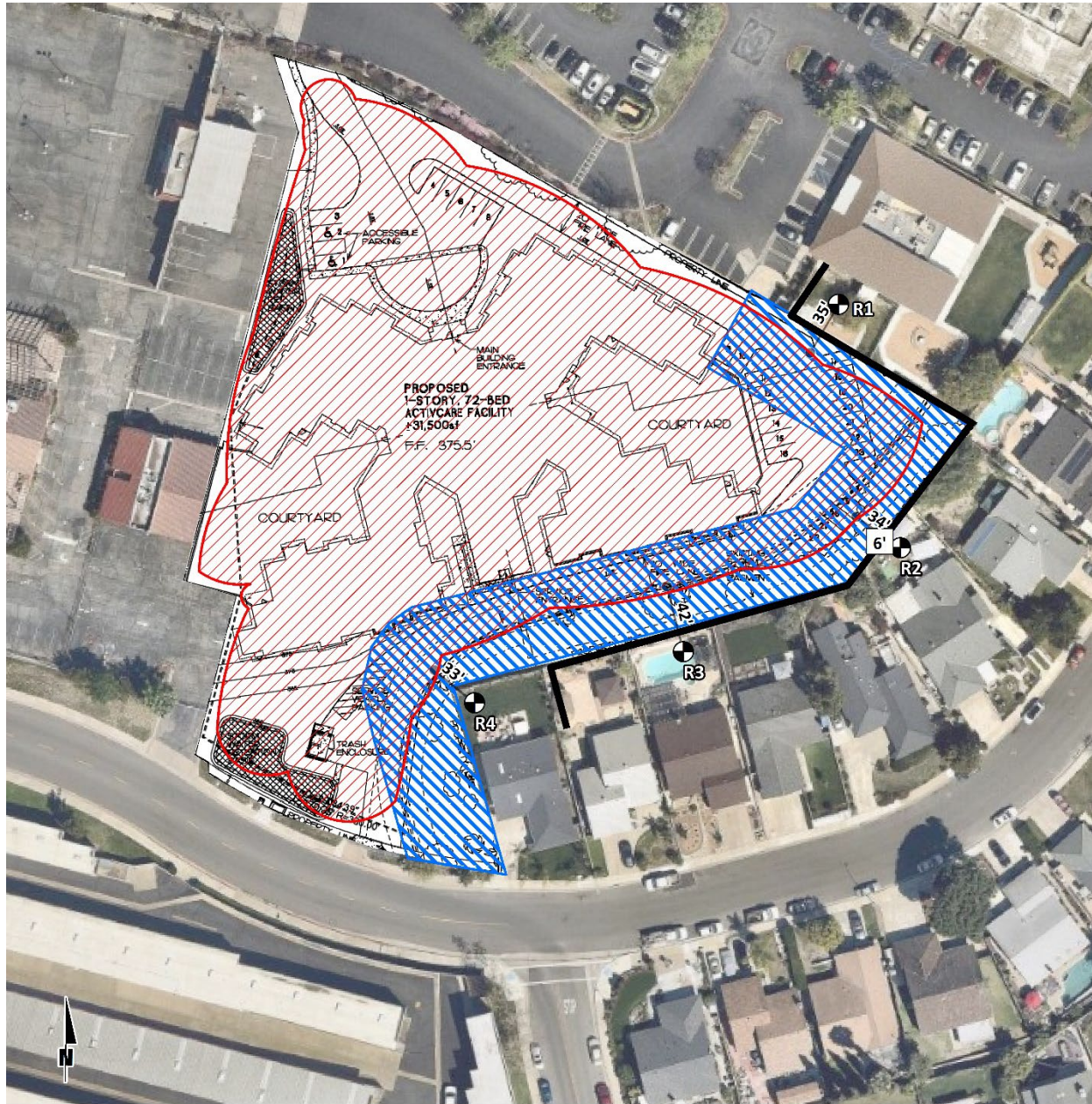
² Distance from the nearest point of construction activity to the nearest receiver.

³ Point (stationary) source drop off rate of 6.0 dBA per doubling of distance.

⁴ Calculated barrier attenuation from existing barriers in the Project study area (Appendix D).

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 22

EXHIBIT E: CONSTRUCTION ACTIVITY AND RECEIVER LOCATIONS



LEGEND:

- | | |
|-----------------------------------|---|
| Receiver Locations | Distance from receiver to construction activity (in feet) |
| Existing Barrier Height (in feet) | 50-foot buffer for large bulldozers (> 80,000 lbs) and loaded trucks. |
| Existing Barrier | |
| Construction Activity | |

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 23

TABLE 13: SITE PREPARATION ACTIVITY NOISE LEVELS

Reference Construction Activity ¹	Reference Noise Level @ 50 Feet (dBA L _{eq})
Truck Pass-Bys & Dozer Activity	59.2
Dozer Activity	64.2
Rough Grading Activities	73.5
Highest Reference Noise Level at 50 Feet (dBA L _{eq}):	73.5

Receiver Location	Distance to Construction Activity (Feet) ²	Distance Attenuation (dBA L _{eq}) ³	Calculated Noise Barrier Attenuation (dBA L _{eq}) ⁴	Construction Noise Level (dBA L _{eq})
R1	35'	3.1	-5.5	71.1
R2	34'	3.3	-5.5	71.3
R3	42'	1.5	-5.5	69.5
R4	33'	3.6	0.0	77.1

¹ Reference construction noise level measurements taken by Urban Crossroads, Inc.

² Distance from the nearest point of construction activity to the nearest receiver.

³ Point (stationary) source drop off rate of 6.0 dBA per doubling of distance.

⁴ Calculated barrier attenuation from existing barriers in the Project study area (Appendix D).

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 24

TABLE 14: GRADING ACTIVITY NOISE LEVELS

Reference Construction Activity ¹	Reference Noise Level @ 50 Feet (dBA L _{eq})
Truck Pass-Bys & Dozer Activity	59.2
Dozer Activity	64.2
Rough Grading Activities	73.5
Highest Reference Noise Level at 50 Feet (dBA L _{eq}):	73.5

Receiver Location	Distance to Construction Activity (Feet) ²	Distance Attenuation (dBA L _{eq}) ³	Calculated Noise Barrier Attenuation (dBA L _{eq}) ⁴	Construction Noise Level (dBA L _{eq})
R1	35'	3.1	-5.5	71.1
R2	34'	3.3	-5.5	71.3
R3	42'	1.5	-5.5	69.5
R4	33'	3.6	0.0	77.1

¹ Reference construction noise level measurements taken by Urban Crossroads, Inc.

² Distance from the nearest point of construction activity to the nearest receiver.

³ Point (stationary) source drop off rate of 6.0 dBA per doubling of distance.

⁴ Calculated barrier attenuation from existing barriers in the Project study area (Appendix D).

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 25

TABLE 15: BUILDING CONSTRUCTION ACTIVITY NOISE LEVELS

Reference Construction Activity ¹	Reference Noise Level @ 50 Feet (dBA L _{eq})
Construction Vehicle Maintenance Activities	67.5
Foundation Trenching	68.2
Framing	62.3
Highest Reference Noise Level at 50 Feet (dBA L _{eq}):	68.2

Receiver Location	Distance to Construction Activity (Feet) ²	Distance Attenuation (dBA L _{eq}) ³	Calculated Noise Barrier Attenuation (dBA L _{eq}) ⁴	Construction Noise Level (dBA L _{eq})
R1	35'	3.1	-5.5	65.8
R2	34'	3.3	-5.5	66.0
R3	42'	1.5	-5.5	64.2
R4	33'	3.6	0.0	71.8

¹ Reference construction noise level measurements taken by Urban Crossroads, Inc.

² Distance from the nearest point of construction activity to the nearest receiver.

³ Point (stationary) source drop off rate of 6.0 dBA per doubling of distance.

⁴ Calculated barrier attenuation from existing barriers in the Project study area (Appendix D).

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 26

TABLE 16: PAVING ACTIVITY NOISE LEVELS

Reference Construction Activity ¹	Reference Noise Level @ 50 Feet (dBA L _{eq})
Concrete Mixer Truck Movements	71.2
Concrete Paver Activities	65.6
Concrete Mixer Pour & Paving Activities	65.9
Concrete Mixer Backup Alarms & Air Brakes	71.6
Concrete Mixer Pour Activities	67.7
Highest Reference Noise Level at 50 Feet (dBA L _{eq}):	71.6

Receiver Location	Distance to Construction Activity (Feet) ²	Distance Attenuation (dBA L _{eq}) ³	Calculated Noise Barrier Attenuation (dBA L _{eq}) ⁴	Construction Noise Level (dBA L _{eq})
R1	35'	3.1	-5.5	69.2
R2	34'	3.3	-5.5	69.4
R3	42'	1.5	-5.5	67.6
R4	33'	3.6	0.0	75.2

¹ Reference construction noise level measurements taken by Urban Crossroads, Inc.

² Distance from the nearest point of construction activity to the nearest receiver.

³ Point (stationary) source drop off rate of 6.0 dBA per doubling of distance.

⁴ Calculated barrier attenuation from existing barriers in the Project study area (Appendix D).

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 27

TABLE 17: ARCHITECTURAL COATING ACTIVITY NOISE LEVELS

Reference Construction Activity ¹	Reference Noise Level @ 50 Feet (dBA L _{eq})
Construction Vehicle Maintenance Activities	67.5
Framing	62.3
Highest Reference Noise Level at 50 Feet (dBA L _{eq}):	67.5

Receiver Location	Distance to Construction Activity (Feet) ²	Distance Attenuation (dBA L _{eq}) ³	Calculated Noise Barrier Attenuation (dBA L _{eq}) ⁴	Construction Noise Level (dBA L _{eq})
R1	35'	3.1	-5.5	65.1
R2	34'	3.3	-5.5	65.3
R3	42'	1.5	-5.5	63.5
R4	33'	3.6	0.0	71.1

¹ Reference construction noise level measurements taken by Urban Crossroads, Inc.

² Distance from the nearest point of construction activity to the nearest receiver.

³ Point (stationary) source drop off rate of 6.0 dBA per doubling of distance.

⁴ Calculated barrier attenuation from existing barriers in the Project study area (Appendix D).

CONSTRUCTION NOISE THRESHOLDS OF SIGNIFICANCE

The construction noise analysis shows that the highest construction noise levels would occur when construction activities take place at the closest point from the edge of primary Project construction activity to each of the nearby receiver locations. As shown on Table 18, the construction noise levels are expected to range from 69.5 to 77.1 dBA L_{eq} at the receiver locations in the City of Laguna Hills. To evaluate whether the Project would generate a noise level impact at off-site sensitive receiver locations, the construction noise level threshold of 85 dBA L_{eq}, as previously described, is used as an acceptable threshold for construction noise at the nearby sensitive receiver locations.

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 28

TABLE 18: CONSTRUCTION EQUIPMENT NOISE LEVEL SUMMARY

Receiver Location ¹	Construction Noise Levels (dBA L _{eq})						Highest Construction Noise Levels ²
	Demolition	Site Preparation	Grading	Building Construction	Paving	Architectural Coating	
R1	61.8	71.1	71.1	65.8	69.2	65.1	71.1
R2	62.0	71.3	71.3	66.0	69.4	65.3	71.3
R3	60.2	69.5	69.5	64.2	67.6	63.5	69.5
R4	67.8	77.1	77.1	71.8	75.2	71.1	77.1

¹ Noise receiver locations are shown on Exhibit E.

² Estimated construction noise levels during peak operating conditions.

Table 19 shows the peak construction noise levels at the potentially impacted receiver locations are expected to approach 77.1 dBA L_{eq} and would comply with the 85 dBA L_{eq} significance threshold during temporary Project construction activities. The noise impact due to Project construction noise levels is, therefore, considered a *less than significant* impact at all nearby sensitive receiver locations.

TABLE 19: CONSTRUCTION EQUIPMENT NOISE LEVEL COMPLIANCE

Receiver Location ¹	Construction Noise Levels (dBA L _{eq})		
	Highest Construction Noise Levels ²	Threshold ³	Threshold Exceeded? ⁴
R1	71.1	85	No
R2	71.3	85	No
R3	69.5	85	No
R4	77.1	85	No

¹ Noise receiver locations are shown on Exhibit E.

² Estimated highest construction noise levels as shown on Table 18.

³ Construction noise level threshold as shown on Table 3.

⁴ Do the estimated Project construction noise levels satisfy the construction noise level threshold?

CONSTRUCTION VIBRATION IMPACTS

Construction activity can result in varying degrees of ground vibration, depending on the equipment and methods used, distance to the affected structures and soil type. It is expected that ground-borne vibration from Project construction activities would cause only intermittent, localized intrusion. The Project's construction activities most likely to cause vibration impacts are:

- **Heavy Construction Equipment:** Although all heavy mobile construction equipment has the potential of causing at least some perceptible vibration while operating close to building, the vibration is usually short-term and is not of sufficient magnitude to cause building damage. It is

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 29

not expected that heavy equipment such as large bulldozers would operate close enough to any residences to cause a vibration impact.

- Trucks: Trucks hauling building materials to construction sites can be sources of vibration intrusion if the haul routes pass through residential neighborhoods on streets with bumps or potholes. Repairing the bumps and potholes generally eliminates the problem.

Ground-borne vibration levels resulting from construction activities occurring within the Project site were estimated by data published by the Federal Transit Administration (FTA). Construction activities that would have the potential to generate low levels of ground-borne vibration within the Project site include grading. Using the vibration source level of construction equipment provided on Table 7 and the construction vibration assessment methodology published by the FTA, it is possible to estimate the Project vibration impacts. Table 20 presents the expected Project related vibration levels at each of the sensitive receiver locations based on the FTA 80 VdB threshold for human annoyance. Recognizing potential effects of construction activities on nearby school and residential uses, the construction Best Management Practice 1 (BMP-1) is incorporated in the Project, as follows: A 50-foot-wide buffer zone is established and shall be staked along the Project site easterly boundary. Within this buffer zone, use of loaded trucks and large bulldozers (80,000 lbs and above) is prohibited. At a minimum distance of 50 feet from Project construction activity, construction vibration velocity levels are expected to approach 78 VdB, as shown on Table 20. Project construction-source vibration levels would remain below the FTA 80 VdB threshold for human annoyance at all receiver locations with BMP-1.

TABLE 20: CONSTRUCTION EQUIPMENT VIBRATION LEVELS (HUMAN ANNOYANCE)

Receiver Location ¹	Distance to Construction Activity (Feet)	Receiver Vibration Levels (VdB) ²					Threshold Exceeded? ³
		Small Bulldozer	Jackhammer	Loaded Trucks	Large Bulldozer	Highest Vibration Levels	
R1	50'	49.0	70.0	77.0	78.0	78.0	No
R2	50'	49.0	70.0	77.0	78.0	78.0	No
R3	50'	49.0	70.0	77.0	78.0	78.0	No
R4	50'	49.0	70.0	77.0	78.0	78.0	No

¹ Noise receiver locations are shown on Exhibit E.

² Based on the Vibration Source Levels of Construction Equipment included on Table 7.

³ Does the peak vibration exceed the FTA maximum acceptable vibration standard of 80 VdB?

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 30

CONCLUSIONS

This Noise Impact Assessment Memorandum substantiates that the ActivCare Laguna Hills Project would result in less than significant operational-source noise level impacts. In addition, construction-source noise levels would remain below applicable significance thresholds and in compliance with Municipal Code permitted hours of activity. Further, construction-source vibration levels with Project Best Management Practices (BMP-1) would not exceed applicable thresholds. If you have any questions, please contact me directly at (949) 336-5979.

Respectfully submitted,

URBAN CROSSROADS, INC.



Bill Lawson, P.E., INCE
Principal



Alex Wolfe, INCE
Analyst

Mr. Ross Geller
Applied Planning, Inc.
June 7, 2018
Page 31

REFERENCES

1. **State of California.** *California Environmental Quality Act, Appendix G.* 2016.
2. **City of Laguna Hills.** *Municipal Code, Chapter 5-24 Noise Control.*
3. **National Institute for Occupational Safety and Health.** *Criteria for Recommended Standard: Occupational Noise Exposure.* June 1998.
4. **U.S. Department of Transportation, Federal Transit Administration.** *Transit Noise and Vibration Impact Assessment.* May 2006. FTA-VA-90-1003-06.
5. **California Court of Appeal.** *Gray v. County of Madera, F053661.* 167 Cal.App.4th 1099; - Cal.Rptr.3d, October 2008.
6. **Federal Interagency Committee on Noise.** *Federal Agency Review of Selected Airport Noise Analysis Issues.* August 1992.
7. **American National Standards Institute (ANSI).** *Specification for Sound Level Meters ANSI S1.4-2014/IEC 61672-1:2013.*
8. **Urban Crossroads, Inc.** *ActivCare Laguna Hills Focused Air Quality and Greenhouse Gas Memorandum.* May 2018.
9. **California Department of Transportation Environmental Program.** *Technical Noise Supplement - A Technical Supplement to the Traffic Noise Analysis Protocol.* Sacramento, CA : s.n., September 2013.

Attachment: Attachment b – Correspondence from Mr. Clay Toombs (November 30, 2020) (2281 : Conditional Use Permit/Site Development

This page intentionally left blank

APPENDIX A

CITY OF LAGUNA HILLS MUNICIPAL CODE NOISE STANDARDS

This page intentionally left blank

Chapter 5-24 NOISE CONTROL

Sections:

- 5-24.010 Declaration of policy.
- 5-24.020 Definitions.
- 5-24.030 Noise level measurement criteria.
- 5-24.040 Designated noise zone.
- 5-24.050 Exterior noise standards.
- 5-24.060 Interior noise standards.
- 5-24.070 Special provisions.
- 5-24.080 Schools, hospitals and churches—Special provisions.
- 5-24.090 Motor vehicle racing.
- 5-24.100 Air conditioning and refrigeration—Special provisions.
- 5-24.110 Noise level measurement.
- 5-24.120 Manner of enforcement.
- 5-24.130 Violations—Misdemeanors.

5-24.010 Declaration of policy.

In order to control unnecessary, excessive and annoying sounds emanating from the city, it is declared to be the policy of the city to prohibit such sounds generated from all sources as specified in this chapter.

It is determined that certain sound levels are detrimental to the public health, welfare and safety, and contrary to public interest. (OCC § 4-6-1)

5-24.020 Definitions.

The following words, phrases and terms as used in this chapter shall have the meaning as indicated below:

“Ambient noise level” means the all-encompassing noise level associated with a given environment, being a composite of sounds from all sources, excluding the alleged offensive noise, at the location and approximate time at which a comparison with the alleged offensive noise is to be made.

“Cumulative period” means an additive period of time composed of individual time segments which may be continuous or interrupted.

“Decibel (dB)” means a unit which denotes the ratio between two quantities which are proportional to power: the number of decibels corresponding to the ratio of two amounts of power is ten times the logarithm to the base ten of this ratio.

“Dwelling unit” means a single unit providing complete, independent living facilities for one or more persons including permanent provisions for living, sleeping, eating, cooking and sanitation.

“Emergency machinery, vehicle or work” means any machinery, vehicle or work used, employed or performed in an effort to protect, provide or restore safe conditions in the community or for the citizenry, or work by private or public utilities when restoring utility service.

“Fixed noise source” means a stationary device which creates sounds while fixed or motionless, including but not limited to industrial and commercial machinery and equipment, pumps, fans, compressors, generators, air conditioners and refrigeration equipment.

“Grading” means any excavating or filling of earth material, or any combination thereof, conducted at a site to prepare said site for construction or other improvements thereon.

“Impact noise” means the noise produced by the collision of one mass in motion with a second mass which may be either in motion or at rest.

“Mobile noise source” means any noise source other than a fixed noise source.

“Noise level” means the “A” weighted sound pressure level in decibels obtained by using a sound level meter at slow response with a reference pressure of twenty (20) micronewtons per square meter. The unit of measurement shall be designated as dB(A).

“Person” means a person, firm, association, copartnership, joint venture, corporation or any entity, public or private in nature.

“Residential property” means a parcel of real property which is developed and used either in part or in whole for residential purposes, other than transient uses such as hotels and motels.

“Simple tone noise” means a noise characterized by a predominant frequency or frequencies so that other frequencies cannot be readily distinguished.

“Sound level meter” means an instrument meeting American National Standard Institute’s Standard S1.4-1971 for Type 1 or Type 2 sound level meters or an instrument and the associated recording and analyzing equipment which will provide equivalent data.

“Sound pressure level” of a sound, in decibels, means twenty (20) times the logarithm to the base ten of the ratio of the pressure of the sound to a reference pressure, which reference pressure shall be explicitly stated. (OCC § 4-6-2)

5-24.030 Noise level measurement criteria.

Any noise level measurements made pursuant to the provisions of this chapter shall be performed using a sound level meter as defined in Section 5-24.020 of this chapter. (OCC § 4-6-3)

5-24.040 Designated noise zone.

The entire territory of the city is designated as “Noise Zone 1.” (OCC § 4-6-4)

5-24.050 Exterior noise standards.

A. The following noise standards, unless otherwise specifically indicated, shall apply to all residential property within a designated noise zone:

RESIDENTIAL EXTERIOR NOISE STANDARDS

Noise Zone	Noise Level	Time Period
1	55 dB(A)	7:00 a.m.—10:00 p.m.
	50 dB(A)	10:00 p.m.—7:00 a.m.

In the event the alleged offensive noise consists entirely of impact noise, simple tone noise, speech, music, or any combination thereof, each of the above noise levels is reduced by five dB(A).

B. The following noise standards, unless otherwise specifically indicated, apply to all land use entities that affect nonresidential property. If a land use affects both residential and nonresidential property then the residential standards are applied.

NONRESIDENTIAL EXTERIOR NOISE STANDARDS

Noise Zone	Noise Level	Time Period
1	65 dB(A)	At any time

In the event the alleged offensive noise consists entirely of impact noise, simple tone noise, speech, music, or any combination thereof, each of the above noise levels is reduced by five dB(A).

C. It is unlawful for any person at any location within the city to create any noise, or to allow the creation of any noise on property owned, leased, occupied, or otherwise controlled by such person, when the foregoing causes the noise level, when measured on any other property, either incorporated or unincorporated, to exceed:

1. The noise standard for a cumulative period of more than thirty (30) minutes in any hour; or
2. The noise standard plus five dB(A) for a cumulative period of more than fifteen (15) minutes in any hour; or
3. The noise standard plus ten dB(A) for a cumulative period of more than five minutes in any hour; or
4. The noise standard plus fifteen (15) dB(A) for a cumulative period of more than one minute in any hour; or
5. The noise standard plus twenty (20) dB(A) for any period of time.

D. In the event the ambient noise level exceeds any of the first four noise limit categories above, the cumulative period applicable to said category is increased to reflect said ambient noise level. In the event the

ambient noise level exceeds the fifth noise limit category, the maximum allowable noise level under said category is increased to reflect the maximum ambient noise level.

(Ord. 2003-11 § 2: OCC § 4-6-5)

5-24.060 Interior noise standards.

A. The following interior noise standards, unless otherwise specifically indicated, shall apply to all residential property within a designated noise zone:

RESIDENTIAL EXTERIOR NOISE STANDARDS

Noise Zone	Noise Level	Time Period
1	55 dB(A)	7:00 a.m.—10:00 p.m.
	45 dB(A)	10:00 p.m.—7:00 a.m.

In the event the alleged offensive noise consists entirely of impact noise, simple tone noise, speech, music, or any combination thereof, each of the above noise levels shall be reduced by five dB(A).

B. It is unlawful for any person at any location within the city to create any noise, or to allow the creation of any noise on property owned, leased, occupied, or otherwise controlled by such person, when the foregoing causes the noise level, when measured within any other dwelling unit on any residential property, either incorporated or unincorporated, to exceed:

1. The interior noise standard for a cumulative period of more than five minutes in any hour; or
2. The interior noise standard plus five db(A) for a cumulative period of more than one minute in any hour; or
3. The interior noise standard plus ten db(A) for any period of time.

C. In the event the ambient noise level exceeds either of the first two noise limit categories above, the cumulative period applicable to said category shall be increased to reflect said ambient noise level. In the event the ambient noise level exceeds the third noise limit category the maximum allowable noise level under said category shall be increased to reflect the maximum ambient noise level.

(OCC § 4-6-6)

5-24.070 Special provisions.

The following activities shall be exempted from the provisions of this chapter:

A. Activities conducted on the grounds of any public or private nursery, elementary, intermediate or secondary school or college.

- B. Outdoor gatherings, public dances and shows, provided said events are conducted pursuant to a license issued by the city pursuant to Title 4 of this code.
- C. Activities conducted on any park or playground, provided such park or playground is owned and operated by a public entity.
- D. Any mechanical device, apparatus or equipment used, related to or connected with emergency machinery, vehicle or work.
- E. Noise sources associated with construction, repair, remodeling, or grading of any real property, provided said activities do not take place between the hours of eight p.m. and seven a.m. on weekdays, eight p.m. and eight a.m. on Saturday, or at any time on Sunday or a federal holiday.
- F. All mechanical devices, apparatus or equipment which are utilized for the protection or salvage of agricultural crops during periods of potential or actual frost damage or other adverse weather conditions.
- G. Mobile noise sources associated with agricultural operations, provided such operations do not take place between the hours of eight p.m. and seven a.m. on weekdays, including Saturday, or at any time on Sunday or a federal holiday.
- H. Mobile noise sources associated with agricultural pest control through pesticide application, provided that the application is made in accordance with restricted material permits issued by or regulations enforced by the Agricultural Commissioner.
- I. Noise sources associated with the maintenance of real property, provided said activities take place between seven a.m. and eight p.m. on any day except Sunday or a federal holiday, or between the hours of nine a.m. and eight p.m. on Sunday or a federal holiday.
- J. Any activity to the extent regulation thereof has been preempted by state or federal law.
- K. A temporary public construction activity deemed necessary for the safety and convenience of the traveling public by the City Manager or his or her authorized representative, which exemption shall be placed in writing, and subject to such conditions deemed necessary to protect the public welfare, health, and safety and to minimize noise disturbances.

(Ord. 2004-8 § 2; Ord. 2003-3 Exh. A § 1; OCC § 4-6-7)

5-24.080 Schools, hospitals and churches—Special provisions.

It is unlawful for any person to create any noise which causes the noise level at any school, hospital or church while the same is in use to exceed the noise limits as specified in Section 5-24.050 of this chapter prescribed for the assigned noise zone in which the school, hospital or church is located, or which noise level unreasonably interferes with the use of such institutions or which unreasonably disturbs or annoys patients in the hospital, provided conspicuous signs are displayed in three separate locations within one-tenth of a mile of the institution indicating the presence of a school, church or hospital. (OCC § 4-6-8)

5-24.090 Motor vehicle racing.

It is unlawful to conduct motor vehicle racing, testing, timing or similar noise-producing activities at raceways, speedways, off-road vehicle courses, drag strips or other similar places, including, but not limited to, the operation of midget race cars, drag cars, motorcycles, off-road vehicles, and specialty automobiles, between the hours of eleven-thirty p.m. and eight a.m. (OCC § 4-6-8.1)

5-24.100 Air conditioning and refrigeration—Special provisions.

During the five-year period following the effective date of this chapter, the noise standards enumerated in Sections 5-24.050 and 5-24.060 shall be increased eight db(A) where the alleged offensive noise source is an air conditioning or refrigeration system or associated equipment which was installed prior to the effective date of this chapter. (OCC § 4-6-9)

5-24.110 Noise level measurement.

The location selected for measuring exterior noise levels shall be at any point on the affected property. Interior noise measurements shall be made within the affected dwelling unit. The measurement shall be made at a point at least four feet from the wall, ceiling, or floor nearest the alleged offensive noise source and may be made with the windows of the affected unit open. (OCC § 4-6-10)

5-24.120 Manner of enforcement.

The City Manager, the Chief of Police Services, and their duly authorized representatives are directed to enforce the provisions of this chapter. The Chief of Police Services and his or her duly authorized representatives are authorized, pursuant to Penal Code Section 836.5, to arrest any person without a warrant when they have reasonable cause to believe that such person has committed a misdemeanor in their presence.

No person shall interfere with, oppose, or resist any authorized person charged with the enforcement of this chapter while such person is engaged in the performance of his or her duty. (Ord. 2003-11 § 3: OCC § 4-6-11)

5-24.130 Violations—Misdemeanors.

Any person violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such. The provisions of this chapter shall not be construed as permitting conduct not prescribed herein and shall not affect the enforceability of any other applicable provisions of law. (OCC § 4-6-15)

The Laguna Hills Municipal Code is current through Ordinance 2018-1, passed January 9, 2018.

Disclaimer: The City Clerk's Office has the official version of the Laguna Hills Municipal Code. Users should contact the City Clerk's Office for ordinances passed

APPENDIX B

STUDY AREA PHOTOS

This page intentionally left blank

JN:11697 ActivCare



L1_E



L1_N



L1_W



L2_E



L2_N



L2_W

JN:11697 ActivCare



L3_E



L3_S



L4_E



L4_N



L4_W

APPENDIX C

NOISE LEVEL MEASUREMENT WORKSHEETS

This page intentionally left blank

24-Hour Noise Level Measurement Summary

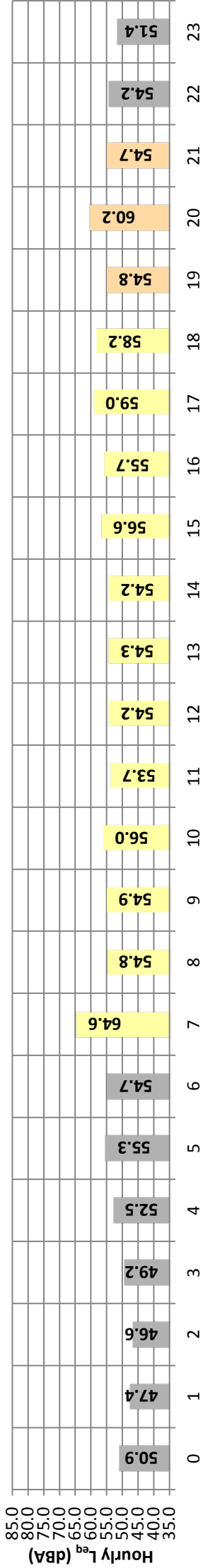
Date: Thursday, May 24, 2018
Project: ActivCare

Location: L1 - Located at the northern Project site boundary adjacent to the existing Kiddie Academy of Laguna Hills.

Meter: Piccolo I

JN: 11697
Analyst: A. Wolfe

Hourly L_{eq} dBA Readings (unadjusted)



Hour Beginning

Timeframe	Hour	L_{eq}	L_{max}	L_{min}	L1%	L2%	L5%	L8%	L25%	L50%	L90%	L95%	L99%	L_{eq}	Adj.	Adj. L_{eq}
Night	0	50.9	68.6	43.4	60.0	58.0	54.0	53.0	50.0	48.0	46.0	45.0	45.0	50.9	10.0	60.9
	1	47.4	62.6	39.5	54.0	52.0	50.0	49.0	47.0	46.0	43.0	42.0	41.0	47.4	10.0	57.4
	2	46.6	57.9	41.0	52.0	51.0	50.0	49.0	47.0	45.0	43.0	42.0	41.0	46.6	10.0	56.6
	3	49.2	63.4	42.0	56.0	55.0	53.0	52.0	49.0	47.0	45.0	44.0	43.0	49.2	10.0	59.2
	4	52.5	64.7	44.4	59.0	58.0	56.0	55.0	52.0	51.0	48.0	47.0	46.0	52.5	10.0	62.5
	5	55.3	68.6	49.0	63.0	61.0	59.0	57.0	55.0	53.0	51.0	51.0	50.0	55.3	10.0	65.3
	6	54.7	67.3	48.2	61.0	60.0	58.0	57.0	55.0	53.0	51.0	51.0	49.0	54.7	10.0	64.7
Day	7	64.6	85.3	47.7	75.0	74.0	70.0	68.0	60.0	55.0	51.0	50.0	49.0	64.6	0.0	64.6
	8	54.8	70.3	47.9	62.0	61.0	58.0	57.0	55.0	53.0	50.0	50.0	49.0	54.8	0.0	54.8
	9	54.9	81.3	48.1	62.0	60.0	58.0	56.0	53.0	52.0	50.0	49.0	49.0	54.9	0.0	54.9
	10	56.0	78.2	48.8	64.0	61.0	58.0	57.0	55.0	53.0	51.0	50.0	49.0	56.0	0.0	56.0
	11	53.7	69.4	48.4	60.0	58.0	56.0	56.0	54.0	52.0	50.0	50.0	49.0	53.7	0.0	53.7
	12	54.2	70.8	47.2	61.0	59.0	57.0	56.0	54.0	53.0	50.0	50.0	48.0	54.2	0.0	54.2
	13	54.3	67.5	49.1	61.0	60.0	58.0	57.0	54.0	52.0	51.0	50.0	49.0	54.3	0.0	54.3
	14	54.2	65.7	48.8	60.0	59.0	58.0	57.0	54.0	52.0	51.0	50.0	49.0	54.2	0.0	54.2
	15	56.6	70.7	49.1	65.0	63.0	61.0	59.0	56.0	54.0	52.0	51.0	50.0	56.6	0.0	56.6
	16	55.7	75.4	49.6	63.0	61.0	59.0	58.0	55.0	54.0	51.0	51.0	50.0	55.7	0.0	55.7
	17	59.0	80.0	48.2	71.0	67.0	61.0	59.0	55.0	53.0	50.0	50.0	49.0	59.0	0.0	59.0
	18	58.2	81.4	49.5	66.0	62.0	58.0	57.0	54.0	53.0	51.0	51.0	50.0	58.2	0.0	58.2
Evening	19	54.8	69.5	49.5	62.0	60.0	58.0	57.0	54.0	53.0	51.0	51.0	50.0	54.8	5.0	59.8
	20	60.2	85.1	50.1	69.0	65.0	61.0	58.0	55.0	53.0	52.0	51.0	51.0	60.2	5.0	65.2
	21	54.7	72.7	48.6	63.0	61.0	58.0	57.0	54.0	52.0	50.0	50.0	49.0	54.7	5.0	59.7
Night	22	54.2	70.4	48.1	62.0	59.0	57.0	56.0	54.0	52.0	50.0	50.0	49.0	54.2	10.0	64.2
	23	51.4	65.1	45.9	58.0	57.0	54.0	53.0	51.0	50.0	48.0	47.0	47.0	51.4	10.0	61.4
Timeframe	Hour	L_{eq}	L_{max}	L_{min}	L1%	L2%	L5%	L8%	L25%	L50%	L90%	L95%	L99%	24-Hour L_{eq} (dBA)		
Day	Min	53.7	65.7	47.2	60.0	58.0	56.0	56.0	53.0	52.0	50.0	49.0	48.0	56.4		
	Max	64.6	85.3	49.6	75.0	74.0	70.0	68.0	60.0	55.0	52.0	51.0	50.0			
Energy Average		57.8	Average:		64.2	62.1	59.3	58.1	54.9	53.0	50.7	50.2	49.2	24-Hour CNEL (dBA)		
Evening	Min	54.7	69.5	48.6	62.0	60.0	58.0	57.0	54.0	52.0	50.0	50.0	49.0			
	Max	60.2	85.1	50.1	69.0	65.0	61.0	58.0	55.0	53.0	52.0	51.0	51.0	60.6		
Energy Average		57.4	Average:		64.7	62.0	59.0	57.3	54.3	52.7	51.0	50.7	50.0			
Night	Min	46.6	57.9	39.5	52.0	51.0	50.0	49.0	47.0	45.0	43.0	42.0	41.0			
	Max	55.3	70.4	49.0	63.0	61.0	59.0	57.0	55.0	53.0	51.0	51.0	50.0			
Energy Average		52.3	Average:		58.3	56.8	54.6	53.4	51.1	49.4	47.2	46.6	45.7			



24-Hour Noise Level Measurement Summary

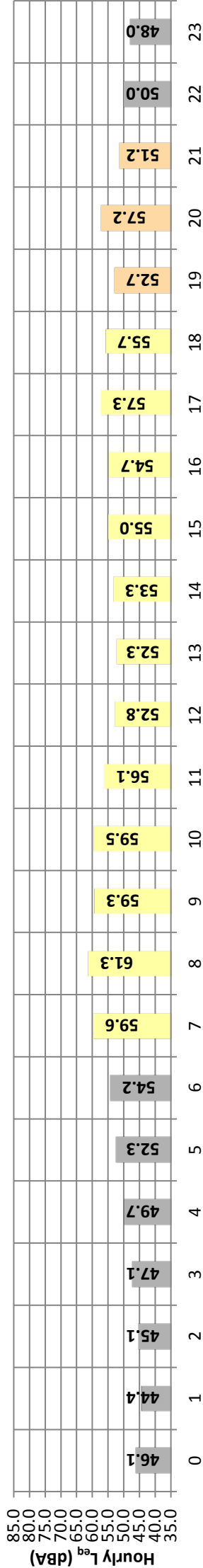
Date: Thursday, May 24, 2018
Project: ActivCare

Location: L2 - Located at the southern site boundary adjacent to existing residential homes on Bentley Lane.

Meter: Piccolo I

JN: 11697
Analyst: A. Wolfe

Hourly L_{eq} dBA Readings (unadjusted)



Timeframe	Hour	L_{eq}	L_{max}	L_{min}	L1%	L2%	L5%	L8%	L25%	L50%	L90%	L95%	L99%	L_{eq}	Adj.	Adj. L_{eq}
Night	0	46.1	47.1	49.7	52.3	54.2	59.3	59.5	56.1	52.8	53.3	55.0	54.7	57.3	55.7	57.2
	1	44.4	45.1	47.1	49.7	52.3	59.3	59.5	56.1	52.8	53.3	55.0	54.7	57.3	55.7	57.2
	2	45.1	47.1	49.7	52.3	54.2	59.3	59.5	56.1	52.8	53.3	55.0	54.7	57.3	55.7	57.2
	3	47.1	49.7	52.3	54.2	59.3	59.5	56.1	52.8	53.3	55.0	54.7	57.3	55.7	57.2	57.2
	4	49.7	52.3	54.2	59.3	59.5	56.1	52.8	53.3	55.0	54.7	57.3	55.7	57.2	57.2	57.2
	5	52.3	54.2	59.3	59.5	56.1	52.8	53.3	55.0	54.7	57.3	55.7	57.2	57.2	57.2	57.2
	6	54.2	59.3	59.5	56.1	52.8	53.3	55.0	54.7	57.3	55.7	57.2	57.2	57.2	57.2	57.2
Day	7	59.6	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	8	61.3	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	9	59.3	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	10	59.5	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	11	56.1	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	12	52.8	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	13	52.3	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	14	53.3	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	15	55.0	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	16	54.7	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	17	57.3	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	18	55.7	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
Evening	19	52.7	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	20	57.2	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	21	51.2	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
Night	22	50.0	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
	23	48.0	64.4	67.3	69.1	70.0	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7	76.7
Timeframe	Hour	L_{eq}	L_{max}	L_{min}	L1%	L2%	L5%	L8%	L25%	L50%	L90%	L95%	L99%	24-Hour L_{eq} (dBA)		
Day	Min	52.3	64.8	43.5	59.0	58.0	56.0	55.0	52.0	50.0	46.0	45.0	44.0	55.3		
	Max	61.3	78.6	57.1	70.0	67.0	66.0	65.0	61.0	59.0	58.0	57.0	57.0			
Energy Average		57.3	Average:		63.3	61.6	59.3	58.2	55.8	54.2	50.5	49.7	48.8	58.6		
Evening	Min	51.2	67.3	41.8	58.0	56.0	54.0	54.0	52.0	50.0	44.0	43.0	42.0			
	Max	57.2	82.1	45.7	65.0	60.0	56.0	55.0	53.0	51.0	48.0	47.0	46.0	24-Hour CNEL (dBA)		
Energy Average		54.5	Average:		60.7	57.7	55.0	54.7	52.7	50.7	46.3	45.3	44.0			
Night	Min	44.4	57.5	39.6	52.0	51.0	49.0	48.0	44.0	41.0	40.0	40.0	40.0			
	Max	54.2	74.9	45.3	61.0	59.0	57.0	57.0	54.0	52.0	48.0	47.0	46.0			
Energy Average		49.7	Average:		55.8	54.4	52.6	51.7	48.3	45.8	42.8	42.3	41.8			



24-Hour Noise Level Measurement Summary

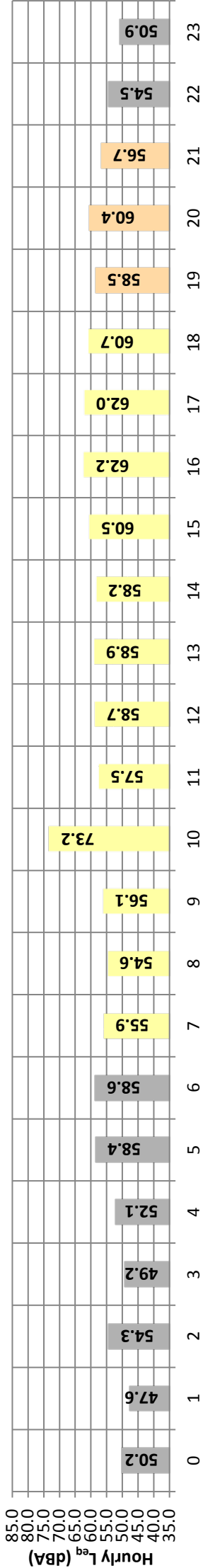
Date: Thursday, May 24, 2018
Project: ActivCare

Location: L3 - Located south of the Project site adjacent to an existing public storage use and residential homes south of Bentley Lane.

Meter: Piccolo I

JN: 11697
Analyst: A. Wolfe

Hourly L_{eq} dBA Readings (unadjusted)



Timeframe	Hour	L_{eq}	L_{max}	L_{min}	L1%	L2%	L5%	L8%	L25%	L50%	L90%	L95%	L99%	L_{eq}	Adj.	Adj. L_{eq}
Night	0	50.2	65.8	41.5	60.0	56.0	52.0	51.0	49.0	48.0	45.0	45.0	43.0	50.2	10.0	60.2
	1	47.6	69.4	39.4	59.0	54.0	49.0	48.0	46.0	44.0	41.0	41.0	40.0	47.6	10.0	57.6
	2	54.3	75.1	38.6	64.0	64.0	64.0	60.0	46.0	44.0	41.0	41.0	40.0	54.3	10.0	64.3
	3	49.2	68.7	38.5	59.0	58.0	55.0	53.0	47.0	44.0	41.0	41.0	40.0	49.2	10.0	59.2
	4	52.1	75.8	40.3	62.0	60.0	57.0	53.0	49.0	47.0	45.0	44.0	43.0	52.1	10.0	62.1
	5	58.4	86.6	45.5	65.0	63.0	59.0	57.0	52.0	50.0	48.0	47.0	46.0	58.4	10.0	68.4
	6	58.6	74.9	43.3	68.0	67.0	65.0	64.0	58.0	49.0	46.0	45.0	44.0	58.6	10.0	68.6
Day	7	55.9	74.9	42.5	65.0	63.0	61.0	60.0	55.0	50.0	45.0	44.0	43.0	55.9	0.0	55.9
	8	54.6	74.5	40.3	64.0	63.0	60.0	59.0	54.0	48.0	42.0	41.0	41.0	54.6	0.0	54.6
	9	56.1	81.1	41.0	63.0	61.0	58.0	57.0	51.0	47.0	43.0	43.0	41.0	56.1	0.0	56.1
	10	73.2	91.1	44.4	85.0	84.0	81.0	78.0	62.0	54.0	48.0	46.0	45.0	73.2	0.0	73.2
	11	57.5	75.9	46.8	67.0	65.0	63.0	61.0	57.0	53.0	49.0	48.0	47.0	57.5	0.0	57.5
	12	58.7	78.4	46.8	70.0	67.0	63.0	61.0	56.0	52.0	49.0	49.0	47.0	58.7	0.0	58.7
	13	58.9	81.5	47.0	69.0	67.0	64.0	62.0	56.0	52.0	49.0	48.0	47.0	58.9	0.0	58.9
	14	58.2	79.2	46.5	69.0	66.0	63.0	61.0	56.0	52.0	48.0	48.0	47.0	58.2	0.0	58.2
	15	60.5	89.1	45.9	69.0	67.0	64.0	62.0	56.0	52.0	49.0	49.0	47.0	60.5	0.0	60.5
	16	62.2	88.8	47.2	72.0	69.0	65.0	63.0	57.0	52.0	49.0	49.0	48.0	62.2	0.0	62.2
	17	62.0	85.3	47.8	75.0	71.0	67.0	65.0	57.0	52.0	49.0	49.0	48.0	62.0	0.0	62.0
	18	60.7	82.2	47.0	71.0	67.0	64.0	63.0	56.0	52.0	50.0	50.0	48.0	60.7	0.0	60.7
Evening	19	58.5	78.4	49.9	68.0	67.0	64.0	62.0	56.0	53.0	52.0	52.0	51.0	58.5	5.0	63.5
	20	60.4	85.7	46.6	68.0	66.0	63.0	61.0	54.0	52.0	49.0	48.0	47.0	60.4	5.0	65.4
	21	56.7	79.2	44.5	67.0	65.0	61.0	59.0	52.0	49.0	47.0	46.0	45.0	56.7	5.0	61.7
Night	22	54.5	78.1	44.3	64.0	63.0	59.0	57.0	51.0	50.0	47.0	46.0	45.0	54.5	10.0	64.5
	23	50.9	72.7	42.5	62.0	59.0	55.0	51.0	48.0	46.0	44.0	44.0	43.0	50.9	10.0	60.9
Timeframe	Hour	L_{eq}	L_{max}	L_{min}	L1%	L2%	L5%	L8%	L25%	L50%	L90%	L95%	L99%	24-Hour L_{eq} (dBA)		
Day	Min	54.6	74.5	40.3	63.0	61.0	58.0	57.0	51.0	47.0	42.0	41.0	41.0	61.6		
	Max	73.2	91.1	47.8	85.0	84.0	81.0	78.0	62.0	54.0	50.0	50.0	48.0			
Energy Average		64.0	Average:		69.9	67.5	64.4	62.7	56.1	51.3	47.5	47.0	45.8	24-Hour CNEL (dBA)		
Evening	Min	56.7	78.4	44.5	67.0	65.0	61.0	59.0	52.0	49.0	47.0	46.0	45.0			
	Max	60.4	85.7	49.9	68.0	67.0	64.0	62.0	56.0	53.0	52.0	52.0	51.0			
Energy Average		58.8	Average:		67.7	66.0	62.7	60.7	54.0	51.3	49.3	48.7	47.7	64.2		
Night	Min	47.6	65.8	38.5	59.0	54.0	49.0	48.0	46.0	44.0	41.0	41.0	40.0			
	Max	58.6	86.6	45.5	68.0	67.0	65.0	64.0	58.0	50.0	48.0	47.0	46.0			
Energy Average		54.4	Average:		62.6	60.4	57.2	54.9	49.6	46.9	44.2	43.8	42.7			

24-Hour Noise Level Measurement Summary

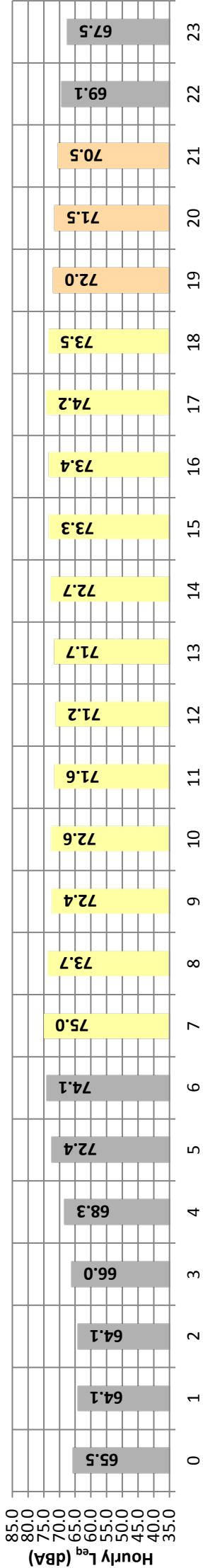
Date: Thursday, May 24, 2018
Project: ActivCare

Location: L4 - Located on Alicia Parkway adjacent to an existing commercial parking lot and residential homes.

Meter: Piccolo I

JN: 11697
Analyst: A. Wolfe

Hourly L_{eq} dBA Readings (unadjusted)



Timeframe	Hour	L _{eq}	L _{max}	L _{min}	L1%	L2%	L5%	L8%	L25%	L50%	L90%	L95%	L99%	L _{eq}	Adj.	Adj. L _{eq}
Night	0	65.5	84.9	44.1	75.0	73.0	71.0	70.0	65.0	58.0	46.0	45.0	44.0	65.5	10.0	75.5
	1	64.1	83.0	41.8	75.0	73.0	71.0	69.0	61.0	50.0	43.0	43.0	42.0	64.1	10.0	74.1
	2	64.1	80.6	41.2	75.0	74.0	71.0	69.0	62.0	50.0	43.0	42.0	42.0	64.1	10.0	74.1
	3	66.0	80.7	42.1	76.0	75.0	73.0	71.0	65.0	56.0	44.0	43.0	42.0	66.0	10.0	76.0
	4	68.3	83.2	43.7	77.0	76.0	74.0	73.0	69.0	63.0	46.0	45.0	44.0	68.3	10.0	78.3
	5	72.4	84.7	46.4	79.0	78.0	77.0	76.0	73.0	70.0	58.0	54.0	48.0	72.4	10.0	82.4
	6	74.1	85.5	50.9	80.0	79.0	78.0	78.0	75.0	72.0	63.0	60.0	54.0	74.1	10.0	84.1
Day	7	75.0	88.6	50.9	81.0	80.0	79.0	78.0	76.0	73.0	64.0	61.0	55.0	75.0	0.0	75.0
	8	73.7	87.3	47.6	80.0	79.0	78.0	77.0	75.0	71.0	63.0	60.0	54.0	73.7	0.0	73.7
	9	72.4	82.7	48.8	79.0	78.0	77.0	76.0	73.0	70.0	61.0	58.0	52.0	72.4	0.0	72.4
	10	72.6	86.6	50.3	79.0	78.0	77.0	76.0	74.0	70.0	61.0	59.0	54.0	72.6	0.0	72.6
	11	71.6	86.6	49.5	78.0	77.0	76.0	76.0	72.0	69.0	60.0	57.0	53.0	71.6	0.0	71.6
	12	71.2	86.2	48.9	78.0	77.0	76.0	75.0	72.0	69.0	60.0	56.0	52.0	71.2	0.0	71.2
	13	71.7	87.3	47.6	77.0	77.0	76.0	75.0	73.0	69.0	59.0	55.0	49.0	71.7	0.0	71.7
	14	72.7	85.9	49.8	78.0	78.0	77.0	76.0	74.0	70.0	60.0	57.0	52.0	72.7	0.0	72.7
	15	73.3	88.4	50.8	79.0	78.0	77.0	77.0	75.0	71.0	62.0	59.0	55.0	73.3	0.0	73.3
	16	73.4	88.0	49.4	79.0	78.0	77.0	77.0	75.0	71.0	61.0	58.0	51.0	73.4	0.0	73.4
	17	74.2	97.5	48.4	79.0	78.0	77.0	77.0	75.0	72.0	61.0	58.0	52.0	74.2	0.0	74.2
	18	73.5	90.9	50.2	79.0	78.0	77.0	77.0	75.0	71.0	61.0	58.0	53.0	73.5	0.0	73.5
Evening	19	72.0	80.9	48.8	78.0	77.0	76.0	76.0	73.0	70.0	59.0	56.0	51.0	72.0	5.0	77.0
	20	71.5	86.1	47.2	78.0	77.0	76.0	75.0	72.0	69.0	58.0	54.0	50.0	71.5	5.0	76.5
	21	70.5	82.3	45.0	77.0	76.0	75.0	75.0	72.0	68.0	54.0	50.0	46.0	70.5	5.0	75.5
Night	22	69.1	82.2	44.9	76.0	75.0	74.0	73.0	70.0	66.0	52.0	49.0	46.0	69.1	10.0	79.1
	23	67.5	81.9	43.3	75.0	74.0	73.0	72.0	68.0	63.0	48.0	46.0	44.0	67.5	10.0	77.5
Timeframe	Hour	L _{eq}	L _{max}	L _{min}	L1%	L2%	L5%	L8%	L25%	L50%	L90%	L95%	L99%	24-Hour L _{eq} (dBA)		
Day	Min	71.2	82.7	47.6	77.0	77.0	76.0	75.0	72.0	69.0	59.0	55.0	49.0	71.8		
	Max	75.0	97.5	50.9	81.0	80.0	79.0	78.0	76.0	73.0	64.0	61.0	55.0			
Evening	Min	70.5	80.9	45.0	77.0	76.0	75.0	75.0	72.0	68.0	54.0	50.0	46.0	71.8		
	Max	72.0	86.1	48.8	78.0	77.0	76.0	76.0	73.0	70.0	59.0	56.0	51.0			
Night	Min	64.1	80.6	41.2	75.0	73.0	71.0	69.0	61.0	50.0	43.0	42.0	42.0	76.8		
	Max	74.1	85.5	50.9	80.0	79.0	78.0	78.0	75.0	72.0	63.0	60.0	54.0			
Energy Average		69.3	Average:			75.2	73.6	72.3	67.6	60.9	49.2	47.4	45.1			



APPENDIX D

OPERATIONAL NOISE LEVEL CALCULATIONS

This page intentionally left blank

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R1

Source: Roof-Top Air Conditioning
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	86.0 feet	Barrier Height:	10.0 feet
Noise Distance to Barrier:	10.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	76.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	10.0 feet	Drop Off Coefficient:	20.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	5.0	0.0	74.4	76.1	77.4	77.7	78.2
Distance Attenuation	86.0	-24.7	-24.7	-24.7	-24.7	-24.7	-24.7
Shielding (Barrier Attenuation)	10.0	-9.5	-9.5	-9.5	-9.5	-9.5	-9.5
Raw (Distance + Barrier)		-34.2	40.2	41.9	43.2	43.5	44.0
60 Minute Hourly Adjustment		-34.2	40.2	41.9	43.2	43.5	44.0

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R1

Source: Parking Lot Vehicle Movements
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	35.0 feet	Barrier Height:	6.0 feet
Noise Distance to Barrier:	25.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	10.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	0.0 feet	Drop Off Coefficient:	15.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	10.0	0.0	49.0	50.0	55.0	61.0	71.9
Distance Attenuation	35.0	-8.2	-8.2	-8.2	-8.2	-8.2	-8.2
Shielding (Barrier Attenuation)	25.0	-5.7	-5.7	-5.7	-5.7	-5.7	-5.7
Raw (Distance + Barrier)		-13.9	35.1	36.1	41.1	47.1	58.0
60 Minute Hourly Adjustment		-13.9	35.1	36.1	41.1	47.1	58.0

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R1

Source: Trash Enclosure
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	388.0 feet	Barrier Height:	6.0 feet
Noise Distance to Barrier:	378.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	10.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	0.0 feet	Drop Off Coefficient:	20.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	5.0	0.0	69.0	75.0	82.0	87.0	88.5
Distance Attenuation	388.0	-37.8	-37.8	-37.8	-37.8	-37.8	-37.8
Shielding (Barrier Attenuation)	378.0	-5.5	-5.5	-5.5	-5.5	-5.5	-5.5
Raw (Distance + Barrier)		-43.3	25.7	31.7	38.7	43.7	45.2
60 Minute Hourly Adjustment		-43.3	25.7	31.7	38.7	43.7	45.2

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R2

Source: Roof-Top Air Conditioning
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	103.0 feet	Barrier Height:	10.0 feet
Noise Distance to Barrier:	10.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	93.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	10.0 feet	Drop Off Coefficient:	20.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	5.0	0.0	74.4	76.1	77.4	77.7	78.2
Distance Attenuation	103.0	-26.3	-26.3	-26.3	-26.3	-26.3	-26.3
Shielding (Barrier Attenuation)	10.0	-9.7	-9.7	-9.7	-9.7	-9.7	-9.7
Raw (Distance + Barrier)		-36.0	38.4	40.1	41.4	41.7	42.2
60 Minute Hourly Adjustment		-36.0	38.4	40.1	41.4	41.7	42.2

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R2

Source: Parking Lot Vehicle Movements
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	40.0 feet	Barrier Height:	6.0 feet
Noise Distance to Barrier:	30.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	10.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	0.0 feet	Drop Off Coefficient:	15.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	10.0	0.0	49.0	50.0	55.0	61.0	71.9
Distance Attenuation	40.0	-9.0	-9.0	-9.0	-9.0	-9.0	-9.0
Shielding (Barrier Attenuation)	30.0	-5.7	-5.7	-5.7	-5.7	-5.7	-5.7
Raw (Distance + Barrier)		-14.7	34.3	35.3	40.3	46.3	57.2
60 Minute Hourly Adjustment		-14.7	34.3	35.3	40.3	46.3	57.2

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R2

Source: Trash Enclosure
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	350.0 feet	Barrier Height:	6.0 feet
Noise Distance to Barrier:	340.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	10.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	0.0 feet	Drop Off Coefficient:	20.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	5.0	0.0	69.0	75.0	82.0	87.0	88.5
Distance Attenuation	350.0	-36.9	-36.9	-36.9	-36.9	-36.9	-36.9
Shielding (Barrier Attenuation)	340.0	-5.5	-5.5	-5.5	-5.5	-5.5	-5.5
Raw (Distance + Barrier)		-42.4	26.6	32.6	39.6	44.6	46.1
60 Minute Hourly Adjustment		-42.4	26.6	32.6	39.6	44.6	46.1

STATIONARY SOURCE NOISE PREDICTION MODEL		5/28/2018
Observer Location: R3		<i>Project Name: ActivCare</i>
Source: Roof-Top Air Conditioning		<i>Job Number: 11697</i>
Condition: Operational		<i>Analyst: A. Wolfe</i>
NOISE MODEL INPUTS		

Noise Distance to Observer	88.0 feet	Barrier Height:	10.0 feet
Noise Distance to Barrier:	10.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	78.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	10.0 feet	Drop Off Coefficient:	20.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance	
		15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS							
Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	5.0	0.0	74.4	76.1	77.4	77.7	78.2
Distance Attenuation	88.0	-24.9	-24.9	-24.9	-24.9	-24.9	-24.9
Shielding (Barrier Attenuation)	10.0	-9.5	-9.5	-9.5	-9.5	-9.5	-9.5
Raw (Distance + Barrier)		-34.4	40.0	41.7	43.0	43.3	43.8
60 Minute Hourly Adjustment		-34.4	40.0	41.7	43.0	43.3	43.8

STATIONARY SOURCE NOISE PREDICTION MODEL		5/28/2018
Observer Location: R3		Project Name: ActivCare
Source: Parking Lot Vehicle Movements		Job Number: 11697
Condition: Operational		Analyst: A. Wolfe
NOISE MODEL INPUTS		

Noise Distance to Observer	46.0 feet	Barrier Height:	6.0 feet
Noise Distance to Barrier:	36.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	10.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	0.0 feet	Drop Off Coefficient:	15.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance	
		15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS							
Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	10.0	0.0	49.0	50.0	55.0	61.0	71.9
Distance Attenuation	46.0	-9.9	-9.9	-9.9	-9.9	-9.9	-9.9
Shielding (Barrier Attenuation)	36.0	-5.6	-5.6	-5.6	-5.6	-5.6	-5.6
Raw (Distance + Barrier)		-15.5	33.5	34.5	39.5	45.5	56.4
60 Minute Hourly Adjustment		-15.5	33.5	34.5	39.5	45.5	56.4

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R3

Source: Trash Enclosure
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	214.0 feet	Barrier Height:	6.0 feet
Noise Distance to Barrier:	204.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	10.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	0.0 feet	Drop Off Coefficient:	20.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	5.0	0.0	69.0	75.0	82.0	87.0	88.5
Distance Attenuation	214.0	-32.6	-32.6	-32.6	-32.6	-32.6	-32.6
Shielding (Barrier Attenuation)	204.0	-5.5	-5.5	-5.5	-5.5	-5.5	-5.5
Raw (Distance + Barrier)		-38.1	30.9	36.9	43.9	48.9	50.4
60 Minute Hourly Adjustment		-38.1	30.9	36.9	43.9	48.9	50.4

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R4

Source: Roof-Top Air Conditioning
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	68.0 feet	Barrier Height:	10.0 feet
Noise Distance to Barrier:	10.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	58.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	10.0 feet	Drop Off Coefficient:	20.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	5.0	0.0	74.4	76.1	77.4	77.7	78.2
Distance Attenuation	68.0	-22.7	-22.7	-22.7	-22.7	-22.7	-22.7
Shielding (Barrier Attenuation)	10.0	-9.1	-9.1	-9.1	-9.1	-9.1	-9.1
Raw (Distance + Barrier)		-31.8	42.6	44.3	45.6	45.9	46.4
60 Minute Hourly Adjustment		-31.8	42.6	44.3	45.6	45.9	46.4

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R4

Source: Parking Lot Vehicle Movements
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	34.0 feet	Barrier Height:	0.0 feet
Noise Distance to Barrier:	34.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	0.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	0.0 feet	Drop Off Coefficient:	15.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	10.0	0.0	49.0	50.0	55.0	61.0	71.9
Distance Attenuation	34.0	-8.0	-8.0	-8.0	-8.0	-8.0	-8.0
Shielding (Barrier Attenuation)	34.0	0.0	0.0	0.0	0.0	0.0	0.0
Raw (Distance + Barrier)		-8.0	41.0	42.0	47.0	53.0	63.9
60 Minute Hourly Adjustment		-8.0	41.0	42.0	47.0	53.0	63.9

STATIONARY SOURCE NOISE PREDICTION MODEL

5/28/2018

Observer Location: R4

Source: Trash Enclosure
Condition: Operational

Project Name: ActivCare

Job Number: 11697

Analyst: A. Wolfe

NOISE MODEL INPUTS

Noise Distance to Observer	91.0 feet	Barrier Height:	0.0 feet
Noise Distance to Barrier:	91.0 feet	Noise Source Height:	5.0 feet
Barrier Distance to Observer:	0.0 feet	Observer Height:	5.0 feet
Observer Elevation:	0.0 feet	Barrier Type (0-Wall, 1-Berm):	0
Noise Source Elevation:	0.0 feet	Drop Off Coefficient:	20.0
Barrier Elevation:	0.0 feet	20 = 6 dBA per doubling of distance 15 = 4.5 dBA per doubling of distance	

NOISE MODEL PROJECTIONS

Noise Level	Distance (feet)	Leq	L50	L25	L8	L2	Lmax
Reference (Sample)	5.0	0.0	69.0	75.0	82.0	87.0	88.5
Distance Attenuation	91.0	-25.2	-25.2	-25.2	-25.2	-25.2	-25.2
Shielding (Barrier Attenuation)	91.0	0.0	0.0	0.0	0.0	0.0	0.0
Raw (Distance + Barrier)		-25.2	43.8	49.8	56.8	61.8	63.3
60 Minute Hourly Adjustment		-25.2	43.8	49.8	56.8	61.8	63.3

Jay Wu

From: Clay Toombs <clay@redhiveinc.com>
Sent: Monday, November 30, 2020 5:43 PM
To: Janine Heft; Erica Pezold; Donald M. Sedgwick; Dave Wheeler; Dore J. Gilbert; Don White; David Chantarangsu; Jay Wu; Deborah Drasler; Ken Rosenfield
Cc: Eric Phillips; Matthew Phillips; Ryan Zacche; Christopher Wadleigh
Subject: Re: Alicia&PaseoPHL - Letter RE Condition 22 | ActivCare Noise Study
Attachments: Ltr of Support to City 11-30-20.pdf

All,

Further to my below email, attached is the letter of support from ActivCare. Also, a correction: The proposed change to Condition 22 should be:

22. ~~[STRIKE the words Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday. Deliveries are prohibited Saturdays and Sundays. End STRIKE]~~ No deliveries are permitted to enter or exit via the driveway from Bentley Lane. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting good and supplies, materials, equipment, or services to or from the subject property for operational purposes.

Thank you again!

Best,

Clay

Clay Toombs | [vCard](#) | [LinkedIn](#)

Managing Partner

iPhone: 323.363.0257

CA BRE Lic #01818918

Redhive Inc. | redhiveinc.com

On Nov 30, 2020, at 4:23 PM, Clay Toombs <C.Toombs@festivalcos.com> wrote:

Mayor Heft, Councilmembers, and Staff,

Thank you for allowing us to continue the Taco Bell hearing to December 8. So that all parties understand the history and facts around the delivery-hours restriction proposed in Condition 22, attached please find:

1. Letter on behalf of Owner/Applicant for Starbucks and Plant Power providing detailed background and analysis to support our request that Condition 22 be revised to read:

Attachment: Attachment b – Correspondence from Mr. Clay Toombs (November 30, 2020) (2281 : Conditional Use Permit/Site Development

22. ~~[STRIKE Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday.] Deliveries are prohibited Saturdays and Sundays. No deliveries are permitted to enter or exit via the driveway from Bentley Lane. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting good and supplies, materials, equipment, or services to or from the subject property for operational purposes.~~

2. The noise study performed for the ActivCare project referenced in the above letter.

A letter of support from ActivCare is expected tomorrow. I will reply to this email with that letter when it is received.

We hope the information provided will give the City the comfort it needs to revise the condition. Once you have had the opportunity to review the attached, we'd like to have a call with the relevant Staff, Taco Bell representative(s), Ownership, and any members of the Council who would like to take part.

Best,

Clay

Clay Toombs
 Development Manager
 The Festival Companies
 5901 W. Century Blvd., Suite 700
 Los Angeles, CA 90045
 Festival DRE 01125414
 (323) 363-0257 cell
c.toombs@festivalcos.com
www.festivalcos.com

<Alicia&PaseoPHL - Letter RE Condition 22.pdf>

<Noise Memo.pdf>

[External E-mail]

November 30, 2020

Jay S. Wu, AICP | Senior Planner
Community Development Department
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

Dear Jay,

ActivCare would like to express our support for the Taco Bell, Plant Power, and Starbucks restaurant development proposed for the property adjacent to our Laguna Hills location currently under construction. We have worked closely with the property owner throughout our entitlement process, as well as the entitlement process for the restaurant development, to ensure the compatibility of the two uses with each other and with the surrounding existing community.

I attended the Taco Bell public hearing, virtually, on November 24, 2020 and am aware that City Staff recommended that restaurant delivery hours be limited to between 7:00 am and 5:00 pm, Monday through Friday, which is the same condition that Staff placed on ActivCare's deliveries. Although the noise study for ActivCare showed that our operations would have no significant impact on the existing homes adjacent to our project, we agreed to this restriction since it has no negative effect on our type of business. It is actually beneficial for us, since the staff members we want receiving deliveries are only onsite during the restricted hours.

ActivCare has seven locations throughout Southern California. We are an experienced licensed operator of residential care facilities. We do not believe that restaurant deliveries on the adjacent property would have any negative impact on our residents, and thus, we have no objection to Taco Bell or the other restaurants receiving deliveries at any time of the day or night.

Please feel free to contact me at any time with any questions you may have.

Sincerely,

ACTIVCARE LIVING, INC.


Kevin Moriarty, CEO



NOISE TECHNICAL MEMORANDUM

DATE	December 3, 2020
TO	City of Laguna Hills
ADDRESS	24035 El Toro Road Laguna Hills, CA 92653
CONTACT	David Chantarangsu, AICP Community Development Director
FROM	Josh Carman, INCE-USA, Senior Associate, Noise and Vibration
SUBJECT	Noise Technical Memorandum for the Taco Bell Project at 24888 Alicia Parkway, Laguna Hills, California
PROJECT NUMBER	LAH-7.7

Noise

This noise technical memorandum provides a community noise assessment of the proposed Taco Bell project at 24888 Alicia Parkway in Laguna Hills (Project). The analysis evaluates operational noise from the unloading of transport refrigeration unit (TRU) trucks for compliance with the City of Laguna Hills Municipal Code noise level standards. Figure 1, *Project Area and Site Plan*, shows the Project location and the proposed site plans for both the Project and the planned and approved ActivCare residential care facility for the elderly adjacent to the east. The Power Plant and Starbucks uses shown on this site plan are potential future commercial uses and are not evaluated in this analysis. Noise fundamentals and common definitions are included in Attachment A.

LOCATION

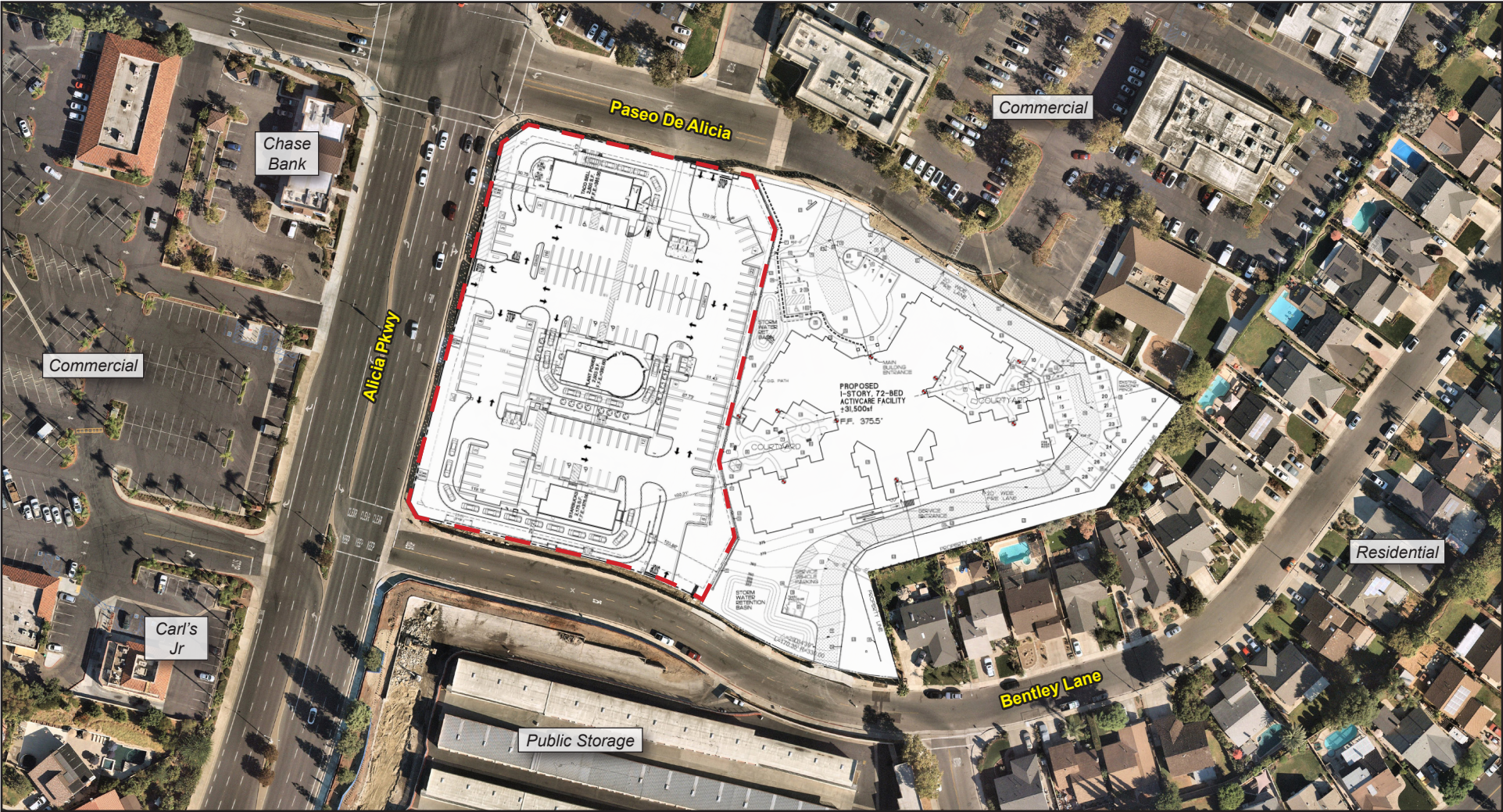
The existing site is a vacant lot at the southeast corner of Alicia Parkway and Paseo De Alicia in a mixed-use commercial and residential area. As shown in Figure 1, the project site is adjacent to the future planned and approved ActivCare facility. Further to the east are single-family homes on Bentley.

APPLICABLE STANDARDS

City of Laguna Hills Stationary Source Noise Standards

The City of Laguna Hills Municipal Code Chapter 5-24, *Noise Control*, establishes exterior noise standards of 65 dBA L_{50} at any time for non-residential properties, and 50 dBA L_{50} for residential properties between the hours of 10:00 p.m. and 7:00 a.m.

Figure 1 - Project Area and Site Plan



— Project Boundary



Source: Nearmap, 2020; EBI Engineering, 2020; JHW Architects, 2018



SENSITIVE RECEPTORS

As discussed above, the project site is adjacent to the future planned and approved ActivCare facility. Further to the east are single-family homes on Bentley. Project noise at the ActivCare facility would be subject to the Municipal Code exterior noise standard of 65 dBA L_{50} at any time for non-residential receptors. At the single-family residences, the standard of 50 dBA L_{50} would apply during the nighttime hours (10:00 p.m. to 7:00 a.m.) since truck loading could occur at any time.

EXISTING NOISE CONDITIONS

Ambient noise measurements were conducted in the project area by Urban Crossroads in 2018 for the ActivCare project adjacent to the east.¹ The results of this noise survey indicate that nighttime noise levels in the project area average between 46 – 49 dBA L_{50} at the ActivCare eastern and northern property lines, respectively.

OPERATIONAL TRU TRUCK NOISE

As described previously, the proposed Taco Bell would have TRU truck deliveries at any time during the day or night. Up to three deliveries are anticipated per week and it is assumed that all three could potentially occur on the same day. The TRU truck deliveries could generate noise at the nearest sensitive receptors. Operational noise levels at the nearest sensitive receptors were calculated based on reference noise measurements and the distance to the nearest sensitive receptors. A 6-foot masonry wall is proposed on the eastern project line shared with the ActivCare site.

The nearest sensitive receptor to the proposed truck deliveries is the ActivCare facility approximately 150 feet to the east. PlaceWorks measured noise from TRU truck unloading and loading activities at a FreshPoint distribution facility between the hours of 1:00 AM to 3:00 AM, when unloading and loading activities were the most active.² The results of noise monitoring indicate that noise from TRU unloading activities can range as high as 63 L_{50} at a distance of 150 feet. It should be noted, however, that this is a very conservative reference noise level to apply to the proposed Project since it is unlikely that more than one TRU would be present on site unlike the distribution facility.

Sound dissipates with distance from the source. This phenomenon is known as “spreading loss.” For a point source, such as truck unloading, sound levels decrease by approximately 6 dBA for each doubling of distance from the source (not including additional ground attenuation effects and shielding factors). Additionally, a 6-foot masonry wall along the Project eastern property line would attenuate noise levels by at least 5 dBA. At a distance of approximately 150 feet from unloading activities to the ActivCare property line, Project operational noise is projected to be 58 dBA L_{50} or less, which would not exceed the City’s exterior noise standard of 65 dBA L_{50} .

At a distance of approximately 400 feet to the nearest single-family property lines on Bentley, Project operational noise is projected to be 49 dBA L_{50} or less, which would not exceed the City’s exterior noise standard of 50 dBA L_{50} . This projection conservatively accounts for only 5 dBA of attenuation provided by the proposed 6-foot masonry wall on the Project eastern property line. This conservatively does not account for additional shielding that will be provided by the Activcare building.

¹ Urban Crossroads, 2018. *ActivCare Laguna Hills Noise Impact Assessment Memorandum*. June 7.

² City of Industry, 2006. *Azusa Avenue TPM No. 332 DEIR*.



CONCLUSION

As described previously, noise from TRU truck unloading activity at the Project site would comply with the noise limits of the City of Laguna Hills Municipal Code at the nearest noise-sensitive receptors (ActivCare facility and single-family residences) at all hours of the day and night. No additional noise reduction measures are needed.



Attachment A Noise Fundamentals and Common Noise Definitions

Fundamentals of Noise

NOISE

Noise is most often defined as unwanted sound; whether it is loud, unpleasant, unexpected, or otherwise undesirable. Although sound can be easily measured, the perception of noise and the physical response to sound complicate the analysis of its impact on people. People judge the relative magnitude of sound sensation in subjective terms such as “noisiness” or “loudness.”

Noise Descriptors

The following are brief definitions of terminology used in this chapter:

- **Sound.** A disturbance created by a vibrating object, which, when transmitted by pressure waves through a medium such as air, is capable of being detected by a receiving mechanism, such as the human ear or a microphone.
- **Noise.** Sound that is loud, unpleasant, unexpected, or otherwise undesirable.
- **Decibel (dB).** A unitless measure of sound, expressed on a logarithmic scale and with respect to a defined reference sound pressure. The standard reference pressure is 20 micropascals (20 μ Pa).
- **A-Weighted Decibel (dBA).** An overall frequency-weighted sound level in decibels that approximates the frequency response of the human ear.
- **Equivalent Continuous Noise Level (L_{eq}); also called the Energy-Equivalent Noise Level.** The value of an equivalent, steady sound level which, in a stated time period (often over an hour) and at a stated location, has the same A-weighted sound energy as the time-varying sound. Thus, the L_{eq} metric is a single numerical value that represents the equivalent amount of variable sound energy received by a receptor over the specified duration.
- **Statistical Sound Level (L_n).** The sound level that is exceeded “n” percent of time during a given sample period. For example, the L_{50} level is the statistical indicator of the time-varying noise signal that is exceeded 50 percent of the time (during each sampling period); that is, half of the sampling time, the changing noise levels are above this value and half of the time they are below it. This is called the “median sound level.” The L_{10} level, likewise, is the value that is exceeded 10 percent of the time (i.e., near the maximum) and this is often known as the “intrusive sound level.” The L_{90} is the sound level exceeded 90 percent of the time and is often considered the “effective background level” or “residual noise level.”
- **Maximum Sound Level (L_{max}).** The highest RMS sound level measured during the measurement period.
- **Root Mean Square Sound Level (RMS).** The square root of the average of the square of the sound pressure over the measurement period.

- **Day-Night Sound Level (L_{dn} or DNL).** The energy-average of the A-weighted sound levels occurring during a 24-hour period, with 10 dB added to the sound levels occurring during the period from 10:00 PM to 7:00 AM.
- **Community Noise Equivalent Level (CNEL).** The energy average of the A-weighted sound levels occurring during a 24-hour period, with 5 dB added from 7:00 PM to 10:00 PM and 10 dB from 10:00 PM to 7:00 AM. NOTE: For general community/environmental noise, CNEL and L_{dn} values rarely differ by more than 1 dB (with the CNEL being only slightly more restrictive – that is, higher than the L_{dn} value). As a matter of practice, L_{dn} and CNEL values are interchangeable and are treated as equivalent in this assessment.
- **Sensitive Receptor.** Noise- and vibration-sensitive receptors include land uses where quiet environments are necessary for enjoyment and public health and safety. Residences, schools, motels and hotels, libraries, religious institutions, hospitals, and nursing homes are examples.

Characteristics of Sound

When an object vibrates, it radiates part of its energy in the form of a pressure wave. Sound is that pressure wave transmitted through the air. Technically, airborne sound is a rapid fluctuation or oscillation of air pressure above and below atmospheric pressure that creates sound waves.

Sound can be described in terms of amplitude (loudness), frequency (pitch), or duration (time). Loudness or amplitude is measured in dB, frequency or pitch is measured in Hertz [Hz] or cycles per second, and duration or time variations is measured in seconds or minutes.

Amplitude

Unlike linear units such as inches or pounds, decibels are measured on a logarithmic scale. Because of the physical characteristics of noise transmission and perception, the relative loudness of sound does not closely match the actual amounts of sound energy. Table 1 presents the subjective effect of changes in sound pressure levels. Ambient sounds generally range from 30 dBA (very quiet) to 100 dBA (very loud). Changes of 1 to 3 dB are detectable under quiet, controlled conditions, and changes of less than 1 dB are usually not discernible (even under ideal conditions). A 3 dB change in noise levels is considered the minimum change that is detectable with human hearing in outside environments. A change of 5 dB is readily discernible to most people in an exterior environment, and a 10 dB change is perceived as a doubling (or halving) of the sound.

Table 1 **Noise Perceptibility**

Change in dB	Noise Level
± 3 dB	Barely perceptible increase
± 5 dB	Readily perceptible increase
± 10 dB	Twice or half as loud
± 20 dB	Four times or one-quarter as loud

Source: California Department of Transportation (Caltrans). 2013, September. Technical Noise Supplement ("TeNS").

Frequency

The human ear is not equally sensitive to all frequencies. Sound waves below 16 Hz are not heard at all, but are “felt” more as a vibration. Similarly, though people with extremely sensitive hearing can hear sounds as high as 20,000 Hz, most people cannot hear above 15,000 Hz. In all cases, hearing acuity falls off rapidly above about 10,000 Hz and below about 200 Hz.

When describing sound and its effect on a human population, A-weighted (dBA) sound levels are typically used to approximate the response of the human ear. The A-weighted noise level has been found to correlate well with people’s judgments of the “noisiness” of different sounds and has been used for many years as a measure of community and industrial noise. Although the A-weighted scale and the energy-equivalent metric are commonly used to quantify the range of human response to individual events or general community sound levels, the degree of annoyance or other response also depends on several other perceptibility factors, including:

- Ambient (background) sound level
- General nature of the existing conditions (e.g., quiet rural or busy urban)
- Difference between the magnitude of the sound event level and the ambient condition
- Duration of the sound event
- Number of event occurrences and their repetitiveness
- Time of day that the event occurs

Duration

Time variation in noise exposure is typically expressed in terms of a steady-state energy level equal to the energy content of the time varying period (called L_{eq}), or alternately, as a statistical description of the sound level that is exceeded over some fraction of a given observation period. For example, the L_{50} noise level represents the noise level that is exceeded 50 percent of the time; half the time the noise level exceeds this level and half the time the noise level is less than this level. This level is also representative of the level that is exceeded 30 minutes in an hour. Similarly, the L_2 , L_8 and L_{25} values represent the noise levels that are exceeded 2, 8, and 25 percent of the time or 1, 5, and 15 minutes per hour, respectively. These “n” values are typically used to demonstrate compliance for stationary noise sources with many cities’ noise ordinances. Other values typically noted during a noise survey are the L_{min} and L_{max} . These values represent the minimum and maximum root-mean-square noise levels obtained over the measurement period, respectively.

Because community receptors are more sensitive to unwanted noise intrusion during the evening and at night, state law and many local jurisdictions use an adjusted 24-hour noise descriptor called the Community Noise Equivalent Level (CNEL) or Day-Night Noise Level (L_{dn}). The CNEL descriptor requires that an artificial increment (or “penalty”) of 5 dBA be added to the actual noise level for the hours from 7:00 PM to 10:00 PM and 10 dBA for the hours from 10:00 PM to 7:00 AM. The L_{dn} descriptor uses the same methodology except that there is no artificial increment added to the hours between 7:00 PM and 10:00 PM. Both descriptors give roughly the same 24-hour level, with the CNEL being only slightly more restrictive (i.e., higher). The CNEL or L_{dn} metrics are commonly applied to the assessment of roadway and airport-related noise sources.

Sound Propagation

Sound dissipates exponentially with distance from the noise source. This phenomenon is known as “spreading loss.” For a single-point source, sound levels decrease by approximately 6 dB for each doubling of distance from the source (conservatively neglecting ground attenuation effects, air absorption factors, and barrier shielding). For example, if a backhoe at 50 feet generates 84 dBA, at 100 feet the noise level would be 79 dBA, and at 200 feet it would be 73 dBA. This drop-off rate is appropriate for noise generated by on-site operations from stationary equipment or activity at a project site. If noise is produced by a line source, such as highway traffic, the sound decreases by 3 dB for each doubling of distance over a reflective (“hard site”) surface such as concrete or asphalt. Line source noise in a relatively flat environment with ground-level absorptive vegetation decreases by an additional 1.5 dB for each doubling of distance.

Psychological and Physiological Effects of Noise

Physical damage to human hearing begins at prolonged exposure to noise levels higher than 85 dBA. Exposure to high noise levels affects the entire system, with prolonged noise exposure in excess of 75 dBA increasing body tensions, thereby affecting blood pressure and functions of the heart and the nervous system. Extended periods of noise exposure above 90 dBA results in permanent cell damage, which is the main driver for employee hearing protection regulations in the workplace. For community environments, the ambient or background noise problem is widespread, through generally worse in urban areas than in outlying, less-developed areas. Elevated ambient noise levels can result in noise interference (e.g., speech interruption/masking, sleep disturbance, disturbance of concentration) and cause annoyance. Since most people do not routinely work with decibels or A-weighted sound levels, it is often difficult to appreciate what a given sound pressure level number means. To help relate noise level values to common experience, Table 2 shows typical noise levels from familiar sources.

Table 2 Typical Noise Levels

Common Outdoor Activities	Noise Level (dBA)	Common Indoor Activities
Onset of physical discomfort	120+	
	110	Rock Band (near amplification system)
Jet Flyover at 1,000 feet		
	100	
Gas Lawn Mower at three feet		
	90	
Diesel Truck at 50 feet, at 50 mph		Food Blender at 3 feet
	80	Garbage Disposal at 3 feet
Noisy Urban Area, Daytime		
	70	Vacuum Cleaner at 10 feet
Commercial Area		Normal speech at 3 feet
Heavy Traffic at 300 feet	60	
		Large Business Office
Quiet Urban Daytime	50	Dishwasher Next Room
Quiet Urban Nighttime	40	Theater, Large Conference Room (background)
Quiet Suburban Nighttime		
	30	Library
Quiet Rural Nighttime		Bedroom at Night, Concert Hall (background)
	20	
		Broadcast/Recording Studio
	10	
Lowest Threshold of Human Hearing	0	Lowest Threshold of Human Hearing

Source: California Department of Transportation (Caltrans). 2013, September. Technical Noise Supplement ("TeNS").

RESOLUTION NO. PA2020-X

A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT/SITE DEVELOPMENT PERMIT/ (CUP/SDP) NO. 0015-2020, A REQUEST BY RYAN ZACCHE ON BEHALF OF COTTI FOODS, INC., TO CONSTRUCT A NEW 2,500 SQUARE-FOOT DRIVE-THRU RESTAURANT (TACO BELL) AND RELATED SITE IMPROVEMENTS ON A PORTION OF A 2.46-ACRE COMMERCIAL PROPERTY LOCATED AT 24888 ALICIA PARKWAY

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

WHEREAS, Ryan Zacche on behalf of Cotti Foods, Inc. (“the Applicant”), has filed an application for Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, to construct a fast-food restaurant with a drive-thru on a portion of a 2.46-acre commercial property located at 24888 Alicia Parkway, in the Neighborhood Mixed Use (NMU) zoning district (“Project”); and

WHEREAS, CUP/SDP No. 0015-2020, is hereby found to be Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 (Class 3, New Construction or Conversion of Small Structures) of Title 14, Chapter 3 of the California Code of Regulations because the total project will be 7,178 square feet of the floor area and thus falls within the Class 3 exemption for the new construction of restaurants up to 10,000 square feet in size; and

WHEREAS, the Planning Agency held a duly noticed public hearing and considered public comments and written and oral information and testimony presented by City staff, community residents, and other interested parties at a duly noticed public hearing held on November 24, 2020; and

WHEREAS, at the November 24, 2020 public hearing the Planning Agency continued the hearing to December 8, 2020 for the purpose of allowing staff and the Applicant to resolve project noise issues related to delivery vehicles; and

WHEREAS, with delivery vehicle noise issues adequately resolved by staff and the Applicant, the Planning Agency resumed the project public hearing at its meeting of December 8, 2020 and considered public comments and written and oral information and testimony presented by City staff, community residents, and other interested parties with respect to the subject application; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

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

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

SECTION 2. The Planning Agency hereby determines that the required findings by the City for approval of Conditional Use Permit/Site Development Permit No. 0015-2020 have been met and made as follows:

Site Development Permit

1. The site design complies with standards of the Development Code.

The Project meets the development standards of the Neighborhood Mixed Use zoning district, including maximum lot coverage (50% required 2.34% proposed), density/FAR (0.30 FAR required, 0.023 FAR proposed), minimum landscape coverage (15% required, 26.6% proposed), parking (45 spaces required, 57 spaces provided), maximum building height (40 feet required, 26 feet proposed), and other development standards required.

2. The site is suitable for the proposed development.

The site design aspects of the proposed drive-thru restaurant will be compatible with, and not detrimental to, surrounding development and with the overall design quality prevalent in the City. These aspects include setbacks, access, landscaping/lighting, and other architectural site design elements (i.e., height, scale, mass, and appearance). The proposed single-story fast-food restaurant reflects a contemporary architectural theme incorporating visual interest and building articulation. A 520 square-foot outdoor dining area along the building's westerly façade encourages gatherings oriented toward Alicia Parkway. Additionally, internal circulation ensures the Project will not cause vehicle queueing onto adjacent roadways and landscaping will be designed to maximize screening along Bentley Lane.

3. The Project is consistent with the General Plan and applicable design guidelines.

As part of the City's 2009 Comprehensive General Plan Update, the City Council adopted the Alicia Gateway Opportunity Area (AGOA), which encompasses the entire Neighborhood Mixed Use (NMU) zoning district,

including the subject property. The AGOA/NMU seeks to “create a moderate density center and gathering place by promoting a mix of retail, housing, and office uses; walkable connections, plazas, and green space for community gatherings; high-quality design and architecture; orientation of buildings toward the street and pedestrians; accessibility to transit; connectivity to promote walking from nearby neighborhoods to the Gateway” (General Plan Land Use Element pp. LU-20 – 21). The AGOA designation also promotes the development of vertical and horizontal mixed-use. Allowed uses include commercial, retail, office, and residential; however, standalone residential is prohibited (Laguna Hills General Plan, 2009).

The Project is consistent with the vision and requirements of the AGOA. The Project will continue to add to the mix of land uses in the area and provide new services that are otherwise limited in the NMU zoning district. The Project continues the high-quality design and architecture envisioned for the AGOA and is an aesthetic improvement to the neighborhood while providing a compatible development that respects the existing Laguna Hills Plaza located directly across Alicia Parkway and the single-family residential neighborhood easterly of the Project site. The Project will provide outdoor dining areas for gatherings oriented toward Alicia Parkway, will be walkable to other existing commercial/retail uses within the AGOA, and will continue to provide accessibility to transit and connectivity to promote walking from nearby neighborhoods.

4. The site design and structural components are appropriate for the site and function of the proposed uses.

The Project will be of quality design with an appropriately-scaled framework of architectural and landscaping elements. The site has been designed to accommodate the drive-thru lane and provide adequate separation between the ingress and egress drive-thru lanes for the Project and anticipated proposed future tenants (under separate entitlement) to avert congested internal traffic flow in any particular location. The new facility has been designed to meet all development standards. High-quality development features will be provided throughout the Project site through site design (e.g., building and outdoor dining orientation, retaining walls, and screening), architecture (e.g., mass, scale and form, style, material and color) and landscaping (e.g. storm water Bio-filtration basin, screening, street trees, and shade). Development of the proposed facility, as conditioned, will be compatible with, and not detrimental to, surrounding development, and with the overall design quality prevalent in the City.

Conditional Use Permit

1. The proposed use is consistent with the General Plan.

As part of the City's 2009 Comprehensive General Plan Update, the City Council adopted the Alicia Gateway Opportunity Area (AGOA), which encompasses the entire Neighborhood Mixed Use (NMU) zoning district, including the subject property. The AGOA/NMU seeks to "create a moderate density center and gathering place by promoting a mix of retail, housing, and office uses; walkable connections, plazas, and green space for community gatherings; high-quality design and architecture; orientation of buildings toward the street and pedestrians; accessibility to transit; connectivity to promote walking from nearby neighborhoods to the Gateway" (General Plan Land Use Element pp. LU-20 – 21). The AGOA designation also promotes the development of vertical and horizontal mixed-use. Allowed uses include commercial, retail, office, and residential; however, standalone residential is prohibited (Laguna Hills General Plan, 2009).

The Project is consistent with the vision and requirements of the AGOA. The Project will continue to add to the mix of land uses in the area and provide new services that are otherwise limited in the NMU zoning district. The Project continues the high-quality design and architecture envisioned for the AGOA and is an aesthetic improvement to the neighborhood while providing a compatible development that respects the existing Laguna Hills Plaza located directly across Alicia Parkway and the single-family residential neighborhood easterly of the Project site. The Project will provide outdoor dining areas for gatherings oriented toward Alicia Parkway, will be walkable to other existing commercial/retail uses within the AGOA, and will continue to provide accessibility to transit and connectivity to promote walking from nearby neighborhoods.

2. The nature, condition, and development of adjacent uses, buildings, and structures have been considered and the proposed use will not adversely affect or be materially detrimental to the adjacent uses, buildings, or structures.

The Project is located on a portion of a 2.46-acre property near the southeast corner of Alicia Parkway and Paseo de Alicia. Under a separate application being processed (USE-0031-2020), the remainder of the Project site would include two drive-thru restaurants and associated site improvements. The immediately surrounding land uses are within the NMU zoning district comprised of commercial uses that are congruent with the Project including offices, retail, restaurants, a public storage facility, and a 72-bed residential care facility currently under construction. Two 30-inch-tall step-up retaining walls are proposed along Bentley Lane with trees, shrubs, and groundcover proposed to minimize wall visibility. All lighting associated with the Project will be directed toward the interior of the site so as not to create impacts to motorists on adjacent roadways or to

surrounding properties in accordance with City lighting standards and requirements. All lighting will be hooded or shielded to focus the light downward and prevent light overspill offsite. During construction, the Project will be subject to conditions of approval that control construction traffic, noise, and roadway use to minimize disturbances to existing properties in the area. The operation of the use will also be subject to conditions of approval that ensure compatibility with surrounding uses including compliance with the City's noise ordinance and property maintenance requirements.

3. The proposed site is adequate in size and shape to accommodate the use and integrate it with the existing and planned uses in the vicinity.

The Project site is 2.46 acres in size, is adequate in size and shape to accommodate the Project and will be compatible with, and not detrimental to, surrounding development. The Project provides two vehicular access points, appropriate on-site vehicle circulation, parking, queuing, landscaping, pedestrian walkways, and setbacks. The design of the Project encompasses the widening of Alicia Parkway for the construction of a 5-foot-wide Class II Bike Lane. The proposed bike lane along Alicia Parkway is required by the General Plan, and would facilitate the continuation of the existing bike lane south of Bentley to the corner of Alicia Parkway and Paseo de Alicia.

4. All required development standards prescribed by the Laguna Hills Development Code can be achieved.

The Project meets the development standards of the Neighborhood Mixed Use zoning district, including maximum lot coverage (50% required, 2.34% proposed), density/FAR (0.30 FAR required, 0.023 FAR proposed), minimum landscape coverage (15% required, 26.6% proposed), parking (45 spaces required, 57 spaces provided), maximum building height (40 feet required, 26 feet proposed), and other development standards required as described in the report to the Planning Agency for Site Development Permit/ Conditional Use Permit No. 0015-2020.

5. The conditions and limitations placed upon the use are necessary to ensure compatibility with adjacent or abutting uses and the preservation of the public peace, safety, and welfare.

Conditions placed on the Project directly relate to the compatibility with adjacent uses and ensuring the safety of those on and around the subject site: Condition 29 requires that directional signage emphasizing usage of Paseo de Alicia be placed at the drive-thru exit to ensure motorists entering and existing the Project site can do so comfortably, safely and without undue congestion. Condition 12 requires the Applicant to maintain the

Project site with the requirements of the City's property maintenance standards contained in LPMC 9-74. Condition 16 requires that lighting be hooded or shielded to focus light downward and prevent light overspill off site. Conditions 32-35 generally require the Applicant to comply with the City's building codes during construction for the protection of the public health, safety and welfare, and Conditions 37 and 38 require the Project to comply with the requirements of the Orange County Health Department and Orange County Fire Authority.

NOW, THEREFORE, based upon the above findings, the Planning Agency of the City of Laguna Hills does hereby approve CUP/SDP No. 0015-2020 subject to the following conditions:

General

1. The following Conditions of Approval shall be binding and enforceable against, and, whenever used herein, the term "Applicant" shall mean and refer to, each of the following: The Project Applicant, Ryan Zacche, Cotti Foods, Inc., the owner(s) and tenant(s) of the property, and each of their respective successors and assigns.
2. Unless the context dictates otherwise, whenever the term "this Permit" is used in the following Conditions of Approval, it shall collectively refer to the Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020 approved pursuant to this Resolution, as well as the plans, studies, and exhibits submitted to the City by the Applicant to describe and depict the improvements to be constructed as a part of the Project, and as otherwise modified by these Conditions of Approval.
3. To the fullest extent permitted by law, the Applicant shall, at its sole cost and expense, protect, defend, indemnify, and hold harmless the City, its elected and appointed officers and officials, employees, agents, departments, agencies, authorized volunteers, consultants, attorneys, boards, commissions, and committees, and instrumentalities thereof ("Indemnitees"), from and against any and all claims, liabilities, losses, fines, demands, penalties, lawsuits, writs of mandamus, and any other claims or actions or proceedings of any kind whatsoever (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolution procedures (including, but not limited to, arbitrations, mediations, and other such procedures), judgments, orders and decisions (collectively "Claims" and "Actions"), brought against the Indemnitees, which seek to attack, challenge, modify, set aside, void, or annul any action of or any permit or approval issued by the Indemnitees (including actions approved by the voters of the City) for, in connection with, or concerning the approval of this Permit. It is expressly understood and agreed that the City shall have the right to approve, which approval will not be unreasonably withheld, the legal counsel providing the

- defense of the Indemnitees for the Claims and Actions, and that the Applicant shall promptly reimburse the City for all costs and expenses directly and necessarily incurred by the City in the course of the defense, including reasonable attorneys' fees. The City shall promptly notify the Applicant of any Claims and Actions brought against the Indemnitees and shall cooperate in the defense of any such Claims and Actions. If the Applicant fails to so defend the Claims and Actions, the City shall have the right but not the obligation to do so and, if it does, the Applicant shall promptly pay the City's full cost thereof.
4. Approval of this Permit constitutes approval of the proposed Project only to the extent that it complies with the City's Development Code and any other applicable zoning regulations. Approval does not include any action or findings as to compliance or approval of the Project regarding any other applicable ordinance, regulation, or requirement.
 5. Failure to abide by and faithfully comply with any and all conditions of approval shall constitute grounds for revocation of this Permit by the Laguna Hills Planning Agency.
 6. The Applicant shall agree in writing to these conditions of approval within 30 days of the Planning Agency's approval.
 7. The conditions of Project approval set forth herein include certain development impact fees and other exactions. Pursuant to Government Code §66020(d), these conditions constitute written notice of the amount of such fees, and/or exactions. The Applicant is hereby notified that the 90-day protest period in which the Applicant may protest the fees, dedications, reservation, or exactions imposed on this Project through the Conditions of Approval, commencing from the date of approval of the Project, has begun.
 8. Pursuant to City Council Resolution No. 2017-07-11-2, the Applicant shall reimburse the City for any outstanding staff time spent on the processing of this Permit within 60 days of the Planning Agency's approval.
 9. This Permit shall expire and be of no further force or effect if the Permit is not implemented within two years from December 8, 2020.
 10. Within 48 hours from project approval, the Applicant shall submit to the City a check in the amount of \$50.00, made payable to the Orange County Clerk-Recorder, for filing the Notice of Exemption.

Planning Division

11. Prior to the commencement of any work, the Applicant shall provide a contact number for the public to call concerning dust, noise, or other construction-

- related impacts. The information shall also be posted on site in a manner approved by the Community Development Director.
12. The Applicant shall maintain the Project site in compliance with all property maintenance standards of the Laguna Hills Municipal Code ("LHMC") Chapter 9-74, and the regulations set forth therein.
 13. The Applicant shall maintain the Project in compliance with the noise standards of the City of Laguna Hills Noise Ordinance (LHMC 5-24). Should the City receive complaints related to noise associated with the Project, which are in violation of the Noise Ordinance, the Applicant agrees to promptly implement reasonable noise attenuation measures.
 14. Prior to issuance of any grading permits, the Applicant shall submit the proposed Project's grading plan to the Community Development Director for review and approval. The grading plan shall be consistent with the architectural site plan as approved by this Permit to the reasonable satisfaction of the Community Development Director.
 15. Prior to the issuance of any building permits, the Applicant shall submit a final Project exterior color and materials board to the Community Development Director for review and approval. Colors and materials shall be in substantial conformance with the plans submitted for this Permit. Approved colors and materials required to comply with this condition shall be installed prior to the issuance of a Certificate of Use and Occupancy or building permit final for the applicable building or site improvement for which a permit is issued.
 16. Prior to issuance of a building permit, the Applicant shall prepare a comprehensive lighting plan and a Final Photometric Plan. The lighting plan shall be prepared by a qualified professional and shall address all aspects of lighting, including infrastructure, on-site driveways, safety, signage, and promotional lighting, if any. In conjunction with the Comprehensive Lighting Plan, the Applicant shall also prepare a Final Photometric Plan. The Final Photometric Plan shall be reviewed and approved by the Community Development Director prior to issuance of a building permit. In accordance with Municipal Code 9-40.170, Lighting, of the City of Laguna Hills Municipal Code, the Final Photometric Plan shall show evidence that all lighting is shielded or recessed and directed downward and away from adjoining properties and that direct glare and reflections are contained within the property lines. In accordance with Municipal Code 9-44.060, Design Standards for Parking Facilities, of the City of Laguna Hills Municipal Code, lighting in the uncovered parking areas shall be designed such that they produce a minimum of 0.4 foot-candle on paved general use areas and an average of 1 foot-candle on paved high use areas. The foot-candle uniformity ratio shall meet the standard of an average/minimum of 4:1 in general use areas and 3:1 in high use areas.

17. Prior to the issuance of a building permit, the Applicant shall submit a landscape and irrigation plan to the Community Development Director for review and approval. The plan shall demonstrate compliance with Laguna Hills Municipal Code Chapter 9-46 and 9-47, including sufficient wall screening, landscaping, planter size and shade trees along the site perimeter and within the Project parking lot, installation of "Smart" landscape irrigation controllers, low precipitation-rate sprinkler heads, and water efficient landscaping, as applicable.
18. Prior to the issuance of a building permit, the Applicant shall submit a wall and fence plan of the Bentley Lane retaining wall to the Community Development Director for review and approval. The plan shall include section views, elevation views, materials of the walls, and shall demonstrate compliance with Laguna Hills Municipal Code Section 9-40.100. The entire length of the wall (as identified in the Site Plan) shall be constructed as part of the Taco Bell development, including the portions that encroach into the 'Future Development Area'.
19. The Applicant shall deposit with the Community Development Department the estimated reasonable cost necessary to retain a qualified landscape professional to review the Applicant's proposed landscape and irrigation plans, as well as inspect the Applicant-installed landscaping to ensure compliance with the approved landscaped plans. The amount deposited shall be in accordance with a written proposal obtained by the City pursuant to its Purchasing Ordinance. Prior to the issuance of building shell final or issuance of a Certificate of Use or Occupancy permit, the Applicant shall pay the actual cost of landscape plan check and inspection or be entitled to a refund of funds deposited, if any. All required landscaping shall be installed prior to building shell final or issuance of a Certificate of Use and Occupancy, whichever occurs first.
20. Upon build-out of the property, service/delivery vehicles that enter on Bentley Lane shall exit at the primary entrance on Paseo de Alicia.
21. When feasible, construction traffic shall be encouraged to utilize the primary entrance on Paseo de Alicia for ingress and egress.
22. If the Planning Agency approves pending Planning Application No. USE-0031-2020 (CUP/SDP for the proposed Starbucks and Plant Power), and if Planning Application No. USE-0031-2020 includes approval of a driveway onto Bentley Lane from the subject property, then deliveries are prohibited from utilizing the Bentley Lane driveway for entering and exiting the subject property. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting good and

- supplies, materials, equipment, or services to or from the subject property for operational purposes.
23. If at any time in the future the Community Development Director determines, in his or her sole discretion, that a parking and circulation study is necessary to address parking and/or circulation insufficiencies, issues, complaints, or problems relative to insuring adequate parking and circulation on the subject property in connection with this Permit, the Applicant shall, at its sole cost and expense, be responsible for the cost of a parking and circulation study prepared by a licensed consultant selected by the City. The Applicant shall, at its sole cost and expense, be responsible for implementation of any reasonable mitigation measures deemed appropriate by the Director related to such impacts based on the findings of such study.
 24. Prior to the issuance of a building permit, the Applicant shall provide evidence to the satisfaction of the Community Development Director that all equipment, including roof and ground mounted, will be completely screened from view as seen from the subject property and the centerline of adjacent rights of way contiguous to the site.
 25. Prior to the issuance of a building permit, the construction plans for Taco Bell shall identify and the Applicant shall install soil stabilization, stormwater, and erosion control for the entire property, including the 'Future Development Area' of the property.
 26. Prior to the issuance of a Certificate of Use and Occupancy, the Applicant shall design and construct the improvements depicted below, subject to the reasonable satisfaction of the City Engineer. Improvement plans for the improvements identified below shall be consistent with Project Plans dated November 4, 2020 and reviewed and approved by the City Engineer prior to the issuance of a building permit for construction of the Taco Bell building.
 - a. Alicia Parkway frontage:
 - New 5'-wide Class II Bike Lane, 9'-wide sidewalk, driveway, curb & gutter, two new ADA ramps,
 - Street trees/tree wells, and
 - Relocate fire hydrant & signal,
 - b. Paseo de Alicia frontage:
 - Replace existing sidewalk,
 - New driveway, curb & gutter
 27. Prior to the issuance of a building permit, the Applicant shall submit a Master Sign Program for the review and approval by the Planning Agency pursuant to Chapter 9-42 and 9-92 of the Laguna Hills Municipal Code.

28. The use shall comply with LPMC Chapter 5-28 (Smoking and Sale of Tobacco Products). Required signage and notices shall be installed prior to the issuance of a Certificate of Use and Occupancy and commencement of the use.
29. Wayfinding signage emphasizing usage of Paseo de Alicia shall be placed at the drive-thru exit. Required signage and notices shall be installed prior to the issuance of a Certificate of Use and Occupancy and commencement of the use. Wayfinding signage shall be incorporated into the Master Sign Program for the property.
30. Prior to the issuance of a building permit, any easements depicted on Parcel Map 2018-182 that conflict with the proposed development shall be realigned to the satisfaction of the Community Development Director and City Engineer.
31. Prior to issuance of any building permits, the Applicant shall revise the following discrepancies contained in the plans submitted for the Project.
 - a. Landscape Plan shall be revised to reflect the construction of the storm water Bio-filtration basin located on the southeast corner of the Project site be included as required on-site improvements for Taco Bell.

Building Division & Orange County Fire Authority

32. The Applicant shall be responsible for ensuring all applicable building permits are obtained from the City of Laguna Hills, as required by Section 103 of the 2019 California Building Code prior to commencement of any work for which a permit is required.
33. Any required documents submitted for the purpose of building permit issuance shall be accurately labeled and reflect all work, as required by Section 107 of the 2019 California Building Code.
34. All construction shall comply with the applicable California Building, Plumbing, Mechanical, Electrical, and Green Building Codes with regard to the appropriate occupancies for each permit requested.
35. Plans submitted for this Project for the purpose of obtaining a building permit shall comply with California Disabled Accessibility requirements, as required by Chapter 11 of the California Building Code.
36. Prior to the issuance of a building permit, the Applicant shall include a copy of this Permit (the signed resolution of approval) in the City building plan sets submitted for the purpose of obtaining a building permit.
37. Prior to issuance of building permits, the Applicant shall submit to the Building Department all required approvals from the Orange County Health Department.

38. Prior to issuance of building permits, Applicant shall submit approvals from the Orange County Fire Authority or provide verification of plan submittal.
39. During construction, adequate emergency access shall be maintained to the site at all times in accordance with any requirements of the Orange County Fire Authority (OCFA).
40. Prior to issuance of building permits, the Applicant shall submit Construction and Demolition Waste Recycling Program paperwork, if applicable, as required by Laguna Hills Municipal Code Chapter 5-48, and to comply with mandates of CalRecycle.
41. The Applicant is advised that the use will need to comply with Assembly Bill 1826, which requires all businesses that generate a certain amount of organic waste to develop a program to recycle organic waste rather than send it to the landfill. Organic waste includes food waste, vegetable trimmings, plate scrapings, spoiled food, green waste, wood waste, food soiled paper, and excess food inventory. Beginning on January 1, 2019, the City of Laguna Hills will begin to monitor the status of business compliance with AB 1826.

Public Services Department

42. Prior to the issuance of any Grading Permits, the Applicant shall prepare a separate hydrology and hydraulic analysis report in accordance with standards of the County of Orange Hydrology Manual for review and approval by, and to the reasonable satisfaction of, the City Engineer. The Project Drainage Plan shall provide 100-year storm protection at one foot below all finished floor elevations and collect 25-year storm flows into drainage devices at sump locations, not including hydromodification retention of flows, and 10-year storm flows into other drainage devices. During 100-year storm events, one travel lane in each direction on primary internal access roads shall be free of inundation, open and passable, as approved by the City Engineer. No onsite development shall impede the functionality of any existing drainage devices in the public right of way. The hydraulic analysis shall demonstrate the above specifications are met.
43. Prior to issuance of any Grading Permits, the Applicant shall prepare for review and approval by, and to the reasonable satisfaction of, the Community Development Director and the City Engineer a Water Quality Management Plan (WQMP) for all priority projects as defined in the NPDES permits and County of Orange Model WQMP technical guidance document. The WQMP shall identify Low Impact Development (LID) BMPs and routine structural and non-structural measures specified in the current Orange County Drainage Area Management Plan (DAMP) and the San Diego Regional Water Quality Control Board (SDRWQB) requirements. The WQMP must also:

- a. Address site design BMPs (as applicable) such as minimizing impervious areas, maximizing permeability, minimizing directly connected impervious areas, creating reduced or “zero discharge” areas, conserving natural areas, preserving trees, and retaining existing site hydrology to the maximum extent practicable.
- b. Include a design goal to maintain or replicate the pre-development hydrologic functions through site preservation, infiltration, retention, detention, evapotranspiration, and filtration treatment systems.
- c. Incorporate applicable routine source control BMPs as defined in the DAMP and provide a detailed description of their implementation.
- d. Incorporate applicable treatment control BMPs as defined in the DAMP to the approval of the City Engineer.
- e. Implement Low Impact Development (LID) BMPs to reduce runoff to the maximum extent practicable.
- f. Include full capture trash and debris systems consistent with SDRWQCB Order No. R9-2017-0077 and per the approval of the City Engineer.
- g. Include an Operation and Maintenance (O&M) plan that identifies the mechanism(s) by which long-term O&M of all post construction BMPs will be provided and funded, to include an annual self-certification of maintenance and operational functioning of the BMPs to be issued to the City Engineer.
- h. The Project site shall meet hydromodification criteria and the Applicant shall document compliance by providing calculations consistent with the Grading Plan and WQMP and in accordance with the SDRWQCB NPDES Order No. R9-2013-0001, Section E.3.c(2), as amended by Order Nos. R9-2015-0001 and R9-2015-0100 Permits. Hydromodification determinations shall be made using the South Orange County Hydromodification Model as provided by the County of Orange.

44. Prior to the issuance of Grading Permits, the Applicant shall:

- a. Submit to the City Engineer a copy of the State issued Notice of Intent (NOI) indicating that coverage has been obtained under the National Pollutant Discharge Elimination System (NPDES) State Construction General Permit Order 2009-0009-DWQ from the State Water Resources Control Board.

- b. Projects subject to the NOI requirement shall also prepare and submit to the City Engineer a Stormwater Pollution Prevention Plan (SWPPP) meeting City standards and be provided for the reasonable approval of the City Engineer. A copy of the approved SWPPP shall be kept at the project site and be available for City review upon request. In addition, the Applicant shall include notes on the grading plans indicating that the project will be implemented in compliance with the Statewide Permit for General Construction Activities.
45. Prior to the issuance of Grading Permits, the Applicant shall provide for review and approval by, and to the reasonable satisfaction of, the Community Development Director and the City Engineer, a dust mitigation and erosion control plan for the entirety of Parcel 1, Parcel Map No. 2018-182. Said plan shall be implemented and maintained for said Parcel 1 until such time and full development has been completed.
46. Prior to issuance of Grading Permits, the Applicant shall provide an Americans with Disabilities Act (ADA) site review of existing and proposed pathways, sidewalks and access ramps for both on-site access and the site frontage along Bentley Lane, Alicia Parkway and Paseo de Alicia. The accessible pathway shall not include a path within any drive aisle, except as necessary to cross a drive aisle at 90° to the drive aisle. The report shall be prepared by a qualified professional with expertise in the ADA field and shall include an implementation plan to correct all deficiencies noted and as reasonably approved by the City Engineer. Any sidewalk or pathway not in compliance with ADA standards, including along Bentley Lane, Alicia Parkway and Paseo de Alicia, including but not limited to slopes and access ramps, shall be reconstructed to the City's standards. The site frontage access ramps at Alicia Parkway/Bentley Lane and Alicia Parkway/Paseo de Alicia shall be reconstructed to City Standards to include a cast-in-place blue truncated dome panel by Armor-Tile. The driveway along Alicia Parkway shall be reconstructed to provide ADA passage.
47. Prior to the issuance of Grading Permits, the Applicant shall demonstrate to the reasonable satisfaction of the City Engineer that all on-site access routes are capable of accommodating truck access and truck turning radii.
48. Prior to the issuance of any Grading Permits or Building Permits, the Applicant shall provide a geotechnical report prepared by a licensed registered engineering geologist/soils engineer for review and approval by, and to the reasonable satisfaction of, the City Engineer. The report shall include an evaluation of onsite soils and geologic conditions and provide recommendations on pavement sections, building foundations, infiltration rates and a discussion of the functionality of permeable pavements, if any, and all project proposed water quality features. All on site Asphalt Concrete pavements shall be constructed with a minimum structural section of 3" Asphalt

Concrete over 4" Class II Aggregate Base, compacted to 95% relative compaction, or greater if so recommended by the soils engineer.

49. Prior to the issuance of any Grading Permits, the Applicant shall provide a haul route plan for all exports/imports from/to the site for review and approval by, and to the reasonable satisfaction of, the City Engineer. The haul route shall not utilize any arterial highway prior to 9:00 am or after 4:00 pm daily. In addition, the Applicant shall provide a construction vehicle routing plan for review and approval by, and to the reasonable satisfaction of, the City Engineer prior to any demolition or construction work. No construction equipment traffic shall access or depart the site during morning or evening peak periods, which are 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m., Monday through Friday. Bentley Lane shall not be utilized for any construction access at any time.
50. Prior to the City Engineer's acceptance of the final grading work or prior to the issuance of a Certificate of Use and Occupancy, the Applicant shall demonstrate compliance with the WQMP in a manner meeting the reasonable satisfaction of the City Engineer, including:
 - a. Demonstration that all structural BMPs described in the WQMP have been implemented, constructed, and installed in conformance with approved plans and specifications.
 - b. Demonstration that the Applicant has complied with and/or is prepared to implement all non-structural BMPs described in the WQMP.
 - c. Demonstration that an adequate number of copies of the project's approved WQMP are available for the future occupants.
 - d. Demonstration that the Applicant has agreed to and recorded CC&R's, an agreement, or another legal instrument approved by the City Attorney, as applicable, requiring the property owner, successors, tenants (if applicable), and assigns to operate and maintain, in perpetuity, the post-construction BMPs described in the WQMP.
51. Prior to the issuance of the Certificate of Use and Occupancy, trash/recycling enclosures shall be constructed in compliance with the City's standards to include an impermeable roof and a sewer drain inlet connection.
52. During the course of the Project construction, the Applicant shall, to the maximum extent practicable, direct that construction vehicles avoid working in reverse gear in order to minimize the generation of backup alarm noise impacts to neighboring properties.
53. During the course of the Project construction, the Applicant shall not allow any work to be performed within the public right-of-way until after a Public Property

- Encroachment Permit has been issued by the City Engineer including the payment of applicable fees and/or deposits as determined by City.
54. During the course of the Project construction, it shall be the Applicant's sole responsibility to protect-in-place existing public improvements. Prior to the issuance of a Certificate of Use and Occupancy, public improvements that are damaged as a result of the project construction shall be promptly repaired or replaced by the Applicant to the reasonable satisfaction of the City Engineer.
 55. During the course of the Project construction, no public streets shall be utilized for temporary storage of any construction materials and no vehicles shall be off-loaded of deliveries or filled with materials to be exported by utilizing any public street for a staging area.
 56. Prior to the issuance of a building permit, the Applicant shall dedicate right of way along the frontage of Alicia Parkway to provide nine feet wide sidewalks, with tree wells, and a five feet wide striped bike lane, without any encroachment into existing vehicular travel lanes or street width, as shown on the Site Plan, in a form approved by the City Attorney and City Engineer.
 57. Prior to the issuance of a building permit, the Applicant shall provide public street improvement plans for the public right of way improvements along the frontage of Alicia Parkway as shown on the site plan, on 24" x 36" mylar sheets, to the standards of the City for review and approval by, and to the reasonable satisfaction of, the City Engineer. Said plans shall include the street widening, the sidewalk widening inclusive of tree wells, ADA ramps with cast-in-place blue truncated dome panels by Armor-Tile, traffic signal modification plans at Alicia Parkway and Paseo de Alicia, and related miscellaneous work all to the satisfaction of the City Engineer.
 58. The project landscape plans shall include the placement, irrigation and maintenance of 24" box parkway trees, of a species as selected by City, for the tree wells along the Alicia Parkway frontage as shown on the site plan and to the satisfaction of the City Engineer. The Applicant shall also provide tree well covers of a type and material satisfactory to the City Engineer. The Applicant shall maintain the trees with adequate water and fertilizer to foster healthy growth of the trees, remove any weeds in the tree well, adjust the tree well covers as needed and trim the trees every two years, or sooner as needed, to maintain healthy growth of the trees, pedestrian/bicycle/vehicular clearances and sight distance clearances to the satisfaction of the City Engineer.
 59. Prior to the issuance of a building permit, the Applicant shall provide the legal description and plat of the proposed vacation of the easement granted by that certain Easement Deed recorded in Book 10339, Page 462, of Official Records of Orange County, granted September 22, 1972, as right of way for street and highway purposes as also shown in the Easement Notes, as Easement

Number 4, of Parcel Map No. 2018-182, recorded as instrument No. 2019000497485, of Official Records of Orange County, excepting therefrom any right of way defining Paseo de Alicia to the satisfaction of the City Engineer.

PASSED, APPROVED, AND ADOPTED this 8th day of December, 2020.

, CHAIR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. PA2020- adopted by the Planning Agency of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 8th day of December, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

MELISSA AU-YEUNG, CITY CLERK



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Dan Meehan
Community Services Superintendent
ISSUE: 2021 Memorial Day Race Event

RECOMMENDATION: That the City Council direct staff to pursue Option B for a virtual race, as outlined in the staff report, for the 2021 Memorial Day race event, and authorize the City Manager to execute an agreement with Renegade Enterprises, LLC, for race event management services for the 2021 race with a not to exceed cost of \$28,000 for Option B.

SUMMARY:

As the City Council is aware, the City's annual Memorial Day Half Marathon, 5K, and 10K, Honoring the United States Marine Corps Dark Horse Battalion race event was cancelled in 2020 because of the Coronavirus pandemic. Current guidelines from the State prohibit certain large gatherings which includes races. Hosting an event where runners are physically present (or "in-person") on the City's historic race course at the same time in May 2021 is in question. Staff has included two options in this staff report for City Council's consideration: Option A: in-person race, and Option B: virtual race. Staff is recommending Option B as described in the staff report. Staff further recommends that the City Council authorize the City Manager to execute an Agreement with Renegade Enterprises, LLC., for event management services.

BACKGROUND:

Registration for the City's annual Memorial Day Half Marathon, 5K, and 10K, Honoring the United States Marine Corps Dark Horse Battalion has historically begun each year in the fall. Average attendance for the annual event is roughly 3,250 participants, with

2021 Memorial Day Race

December 8, 2020

Page 2

approximately 2,000 spectators also in attendance. Unfortunately, the 2020 race event was cancelled because of the Coronavirus pandemic and there is uncertainty if an in-person race event in May 2021, will be allowed to occur in the State of California. This uncertainty has delayed registration for the 2021 event.

Currently, there are restrictions on large public gatherings and some outdoor gatherings are permitted dependent on defined guidelines, but not for an in-person recreational race event. The State’s Outdoor Recreation guidance, last updated on October 14, 2020, states that sports, such as races, should be suspended because of the close contact of less than six feet between participants of different households.¹ And, adult recreational team sports are not permitted at this time.²

Further, the CDPH is preparing guidance for gatherings for musical, theatrical, and artistic performances, and until that guidance is issued, such gatherings are allowed outdoors only in counties in the orange and yellow tiers. The attendance (including the performers) can be no more than 50 persons in the orange tier, and no more than 100 in the yellow tier.³ These restrictions, in staff’s opinion, indicate that the possibility of hosting a large in-person race event next May—even when the City possibly moves further into the State’s “Blueprint for a Safe Economy”—is dubious.

On November 16, 2020, Orange County took a step backwards by moving back to the purple tier. Governor Newsom announced an immediate “emergency brake” in the “Blueprint for a Safer Economy” because of an alarming surge across the State. Consequently, twenty-eight (28) counties moved back to the purple tier, nine (9) counties moved back to the red tier, and two (2) counties moved back to the orange tier. As of November 30, 2020, fifty-one (51) out of the fifty-eight (58) counties in the State of California are now in the purple tier (“Widespread”), six (6) counties are in the red tier (“Substantial”), and only one (1) county is in the orange tier (“Moderate”). These tier adjustments will remain in effect until the State Public Health Officer determines it is appropriate to make modifications based on public health conditions and data.

¹ See page 13 of the COVID-19 INDUSTRY GUIDANCE: Campgrounds, RV Parks, and Outdoor Recreation. <https://files.covid19.ca.gov/pdf/guidance-campgrounds-outdoor-recreation--en.pdf>

² See Outdoor recreation, “Can I still exercise? Take my kids to the park for fresh air? Take a walk around the block?” on the State’s website: <https://covid19.ca.gov/stay-home-except-for-essential-needs/>

³ See “Are gatherings for musical, theatrical, and artistic performance permitted” on the State’s website: <https://covid19.ca.gov/stay-home-except-for-essential-needs/>

2021 Memorial Day Race

December 8, 2020

Page 3

Irrespective of the pandemic's impact on the City's recreation events and the uncertainties of large events in 2021, staff has worked on securing a race event management firm for the 2021 race. Event management services for the Memorial Day race event, as the City Council is aware, were provided by Renegade Racing from 2008 to 2019. Due to the impacts of the COVID-19 pandemic, Renegade Racing was forced to restructure their business, and is now operating as Renegade Enterprises, LLC. As such, the five-year (2019-2023) Event Management Services Agreement with Renegade Racing was terminated.

In accordance to the City's purchasing ordinance, an exemption can be made to the formal requirements of purchasing (or the elicitation of proposals) for an event management firm when the contract is for community support and/or recreational services (see LHMC Section 3-.08.110 L 11). Therefore, in preparation for the 2021 race event, staff solicited informal proposals from four event management firms, and received three proposals from the following firms.

- Spectrum Sports Management
- Renegade Enterprises (formerly Renegade Racing)
- Book That Event

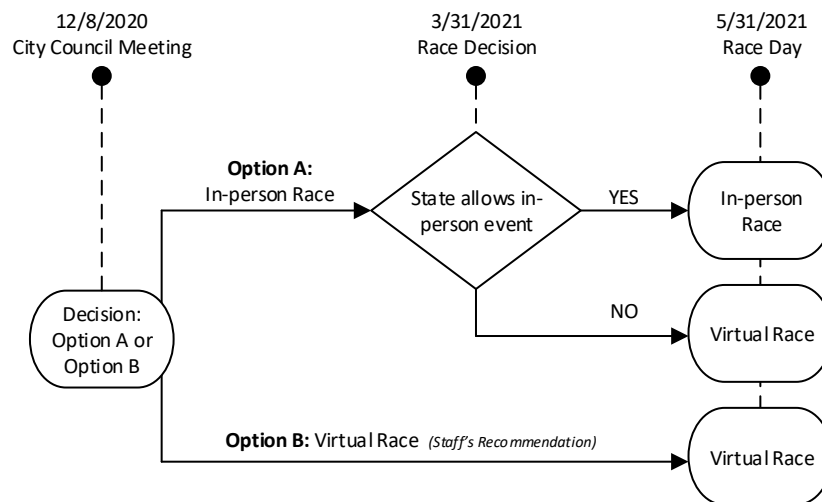
Renegade Enterprises was the lowest proposer for a virtual race option, and the second lowest bid for an in-person race event. It is staff's opinion that Renegade Enterprises has a proven track record of success in producing the City's Memorial Day Race, and staff is recommending that a one-year event management agreement be entered into with Renegade Enterprises for the 2021 race event.

As mentioned above, there is uncertainty if large public gatherings and an in-person race event will be permitted in May 2021. There is a high probability that even if an in-person race were allowed next year, there would be considerable modifications to it to prevent opportunities for large gatherings. With that said, staff has provided for the City Council's consideration, two viable options (in light of the pandemic) in this staff report. The first is Option A for a modified in-person race and the other, Option B, for a virtual race. A flowchart of these options is provided below in Figure 1. below, and these options are further described in this staff report.

It goes without saying that the City Council could also opt to cancel the race now. It should be noted that language will be added to any event management services

agreement, for either option A or option B, to permit the City to cancel the race at any time without cause.

Figure 1. Race Options Flowchart



Option A: Modified in-person Event

Option A is to host an in-person race event and assumes that large public gatherings will still not be allowed in May 2021, but there may be a possibility that an in-person race with modifications may be allowed by spring of next year. Consequently, this option includes modifications to the race (to prevent runners and spectators from gathering and to encourage social distancing) such as eliminating the long chute full of runners at the start line and allowing runners to start their run at any time between 6am and 8am; and not including the expo at the finish line as part of the event to prevent runners and spectators from lingering at the Sports Complex. Other modifications may need to be made to ensure appropriate social distancing such as the renting of additional buses to transport runners from the finish line to the start line. Also, there is a concern that other agencies may not issue a permit for use of the public right-of-way to the City of Laguna Hills for the race course if restrictions are still in place for large public gatherings. The race course may need to be modified if this is the case.

Under this option, staff is recommending the establishment of a drop-dead date of March 30, 2021, to change from an in-person event to a virtual event in the situation where the State does not allow participation in large race events by this date. This will provide ample time to notify runners of the change in event plans and the refunding the

2021 Memorial Day Race

December 8, 2020

Page 5

difference in registration costs to participants. Registration fees for runners are higher for an in-person event versus a virtual event.

The estimated event budget for a modified in-person event is approximately \$134,750 and includes the costs for event management services, permits, traffic control, OCSD personnel, along with the medals and t-shirts for the event (see Table 1 below). Modifications to the race, as mentioned above, are also reflected in Table 1. Staff anticipates event revenues to be \$130,000 for the 2021 event. These numbers would be reduced if the City transitioned to a virtual event.

Table 1: Monthly Event Expenditures (in-person Event)								
Expense	December	January	February	March	April	May	June	Total
Renegade	3,000	5,000	5,000	5,000	5,000	10,000	10,000	43,000
Website	1,250							1,250
Advertising	2,500	2,000	1,500	1,500	1,500	1,500		10,500
Permits			1,700					1,700
Insurance			1,700					1,700
Timing						9,000		9,000
T-shirts						20,000		20,000
Medals				8,000				8,000
Bibs					1,600			1,600
Traffic Control						15,500		15,500
OCSD							16,500	16,500
Ambulance/EMT					1,900			1,900
Busses						2,100		2,100
Trucks/Gas						2,000		2,000
Total	6,750	7,000	9,900	14,500	10,000	60,100	26,500	\$134,750

Option B: Virtual Race Event (*staff's recommendation*)

Option B consists of the hosting and promotion of a virtual race event. A virtual race is one where participants would register online for the race event and select the race distance they would like to complete. Participants would then run on their own

2021 Memorial Day Race

December 8, 2020

Page 6

anywhere that they choose, outside or on a treadmill, and provide evidence that they have completed the necessary distance on the race registration website. Runners would have several days to complete their run and log onto the race registration website no later than Memorial Day 2021. The City's historic race course would not be formally established (i.e. staff presence, traffic control, start and finish lines, etc.) A t-shirt and finishers medal would be mailed to all participants that completed their registered race distance. There would be no age division awards for the virtual race event option.

An intriguing opportunity is possible with this option to increase race participation for 3/5 Marine Battalion family and friends from anywhere in the world to not only show patriotism on Memorial Day by participating in the City's virtual race, but to also support the 3/5 Marine Battalion. Promotion for this aspect of a virtual race could begin by December 2020/January 2021 timeframe.

This option is not without its challenges, however. Verification of completed race distances from participants and the mailing of medals and shirts to all participants proposes some challenges dependent on the final number of virtual race registrants.

Staff is estimating the costs for a virtual event to be approximately \$56,000, which includes the cost of a one-year professional services agreement with Renegade Enterprises. Staff is estimating revenues for a virtual event to be approximately \$40,000. See Table 2 below.

Table 2: Monthly Event Expenditures (Virtual Event)								
Expense	December	January	February	March	April	May	June	Total
Renegade	3,000	3,000	3,000	3,000	3,000	6,500	6,500	28,000
Website	1,250							1,250
Advertising	1,000	1,000	750	750	750	750		5,000
T-shirts						9,600		9,600
Medals				5,400				5,400
Mailing							6,750	6,750
Total	5,250	4,000	3,750	9,150	3,750	16,850	13,250	\$56,000

Staff favors this option because of its considerable reduced costs compared to Option A, the uncertainty of the State's willingness to allow a large in-person race in May 2021,

2021 Memorial Day Race

December 8, 2020

Page 7

the complications of switching from an in-person event to a virtual event as described in Option A, and the possibility of potentially engaging other runners across the globe during this pandemic. Virtual Races have grown in popularity during the pandemic, with some larger Southern California race events drawing as many as 3,500 virtual participants.

FISCAL IMPACT:

The City's budget for the 2021 event is \$194,000 with event revenues at \$185,000. Estimates for Options A and B below do not account for the contribution to Team Dark Horse, which averages approximately \$9,000 each year. The contribution is made each year after the conclusion of the event by the approval of a City Council Resolution for Community Assistance Funding.

Option A - modified in-person race: Staff anticipates event expenses at \$134,750 with revenues for an in-person event at \$130,000. These estimates account for modifications to the start line and the removal of the event expo at the finish line. These numbers would be reduced if the City made the decision to transition to a virtual event by March 31, 2021.

Option B - virtual race: Staff estimates the costs for a virtual event to be approximately \$56,000, with event revenues for a virtual event to be approximately \$40,000.



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: December 8, 2020
TO: Mayor and Council Members
FROM: Janice Reyes
Finance Director
ISSUE: Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2020

RECOMMENDATION: That the City Council receive and file the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2020, together with the audit letters.

SUMMARY:

Staff is presenting to the City Council the City's Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2020. For the past twenty-five years, the City has operated with an Audit Committee to oversee the audit process and review the findings with the auditors. The current Audit Committee includes Mayor Pro Tempore Erica Pezold, Council Member Dave Wheeler, and City Manager Donald White. On November 24, 2020, prior to the regular City Council Meeting, the Audit Committee met with the independent auditors and reviewed the draft financial statements. The certified public accounting firm of Clifton Larson Allen LLP (CLA) was engaged by the City to perform the audit of the City's financial statements and rendered an unmodified opinion that the City's financial statements present fairly, in all material respects, the respective financial position of the City. During the financial audit the City's independent auditors did not identify any significant deficiencies in internal control that were considered material weaknesses.

BACKGROUND:

I. Comprehensive Annual Financial Report (CAFR), Fiscal Year Ended June 30, 2020

The City's CAFR for the Fiscal Year ended June 30, 2020, is attached to this report. The primary purpose of the CAFR is to provide the public and other interested parties with comprehensive disclosure concerning the City's financial position and activities. The general objectives of the CAFR include, but are not limited to, the following: (1) fulfilling the City's duty to be publicly accountable and enable users to assess that accountability; (2) assist users in evaluating the operating results of the City for the Fiscal Year ended June 30, 2020; and (3) enable the users to assess the level of services that are provided by the City and the City's ability to meet obligations as they become due.

Staff is confident that the CAFR satisfies these objectives. The independent auditor's opinion letter affords the City Council, and other users, reasonable assurance that the City's basic financial statements are free from material misstatements and that they present fairly, in all material respects, the financial position of the City of Laguna Hills as of June 30, 2020. The auditor's opinion letter is part of the CAFR and can be found on page II-1 of the Financial Section.

The CAFR contains three sections: Introductory, Financial, and Statistical.

Introductory

This section is intended to familiarize the reader with the organizational structure of the City, the nature and scope of City services, the City's financial activities, and the factors that influence these activities. A discussion of the financial information presented in the Financial Section is contained in the Letter of Transmittal, as well as other information useful in assessing the City's economic condition. The Introductory Section is subjective in nature and is excluded from the scope of the independent auditor's examination.

Financial Section

This section, which is the focal point of the CAFR, is comprised of the independent auditor's opinion letter, management's discussion and analysis, and the year-end financial statements, which are categorized as: (a) government-

wide financial statements; (b) fund financial statements; (c) notes to the basic financial statements; (d) required supplementary information; and (e) supplementary schedules.

The Management's Discussion and Analysis section offers the readers of the City's financial statement a narrative overview of the financial activities of the City. It provides an analysis of the overall financial position of the City and the results of its operations for the Fiscal Year ended June 30, 2020.

The accompanying Notes to the Basic Financial Statement section provides comprehensive information concerning the significant policies and budgetary procedures implemented by the City. Relevant and material information regarding the data presented in the government-wide and fund financial statements are disclosed in compliance with prescribed accounting and reporting standards.

Budgetary comparison for the General Fund, Measure M Fund, and CARES Act Fund are provided in the Required Supplementary Information section, as well as schedules regarding the City's pension plan.

The Supplementary Schedules provide: combining statements for each of the non-major governmental funds; budgetary comparison for the individual non-major governmental funds, capital projects fund, and debt service fund; and, a statement of changes in assets and liabilities for the agency fund. A brief narrative description of each of the non-major governmental funds is also provided in this section.

II. Audit Letters by Clifton Larson Allen LLP

The letters prepared by the independent auditors are standard letters issued upon completion of an annual audit, which are provided as attachments to this report. The following is a brief description of each of the letters attached:

- Appropriations Limit Calculation

It is required by state law, under Article XIII B of the California Constitution, that local jurisdictions adopt an appropriations limit on an annual basis establishing the maximum amount of tax money the City can spend during the fiscal year. The law also established the method by

which a City must calculate its limit and stipulates that the annual calculation must be reviewed as part of an annual financial audit.

The City calculated its appropriations limit using Article XIII B Appropriations Limitation Uniform Guidelines prepared by the League of California Cities. The independent auditor reviewed the calculation of the appropriations limit for Fiscal Year ending June 30, 2020, and determined the calculation was prepared in accordance with state law, as stated in the letter.

- Government Auditing Standards - Internal Control over Financial Reporting

The purpose of this letter is to describe the scope of testing of internal control and compliance, and the results of that testing. This letter states the audit was performed in accordance with the generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller of the United States. This letter also states that in order to determine the audit procedures for the purpose of expressing an opinion on the City's financial statements the auditor must consider the internal control of the City. Effective internal control over financial reporting provides reasonable assurance regarding the reliability of financial reporting and the preparation of financial statements for external purposes. The auditor did not identify any deficiencies in internal control that would be considered to be material weaknesses during the audit, as stated in the letter. The audit did disclose an instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. This was the late filing of the Annual Progress Report to the State Department of Housing and Community Development, which is due by April 1 of the subsequent year pursuant to the State of California housing law. The untimely filing was affected by the local emergency that was declared in late March 2020 due to the COVID-19 health crisis.

- Communication to Those Charged with Governance – Concluding Letter

This letter addresses the auditor's responsibility under general accepted auditing standards and complies with the requirements of the Statements of Auditing Standards, which provides guidance on the auditor's communication with those charged with governance in relation to an audit

of the financial statements. In recognizing the importance of effective two-way communication, these standards provide a framework for the auditor's communication to those charged with governance and identifies some specific matters to be communicated to them. In the letter, the auditor provides those charged with governance information about the auditor's responsibilities, as well as certain information related to the planned scope and timing of the audit.

III. Government Finance Officers Association (GFOA) Award

For the past twenty-seven years the City has received awards for excellence in financial reporting from the GFOA of USA and Canada. The GFOA award program was established in 1945 to encourage government units to produce and publish excellent CAFRs and to provide educational assistance and peer recognition. The award certificates are recognized as the highest distinction in government financial reporting. The Certificate of Achievement for Excellence in Financial Reporting for the preceding Fiscal Year ended June 30, 2019, can be found immediately following the Table of Contents in the attached CAFR for Fiscal Year ended June 30, 2020. Staff is confident that this CAFR will be recognized again for its excellence in financial reporting.

ATTACHMENTS:

- Auditor Letter - Appropriations Limit FY 2019/2020
- Auditor Letter - Government Auditing Standards
- Auditor Letter - Audit Conclusion
- Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020

CITY OF LAGUNA HILLS, CALIFORNIA

APPROPRIATIONS LIMIT WORKSHEET NO. 6

WITH INDEPENDENT ACCOUNTANTS' REPORT
ON AGREED-UPON PROCEDURES
APPLIED TO APPROPRIATIONS LIMIT WORKSHEET NO. 6

FOR THE YEAR ENDED JUNE 30, 2020



CLA (CliftonLarsonAllen LLP)
 2875 Michelle Drive
 Suite 300
 Irvine, CA 92606
 714-978-1300 | fax 714-978-7893
 CLAAconnect.com

**INDEPENDENT ACCOUNTANTS' REPORT
 ON AGREED-UPON PROCEDURES APPLIED
 TO APPROPRIATIONS LIMIT WORKSHEET NO. 6**

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

We have performed the procedures enumerated below to the accompanying Appropriations Limit Worksheet No. 6 of the City of Laguna Hills, California for the year ended June 30, 2020. These procedures, which were agreed to by the City of Laguna Hills, California and the League of California Cities (as presented in the League publication entitled "Article XIII-B Appropriations Limit Uniform Guidelines") were performed solely to assist the City of Laguna Hills, California in meeting the requirements of Section 1.5 of Article XIII B of the California Constitution. The City of Laguna Hill's management is responsible for the Appropriations Limit Worksheet No. 6.

The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures performed and our findings were as follows:

1. We obtained the completed Worksheet No. 6 for the year ended June 30, 2020 and compared the limit and annual adjustment factors included in that worksheet to the limit and annual adjustment factors that were adopted by resolution of the City Council. We also compared the population and inflation options included in the aforementioned worksheet to those that were selected by a recorded vote of the City Council.

No exceptions were noted as a result of this procedure.

Attachment: Auditor Letter - Appropriations Limit FY 2019/2020 (2276 : Cafr Fy 2019/2020)

2. For the accompanying Appropriations Limit Worksheet No. 6, we added last year's limit to the total adjustments, and compared the resulting amount to this year's limit. We also recalculated the adjustment factor and the adjustment for inflation and population, and compared the results to the amounts on Worksheet No. 6.

No exceptions were noted as a result of this procedure.

3. We compared the prior year appropriations limit presented in the accompanying Appropriations Limit Worksheet No. 6 to the prior year appropriations limit adopted by the City Council for the prior year.

No exceptions were noted as a result of this procedure.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not, conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the accompanying Appropriations Limit Worksheet No. 6. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. No procedures have been performed with respect to the determination of the appropriation limit for the base year, as defined by the League publication entitled "Article XIII-B Appropriations Limit Uniform Guidelines."

This report is intended solely for the information and use of the City Council and management of the City of Laguna Hills, California and is not intended to be, and should not be, used by anyone other than these specified parties.

CliftonLarsonAllen LLP

Irvine, California
November 25, 2020

CITY OF LAGUNA HILLS

APPROPRIATIONS LIMIT WORKSHEET NO. 6

For the year ended June 30, 2020

Appropriations limit for fiscal year ended June 30, 2019 (see Note 2) \$ 39,449,204

Adjustment factors for the fiscal year ended June 30, 2020 (see Note 2):

Inflation Factor (Note 3)	Population Factor (Note 4)	Combined Factor	
<u>1.03850000</u>	<u>1.00290000</u>	<u>1.04151165</u>	x <u>.04151165</u>
Adjustment for inflation and population			1,637,602
Other adjustments (Note 5)			<u>-</u>
Total adjustments			<u>1,637,602</u>
Appropriations limit for fiscal year ended June 30, 2020			<u>\$ 41,086,806</u>

Attachment: Auditor Letter - Appropriations Limit FY 2019/2020 (2276 : Cafr FY 2019/2020)

See accompanying notes to Appropriations Limit Worksheet No. 6.

CITY OF LAGUNA HILLS

NOTES TO APPROPRIATIONS LIMIT WORKSHEET NO. 6

For the year ended June 30, 2020

1. PURPOSE OF LIMITED PROCEDURES REVIEW:

Under Article XIII B of the California Constitution (the Gann Spending Limitation Initiative), California governmental agencies are restricted as to the amount of annual appropriations from proceeds of taxes. Effective for years beginning on or after July 1, 1990, under Section 1.5 of Article XIII B, the annual calculation of the appropriations limit is subject to a limited procedures review in connection with the annual audit.

2. METHOD OF CALCULATION:

Under Section 10.5 of Article XIII B, for fiscal years beginning on or after July 1, 1990, the appropriations limit is required to be calculated based on the limit for the fiscal year 1986-87, adjusted for the inflation and population factors discussed at Notes 3 and 4 below.

3. INFLATION FACTORS:

A California governmental agency may adjust its appropriations limit by either the annual percentage change in the 4th quarter per capita personal income (which percentages are supplied by the State Department of Finance), or the percentage change in the local assessment roll from the preceding year due to the change of local nonresidential construction. The factor adopted by the City of Laguna Hills (the City) for fiscal year 2019-2020 represents the annual percentage change in the 4th quarter per capita personal income.

4. POPULATION FACTORS:

A California governmental agency may adjust its appropriations limit by either the annual percentage change of the jurisdiction's own population, or the annual percentage change in population in the County where the jurisdiction is located. The factor adopted by the City for fiscal year 2019-2020 represents the annual percentage change in population for the County in which the City is located.

5. OTHER ADJUSTMENTS:

A California governmental agency may be required to adjust its appropriations limit when certain events occur, such as the transfer of responsibility for municipal services to, or from, another governmental agency or private entity. The City had no such adjustments for the year ended June 30, 2020.



CLA (CliftonLarsonAllen LLP)
 2875 Michelle Drive
 Suite 300
 Irvine, CA 92606
 714-978-1300 | fax 714-978-7893
 CLAAconnect.com

**INDEPENDENT AUDITORS' 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 the City Council
 of the City of Laguna Hills
 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, business-type activity, each major fund, and the aggregate remaining fund information of the City of Laguna Hills, California (the City), as of and for the year ended June 30, 2020, 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 25, 2020.

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 City'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 an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described below.

Compliance with Senate Bill 341

Auditors' Comment and Recommendation

Senate Bill 341 (SB 341) requires all successor housing entities to comply with annual report requirements. One requirement is for the City to report housing financial and activity information by including specified information with the Annual Progress Report (APR) required to be annually submitted to the Department of Housing and Community Development (HCD) by April 1 of the subsequent year pursuant to the State of California housing law in reporting progress in implementing the housing element. The City submitted the APR for the fiscal year ended June 30, 2019, on April 27, 2020, which was after the due date of April 1, 2020. We recommend that the City implement procedures to ensure timely reporting of the APR to HCD.

Management's Response

The untimely filing of the Annual Program Report (APR) was affected by the local emergency that was declared due to the COVID-19 health crisis. The APR was scheduled for the March 24, 2020, City Council Regular Meeting. However, in order to provide for the preparation and carrying out of plans for the protection of public health, the Regular Meeting was canceled and a Special Meeting was held for the sole purpose of ratifying the exist of the local emergency. State law implies there is a 60-day grace period to submit to the State without any adverse consequences. That said, it is Management's objective to implement procedures to ensure timely reporting of the APR in the future.

City's Response to Finding

The City's response to the finding identified in our audit is described above. The City's response was not subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, we express no opinion on it.

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 City'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 City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CliftonLarsonAllen LLP

Irvine, California
November 25, 2020



CLA (CliftonLarsonAllen LLP)
 2875 Michelle Drive
 Suite 300
 Irvine, CA 92606
 714-978-1300 | fax 714-978-7893
 CLAAconnect.com

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

We have audited the financial statements of the governmental activities, business-type activity, each major fund, and aggregate remaining fund information of the City of Laguna Hills, California (the City) for the year ended June 30, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards* as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 29, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during fiscal year 2019-2020. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the City's financial statements are as follows:

- a. The annual required contributions, pension expense, net pension liability and corresponding deferred outflows of resources and deferred inflows of resources for the City's public defined benefit plans with CalPERS are based on actuarial valuations provided by CalPERS.
- b. Management's estimate of the claims payable liabilities related to general liability and worker's compensation claims are based on estimates by the claims administrators.

Significant Audit Findings (Continued)

Qualitative Aspects of Accounting Practices (Continued)

Sensitive Estimates (Continued):

We evaluated the key factors and assumptions used to develop these estimates in determining that they were reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was reported in Note 8 regarding the CalPERS defined benefit plans.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. As a result of our audit related test work, we did not identify any such misstatements.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 25, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant Audit Findings (Continued)

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, the schedule of proportionate share of the net pension liability, the schedule of contributions - defined benefit pension plans, and the schedule of revenues, and expenditures and changes in fund balance - budget and actual - general fund and major special revenue fund, which are required supplementary information (RSI) that supplements the financial statements. Our procedures consisted of inquiries of management regarding 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 did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual non-major fund financial statements and schedules (supplementary information), which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the basic financial statements or to the basic financial statements themselves.

We were not engaged to report on the introductory and statistical sections, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on them.

Restriction on Use

This information is intended solely for the use of the City Council and management of the City, and is not intended to be, and should not be, used by anyone other than these specified parties.

CliftonLarsonAllen LLP

Irvine, California
November 25, 2020

Attachment: Auditor Letter - Audit Conclusion (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS CALIFORNIA



COMPREHENSIVE ANNUAL FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2020

CITY OF LAGUNA HILLS

California



COMPREHENSIVE ANNUAL FINANCIAL REPORT

Fiscal Year Ended June 30, 2020

CITY MANAGER
Donald J. White

FINANCE DIRECTOR
Janice Mateo Reyes

INTRODUCTORY SECTION

Table of Contents

Introductory
Section

Table of Contents	i
GFOA Certificate of Achievement	iii
Letter of Transmittal	I - 1
Elected Officials	I - 10
Management Staff	I - 11
Organizational Chart	I - 12

Financial
Section

Independent Auditors' Report	II - 1
Management Discussion & Analysis	II - 5
Basic Financial Statements:	
Government-wide Financial Statements:	
Statement of Net Position	II - 19
Statement of Activities	II - 20
Fund Financial Statements:	
Balance Sheet - Governmental Funds	II - 23
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position.....	II - 24
Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Funds	II - 25
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	II - 26
Statement of Net Position - Proprietary Fund	II - 27
Statement of Revenues, Expenses and Changes in Net Position - Proprietary Fund.....	II - 28
Statement of Cash Flows - Proprietary Fund	II - 29
Statement of Fiduciary Assets and Liabilities - Agency Fund	II - 30
Notes to the Basic Financial Statements.....	II - 31
Required Supplementary Information:	
Schedule of Proportionate Share of the Net Pension Liability	II - 69
Schedule of Contribution	II - 71
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual:	
General Fund.....	II - 73
Measure M Special Revenue Fund.....	II - 74
CARES Act Special Revenue Fund.....	II - 75
Note to Required Supplementary Information	II - 76
Supplementary Information:	
Non-Major Governmental Funds - Special Revenue:	
Combining Balance Sheet	II - 77
Combining Statement of Revenues, Expenditures and Changes in Fund Balance.....	II - 80
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual:	
Capital Projects Fund - Major Fund.....	II - 82
Debt Service Fund - Major Fund	II - 83
Gas Tax Special Revenue Fund	II - 84
SB1 RMRA Revenue Fund	II - 85
AB 2766 Special Revenue Fund	II - 86
Senior Mobility Program Special Revenue Fund	II - 87
CDBG Special Revenue Fund	II - 88
Beverage Recycling Special Revenue Fund.....	II - 89
CR&R Recycling Fees Special Revenue Fund	II - 90
C & D Forfeited Deposits Special Revenue Fund	II - 91
Grants and Contribution Special Revenue Fund	II - 92
SLESF/COPS Brulte Special Revenue Fund	II - 93
Statement of Changes in Fiduciary Assets & Liabilities - Agency Fund	II - 94

CITY OF LAGUNA HILLS

Table of Contents

Statistical
Section
(Unaudited)

Description of Statistical Section Contents	III - 1
Financial Trends:	
Net Position by Component	III - 3
Change in Net Position	III - 4
Governmental Activities Tax Revenues By Source	III - 6
Fund Balances of Governmental Funds	III - 7
Changes in Fund Balances of Governmental Funds	III - 8
Revenue Capacity:	
Assessed Value and Estimated Actual Value of Taxable Property	III -10
Assessed Value of Property by Use Code	III -11
Direct and Overlapping Property Tax Rates.....	III -12
Principal Property Taxpayers	III -13
Property Tax Levies and Collections	III -14
Principal Sales Tax Producers	III -15
Debt Capacity:	
Ratios of Outstanding Debt by Type	III -16
Ratios of General Bonded Debt Outstanding	III -17
Direct and Overlapping Governmental Activities Debt	III -18
Legal Debt Margin Information	III -19
Pledged Revenue Coverage	III -20
Demographic & Economic Information:	
Demographic and Economic Statistics	III -21
Principal Employers	III -22
Operating Information:	
Full-time Equivalent Personnel Allocation by Function	III -23
Operating Indicators by Function	III -24
Capital Assets Statistics by Function	III -25
City at a Glance	III -26

GFOA CERTIFICATE OF ACHIEVEMENT



Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

**City of Laguna Hills
California**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2019

Christopher P. Morill

Executive Director/CEO

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

This page intentionally left blank.



November 25, 2020

**Honorable Mayor and
Members of the City Council:**

The Comprehensive Annual Financial Report (CAFR) of the City of Laguna Hills for the fiscal year ended June 30, 2020, is submitted herewith. This report is published in accordance with local ordinance and State law requirements that financial statements be presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by an independent public accounting firm of licensed certified public accountants.

This report consists of management's representations concerning the finances of the City of Laguna Hills. Responsibility for the accuracy of the presented data and the completeness and fairness of the presentation, including all disclosures, rests with the City's management. It is management's opinion that the data is accurate in all material aspects, is presented in a manner designed to fairly set forth the financial position and results of operations of the City, and contains all disclosures necessary to enable the reader to gain an understanding of the City's financial affairs. To provide a reasonable basis for making these representations, management has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, misuse, and to compile sufficient reliable information for the preparation of the financial statements in conformity with GAAP. Because the cost of internal controls should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute assurance that the financial statements are free of material misrepresentation. As management, we assert that, to the best of

our knowledge and belief, this financial report is complete and reliable in all material respects and is reported in a manner that presents fairly the financial position and results of operations of the various funds of the City, as well as the City as a whole.

The City's financial statements have been audited by Clifton Larson Allen, a public accounting firm fully licensed and qualified to perform audits of local government. The independent auditors concluded that there was a reasonable basis for rendering an unmodified opinion on the City's financial statements and that they present fairly, in all material respects, the financial condition of the City at the end of this fiscal year.

A narrative introduction, overview and analysis of the basic financial statements for the City for the fiscal year ended June 30, 2020, is discussed in the Management's Discussion and Analysis (MD&A), which immediately follows the independent auditor's report. The MD&A is designed to complement this letter of transmittal and should be read in conjunction with it.

PROFILE OF THE CITY OF LAGUNA HILLS

The City of Laguna Hills is located in South Orange County approximately 60 miles south of Los Angeles and 70 miles north of San Diego. Incorporated in 1991 under the laws of the State of California, it enjoys all the rights and privileges pertaining to "General Law" cities. The City is home to approximately 31,508 residents and about 2,000 businesses.

The City of Laguna Hills operates under a Council-Manager form of government. Policymaking and legislative authority are vested in the City Council, which consists of a Mayor and a four-member Council. The Mayor is annually selected by the City Council from among its membership, and serves a one-year term. The governing Council is responsible, among other things, for passing the City's ordinances and operating resolutions, adopting the biennial budget, appointing commissions and committees, and hiring the City Manager. The City Manager administers the daily operations and programs of the City through department heads, other staff members and contracted services.

The City contracts for selected municipal services utilizing agreements with other governmental entities, private firms and individuals. Police services are provided by the Orange County

Sheriff's Department and fire services are provided through the Orange County Fire Authority, of which the City is a member.

Although the majority of the area in the City has a distinctive residential character, the City has a strong commercial base, specifically in the northern section of the City. This commercial area, or "Urban Village," is anchored by regional retail, the Oakbrook Village Shopping Center, and the Saddleback Memorial Medical Center. In addition, the area north of the Mall holds a complement of commercial and mixed-use industrial uses.

FACTORS AFFECTING FINANCIAL CONDITION

ECONOMIC CONDITIONS & OUTLOOK

During the first three quarters of the 2019-20 fiscal year, the 11-year economic expansion remained intact, but overall economic growth was trending towards stagnation. At the national level, the real gross domestic product was projected to grow by 2.3 percent – down from 3.1 percent in 2018. Economic output was projected to grow slightly faster than its maximum sustainable level, leading to a demand for labor and a slight decrease in the unemployment rate. Nonetheless, annual economic growth was projected to slow to an average of 1.7 percent through 2023. Similarly, economic projections showed that California's fiscal outlook would continue to grow, but at a much slower pace than the previous few years. The state was projected to have a \$7 billion general fund surplus along with a slight rebound in the housing market due to falling mortgage interest rates. However, according to the State Fiscal Health Index developed by the California Legislative Analyst's Office, California was experiencing a serious weakening in economic indicators such as housing, trade activity, consumer spending, venture capital, and more in 2019. National and state economic data indicated that a recession could occur in the next few years after 2019.

In early 2020, the novel coronavirus, also referred to as COVID-19 or SARS-CoV-2, spread throughout the globe and created a pandemic that halted the world economy. On January 30, 2020, the World Health Organization ("WHO") declared the outbreak of COVID-19 a public health emergency of international concern, and by March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic. Later in March, the Governor of California and the President of the United States declared a local and national state of emergency, respectively. Subsequently, California Governor Gavin Newsom issued Executive Order N-33-20, which directed and ordered all residents to stay at home unless they were

engaging in an essential activity as determined by the State. At the end of the fiscal year on June 30, 2020, the Governor's stay-at-home order remained in effect.

The coronavirus pandemic, along with measures to mitigate its spread, significantly impacted the City's revenue streams in the 2019-20 fiscal year.

- Property Tax

Property tax revenues are slow to respond to changes in economic conditions and, as a result, were not significantly impacted by the pandemic. Property tax revenue totaled \$11,314,044, a slight variance of \$27,008, or 0.24%, from the budget of \$11,341,052.

- Transient Occupancy Tax (TOT)

The hotel industry experienced a large-scale negative impact from the coronavirus pandemic. As of June 30, 2020, the City's TOT revenue totaled \$1,025,046. However, the budget for TOT revenue for the fiscal year was \$1,332,499, representing a 23% shortfall.

- Franchise Fees

Franchise fee revenues came in at \$1,198,007, as opposed to the budget of \$1,261,387, representing a negative variance of \$63,380, or 5%.

- Sales Tax

The coronavirus pandemic had an immediate and swift impact on local businesses and households in Laguna Hills. Sales tax revenue receipts came in at \$5,372,149, a 10.8% decrease from the budgeted amount of \$6,025,638.

- Recreation Fees

To mitigate the spread of the coronavirus pandemic and comply with the stay-at-home order, the City canceled or postponed numerous recreation events and programs. Consequently, year-end receipts for recreation fees totaled \$330,340, representing 38% of the budgeted \$870,590.

Overall, general fund revenues totaled \$21,846,623, a negative variance of \$1,877,543, or 8%, from the budget of \$23,724,166 for the fiscal year.

As a result of the unprecedented shortfall in general fund revenues, the City implemented numerous cost-savings measures to offset the negative impact from the coronavirus pandemic, including a reduction in recreation programs and services, a furlough of City employees, a decrease in operating expenditures in all City departments, and the deferral of certain capital improvement projects. As a result of these cost savings measures and the City's swift action, the City successfully met or exceeded its operating and reserve policy ratios at the close of the fiscal year.

To maintain its strong financial position into the future, the City must continue to promote overall fiscal health and sustainability by adhering to its conservative financial policies, focusing on organizational efficiency and performance, and fiscally prudent decision-making. This financially conservative stance has played a critical role in allowing the City to respond quickly to difficulties that are prevalent in the economy as a result of the coronavirus pandemic, as well as to the previous economic downturn during the years of the Great Recession.

LONG TERM FINANCIAL PLANNING

The City utilizes a customized 8-Year Resource Allocation plan that is specifically designed to project the City's operating and reserve policy ratios over an eight year forecast horizon. The City's policy is to strive to maintain an operating ratio of 1.1 to 1.0, an Unrestricted General Fund Balance Ratio of 35% and an Unassigned General Fund Balance Ratio of 25%. The operating ratio for FY 2019-20 came in at 1.02, and the Unrestricted Fund Balance and the Unassigned Fund Balance were at 40% and 36%, respectively. During the 2019-20 fiscal year, the City identified costs savings measures to maintain a structurally balanced budget, which will allow the City to improve its operating ratio target, moving forward.

ACCOUNTING SYSTEM AND BUDGETARY CONTROLS

In developing the City's accounting system, consideration was given to the adequacy of internal accounting controls, which are designed to provide reasonable, but not absolute, assurance in connection with: (1) the safeguarding of assets against loss from unauthorized use or disposition, and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. All internal control evaluations occur within the above framework. We believe the City's internal

accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions. Furthermore, the City maintains budgetary controls to ensure compliance with the legal provisions embodied in the annual appropriated budget approved by the City Council. The City Manager is authorized to transfer budgeted amounts within and between funds as deemed necessary in order to meet the City's needs. Revisions that exceed the appropriated budget must be approved by the City Council.

CASH MANAGEMENT

The City invests its temporary idle cash in investments authorized under the City's prevailing Investment Resolution and Policies, which are reviewed and approved annually. These policies are significantly more restrictive than State law, limiting investments to a maturity of one year or less. The City's investments at the close of the most recent fiscal year ended June 30, 2020, consisted of fully insured or collateralized certificates of deposit with qualified banks, money market mutual funds, and investment pools with the State Treasurer's Local Agency Investment Fund (LAIF) and Investment Trust of California (CALTrust).

CAPITAL ASSETS

Generally, only assets which cost \$5,000 or more and which have a useful life of five years or more are considered capital assets. This designation is detailed in the City's Internal Control Policies and Procedures for Capital Assets and Minor Equipment, which were developed for the City's compliance with the requirements with GASB 34. More information is also provided in the Notes to the Basic Financial Statements located the Financial Section of this report.

MAJOR INITIATIVES

The following section provides a sampling of some of the various initiatives and highlights occurring throughout the 2019-20 fiscal year as well as from the current endeavors:

THE VILLAGE AT LAGUNA HILLS (FORMERLY FIVE LAGUNAS)

In March of 2016, the City approved a plan for the renovation of the Laguna Hills Mall which included approximately 860,000 square feet of new and renovated commercial retail space, movie theaters, restaurants, and 988 residential units. The approved plan was known as Five Lagunas. In 2018, the property owner of Five Lagunas,

Merlone-Geier Partners, informed City staff that they could not move forward with the approved 2016 plan.

On November 4, 2019, Merlone-Geier Partners (MGP), the property owner of the former Laguna Hills Mall, submitted a new application to redevelop the site. MGP presented a brief overview of the new project, named “The Village at Laguna Hills”, to the City Council at the November 12, 2019, City Council meeting. The City is required to evaluate the new project and process associated entitlements for the City Council’s consideration at a public hearing.

Due to the extensive and highly expensive nature of the entitlement process, staff negotiated a Deposit/ Reimbursement Agreement with MGP at the November 26, 2020, City Council meeting. This Agreement ensures that there is no General Fund impact with respect to evaluating the proposed project and processing the necessary entitlements. A public hearing for the project is expected in early 2021.

COMPREHENSIVE FEE SCHEDULE UPDATE

In August 2019, the City updated its Comprehensive User Fee Schedule in accordance with Resolution No. 2016-09-13-04 to accurately reflect the cost of providing certain municipal services. The City’s user fees were adjusted by 3.3% to reflect the April 2019 Consumer Price Index for the Los Angeles-Riverside-Orange County area for all urban consumers. It is the City’s intent to maintain and periodically update a comprehensive schedule of user fees that calculate the current full cost of providing governmental services, including all direct, indirect, and support costs.

ORANGE COUNTY HOUSING FINANCE TRUST

At the August 27, 2019, City Council meeting, the City Council entered into an Agreement with the Orange County Housing Finance Trust (Trust). The Trust is a Joint Powers Authority that shares with other cities and the County of Orange, the power to secure and allocate funding for affordable housing projects and programs, more specifically as it relates to housing that addresses persons requiring housing for varying terms. The Trust emphasizes funding for “supportive housing,” which is housing for persons that may require additional on-site or other local services to remain in housing. These services may include social services, mental health services, health care, counseling, and life and budget planning.

COMMUNITY CENTER HVAC AND ROOF REPLACEMENT PROJECT

The Community Center and Roof Replacement Project, CIP No. 513-B, was awarded to West Gate Contractor in the low bid amount of

\$348,300 at the April 21, 2020, City Council meeting. The work in this project includes the removal of the existing HVAC and related roof mounted equipment, removal and replacement of flat roof areas with a thermoplastic membrane, installation of City provided HVAC equipment and related work and installation of a new thermostat system. The construction work on the project commenced in May 2020 and was completed in the fall 2020.

CORONAVIRUS RESPONSE

In March 2020, the City took numerous steps in response to the coronavirus pandemic to promptly address, prepare for, and take the actions necessary to protect public health, safety, and welfare within the City. Among them was: i) the establishment of the Coronavirus Recovery Team by Executive Order to assist the public with questions and guidance related to the COVID-19 pandemic in Laguna Hills; ii) proclaiming a local emergency to be eligible for reimbursement from the county, state, and federal governments to assist in cost recovery for expenses directly related to the coronavirus pandemic; iii) the closure of certain public spaces to protect public health and safety; and iv) assisting local businesses with compliance in regards to the Governor's stay-at-home order.

AWARDS AND ACKNOWLEDGEMENTS

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Laguna Hills for its Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019. This was the twenty-seven consecutive year the City has received this award. The certificate is a national award that recognizes conformance with the highest standards for preparation of state and local government financial reports. To be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized Comprehensive Annual Financial Report (CAFR), whose contents conform to program standards, and must satisfy both generally accepted accounting principles and applicable legal requirements.

The City also received the GFOA Distinguished Budget Presentation Award for its 2019-2021 Biennial Budget document. To qualify for the GFOA award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The preparation of this report would not have been possible without the efficient and dedicated services of the entire staff of the Finance Department. The contributions are invaluable and clearly reflect the high standards the City has set for itself.

In closing, without the effective leadership, guidance, and support provided by the Mayor and the City Council, preparation of this report, as well as the favorable financial results of the past year, would not have been possible.

Respectfully submitted,



Donald J. White
City Manager

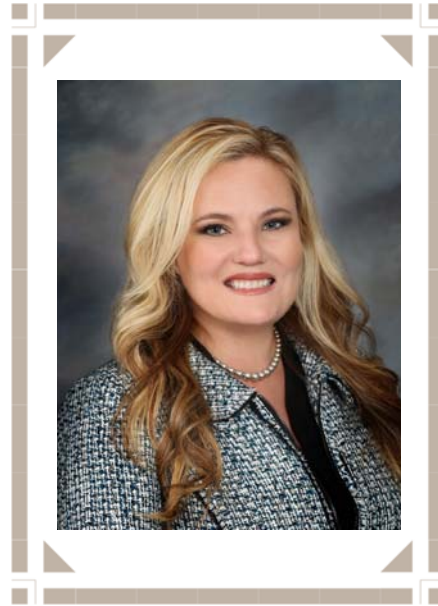


Janice Mateo Reyes
Finance Director

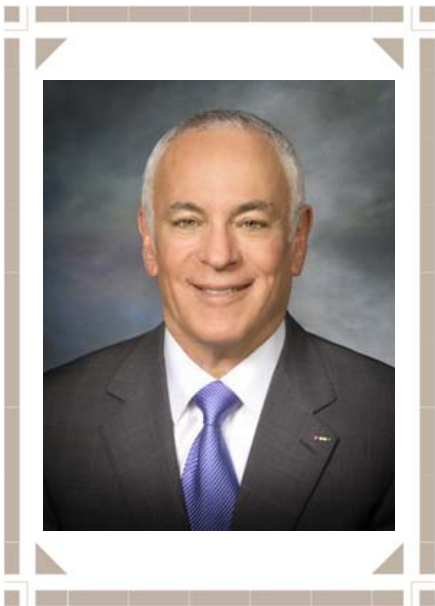
ELECTED OFFICIALS As of June 30, 2020



Janine Heft
Mayor



Erica Pezold
Mayor Pro Tempore



Dore Gilbert
Council Member



Don Sedgwick
Council Member



Dave Wheeler
Council Member

MANAGEMENT STAFF
As of June 30, 2020



Donald J. White
City Manager/Treasurer

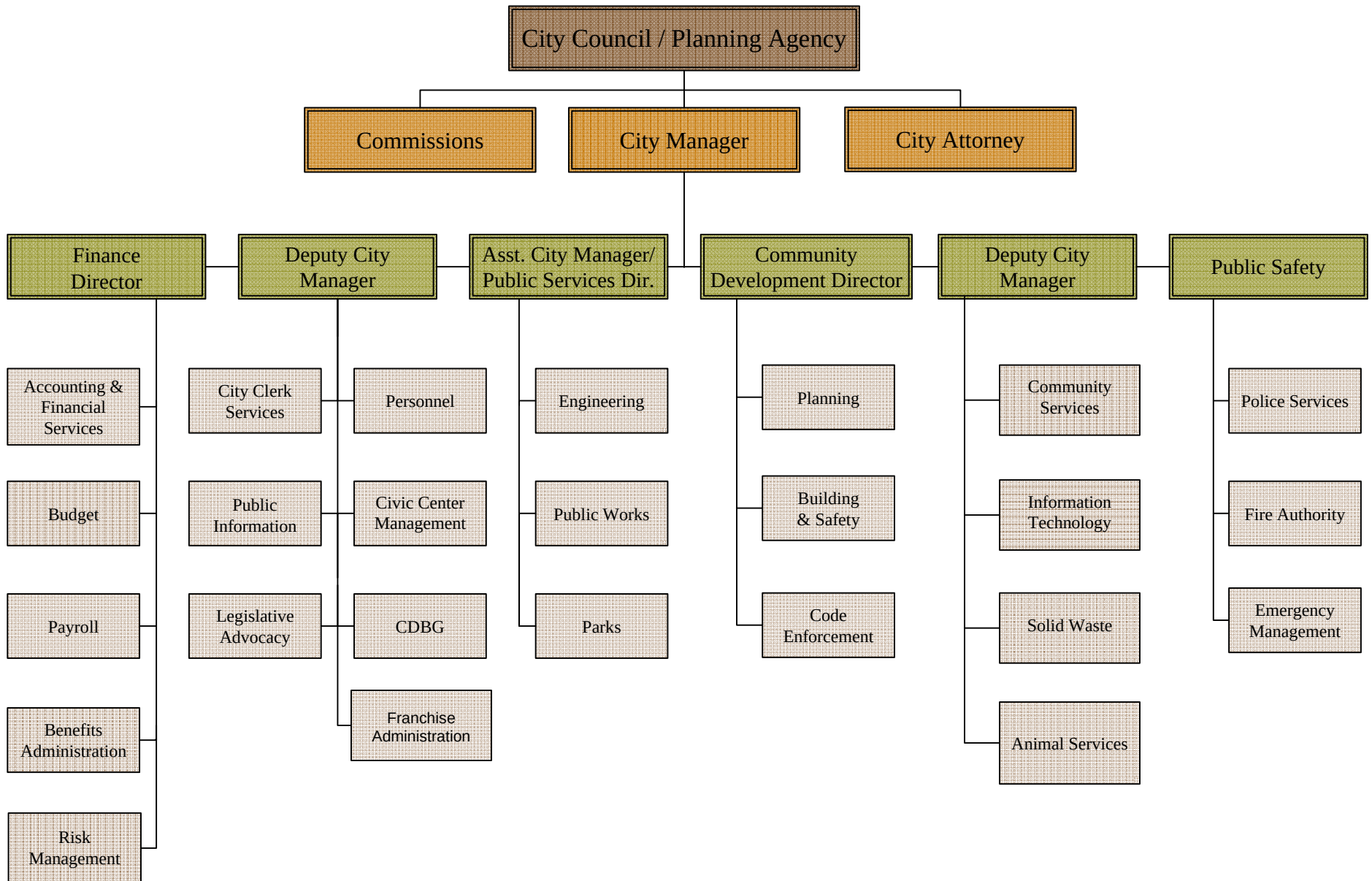
♦ Gregory E. Simonian	City Attorney
♦ Kenneth H. Rosenfield	Assistant City Manager/Public Services Director
♦ Janice Mateo Reyes	Finance Director
♦ Melissa Au-Yeung	Deputy City Manager
♦ David T. Reynolds	Deputy City Manager
♦ David Chantarangsu	Community Development Director
♦ Lt. Matthew Stiverson	Police Chief (O.C. Sheriff Department)
♦ Mike Contreras	Division Chief (OC. Fire Department)

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS

ORGANIZATIONAL CHART

June 30, 2020



FINANCIAL SECTION



CLA (CliftonLarsonAllen LLP)
 2875 Michelle Drive
 Suite 300
 Irvine, CA 92606
 714-978-1300 | fax 714-978-7893
 CLAAconnect.com

INDEPENDENT AUDITORS' REPORT

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 activity, each major fund, and the aggregate remaining fund information of the City of Laguna Hills (the City), as of and for the year ended June 30, 2020, and the related notes to the basic 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.

Auditors' Responsibility

Our responsibility is to express opinions on these basic 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 basic financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditors' 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 auditors consider internal control relevant to the City'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 City'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 opinions.

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 activity, each major fund, and the aggregate remaining fund information of the City, as of June 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Report on Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the schedule of proportionate share of the net pension liability, the schedule of contributions - defined benefit pension plans, and the schedule of revenues, expenditures and changes in fund balance - budget and actual - general fund and major special revenue funds, identified as Required Supplementary Information (RSI) in the accompanying table of contents, 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 RSI 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 RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

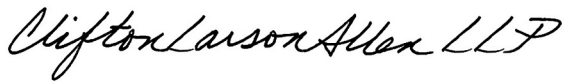
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, combining and individual non-major fund financial statements and schedules, and statistical section, as listed in the table of contents, 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 (supplementary information), as listed in the table of contents, 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 supplementary information is 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 25, 2020, 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 solely 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 the effectiveness of the City's 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.



Irvine, California
November 25, 2020

This page intentionally left blank.

MANAGEMENT'S DISCUSSION AND ANALYSIS



MANAGEMENT'S DISCUSSION AND ANALYSIS

The management of the City of Laguna Hills offers the readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended **June 30, 2020**. We encourage readers to consider the information presented here in conjunction with the accompanying transmittal letter on page I-1 and the basic financial statements in the appropriate section.

Financial Highlights

Government-Wide

- The net position of the City of Laguna Hills at the close of the most recent fiscal year was \$93,519,164. Of this amount, \$4,356,082 is not restricted to a specific use or purpose.
- After recording the value of the City's infrastructure assets, net of accumulated depreciation, the net change in the City's net position resulting from the most recent fiscal year's operation was a decrease of \$1,425,189, or 1.5%.
- Total revenues from all sources were \$25,279,018. Of this amount, \$5,801,008, or 23%, was from program revenues and \$19,478,010, or 77%, was from general revenues.
- The total cost of all City programs and projects was \$26,704,207. Approximately 17%, or \$4,668,340, of this amount is attributable to depreciation on the City's capital assets.
- The net pension liability reported as of June 30, 2020, for the City's proportionate shares of the net pension liability of all pension plans, was \$3,995,763.
- The net position of governmental activities was \$87,029,213 as of June 30, 2020, after recording the value of the City's infrastructure assets, net of accumulated depreciation and long-term debt.
- Governmental activities, which include certain capital projects and depreciation related to capital assets, decreased the City's net position by \$723,169.

Fund Based

- As of the close of the current fiscal year, the governmental funds reported combined ending fund balances of \$12,552,598.
- Total nonspendable fund balances, amounts that are either not in spendable form or are legally or contractually required to be maintained, were \$69,834.
- Total spendable fund balances were \$12,482,764. Of this amount, approximately 6% (\$795,659 in total assigned) is constrained by the City's intent to be used for a specific purpose and 35% (\$4,364,330 in total restricted) is constrained in their use by external restrictions, such as by creditors, debt covenants, grantors, contributors, or by laws and regulations.

- Total governmental fund balances decreased by \$1,144,688.
- At the end of the most recent fiscal year, the total fund balance for the general fund was \$8,352,740, a decrease of \$53,234 over prior year.
- General fund reported revenues exceeded expenditures by \$1,443,000.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the City of Laguna Hills' basic financial statements. The City's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statement themselves.

(1) **Government-wide financial statements.** These statements are designed to provide readers with a broad overview of the City of Laguna Hills' financial position, in a manner similar to a private-sector business, using the economic resources measurement focus and the full accrual basis of accounting. The following reports comprise the government-wide financial statements:

- a) *Statement of Net Position.* This report presents information on all the assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position. The difference between the assets and deferred outflows, on the one hand, and liabilities and deferred inflows of resources, on the other, constitutes the *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or weakening, though it is important to consider other non-financial factors in accurately assessing the overall health of the City, such as the property tax base or condition of the roads, etc.; and
- b) *Statement of Activities.* The information presented in this report shows how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenditures are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Both of these government-wide financial statements distinguish functions of the City that are principally supported by taxes, program revenues, and intergovernmental revenues (referred to as *governmental activities*), from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (referred to as *business-type activities*).

The **governmental activities** of the City of Laguna Hills include general government, public services, community development, community services and public safety. Property taxes, sales and use taxes, transient occupancy taxes, and franchise fees finance most of these activities.

The ***business-type activity*** of the City of Laguna Hills pertains to the leasing of certain areas in the Laguna Hills Civic Center, which also houses City Hall.

The government-wide financial statements can be found on pages II-19 to II-21 of this report.

- (2) **Fund financial statements.** These statements show how City services were financed in the short term as well as what remains for future spending. These statements also report the City's operation in more detail than the government-wide statements by providing information about the City's most significant funds, but not the City as a whole. Funds are required to be established, either by State or Federal laws, in order to meet legal responsibilities associated with the usage of certain taxes, grants, and other money. There are three types of funds, namely:

- a) *Governmental funds.* The City maintains 19 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the general fund, Measure M fund, CARES Act fund, capital projects fund, and debt service fund, all of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each non-major governmental fund is provided in the form of *combining statements* elsewhere in this report.
- b) *Proprietary funds.* When the City charges for the services it provides, other than those services associated with the City's general governmental operations, these services are generally reported in proprietary funds. The proprietary fund is used to report the same function presented as the *business-type activity* in the government-wide financial statements. The City uses the proprietary fund to account for its Civic Center leasing activity.
- c) *Fiduciary funds.* These funds are used to account for resources held for the benefit of parties outside the government. They are not reflected in the government-wide financial statements because the resources of these funds are not available to support the City's own programs.

The fund financial statements focus on the near-term inflows and outflows of spendable resources, as well as on balances of spendable resources at the end of the fiscal year. Such information provides a short-term view of the City's general government operations and shows whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. These funds are reported using the modified accrual method of accounting, which measures cash and all other financial assets that can be readily converted to cash. The relationship between governmental activities and the governmental funds are reported in the reconciliation of government-wide and fund financial statements and in Note 1 in the Notes to the Basic Financial Statements.

The fund financial statements can be found on pages II-23 to II-30 of this report.

- (3) **Notes to the basic financial statements.** The notes provide additional information essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found on pages II-31 to II-67 of this report.
- (4) **Other Information.** In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* including budgetary comparison for the general fund, a schedule of proportionate share of the net pension liability, and a schedule of employer plan contributions. Additionally, the combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the required supplementary information.

Government –Wide Financial Analysis

The City's combined net position at the close of the most recent fiscal year ended June 30, 2020, was \$93,519,164, as shown on Table 1 below. The City is able to report positive balances in all three categories of net position for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

Table 1
Condensed Statement of Net Position
(in thousands)

	Governmental Activities		Business-type Activities		Totals	
	2020	2019	2020	2019	2020	2019
Current and other assets	\$ 15,585	\$ 15,160	\$ 252	\$ 295	\$ 15,837	\$ 15,455
Capital assets	83,174	84,011	6,311	6,965	89,485	90,976
Total assets	98,759	99,171	6,563	7,260	105,322	106,431
Total deferred outflows	1,133	1,208	-	-	1,133	1,208
Long-term liabilities	9,615	9,233	-	-	9,615	9,233
Other liabilities	3,017	3,196	73	68	3,090	3,264
Total liabilities	12,632	12,429	73	68	12,705	12,497
Total deferred inflows	231	198	-	-	231	198
Net position:						
Net investment in capital assets	80,313	79,706	6,311	6,965	86,624	86,671
Restricted	2,539	3,462	-	-	2,539	3,462
Unrestricted	4,177	4,584	179	227	4,356	4,811
Total net position	\$ 87,029	\$ 87,752	\$ 6,490	\$ 7,192	\$ 93,519	\$ 94,944

By far the largest portion of the City's net position (roughly \$86.6 million, or 92% of total net position) reflects its net investment in capital assets, which is made up of: (1) capital assets (land, building, machinery, and equipment) less accumulated depreciation, any related debt used to acquire those assets that are still outstanding, and the unamortized bond premium, (2) outstanding deferred loss on refunding, and (3) the cash with fiscal agent held in reserve to secure the timely payment of principal and interest on the capital asset related debt. The City uses these capital assets to provide services to citizens. Consequently, these assets are *not* available for future spending. Although the City's investment in its capital assets is reported net of related debt and corresponding items, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. There is \$4,693,788 in debt outstanding (including the unamortized debt premium) related to the acquisition and construction of these capital assets.

Another portion of the City's net position, \$2,538,747 (3% of the total net position), represents resources that are subject to external restrictions on how they may be used. The remaining balance of the City's net position is unrestricted net position of \$4,356,082 (5% of the total net position), which may be used to meet the City's ongoing obligations to its citizens and creditors.

The City's combined total assets at the close of the fiscal year was \$105,323,012. Of this amount, \$98,760,103, or 94%, represents assets from governmental activities and \$6,562,909, or 6%, represents assets from business-type activities. By far the largest component of the City's combined total assets is in the form of capital assets at \$89,485,074, or 85%. The remaining \$15,837,938 of combined total asset is largely in the form of cash and investment of \$11,157,601 and restricted cash and investment of \$1,825,583.

At the end of the fiscal year, the City's combined total liabilities was \$12,705,137, which was largely in the form of long-term liabilities of the City's government activities at \$9,615,319, or 76%. Long-term liabilities were mainly comprised of the City's net pension liability of \$3,995,763, or 42%, and \$4,693,788, or 49%, in debt pertaining to Certificates of Participation for the 2010 Refinancing Project.

Deferred inflows and outflows reported in the Statement of Net Position represent an acquisition (revenue) or consumption (expense) of net position that applies to a future period and hence will not be recognized as an inflow or outflow of resources until that time. The reported deferred inflows of \$231,477 and deferred outflows of \$1,000,770 pertain specifically to the City's pension liability. More information on the City's pension plan can be found in Note 6, beginning on page II-58 of this report.

The details of the changes in the City's Net Position are shown in **Table 2** on the following page.

Table 2
Statement of Changes in Net Position
(in thousands)

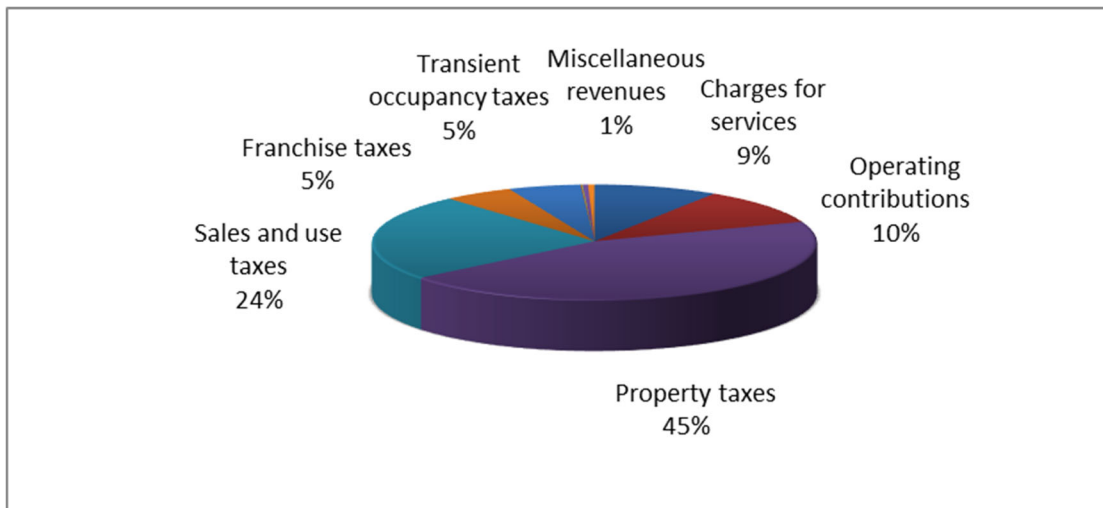
	Governmental Activities		Business-type Activities		Totals	
	2020	2019	2020	2019	2020	2019
Revenues:						
Program Revenues:						
Charges for services	\$ 2,442	\$ 2,261	\$ 598	\$ 594	\$ 3,040	\$ 2,855
Operating contributions	2,555	2,517	-	-	2,555	2,517
Capital contributions	207	-	-	-	207	-
General Revenues:						
Property taxes	11,314	10,981	-	-	11,314	10,981
Sales and use taxes	5,372	5,967	-	-	5,372	5,967
Franchise taxes	1,198	1,265	-	-	1,198	1,265
Transient occupancy taxes	1,025	1,311	-	-	1,025	1,311
Motor vehicle in lieu taxes	25	15	-	-	25	15
State subvention	11	23	-	-	11	23
Interest earnings	112	99	-	-	112	99
Miscellaneous revenues	421	115	-	-	421	115
Total revenues	<u>24,682</u>	<u>24,554</u>	<u>598</u>	<u>594</u>	<u>25,280</u>	<u>25,148</u>
Expenses:						
General government	4,351	3,468	-	-	4,351	3,468
Public services	6,783	6,434	-	-	6,783	6,434
Community development	1,656	1,385	-	-	1,656	1,385
Community services	3,782	4,079	-	-	3,782	4,079
Public safety	8,630	8,252	-	-	8,630	8,252
Property leasing	-	-	1,300	1,273	1,300	1,273
Interest	203	269	-	-	203	269
Total expenses	<u>25,405</u>	<u>23,887</u>	<u>1,300</u>	<u>1,248</u>	<u>26,705</u>	<u>25,160</u>
Change in net position before transfers	(723)	667	(702)	(679)	(1,425)	(12)
Transfers	-	-	-	-	-	-
Change in net position	(723)	667	(702)	(679)	(1,425)	(12)
Net position, beginning	<u>87,752</u>	<u>87,085</u>	<u>7,192</u>	<u>7,871</u>	<u>94,944</u>	<u>94,953</u>
Net position, ending	\$ <u>87,029</u>	\$ <u>87,752</u>	\$ <u>6,490</u>	\$ <u>7,192</u>	\$ <u>93,519</u>	\$ <u>94,944</u>

During the fiscal year, the total revenue from all sources was \$25,279,018 and the cost of all activities was \$26,704,207, resulting in an overall decrease in net position of

\$1,425,189. The City's governmental activities decreased total net position by \$723,169 and its business-type activities decreased total net position by \$702,020.

The revenue sources from governmental activities presented in the preceding table are illustrated in a pie chart shown below as **Figure 1**, which illustrates the percentage relationship of these revenues to each other, as well as their impact on the City's total resources.

Figure 1
Revenue by Sources – Governmental Activities
FY 2019/20



As shown in the above pie chart, roughly 77%, or \$18,934,237 of the City's total governmental revenues are from taxes, comprised of property, sales and use, motor vehicle in lieu, franchise and transient occupancy taxes. Program revenues totaled \$5,203,483, or 21%, of the total revenue resources, which is comprised of charges for services, operating and capital contributions. Year-over-year declines in revenues from sales tax of \$594,375, or 10%, and transient occupancy tax of \$286,166, or 22%, were largely due to the impact from COVID-19 stay-at-home and social distancing mitigation measures. These losses in revenues were offset by year-over-year increases in property tax, program revenues, and miscellaneous recovery revenue.

The City's expenses in connection with its governmental activities are categorized by function, namely: general government, public services, community development, community services and public safety. The program revenues associated with these governmental activities are classified into three categories, which are charges for services, operating contributions, and capital contributions. The relationship of the City's program revenues to the related governmental functions are illustrated in a graph shown as **Figure 2** on the following page.

Expenses associated with governmental activities experienced an increase of 6.4%, or \$1,518,797 over the prior fiscal year, as a result of increases in General Government

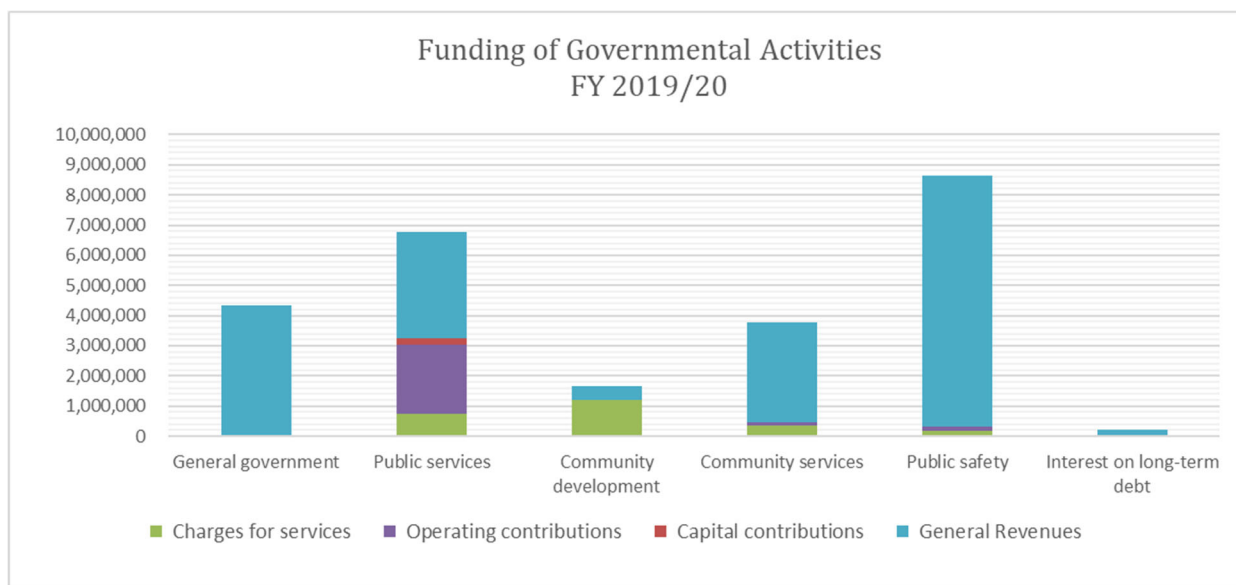
activities of \$882,855 or 26%, Public Services activities of \$349,700, or 5%, Community Development of \$270,822, or 20%, and Public Safety of \$378,177, or 5%.

The City's business-type activities decreased total net position by \$702,020. The decrease from business-type activities is largely attributable to depreciation. Of the \$1,299,630 of total operating expenses related to property leasing activities, depreciation represents 58%, or \$756,649, of that total.

Program Revenues and Expenses:

Program revenues for the most recent fiscal year were \$5,203,483. Expenses related to governmental activities were \$25,404,577. The program revenues are generally not adequate to finance the governmental programs, so it is typical for governmental expenses to be subsidized by general revenues. The City's expenses for public services and public safety are comparatively higher than the other expense categories, as shown in **Figure 2** below. The interest on long-term debt was \$202,566.

Figure 2



Business-type Activities

The City's business-type activity involves the leasing of rentable areas in the Civic Center building. This 3-story building complex was renovated to accommodate the City offices and to add leasable spaces. Since June 28, 2004, the City government has operated from this facility. Altogether, there are 51,945 square feet of leasable office space in the Civic Center building. The City occupies 21,033 square feet and leases out 30,912 square feet. The occupancy rate was approximately 83% on June 30, 2020.

During the most recent fiscal year, the operating revenues of the Laguna Hills Civic Center were \$597,525 and the operating expenses were \$1,299,630, resulting in a net operating loss of \$702,105, which is largely attributable to depreciation charge of

\$756,649. After interest income of \$85, the change in net position at fiscal year-end was \$(702,020). The net cash provided by the leasing operating activities was \$51,039. The contra rent revenue associated with the occupied spaces for City Hall was \$549,965 for the current fiscal year.

Analysis of Major Funds

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities and objectives. As noted earlier, the City of Laguna Hills uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds:

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, the focus of the *governmental funds* is to provide information on near-term inflows and outflows, as well as the balances of spendable resources at the end of the fiscal year. Such information is useful in assessing the City of Laguna Hills' near term financing requirements. In particular, fund balances of the governmental funds are reported separately within classifications based on a hierarchy of constraints placed on the use of those resources. The classifications are based on the relative strength of the constraints that control how the specific amounts can be spent. The classifications are nonspendable, restricted, committed, assigned, and unassigned fund balance.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balance of \$12,552,598, a decrease of \$1,144,688 from the prior year's balance. Of the ending fund balance, \$69,834 is non-spendable fund balance, which represents the portion of fund balance that is either not in spendable form or are legally or contractually required to be maintained. Of the remaining \$12,482,764 in spendable fund balance, \$4,364,330 is restricted fund balance, \$795,659 is assigned fund balance and \$7,322,775 is unassigned fund balance. Restricted fund balance includes amounts that have externally imposed restrictions on their usage by creditors, such as debt covenants, grantors, and contributors, or by laws and regulations. Assigned fund balance includes amounts which are constrained by the City's intent to be used for a specific purpose. These include \$200,000 designated for claims liability and a total of \$595,659 reserved for equipment maintenance of the Civic Center, Community Center, Sports Complex, slopes, storm drains, and various parks.

The City identifies "major" governmental funds within the fund financial statements. Funds are reviewed annually to determine if any should be classified as a major fund. Specifically, funds that have 10% or more of total assets, liabilities, or fund balance of total governmental funds. The City may also classify as a major

fund any fund or combination of funds that is considered essentially important to users.

The General Fund is the City's primary operating governmental fund. The fund balance of the City's general fund decreased by \$53,234 from the prior fiscal year's balance, which was lower than budget by \$334,203. This shortfall is largely attributable to the economic impacts from the COVID-19 pandemic on sales tax and transient occupancy tax revenues.

The Measure M Fund accounts for revenues and expenditures for road improvements and transportation system maintenance financed through the Orange County's half-cent sales tax administered through the Orange County Transportation Authority (OCTA). Revenues and transfers out to other funds reflect financial resources are allocated to fund expenditures reported in other funds. During the fiscal year, the City recorded \$810,263 from Measure M2 revenues and \$5,456 in investment income, of which \$200,000 funded storm drain improvements to clean transportation-related pollutants from local waterways and \$615,719 to fund maintenance of roads, street lights, and traffic signals.

The City's capital projects fund accounts for financial resources related to the acquisition and construction of the City's capital projects. Revenues and transfers in from other funds reflect the financial resources used to fund the capital project expenditures during the current fiscal year; therefore, this fund typically reflects no fund balance at the end of the fiscal year. Total expenditures and transfers in for the current fiscal year were \$3,251,173. The largest capital expenditure during the current year was the Annual Street Maintenance Program CIP #101, which totaled \$2,351,716, or 86% of the total capital improvement expenditures for the fiscal year, with the primary source of funding from gas tax revenues.

The City's debt service fund reports current financial resources restricted for the payment of principal and interest for long-term debt. As of the end of the current fiscal year, the debt service fund reported \$1,831,731 in fund balance. Of the total fund balance, \$1,804,587 is restricted to meet the reserve requirement under the Trust Agreement of the Certificates of Participation for the 2010 Refinancing Project. Pursuant to the Agreement, a reserve fund was established by the trustee, The Bank of New York Mellon Trust Company, N.A., to further secure the timely payment of principal and interest. All interest or income received by the investment of the reserve fund is required to be retained in the reserve fund. Only to the extent the reserve requirement is satisfied, may amounts in the reserve fund may be allocated toward lease payments. Interest income for the current fiscal year was \$38,463.

Proprietary fund:

The proprietary fund provides the same type of information found in the government-wide financial statements. The City's proprietary fund consists of owning a piece of commercial real estate and leasing it to various entities. The total

square footage of the building is 51,945. The City is a tenant using approximately 21,033 square feet of the building.

The statement of revenues, expenses, and changes in net position shows a net operating loss of \$702,105, before the interest income of \$85. The net effect is a decrease in the ending net position of \$702,020, which is largely attributable to depreciation. Before accounting for \$756,649 in depreciation expense, the net operating activity would result in a net operating income of \$54,544 from the City's other leasing related activities. It should be noted that the enterprise fund does not charge the City rent. The estimated annual rent for the space would be approximately \$549,965.

General Fund Budgetary Highlights

At fiscal year-end, total general fund revenues came in at \$21,846,623, which was roughly 8%, or \$1,877,543, below the amended budget for the year. This shortfall is largely attributable to effects of the COVID-19 pandemic on the economy, namely on sales tax revenues, transient occupancy tax revenues, and license and permit revenues, due to safer-at-home guidelines and social distancing restrictions. Additionally, to minimize exposure, city programs and recreation activities, services, and operations had been either modified, reduced, or canceled, resulting in lower revenues from charges for services.

Revenues from taxes came in under budget by \$397,838, primarily from the shortfall in transient occupancy tax of \$307,452. Intergovernmental revenues fell short of budget by \$359,062, mainly from the decline in sales tax revenue. License and permit revenue were approximately 20%, or \$414,526, lower than anticipated due a decrease in projected development throughout the City. Additionally, various other revenues received from fines and forfeitures, charges for services, and investment income fell short of projections, for a combined shortfall of \$706,117.

Given the indication that COVID-19 pandemic was going to have a significant negative affect on general fund revenues, a concerted effort was made to lower general fund expenditures to offset a portion of the negative impact. General fund expenditures totaled \$20,403,623 at fiscal year-end, below budget by \$1,176,562, or 5%. Expenditures in General Government, Community Development, Community Services, and Public Safety each came in under budget, for a combined budget savings of \$1,298,720. The largest budget savings came from the Community Development Department and Community Services Department. Community development expenditures came in under budget by \$475,356, because of lower than anticipated contracted services for code enforcement, inspection, and plan check. Community Services was under budget by \$450,410, due to canceled programs and activities, and furloughs of seasonal part-time recreation program staff.

While other departments experienced positive budget variances, expenditures for the Public Services Department and Debt Service exceeded the budget. Public Services expenditures exceeded budget by \$117,491, as a result of unforeseen cost of traffic signal repairs due to traffic collisions and unanticipated cost to implement new traffic

procedures in response to SB 743. The debt service of \$96,667 pertains to the on-bill financing program for energy efficiency lighting projects with Southern California Edison and San Diego Gas & Electric and contributes savings on the cost for electricity in the Public Services department from lower utility cost.

The net change in fund balance at fiscal year-end in the General Fund was \$53,234, which exceeded budget by \$334,203. This was partially a result of the negative budget variance in the excess of revenues over expenditures of \$700,981, discussed above. Additionally, net total transfers in and out produced a positive budget variance of \$366,778, which was mainly due to the deferment of capital improvement projects funded by the general fund.

Capital Assets and Debt Administration

Capital Assets

The City's investment in capital assets for its governmental and business-type activities as of June 30, 2020 amounted to \$89,485,074, net of accumulated depreciation. This investment includes land, land improvements, easements, right-of-ways, building, building improvements, equipment, machinery, construction in progress, and infrastructure. In accordance with the requirement of GASB 34, the value of the City's infrastructure assets are included in this report, which include streets, sidewalks, curbs, gutters, playground equipment, and similar assets that are considered public property. Equipment and machinery includes vehicles, furniture, computer hardware and software.

A schedule showing the changes in the City's capital assets are shown in **Table 3** on the following page.

Table 3
City of Laguna Hills Capital Assets (Net of accumulated depreciation)
(in thousands)

	Governmental Activities		Business-type Activities		Totals	
	2020	2019	2020	2019	2020	2019
Land	\$ 17,955	\$ 17,962	\$ 2,855	\$ 2,855	\$ 20,810	\$ 20,817
Land improvements	4,078	5,395	-	-	4,078	5,395
Rights of ways/Easements	2,854	2,854	-	-	2,854	2,854
Building & improvements	1,484	2,158	4,110	4,110	4,940	6,268
Equipment and machinery	295	394	-	-	295	394
Construction in progress	283	-	-	-	283	-
Infrastructure						
Street signs	5	15	-	-	5	15
Storm drains	2,485	2,324	-	-	2,485	2,324
Streets	46,084	44,652	-	-	46,084	44,652
Parks inventory	1,641	1,910	-	-	1,641	1,910
Curbs, sidewalks, gutters	4,670	4,937	-	-	4,670	4,937
Bridges	1,340	1,409	-	-	1,340	1,409
Total capital assets net of accumulated depreciation	<u>\$ 83,174</u>	<u>\$ 84,010</u>	<u>\$ 6,965</u>	<u>\$ 6,965</u>	<u>\$ 89,485</u>	<u>\$ 90,975</u>

Additional information on the City's capital assets can be found in Note 5 on page II-50 of this report.

Long-term Debt

On January 26, 2010, to take advantage of favorable interest rates, the City issued \$17,190,000 of Certificates of Participation (COPs). Proceeds from the sale were placed in an irrevocable trust used to service the future debt requirements of the 2001 and 2003 Certificates of Participation, which were issued to finance a portion of the costs to develop certain property, including the Civic Center Renovation Project and Community Center. As a result, the balance of the 2001 and 2003 COPs are considered to be defeased and the liability for those bonds has been removed. At fiscal year-end June 30, 2020, the per capita liability of the City of Laguna Hills was \$148.97. The 2010 COPs maintain a "AA+" rating from Standard & Poor's.

Additional information on the City's long-term debt can be found in Note 6 on pages II-51 to II-53 of this report.

Budget and Economic Factors

The City's last adopted biennial budget for fiscal years 2019/20 - 2020/21 demonstrates the City's intent to operate within its means and further improve as the City moves forward. However, the current COVID-19 pandemic has had a swift and seismic impact to the nation economy and it is expected to result in an overall reduction to the City's budget in FY 2020/21. Total revenues were budgeted at approximately \$25.4 million in fiscal year 2020/21 and total expenditures were budgeted at roughly \$24.4 million. Preliminary analysis projects shortfalls in total revenues of approximately \$2.2 million in fiscal year 2020/21. To mitigate the negative effects from the significant shortfalls in revenues, an extensive review of fiscal year 2020/21 expenditures was performed to find budget savings to absorb the anticipated shortfall.

The major goals and issues that dominated the budgeting process for this biennial budget are discussed in the transmittal letter together with the measures adopted to address the prevailing issues.

A copy of the 2019-2021 Biennial Budget is available on the City's website: www.ci.laguna-hills.ca.us.

Requests for Information

This financial report is designed to provide a general overview of the City of Laguna Hills' finances to all interested parties. Any questions regarding this report or requests for additional information should be addressed to the City's Finance Department, at 24035 El Toro Road, Laguna Hills, California, 92653.

* * * * *

GOVERNMENT-WIDE FINANCIAL STATEMENTS

CITY OF LAGUNA HILLS

STATEMENT OF NET POSITION

June 30, 2020

	Governmental Activities	Business-type Activity	Total
ASSETS:			
Cash and investments	\$ 10,922,730	\$ 234,871	\$ 11,157,601
Taxes receivable	1,522,063	-	1,522,063
Accounts receivable	564,232	16,682	580,914
Interest receivable	27,835	-	27,835
Prepaid items	69,834	-	69,834
Due from other governments	654,108	-	654,108
Restricted cash and investments	1,825,583	-	1,825,583
Capital assets, not depreciated	21,092,399	2,855,425	23,947,824
Capital assets, net of accumulated depreciation	62,081,319	3,455,931	65,537,250
Total Assets	<u>98,760,103</u>	<u>6,562,909</u>	<u>105,323,012</u>
DEFERRED OUTFLOWS OF RESOURCES:			
Deferred loss on refunding	131,996	-	131,996
Deferred amounts from pension plans	1,000,770	-	1,000,770
Total Deferred Outflows of Resources	<u>1,132,766</u>	<u>-</u>	<u>1,132,766</u>
LIABILITIES:			
Accounts payable	172,805	-	172,805
Accrued liabilities	1,401,456	28,798	1,430,254
Interest payable	84,787	-	84,787
Due to other governments	614,054	-	614,054
Deposits payable	470,140	44,160	514,300
Unearned revenue	273,618	-	273,618
Noncurrent Liabilities:			
Due within one year	1,712,260	-	1,712,260
Due in more than one year:			
Other long-term liabilities	3,907,296	-	3,907,296
Net pension liability	3,995,763	-	3,995,763
Total Liabilities	<u>12,632,179</u>	<u>72,958</u>	<u>12,705,137</u>
DEFERRED INFLOWS OF RESOURCES:			
Deferred amounts from pension plans	231,477	-	231,477
Total Deferred Inflows of Resources	<u>231,477</u>	<u>-</u>	<u>231,477</u>
NET POSITION:			
Net investment in capital assets	80,312,979	6,311,356	86,624,335
Restricted for:			
Public services	2,083,541	-	2,083,541
Community services	449,058	-	449,058
Debt service	6,148	-	6,148
Unrestricted	4,177,487	178,595	4,356,082
Total Net Position	<u>\$ 87,029,213</u>	<u>\$ 6,489,951</u>	<u>\$ 93,519,164</u>

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Notes to the Basic Financial Statements

CITY OF LAGUNA HILLS
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

		Program Revenues			
		Charges for	Operating	Capital	Total
	Expenses	Services	Contributions and Grants	Contributions and Grants	Program Revenues
Governmental Activities:					
General government	\$ 4,350,707	\$ -	\$ -	\$ -	\$ -
Public services	6,783,242	738,335	2,290,337	206,675	3,235,347
Community development	1,656,277	1,182,430	-	-	1,182,430
Community services	3,781,731	345,328	105,804	-	451,132
Public safety	8,630,054	175,661	158,913	-	334,574
Interest expense	202,566	-	-	-	-
Total Governmental Activities	<u>25,404,577</u>	<u>2,441,754</u>	<u>2,555,054</u>	<u>206,675</u>	<u>5,203,483</u>
Business-type Activity:					
Property leasing	<u>1,299,630</u>	<u>597,525</u>	<u>-</u>	<u>-</u>	<u>597,525</u>
Total Business-type Activity	<u>1,299,630</u>	<u>597,525</u>	<u>-</u>	<u>-</u>	<u>597,525</u>
Total Primary Government	<u>\$ 26,704,207</u>	<u>\$ 3,039,279</u>	<u>\$ 2,555,054</u>	<u>\$ 206,675</u>	<u>\$ 5,801,008</u>

General Revenues:

Taxes:

Property taxes

Franchise tax

Transient occupancy tax

Intergovernmental, unrestricted:

Sales and use tax

Motor vehicle in lieu

State subvention

Investment earnings

Miscellaneous revenue

Total General Revenues

Changes in Net Position

Net Position, Beginning

Net Position, Ending

See Accompanying Notes to the Basic Financial Statement:

Net (Expense) Revenue and Changes in Net Position**Primary Government**

Governmental Activities	Business-type Activity	Total
\$ (4,350,707)	\$ -	\$ (4,350,707)
(3,547,895)	-	(3,547,895)
(473,847)	-	(473,847)
(3,330,599)	-	(3,330,599)
(8,295,480)	-	(8,295,480)
(202,566)	-	(202,566)
<u>(20,201,094)</u>	<u>-</u>	<u>(20,201,094)</u>
-	(702,105)	(702,105)
-	(702,105)	(702,105)
<u>(20,201,094)</u>	<u>(702,105)</u>	<u>(20,903,199)</u>
11,314,045	-	11,314,045
1,198,008	-	1,198,008
1,025,047	-	1,025,047
5,372,149	-	5,372,149
24,988	-	24,988
10,613	-	10,613
112,250	85	112,335
420,825	-	420,825
<u>19,477,925</u>	<u>85</u>	<u>19,478,010</u>
(723,169)	(702,020)	(1,425,189)
<u>87,752,382</u>	<u>7,191,971</u>	<u>94,944,353</u>
<u>\$ 87,029,213</u>	<u>\$ 6,489,951</u>	<u>\$ 93,519,164</u>

This page intentionally left blank

FUND FINANCIAL STATEMENTS

CITY OF LAGUNA HILLS
GOVERNMENTAL FUNDS
BALANCE SHEET
AS OF JUNE 30, 2020

	General	Measure M Special Revenue Fund	CARES Act Special Revenue Fund	Capital Projects	Debt Service	Other Governmental Funds	Totals
Assets							
Current:							
Cash and investments	\$ 8,234,434	\$ -	\$ 229,706	\$ -	\$ -	\$ 2,458,590	\$ 10,922,730
Receivables:							
Taxes	1,522,063	-	-	-	-	-	1,522,063
Accounts	564,232	-	-	-	-	-	564,232
Interest	21,687	-	-	-	6,148	-	27,835
Prepaid items	69,834	-	-	-	-	-	69,834
Due from other funds	356,207	-	-	-	-	-	356,207
Due from other governments	216,858	272,704	-	-	-	164,546	654,108
Restricted assets:							
Cash and investments	-	-	-	-	1,825,583	-	1,825,583
Total Assets	<u>\$ 10,985,315</u>	<u>\$ 272,704</u>	<u>\$ 229,706</u>	<u>\$ -</u>	<u>\$ 1,831,731</u>	<u>\$ 2,623,136</u>	<u>\$ 15,942,592</u>
Liabilities, Deferred Inflows of Resources, and Fund Balances							
Liabilities:							
Accounts payable	\$ 172,805	\$ -	\$ 120,560	\$ -	\$ -	\$ -	\$ 293,365
Accrued liabilities	1,273,862	-	-	-	-	7,034	1,280,896
Deposits	470,140	-	-	-	-	-	470,140
Due to other funds	-	272,704	-	-	-	83,503	356,207
Due to other governments	614,054	-	-	-	-	-	614,054
Unearned revenue	-	-	273,618	-	-	-	273,618
Total Liabilities	<u>2,530,861</u>	<u>272,704</u>	<u>394,178</u>	<u>-</u>	<u>-</u>	<u>90,537</u>	<u>3,288,280</u>
Deferred Inflows of Resources							
Unavailable revenues	101,714	-	-	-	-	-	101,714
Total Deferred Inflows of Resources	<u>101,714</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>101,714</u>
Fund Balances:							
Nonspendable	69,834	-	-	-	-	-	69,834
Restricted	-	-	-	-	1,831,731	2,532,599	4,364,330
Assigned	795,659	-	-	-	-	-	795,659
Unassigned	7,487,247	-	(164,472)	-	-	-	7,322,775
Total Fund Balances	<u>8,352,740</u>	<u>-</u>	<u>(164,472)</u>	<u>-</u>	<u>1,831,731</u>	<u>2,532,599</u>	<u>12,552,598</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 10,985,315</u>	<u>\$ 272,704</u>	<u>\$ 229,706</u>	<u>\$ -</u>	<u>\$ 1,831,731</u>	<u>\$ 2,623,136</u>	<u>\$ 15,942,592</u>

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Notes to the Basic Financial Statements

CITY OF LAGUNA HILLS
Governmental Funds
Reconciliation of the Balance Sheet to the Statement of Net Position
JUNE 30, 2020

Fund balances of governmental funds	\$ 12,552,598
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets net of depreciation have not been included as financial resources in governmental fund activity.	
Capital assets	162,758,396
Accumulated depreciation	(79,584,678)
Long-term liabilities are not available to pay for current-period expenditures and, therefore, are not reported in the governmental funds. Long-term liabilities consist of the following:	
Certificates of participation	(4,325,000)
Bond premium	(368,788)
Capital leases	(529,844)
Compensated absences	(340,489)
Claims and judgments payable	(55,435)
Deferred outflows of resources (loss on refunding of bonds) that have not been included in the governmental fund activity.	131,996
Accrued interest payable for the current portion of interest due on the Certificates of Participation has not been reported in the governmental funds.	(84,787)
Pension related debt applicable to the City's governmental activities are not due and payable in the current period and, accordingly, are not reported as fund liabilities. Deferred outflows of resources and deferred inflows of resources related to pensions are only reported in the Statement of Net Position as the changes in these amounts effects only the government-wide statements for governmental activities:	
Deferred outflows of resources	1,000,770
Deferred inflows of resources	(231,477)
Net pension liability	(3,995,763)
Other long-term assets are not available to pay for current period expenditures and, therefore, are reported as deferred inflows of resources in the funds.	101,714
Net position of governmental activities	\$ 87,029,213

See Accompanying Notes to the Basic Financial Statements

CITY OF LAGUNA HILLS
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	General	Measure M Special Revenue Fund	CARES Act Special Revenue Fund	Capital Projects	Debt Service	Other Governmental Funds	Totals
Revenues:							
Taxes	\$ 13,537,100	\$ -	\$ -	\$ -	\$ -	\$ 2,001	\$ 13,539,101
Licenses and permits	1,666,474	-	-	-	-	109,027	1,775,501
Intergovernmental revenues	5,726,576	810,263	-	-	-	1,727,992	8,264,831
Charges for current services	637,373	-	-	-	-	-	637,373
Fines and forfeitures	175,661	-	-	-	-	-	175,661
Investment income	103,439	5,456	864	-	38,463	82,435	230,657
Total Revenues	21,846,623	815,719	864	-	38,463	1,921,455	24,623,124
Expenditures:							
Current:							
General government	3,801,648	-	-	-	-	-	3,801,648
Public services	4,687,465	-	-	-	-	94,516	4,781,981
Community development	1,655,447	-	-	-	-	-	1,655,447
Community services	1,705,869	-	-	-	-	48,243	1,754,112
Public safety	8,456,527	-	165,336	-	-	-	8,621,863
Capital outlay	-	-	-	3,251,173	-	-	3,251,173
Debt service:							
Interest and fiscal charges	-	-	-	-	284,921	-	284,921
Principal retirement	96,667	-	-	-	1,520,000	-	1,616,667
Total Expenditures	20,403,623	-	165,336	3,251,173	1,804,921	142,759	25,767,812
Excess (Deficiency) of Revenues over Expenditures	1,443,000	815,719	(164,472)	(3,251,173)	(1,766,458)	1,778,696	(1,144,688)
Other Financing Sources (Uses):							
Transfers in	3,521,780	-	-	3,251,173	1,757,653	9,188	8,539,794
Transfers out	(5,018,014)	(815,719)	-	-	-	(2,706,061)	(8,539,794)
Total Other Financing Sources (Uses)	(1,496,234)	(815,719)	-	3,251,173	1,757,653	(2,696,873)	-
Net Change in Fund Balances	(53,234)	-	(164,472)	-	(8,805)	(918,177)	(1,144,688)
Fund Balances, Beginning	8,405,974	-	-	-	1,840,536	3,450,776	13,697,286
Fund Balances, Ending	\$ 8,352,740	\$ -	\$ (164,472)	\$ -	\$ 1,831,731	\$ 2,532,599	\$ 12,552,598

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Notes to the Basic Financial Statements

CITY OF LAGUNA HILLS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE FISCAL YEAR ENDED JUNE 30, 2020

Net change in fund balances - total governmental funds	\$ (1,144,688)
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the costs of those assets is allocated over their estimated useful lives as depreciation expense. This activity is reconciled as follows:	
Capital outlay, net of disposals	3,074,596
Depreciation	(3,911,691)
Long-term debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Premiums associated with the issuance of long-term debt are reported as revenues in the governmental funds, but in the Statement of Net Position, the premiums are deferred and amortized throughout the period during which the related debt is outstanding. Repayment of principal is an expenditure in the governmental funds, but in the Statement of Net Position the repayment reduces long-term liabilities.	
Principal payments	1,616,667
Amortization of bond premium	80,464
Deferred losses on refunding of long-term debt in the Statement of Net Position are deferred and amortized throughout the period during which the related debt is outstanding.	(28,800)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.	
Change in compensated absences	(791)
Change in claims and judgments payable	53,808
Change in accrued interest for Certificates of Participation	30,691
Pension expense reported in the governmental funds includes the annual required contributions. In the Statement of Activities, pension expense includes the change in the net pension liability, and related change in pension amounts for deferred outflows of resources and deferred inflows of resources.	(551,709)
Revenues in the Statement of Activities that do not meet the "availability" criteria for revenue recognition are reported as deferred inflows of resources, unavailable revenues, in the governmental funds. This is the net change in deferred inflows of resources, unavailable revenues, from the prior year.	58,284
Change in net position of governmental activities	<u>\$ (723,169)</u>

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Notes to the Basic Financial Statements

CITY OF LAGUNA HILLS
PROPRIETARY FUND
STATEMENT OF NET POSITION
JUNE 30, 2020

	Enterprise - Property Leasing
ASSETS:	
Current Assets:	
Cash and investments	\$ 234,871
Accounts receivable	16,682
Total Current Assets	<u>251,553</u>
Noncurrent Assets:	
Capital assets not depreciated	2,855,425
Capital assets, net of accumulated depreciation	3,455,931
Total Noncurrent Assets	<u>6,311,356</u>
Total Assets	<u>6,562,909</u>
LIABILITIES:	
Current Liabilities:	
Accrued liabilities	28,798
Deposits payable	44,160
Total Current Liabilities	<u>72,958</u>
NET POSITION:	
Net investment in capital assets	6,311,356
Unrestricted	<u>178,595</u>
Total Net Position	<u>\$ 6,489,951</u>

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Notes to the Basic Financial Statements

CITY OF LAGUNA HILLS
PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES,
AND CHANGES IN FUND NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	<u>Enterprise - Property Leasing</u>
Operating Revenues:	
Rental fees	\$ 593,966
CAM revenues	2,281
Other current service fees	1,278
Total Operating Revenues	<u>597,525</u>
Operating Expenses:	
Direct operating expenses	505,482
Advertising and promotion	2,169
Administrative and professional fees	14,568
Repairs and maintenance	20,762
Depreciation expense	756,649
Total Operating Expenses	<u>1,299,630</u>
Operating Loss	<u>(702,105)</u>
Nonoperating Revenues:	
Interest income	<u>85</u>
Total Nonoperating Revenues	<u>85</u>
Change in Net Position	(702,020)
Net Position, Beginning	<u>7,191,971</u>
Net Position, Ending	<u><u>\$ 6,489,951</u></u>

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Notes to the Basic Financial Statements

CITY OF LAGUNA HILLS
PROPRIETARY FUND
STATEMENT OF CASH FLOWS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Enterprise - Property Leasing
Cash Flows from Operating Activities:	
Receipts from tenants	\$ 589,923
Payments to suppliers for goods and services	(538,884)
Net Cash Provided by Operating Activities	51,039
Cash Flows from Capital and Related Financing Activities:	
Acquisition of capital assets	(103,354)
Net Cash Used for Capital and Related Financing Activities	(103,354)
Cash Flows from Investing Activities:	
Interest on investments	85
Net Cash Provided by Investing Activities	85
Net Decrease in Cash and Cash Equivalents	(52,230)
Cash and Cash Equivalents, Beginning	287,101
Cash and Cash Equivalents, Ending	\$ 234,871
Reconciliation of Operating Loss to Net Cash Provided by Operating Activities:	
Operating loss	\$ (702,105)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation expense	756,649
Changes in assets and liabilities:	
(Increase) decrease in accounts receivable	(8,904)
(Increase) decrease in prepaid items	(4,372)
Increase (decrease) in accrued liabilities	8,469
Increase (decrease) in deposits payable	1,302
Total adjustments	753,144
Net Cash Provided by Operating Activities	\$ 51,039

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Notes to the Basic Financial Statements

CITY OF LAGUNA HILLS
AGENCY FUND
STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES
JUNE 30, 2020

ASSETS:

Cash and investments

\$ -

Total Assets

\$ -

LIABILITIES:

Deposits

\$ -

Total Liabilities

\$ -

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Notes to the Basic Financial Statements

NOTES TO THE BASIC FINANCIAL STATEMENTS

CITY OF LAGUNA HILLS

Notes to the Basic Financial Statements
June 30, 2020

(1) Reporting Entity and Summary of Significant Accounting Policies

a) Summary of Significant Accounting Policies

The basic financial statements of the City have been prepared in accordance with generally accepted accounting principles as applicable to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The Financial Reporting Entity

The City of Laguna Hills (the City) was incorporated on December 20, 1991 under the General Laws of the State of California. The City operates under a Council-Manager form of government and provides the following services: public safety, highways and streets, parks, solid waste, public improvements, planning and zoning, building and safety, community services, and general administrative services.

This report includes all fund types of the City (the primary government) and the Laguna Hills Public Improvement Corporation (the Corporation). The Corporation meets the definition of a component unit and is presented on a blended basis, as if it is a part of the primary government. Although it is a legally separate entity, the governing board of the Corporation is comprised of the same membership as the City Council. The City may impose its will on the Corporation, including the ability to appoint, hire, reassign, or dismiss management. There is also a financial benefit/burden relationship between the City and the Corporation.

The Corporation was established by the City Council on September 2, 1998. The Board of Directors of the Corporation is composed of the five members in connection with the acquisition, construction and improvement of public capital improvements. The activity of the Corporation is reported in the Debt Service Fund. Separate financial statements are not prepared for this blended component unit.

b) Basis of Accounting and Measurement Focus

The *basic financial statements* of the City are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

Government-wide Financial Statements

Government-wide financial statements display information about the reporting government as a whole, except for its fiduciary activities. These statements include separate columns for the governmental and business-type activities of the primary government. Eliminations have been made in the Statement of Activities so that certain allocated expenses are recorded only once (by the function to which they were allocated). However, general government expenses have not been allocated as indirect expenses to the various functions of the City. Also, interfund services provided and used have not been eliminated.

Government-wide financial statements are presented using the *economic resources measurement focus* and the *accrual basis of accounting*. Under the *economic resources measurement focus*, all (both current and long-term) economic resources and obligations of the reporting government are reported in the government-wide financial statements. The basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Under the *accrual basis of accounting*, revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. The types of transactions reported as program revenues for the City are reported in three categories: charges for service, operating grants and contributions, and capital grants and contributions.

Charges for services include revenues from customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function. Grants and contributions include revenues restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as expenditures. Proceeds of long-term debt are recorded as a liability in the government-wide financial statements, rather than as another financing source. Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as expenditures.

Reclassifications and Eliminations

Interfund balances must generally be eliminated in the government-wide statements, except for net residual amounts due between governmental and business-type activities. Amounts involving fiduciary funds should be reported as external transactions. Any allocations must reduce the expenses of the function from which the expenses are being allocated, so that expenses are reported only once - in the function in which they are allocated.

Fund Financial Statements

The underlying accounting system of the City is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, deferred inflows of resources, fund equity, revenues, and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental, proprietary, and fiduciary funds are presented after the government-wide financial statements. These statements display information about major funds individually and non-major funds in the aggregate for governmental and enterprise funds. Fiduciary statements include financial information for fiduciary funds. Fiduciary funds of the City primarily represent assets held by the City in a custodial capacity for other individuals or organizations.

Governmental Funds

In the fund financial statements, governmental funds are presented using the *modified-accrual basis of accounting*. Their revenues are recognized when they become *measurable* and *available*. *Measurable* means that the amounts can be estimated, or otherwise determined. *Available* means that the amounts were collected during the reporting period or soon enough thereafter to be available to finance the expenditures accrued for the reporting period. For this purpose, the City considers its general revenue, to be available if they are collected within 90 days of the end of the fiscal year. The City uses a 60-day and 180-day availability period for property tax and special revenue grants and contributions, respectively.

Revenue recognition is subject to the *measurable* and *availability* criteria for the governmental funds in the fund financial statements. *Exchange transactions* are recognized as revenues in the period in which they are earned (i.e., the related goods or services are provided). *Locally imposed derived tax revenues* are recognized as revenues in the

period in which the underlying exchange transaction upon which they are based takes place. *Imposed non-exchange* transactions are recognized as revenues in the period for which they were imposed. If the period of use is not specified, they are recognized as revenues when an enforceable legal claim to the revenues arises or when they are received, whichever occurs first. *Government-mandated and voluntary non-exchange transactions* are recognized as revenues when all applicable eligibility requirements have been met.

Sales taxes, property taxes, franchise fees, gas taxes, motor vehicle in lieu fees, highway user's taxes, transient occupancy taxes, grants and investment income associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period to the extent normally collected within the availability period. Other revenue items are considered to be measurable and available where cash is received by the government.

In the fund financial statements, governmental funds are presented using the *current financial resources measurement focus*. This means that only current assets, current liabilities, and deferred inflows of resources are generally included on their balance sheets. The reported fund balance is considered to be a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in fund balance. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

Non-current portions of long-term receivables due to governmental funds are reported on their balance sheets in spite of their spending measurement focus.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect fund balance, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as *expenditures* in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as *other financing sources* rather than as a fund liability. Amounts paid to reduce long-term indebtedness are reported as fund expenditures.

When expenditures are incurred, the City's applies the most restrictive funds first; and then the City would use the appropriate funds in the following order: committed, assigned, and lastly unassigned amounts.

Proprietary Fund

The City's enterprise fund is a proprietary fund. In the fund financial statements, the proprietary fund is presented using the *accrual basis of accounting*. Revenues are recognized when they are earned and expenses are recognized when the related goods or services are delivered. In the fund financial statements, the proprietary fund is presented using the *economic resources measurement focus*. This means that all assets and liabilities (whether current or non-current) associated with their activity are included on their statement of net position. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in total net position. The City has no internal service funds.

Proprietary fund operating revenues, such as rental fees, result from exchange transactions associated with principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Non-operating revenues, such as investment income, results from non-exchange transactions or ancillary activities. Proprietary fund operating expenses result from providing the services in connection with the proprietary fund's principal ongoing operations.

Amounts paid to acquire capital assets are capitalized as assets in the enterprise fund financial statements, rather than reported as expenditures. Proceeds of long-term debt are recorded as a liability in the enterprise fund financial statements, rather than as an other financing source. Amounts paid to reduce long-term indebtedness of the enterprise fund are reported as a reduction of the related liability, rather than as expenditures.

When both restricted and unrestricted resources are combined in a fund, expenses are considered to be paid first from restricted resources, and then from unrestricted resources.

Fiduciary Fund

The fiduciary fund financial statements include a Statement of Fiduciary Assets and Liabilities. The City's fiduciary agency fund has no measurement focus but utilizes the *accrual basis of accounting* for reporting its assets and liabilities. Because these funds are not available for use by the City, fiduciary funds are not included in the government-wide statements. The City used an agency fund to account for construction deposits and trust monies received from builders, land developers, and other agencies in previous years but have moved such deposits to the General Fund in the current year since they represent the City's own source funds.

c) Major Funds and Fiduciary Fund Types

The City reports the following major governmental funds:

General Fund

The General Fund is the general operating fund of the City. It is used to account for resources traditionally associated with government, which are not required legally or by sound financial management to be accounted for in another fund.

Measure M Special Revenue Fund

The Measure M Special Revenue Fund is used to account for Measure M revenues from the Orange County Transportation Authority to be used for street improvement and transportation system maintenance.

CARES Act Special Revenue Fund

The CARES Act Special Revenue Fund is used to account for revenues received and expenditures made for the CARES Act funds received from the County and State to respond to COVID-19.

Capital Projects Fund

The Capital Projects Fund is used to account for the financial resources to be used for the acquisition and construction of the City's capital projects.

Debt Service Fund

The Debt Service Fund is used to pay the City's debt service on its COP issue.

The City reports the following major proprietary fund:

Property Leasing

The City Hall Fund is used to account for activity pertaining to the leasing of certain areas in the Laguna Hills Civic Center, which has been the City Hall site and seat of government since June 28, 2004.

Additionally, the City reports the following fund types:

Special Revenue Funds

The Special Revenue Funds are used to account for certain revenue sources set aside for specific purposes, to avoid including restricted revenues within the general fund and to provide separate information on the sources and applications of these restricted sources.

Fiduciary Fund

The City has one Fiduciary Fund, an Agency Fund, used to account for construction deposits and trust monies received from builders, land developers, and other agencies.

d) New Accounting Pronouncements**Current Year Standards***GASB 95*

In May 2020, GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authority Guidance*, which was effective immediately. This Statement provided temporary relief to governments and other stakeholders in light of the COVID-19 pandemic and postponed the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later.

GASB 97

In June 2020, GASB issued Statement No. 97 – *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—an amendment of GASB Statements No. 14 and No. 84*, and a supersession of GASB Statement No. 32. This Statement requires that for purposes of determining whether a primary government is financially accountable for a potential component unit, except for a potential component unit that is a defined contribution pension plan, a defined contribution OPEB plan, or an other employee benefit plan (for example, certain Section 457 plans), the absence of a governing board should be treated the same as the appointment of a voting majority of a governing board if the primary government performs the duties that a governing board typically would perform.

Paragraph 5 of this Statement also requires that the financial burden criterion in paragraph 7 of Statement No. 84, *Fiduciary Activities*, be applicable to only defined benefit pension plans and defined benefit OPEB plans that are administered through trusts that meet the criteria in paragraph 3 of Statement No. 67, *Financial Reporting for Pension Plans*, or paragraph 3 of Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, respectively.

The requirements of these paragraphs did not impact the City.

Pending Accounting Standards

GASB has issued the following statements that may impact the City's financial reporting requirements in the future. The City is currently evaluating the potential impact of these statements:

GASB 84

In January 2017, GASB issued Statement No. 84 – *Fiduciary Activities*. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship

exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements.

This Statement also provides for recognition of a liability to the beneficiaries in a fiduciary fund when an event has occurred that compels the government to disburse fiduciary resources. Events that compel a government to disburse fiduciary resources occur when a demand for the resources has been made or when no further action, approval, or condition is required to be taken or met by the beneficiary to release the assets. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019, early application is encouraged.

GASB 87

In June 2017, GASB issued Statement No. 87 – *Leases*. This statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset for leases with a term of more than 12 months. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. For leases with a term of 12 months or less, lessees and lessors should recognize short-term lease payments as outflows of resources or inflows of resources, respectively, based on the payment provisions of the lease contract. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021, early application is encouraged.

GASB 92

In January 2020, GASB issued Statement No. 92 – *Omnibus 2020*. This Statement addresses practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics including issues related to leases, fiduciary activities, measurement of liabilities (and assets, if any) related to asset retirement obligations (AROs) in a government acquisition, reporting by public entity risk pools for amounts that are recoverable from reinsurers or excess insurers, reference to nonrecurring fair value measurements of assets or liabilities in authoritative literature and terminology used to refer to derivative instruments.

The requirements of this Statement are effective as follows:

- The requirements related to the effective date of Statement 87 and Implementation Guide 2019-3, reinsurance recoveries, and

terminology used to refer to derivative instruments are effective upon issuance.

- The requirements related to intra-entity transfers of assets and those related to the applicability of Statements 73 and 74 are effective for fiscal years beginning after June 15, 2021.
- The requirements related to application of Statement 84 to postemployment benefit arrangements and those related to nonrecurring fair value measurements of assets or liabilities are effective for reporting periods beginning after June 15, 2021.

The requirements related to the measurement of liabilities (and assets, if any) associated with AROs in a government acquisition are effective for government acquisitions occurring in reporting periods beginning after June 15, 2021

GASB 97

In June 2020, GASB issued Statement No. 97 – *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—an amendment of GASB Statements No. 14 and No. 84*, and a supersession of GASB Statement No. 32. This Statement requires that a Section 457 plan be classified as either a pension plan or an other employee benefit plan depending on whether the plan meets the definition of a pension plan and clarifies that Statement 84, as amended, should be applied to all arrangements organized under IRC Section 457 to determine whether those arrangements should be reported as fiduciary activities.

This Statement supersedes the remaining provisions of Statement No. 32, *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*, as amended, regarding investment valuation requirements for Section 457 plans. As a result, investments of all Section 457 plans should be measured as of the end of the plan's reporting period in all circumstances.

The requirements of this Statement are effective for fiscal years beginning after June 15, 2021. Earlier application of those requirements is encouraged and permitted.

e) Cash and Investments

Investments are reported in the accompanying basic financial statements at fair value, which is price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Investments that are not traded on a market, such as investments in external pools, are valued based on the stated fair value represented by the external pool.

Changes in fair value that occur during a fiscal year are recognized as *investment income* reported for that fiscal year. *Investment income*

includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.

The City pools cash and investments of all funds, except for amounts held by fiscal agents. Investment income earned by the pooled investments is allocated to the various funds based on each fund's average cash and investment balance.

f) Statement of Cash Flows

The enterprise proprietary fund participates in the City-wide cash and investments pool, which provides immediate access to invested funds. Accordingly, all cash and investments are considered to be cash and cash equivalents for purposes of the Statement of Cash Flows.

g) Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the Government-Wide and Fund Financial Statements utilizing the consumption method.

h) Property Taxes

Property tax revenue is recognized in the fiscal year for which the taxes have been levied providing, they become available (within 60 days of the fiscal year end). The County of Orange collects property taxes for the City. Tax liens attach annually as of 12:01 am on the first day of January proceeding the fiscal year for which the taxes are levied. The tax levy covers the fiscal period July 1 to June 30. All secured personal property taxes and one-half of the taxes on real property are due November 1; the second installment is due February 1. All taxes are delinquent, if unpaid, on December 10 and April 10, respectively. Unsecured personal property taxes become due on January 1 each year, and are delinquent, if unpaid, on August 31.

i) Capital Assets

Capital assets are capital outlay for assets of a permanent nature, valued at \$5,000 or more and the usage of which is expected to be more than five years. Capital assets (including infrastructure) are recorded at cost where historical records are available and at an estimated original cost where no historical records exist. Contributed capital assets are valued at acquisition value at the date of the contribution.

Capital assets include public domain (infrastructure) general fixed assets consisting of certain improvements including roads, streets, sidewalks, medians, and storm drains.

Capital assets used in operations are depreciated over their estimated useful lives using the straight-line method in the government-wide financial statements and in the fund financial statements of the enterprise fund. Depreciation is charged as an expense against operations and accumulated depreciation is reported on the respective statements of net position. The range of lives used for depreciation purposes for each capital asset class, are as follows:

Building and improvements	20 years
Machinery and equipment	5-20 years
Infrastructure	5-60 years
Land improvements	20 years

j) Claims and Judgments Payable

As of July 1, 2003, the City became a member of the Exclusive Risk Management Authority of California. The annual premium included estimates the amounts paid for reported claims and incurred but not reported claims based upon past experience, modified for current trends and information. Premiums are recorded as expenditures when they become payable from expendable available resources. When it is probable that a claims liability has been incurred and the amount of the loss can be reasonably estimated through historical trends and calculation of incurred but not reported claims (IBNR), the City accrues the estimated liability for the expected claims and judgments. These amounts are recorded in the government-wide financial statements. A liability is reported in the governmental funds only if there is an amount due and payable at June 30.

k) Deferred Inflows and Outflows of Resources

In addition to assets, the government-wide statement of net position and the governmental funds balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense) until that time. The City has the following items that qualify for reporting in this category:

- Deferred loss on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt, which is 15 years.
- Deferred outflows related to pensions equal to employer contributions made after the measurement date of the net pension liability.
- Deferred outflows related to pensions for differences between expected and actual experiences, changes in assumptions, and changes in proportion and differences between employer

contributions and the proportionate share of contributions. These amounts are amortized over a closed period equal to the average expected remaining service lives of all employees that are provided with pensions through the plans.

In addition to liabilities, the government-wide statement of net position and the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to future periods and will not be recognized as an inflow of resources (revenue) until that time. The City has the following items that qualify for reporting in this category:

- Deferred inflows from unavailable revenues, which are reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from three sources, which are property damage, planning fees, and grants. These amounts are deferred and recognized as an inflow of resources in the period the amounts become available.
- Deferred inflows related to pensions for differences between expected and actual experiences, changes in assumptions, and changes in proportion and differences between employer contributions and the proportionate share of contributions. These amounts are amortized over a closed period equal to the average expected remaining service lives of all employees that are provided with pensions through the plans.
- Deferred inflows related to pensions resulting from the difference in projected and actual earnings on investments of the pension plan fiduciary net position. These amounts are amortized over five years.

1) Compensated Absences

Vacation time is provided to all full-time and extended part-time employees. Upon separation or retirement from City service, all employees shall be compensated at their prevailing pay rate for their accrued vacation. No employee shall be allowed to carry over more than 320 hours of vacation time from one fiscal year to the next. At the start of the fiscal year, if an employee has more than 320 hours accrued, the City will automatically cash out any hours in excess of 320.

The City provides an ICMA Vantage Care Retirement Health Savings (RHS) Plan, a defined contribution plan, to its full-time employees that have reached ten (10) years of service with the City. This employer-sponsored retiree health benefit allows employees to accumulate assets to pay for medical expenses on a tax-free basis either upon separation of service from the City or age 50 dependent upon when contributions to the plan were made. In compliance with the Patient Protection and Affordable Care Act, contributions to the plan made after December 31,

2013, are available to plan participants for medical expenses only upon separation of employment. In the event of a participant's death, the participant's surviving spouse and/or eligible dependent(s) are immediately eligible to maintain the account and utilize it to fund eligible medical expenses. If a participant's balance is not fully depleted upon the death of the eligible spouse, the account balance may continue to be utilized to pay medical expenses of eligible dependents. An eligible dependent is (a) the participant's lawful spouse, (b) the participant's child under the age of 27, as defined by IRC Section 152(f)(1) and Internal Revenue Service Notice 2010-38, or (c) any other individual who is a person described in IRC Section 152(a), as classified by Internal Revenue Service Notice 2004-79. The assets of the individual plans are not subject to claims of the City's creditors. The start-up contribution for employees will be based on their accumulated sick leave hours in excess of 160 hours at their prevailing pay rate, upon the completion of ten (10) years of service to the City. Thereafter, annual contributions will be made to each employee's account for their unused sick leave hours in excess of 160 hours on June 30th of each fiscal year at the employees' prevailing pay rate. Upon separation from employment, the City will make a final contribution on behalf of the employee equivalent to all the unused sick leave balance of the employee at the employee's prevailing pay rate at the time of separation. The City also contributes \$5,000 on behalf of each participant, upon completion of ten years of service and annually thereafter on the participant's employment anniversary date as long as the individual is an employee with the City. The \$5,000 City contributions cease after termination or retirement of the employee. In the fiscal year ended June 30, 2020, the City contributed \$55,000 to the RHS Plan.

All vacation and sick leave pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

m) Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

n) Use of Estimates

The preparation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America, as prescribed by the GASB, requires management to make assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses/expenditures during the reporting period. Actual results could differ from those estimates.

(2) Cash and Investments

The City maintains a cash and investment pool that is available for use by all funds. Cash and investments at June 30, 2020, are reported in the accompanying financial statements as follows:

Statement of Net Position:	
Cash and investments	\$ 11,157,601
Restricted cash and investments	1,825,583
Total cash and investments	<u>\$ 12,983,184</u>

Cash and investments at June 30, 2020, consisted of the following:

Cash on hand		\$ 2,000
Pooled deposits:		
Demand deposits	\$ 2,532,280	
Certificates of deposit	320,502	
Total pooled deposits		2,852,782
Pooled investments:		
Local Agency Investment Fund		6,979,265
CalTRUST Short-Term Investment Fund		538,432
Money Market Mutual Fund		785,122
Restricted cash and investments:		
Money Market Mutual Fund	\$ 21,583	
Local Agency Investment Fund	1,804,000	
Total restricted cash and investments		1,825,583
Total cash and investments		<u>\$ 12,983,184</u>

The City follows the practice of pooling cash and investments of all funds, except for funds required to be held by fiscal agents under provisions of bond indentures. Interest income earned on pooled cash and investments is allocated quarterly to the various funds based on quarterly cash and investment balances. Interest income from cash and investments with fiscal agents is credited directly to the related fund.

Authorized Investments

Under the provision of the City's investment policy, and in accordance with Section 53601 of the California Government Code, the City may invest in the following types of investments.

- U.S. Treasury bills
- U.S. Treasury notes, bonds or money market funds
- Certificates of deposit
- Money market mutual funds
- State Treasurer's Local Agency Investment Fund
- Overnight Government (U.S. Treasuries, Agencies, and Instrumentalities) Securities Investment Account managed by the City's primary bank
- Overnight Commercial Paper Investment Account managed by the City's primary bank
- Overnight repurchase agreements managed by the City's primary bank where fair value of the repurchase agreement is 102 percent or greater than the value of the funds borrowed
- Commercial paper
- Prime Banker's Acceptances
- Investment Trust of California, a Joint Powers Authority, doing business as CalTRUST

The maximum maturity for all investments listed above is 1 year with the exception of commercial paper and Prime Banker's Acceptances for which the maximum maturity is 180 days and 270 days, respectively.

Investments Authorized by Debt Agreements

The above investments do not address investment of debt proceeds held by a bond trustee. Investments of debt proceeds held by a bond trustee are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates.

The City has a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from interest rates. The City limits the investment maturities for operating funds to be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures as well as considering sizable blocks of anticipated revenue. The City has elected the specific identification method to present the investment maturities as follows.

<u>Investment Type</u>	<u>6 months or less</u>	<u>Fair Value</u>
Local Agency Investment Fund	\$ 6,979,265	\$ 6,979,265
CalTRUST Short-Term Investment Fund	538,432	538,432
Money Market Mutual Fund	785,122	785,122
Investment with Fiscal Agent:		
Money Market Mutual Fund	21,583	21,583
Local Agency Investment Fund	1,804,000	1,804,000
Total	<u>\$ 10,128,402</u>	<u>\$ 10,128,402</u>

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The City's minimum legal rating for Money Market Mutual Funds is AAA. There is no minimum legal rating applicable for investments in the Local Agency Investment Fund and the City has no minimum legal rating for investments in CalTRUST. As of June 30, 2020, the City's investment in the Local Agency Investment Fund has not been rated by a nationally recognized statistical rating organization, the City's investment in the CalTRUST Short-Term Investment Fund is rated AA, and the City's investments in Money Market Mutual Funds are rated AAA by Standard and Poor's.

Concentration of Credit Risk

Concentration credit risk is the heightened risk of potential loss when investments are concentrated in one issuer. As of June 30, 2020, other than the State Treasurer's Local Agency Investment Fund, CalTRUST Short-Term Investment Fund, and the Money Market Mutual Fund, the City had no investments concentrated in one issuer which exceeded 5% of total investments.

Custodial Credit Risk

The custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside party.

The California Government Code requires California banks and savings and loan associations to secure a city's deposits by pledging government securities with a fair value of 110% of a city's deposits. California law also allows financial institutions to secure a city's deposits by pledging first trust deed

mortgage notes having a fair value of 150% of a city's total deposits. The collateral for deposits in federal and state-chartered banks is held in safekeeping by an authorized Agent of Depository recognized by the State of California Department of Banking. The collateral for deposits with savings and loan associations is generally held in safekeeping by the Federal Home Loan Bank in San Francisco, California as an Agent of Depository. These securities are physically held in an undivided pool for all California public agency depositors. Under Government Code Section 53655, the placement of securities by a bank or savings and loan association with an "Agent of Depository" has the effect of perfecting the security interest in the name of the local governmental agency. Accordingly, all collateral held by California Agents of Depository are considered to be held for, and in the name of, the local governmental agency.

As of June 30, 2020, none of the City's deposits with financial institutions in excess of federal depository insurance limits were held in uncollateralized accounts.

For investments identified herein as held by bond trustee, the bond trustee selects the investment under the terms of the applicable trust agreement acquires the investment, and holds the investment on behalf of the reporting government.

Investment in State Treasurer's Local Agency Investment Fund

The City is a voluntary participant in the State Treasurer's Local Agency Investment Fund that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based upon the City's pro rata share of the fair value provided by State Treasurer's Local Agency Investment Fund for the entire State Treasurer's Local Agency Investment Fund portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by State Treasurer's Local Agency Investment Fund.

Investment in CalTRUST Investment Pool:

CalTRUST is a Joint Powers Agency Authority created by local public agencies to provide a convenient method for local public agencies to voluntarily pool their assets for investment purposes. CalTRUST is governed by a Board of Trustees made up of experienced local agency treasurers and investment officers. The Board sets overall policies for the program and selects and supervises the activities of the investment manager and other agents. CalTRUST maintains and administers four pooled accounts within the program: Government Fund, Money Market, Short-Term, and Medium-Term. The Government Fund and Money Market accounts permit daily transactions, with same-day liquidity (provided redemption requests are received by 1:00 p.m. Pacific time), with no limit on the amount of funds that may be invested. The Short-Term account permits an unlimited number of transactions per

month (with prior day notice), with no limit on the amount of funds that may be invested. The Medium- account permits investments, withdrawals and transfers once per month, with five days advance notice. All CalTRUST accounts comply with the limits and restrictions placed on local agency investments by the California Government Code. CalTRUST imposes a \$250,000 minimum investment; however, there is no maximum limit.

The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based upon the City's percentage interest of the fair value provided by CalTRUST for the CalTRUST accounts (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by CalTRUST.

Fair Value Measurements

The City categorizes its fair value measurement within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the assets. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are quoted prices for similar assets in active markets, and Level 3 inputs are significant unobservable inputs.

Amounts invested in the Local Agency Investment Fund, CalTRUST Short-Term Investment Fund, and Money Market Mutual Funds are not subject to fair value measurements.

(3) Interfund Receivables and Payables

Interfund receivables and payables at June 30, 2020, were as follows.

Funds:	Interfund Receivables	Interfund Payables
<u>Major Governmental:</u>		
General Fund	\$ 356,207	\$ -
Measure M Special Revenue Fund	-	272,704
<u>Non-major Governmental</u>		
<u>Special Revenue Funds:</u>		
SB1 RMRA Fund	-	83,503
Total	<u>\$ 356,207</u>	<u>\$ 356,207</u>

Outstanding balances at the end of the fiscal year between funds are reported as "due to/from other funds". These balances are the result primarily from short-term negative cash balances.

(4) Transfers In and Out

Transfers in and out for the fiscal year ended June 30, 2020 are as follows:

<u>Paying Fund</u>	<u>Transfers Out</u>	<u>Receiving Fund</u>	<u>Transfers In</u>
<u>Major Governmental:</u>		<u>Major Governmental:</u>	
General	\$ 5,018,014	General	\$ 3,521,780
Measure M Special Revenue	815,719	Capital Projects	3,251,173
		Debt Service	1,757,653
 <u>Non-major Governmental</u>		 <u>Non-major Governmental</u>	
<u>Special Revenue Funds:</u>		<u>Special Revenue Funds:</u>	
Gas Tax	1,190,838	Senior Mobility Program	9,188
SB1 RMRA	1,150,498		
Grants & Contributions	206,675		
SLEFS/COPS BRULTE	158,050		
Total	<u>\$ 8,539,794</u>	Total	<u>\$ 8,539,794</u>

Interfund transfers are principally used to 1) provide available funds to the Debt Service Fund for interest and principal payments on the City's long-term debt and 2) supply the Capital Projects Fund with funding necessary to accomplish those projects approved by the City Council. There were no significant interfund transfers that were unusual or of a non-routine nature.

(5) Capital Assets

Capital asset activity for the fiscal year ended June 30, 2020, was as follows:

	Balance at July 1, 2019	Additions	Deletions	Balance at June 30, 2020
Governmental activities:				
Buildings and improvements	\$ 13,466,229	\$ -	\$ -	\$ 13,466,229
Machinery and equipment	2,631,650	-	-	2,631,650
Land improvements	26,347,918	-	-	26,347,918
Infrastructure	96,422,189	2,798,011	-	99,220,200
Total cost of depreciable assets	138,867,986	2,798,011	-	141,665,997
Less accumulated depreciation for:				
Buildings and improvements	11,308,641	673,311	-	11,981,952
Machinery and equipment	2,237,463	99,299	-	2,336,762
Land improvements	20,953,008	1,317,396	-	22,270,404
Infrastructure	41,173,875	1,821,685	-	42,995,560
Total accumulated depreciation	75,672,987	3,911,691	-	79,584,678
Net depreciable assets	63,194,999	(1,113,680)	-	62,081,319
Land	17,961,632	-	(6,278)	17,955,354
Rights of way/Easements	2,854,182	-	-	2,854,182
Construction in progress	-	282,863	-	282,863
Total cost of non-depreciable assets	20,815,814	282,863	(6,278)	21,092,399
Total capital assets, net	\$ 84,010,813	\$ (830,817)	\$ (6,278)	\$ 83,173,718
Business-type activity:				
Buildings and improvements	\$ 15,029,621	\$ 103,354	\$ -	\$ 15,132,975
Total cost of depreciable assets	15,029,621	103,354	-	15,132,975
Less accumulated depreciation for:				
Buildings and improvements	10,920,395	756,649	-	11,677,044
Total accumulated depreciation	10,920,395	756,649	-	11,677,044
Net depreciable assets	4,109,226	(653,295)	-	3,455,931
Land	2,855,425	-	-	2,855,425
Total capital assets, net	\$ 6,964,651	\$ (653,295)	\$ -	\$ 6,311,356

Depreciation expense was charged in the following functions in the Statement of Activities:

Governmental activities:

General government	\$ 50,367
Community development	830
Public services	1,824,684
Community services	2,027,619
Public safety	8,191
	<u>3,911,691</u>

Business-type activity:

Property leasing	<u>756,649</u>
------------------	----------------

Total	<u><u>\$ 4,668,340</u></u>
-------	----------------------------

(6) Long-term Liabilities

Long-term liability activity for the fiscal year ended June 30, 2020, was as follows:

Governmental Activities:

	Balance at July 1, 2019	Additions	Reductions	Balance at June 30, 2020	Amounts Due in One Year
Other Debt:					
Certificates of Participation:					
2010 COP	\$ 5,845,000	\$ -	\$ (1,520,000)	\$ 4,325,000	\$ 1,580,000
Unamortized premium	449,252	-	(80,464)	368,788	-
Total Certificates of Participation	<u>6,294,252</u>	<u>-</u>	<u>(1,600,464)</u>	<u>4,693,788</u>	<u>1,580,000</u>
Direct Borrowings and Direct Placements:					
Capital lease - Edison	395,639	-	(56,320)	339,319	52,299
Capital lease - SDGE	230,872	-	(40,347)	190,525	40,368
Other Liabilities:					
Compensated absences	339,698	225,929	(225,138)	340,489	34,049
Claims and judgments	109,243	55,435	(109,243)	55,435	5,544
Total Other Liabilities	<u>1,075,452</u>	<u>281,364</u>	<u>(431,048)</u>	<u>925,768</u>	<u>132,260</u>
Totals	<u>\$ 7,369,704</u>	<u>\$ 281,364</u>	<u>\$ (2,031,512)</u>	<u>\$ 5,619,556</u>	<u>\$ 1,712,260</u>

Typically, the City liquidates its certificates of participation, capital leases, compensated absences, and claims and judgments with general fund resources.

The City's legal debt margin is 15% of the gross assessed valuation, which is \$1,130,051 for the fiscal year ended June 30, 2020.

Other Debt: 2010 Certificates of Participation

On January 26, 2010, the City (through the City's blended component unit The Public Improvement Corporation) issued \$17,190,000 of Certificates of Participation (COPs). Proceeds from the sale were placed in an irrevocable trust that was used to service the future debt requirements of the 2001 and

2003 Certificates of Participation. There are no amounts outstanding on the defeased COPs.

The 2010 COPs are direct obligations and pledge the full faith and credit of the City of Laguna Hills. The certificates were executed and delivered under the provisions of the Trust Agreement by and among The Bank of New York Mellon Trust Company, N.A, as trustee. The City is required under the Lease Agreement to make rental payments each 15th day of the month immediately preceding each February 1st and August 1st from any source of available funds in an amount sufficient to pay the annual principal and interest due with respect to the Certificates.

The Serial bonds mature in annual installments ranging from \$345,000 to \$1,670,000, commencing February 1, 2011 and ending February 1, 2025. Interest accrues at rates between 2.00% and 5.00% and is payable semiannually. The annual requirements to amortize the certificates of participation as of June 30, 2020, are as follows:

Fiscal Year Ending June 30	Principal	Interest	Total
2021	1,580,000	206,881	1,786,881
2022	1,670,000	127,881	1,797,881
2023	345,000	44,381	389,381
2024	355,000	30,581	385,581
2025	375,000	15,939	390,939
Totals	<u>\$ 4,325,000</u>	<u>\$ 425,663</u>	<u>\$ 4,750,663</u>

The COPs are subject to federal arbitrage regulations. The City calculated no arbitrage rebate due.

The COPs require a reserve in an amount that is the least of (1) 125% of the average annual lease payments, (2) 10% of the original proceeds, or (3) maximum annual lease payments. This reserve is fully funded as of June 30, 2020 with a balance of \$1,804,587.

Direct Borrowings and Direct Placements:

Capital Lease: Southern California Edison On-Bill Financing Program

In fiscal year 2016-2017, the City approved the installation of energy-efficient LED streets lights in areas of the City. The project was partially funded through Southern California Edison's On-Bill Financing Program. Through this program, the City received zero percent financing for approved energy reduction projects for \$471,344 as of June 30, 2020. Since each individual item is below the City's capitalization policy, there are no amounts recorded as capital assets for these purchases. The costs are repaid from energy savings over a period of up to ten years. The unpaid balance as of June 30, 2020 was \$339,319. The annual debt service requirements are as follows:

Fiscal Year Ending June 30	Principal
2021	\$ 52,299
2022	51,934
2023	51,934
2024	51,317
2025	50,330
2026 - 2028	81,505
Totals	<u>\$ 339,319</u>

Direct Borrowings and Direct Placements:
Capital Lease: San Diego Gas & Electric On-Bill Financing Program

In fiscal year 2017-2018, the City approved the installation of energy-efficient LED streets lights in areas of the City. The project was partially funded through San Diego Gas & Electric's On-Bill Financing Program. Through this program, the City received zero percent financing for approved energy reduction projects for \$287,539 as of June 30, 2020. Since each individual item is below the City's capitalization policy, there are no amounts recorded as capital assets for these purchases. The costs are repaid from energy savings over a period of up to ten years. The unpaid balance as of June 30, 2020 was \$190,525. The annual debt service requirements are as follows:

Fiscal Year Ending June 30	Principal
2021	\$ 40,368
2022	40,368
2023	40,368
2024	40,368
2025	8,858
2026 - 2028	20,195
Totals	<u>\$ 190,525</u>

Compensated Absences

The City's policies relating to compensated absences are described in Note 1. The long-term portion of this liability, amounting to \$306,440 at June 30, 2020 will be paid primarily from the general fund.

(7) General Liability Insurance

In July 2003, the City joined the Exclusive Risk Management Authority of California (ERMAC), a pool of three other cities in California, namely Beaumont, Hayward, and Santa Maria, established under the provisions of California Government Code Section 6502, in order to jointly develop and fund General Liability insurance.

The ERMAC policy covers the City for losses due to personal injury, property damage, wrongful acts because of public officials' errors and omissions and unfair employment practices (see the chart below for City's retained limits and policy liability limits). Legal defense costs may be covered in addition to policy limits.

The City carries property, business interruption, flood, and boiler & machinery insurance with ERMAC (PEPIP Program) to cover all City property. In addition, Difference in Conditions (DIC) or earthquake, including flood, is provided by Everest Indemnity Insurance Company, which covers the Laguna Hills Civic Center only.

The City is also a member in an insurance pool through the Special District Risk Management Authority (SDRMA). SDRMA is a not-for-profit public agency formed under California Government Code Sections 6500 et. Seq. SDRMA is governed by a board composed of members from participating agencies. The mission of SDRMA is to provide renewable, efficiently priced risk financing and risk management services through a financially sound pool. The City pays an annual premium for commercial insurance covering workers' compensation and employers' liability claims. Accordingly, the City retains no risk of loss. Separate financial statements of SDRMA may be obtained at Special District Risk Management Authority, 1112 "I" Street, Suite 300, Sacramento, CA 95814.

The following is a list of the allocation of risk coverage for the City as of June 30, 2020, taking in to account the City's self-insurance portion, if any.

Area of Risk	City Self-Insurance	Carrier	Risk Coverage
Municipal Broad General Liability	• \$100,000 for BI, PI, PD and public officials E&O • \$1,000,000 for employment practices liability	ERMAC	• \$50M per occurrence and in the annual aggregate excess of limit of the SIR of \$1M
Property, Business Interruption and Boiler & Machinery	• \$10,000 per occurrence (specific perils may be higher)	ERMAC (PEPIP program)	• \$1B per occurrence combined • \$10M flood limit per occurrence • \$100M combined business interruption • \$100M boiler explosion & machinery breakdown combined
Difference in Conditions (Multi-peril) Civic Center only	• \$25,000 per occurrence • 5% earthquake	Aegis Security Insurance Company	• \$7.5M per occurrence and annual aggregate • \$61.4M TIV

Area of Risk	City Self-Insurance	Carrier	Risk Coverage
Crime	• \$2,500	CSAC-EIA	• \$15M funds transfer fraud • \$15M employee dishonesty • \$15M forgery alterations • \$15M money & securities theft, inside premises • \$15M money & securities theft, outside premises • \$15M computer fraud • \$15M money order & counterfeit paper currency • \$15M theft of other property, inside premises • \$15M theft of other property, outside premises
Cyber Liability	• \$50,000 per occurrence	APIP	• \$25M annual aggregate for all members combined • \$2M per occurrence and annual aggregate
Recreational Class & Officials Supplemental	• None	SCMAF	• \$1M per occurrence • \$2M aggregate • \$100,000 property damage • \$1M personal and adv injury, products • \$5,000 medical expense
Business Auto	• \$500	Columbia Insurance Company	• \$500K combined BI • \$500K uninsured, under-insured motorist • \$5,000 medical payments • \$16,807 physical damage
Workers' Compensation & Employers' Liability	• None	SDRMA	• Statutory Workers' Compensation per occurrence • \$5M Employer's Liability per occurrence

Claims Liability

In the financial statements prepared using the economic resources measurement focus, authoritative standards require that the liability for claims and the corresponding expense should be recognized in the period in which the underlying event occurs. Therefore, the liability of outstanding *unallocated loss adjustment expenses* (ULAE) must be established to represent the amount that will be paid out in claims as well as the expenses associated with processing of those claims. The City's third-party administrator provides the data on estimated claim liabilities (paid and reserves). As of June 30, 2020, the estimated outstanding ULAE was \$55,435.

Furthermore, as a practical matter, claims are often not reported during the period in which the underlying event occurs. The claim, even if not filed

timely, must still be reported in the period in which the underlying event took place. Therefore, when it is probable that a claims liability has been incurred and the amount of the loss can be reasonably estimated through historical trends, the liability for claims should include an amount for *incurred but not reported* (IBNR) claims. IBNR is estimated at 25% of the increase in the current year annual claim expenses as compared to the prior year annual claim expenses. As of June 30, 2020, the estimated IBNR was approximately \$370.

The following is a summary of the changes in the claims liability for the last two fiscal years:

Fiscal Year Ending June 30	FY 2019/20	FY 2018/19
Claims payable, beginning	\$ 109,243	\$ 566,956
Claims and changes in estimate	55,435	58,462
Claims payments	(109,243)	(516,175)
Claims payable, ending	<u>\$ 55,435</u>	<u>\$ 109,243</u>

The total amount designated in the Claims Liability Loss Reserve Fund as of June 30, 2020 is \$200,000, which would cover two full limit losses. The City's self-insured retention is \$100,000.

During the past three fiscal years, none of the above programs of protection have experienced settlements or judgments that exceeded pooled or insured coverage. There were also no significant reductions in pooled or insured liability coverage in 2019-2020.

(8) **Pension Plans**

a) **General Information about the Pension Plans**

Plan Descriptions

All qualified permanent and probationary employees are eligible to participate in the City's Miscellaneous Employee Pension Plans, cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service,

equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 and 52 with statutorily reduced benefits for Tier I and PEPRA, respectively. All members are eligible for non-industrial disability benefits after 5 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect at the measurement period ending June 30, 2019, are summarized as follows:

	Miscellaneous	
	Tier I	PEPRA
	Prior to January 1, 2013	On or After January 1, 2013
Hire date		
Benefit formula	2%@60	2%@62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	1.092% to 2.418%	1.0% to 2.5%
Required employee contribution rates	7%	6.5%
Required employer contribution rates:		
Normal cost rate	8.811%	7.266%
Payment of unfunded liability	\$ 169,920	\$ 752

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. City contribution rates may change if plan contracts are amended. Payments made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contributions requirements are classified as plan member contributions.

Typically, the City liquidates its net pension liability with general fund resources.

- b) Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2020, the City reported net pension liabilities for its proportionate share of the net pension liability of all Plans as follows:

	Proportionate Share of Net Pension Liability
Miscellaneous	<u>\$ 3,995,763</u>

The City's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2019, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018 rolled forward to June 30, 2019 using standard update procedures. The City's proportionate share of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

The City's proportionate share of the net pension liability for all Plans as of the measurement dates ended June 30, 2018 and 2019 was as follows:

	Miscellaneous
Proportion - June 30, 2018	0.09352%
Proportion - June 30, 2019	0.09978%
Change - Increase (Decrease)	0.00626%

For the year ended June 30, 2020, the City recognized pension expense of \$1,040,181. At June 30, 2020 (measurement period ending June 30, 2019) the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 488,471	\$ -
Differences between expected and actual experience	277,523	(21,502)
Change in assumptions	190,536	(67,544)
Change in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions	44,240	(72,572)
Net differences between projected and actual earnings on plan investments	-	(69,859)
Total	<u>\$ 1,000,770</u>	<u>\$ (231,477)</u>

\$488,471 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending June 30,	Amount
2021	\$ 277,517
2022	(29,897)
2023	19,085
2024	14,117
2025	-
Thereafter	-

Actuarial Assumptions

The total pension liability for the June 30, 2019 measurement period was determined by an actuarial valuation as of June 30, 2018, with update procedures used to roll forward the total pension liability to June 30, 2019. The total pension liability was based on the following assumptions:

	Miscellaneous
Valuation Date	June 30, 2018
Measurement Date	June 30, 2019
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Salary Increases	(1)
Mortality Rate Table	(2)
Post Retirement Benefit Increase	(3)

- (1) Varies by entry age and service.
- (2) The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2017 CalPERS Experience Study for the period from 1997 to 2015. Pre-retirement and Post-retirement mortality rates includes 15 years of projected mortality improvement using 90% of Scale MP-2016 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017 that can be found on the CalPERS website.
- (3) The less of contract COLA or 2.50% until Purchasing Power Protection Allowance Floor on purchasing power applies, 2.50% thereafter.

Long-term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The expected real rates of return by asset class are as follows:

Asset Class (a)	Assumed Asset Allocation	Real Return Years 1 - 10 (b)	Real Return Years 11+ (c)
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Assets	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Assets	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
Total	<u>100.00%</u>		

- (a) In the CalPERS CAFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities
- (b) An expected inflation of 2.0% used for this period
- (c) An expected inflation of 2.92% used for this period

Discount Rate

The discount rate used to measure the total pension liability was 7.15%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those

assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	<u>Miscellaneous</u>
1% Decrease	6.15%
Net Pension Liability	\$ 6,801,236
Current Discount Rate	7.15%
Net Pension Liability	\$ 3,995,763
1% Increase	8.15%
Net Pension Liability	\$ 1,680,043

Pension Plans Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

c) Payable to the Pension Plans

At June 30, 2020, the City had no outstanding amount of contributions to the pension plans required for the year ended June 30, 2020.

(9) Deferred Compensation

The City offers its employees two kinds of defined contribution deferred compensation plans. City contribution rates may change if plan contracts are amended.

One plan is created in accordance with Internal Revenue Code Section 457. This plan, available to all employees, permits them to defer annually up to a maximum of \$19,000 and \$19,500 for calendar years 2019 and 2020, respectively. This maximum deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. Amounts accumulated under the plan have been invested in several investment options administered by independent third-party administrators at the direction of the employee. The assets of the plan are held in trust for the

exclusive benefit of the plan participants and their beneficiaries, and the assets cannot be diverted to any other purpose. The Trustee's beneficial ownership of plan assets held in the ICMA Retirement Trust is held for the further exclusive benefit of the plan participants and their beneficiaries. The plan permits loans, administered by the City, in accordance with approved loan guidelines. The City contributes 3.75% of the employee's compensation for part-time seasonal employees. There are no City contributions required for full-time and non-seasonal part-time employees. The City's total contributions for the fiscal year ended June 30, 2020 was \$5,831.

The other Plan is a defined contribution plan created in accordance with Internal Revenue Code Section 401A. This Plan is available to all management staff regardless of years of service, and non-management employees who have reached a minimum of ten years of service with the City. The City is the sole contributor to this Plan and sets the contribution amount to each class of eligible employees. The contribution limit is in accordance with the prevailing IRS regulation, which is 3% for eligible non-management employees and 6.5% for eligible management employees. The City's total contributions for the fiscal year ended June 30, 2020 was \$93,194. The assets of this Plan, held for the exclusive benefits of the Plan's participants and their beneficiaries, are administered by the Public Agency Retirement System (PARS), and the trustee is Union Bank of California. Amounts accumulated under this Plan are self-directed by each participant.

(10) **Classification of Net Position and Governmental Fund Balances**

Net Position is measured on the full accrual basis of accounting as compared to the concept of Fund Balance, which is measured on the modified accrual basis of accounting.

Net Position Classifications

Net Position is divided into three captions as described below:

Net Investment in Capital Assets, describes the portion of Net Position which is represented by the current net book value of the City's capital assets, less outstanding balance of any debt issued to finance these capital assets.

Restricted describes the portion of Net Position which is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions which the City cannot unilaterally alter. Restricted net position is subject to constraints either by (1) externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulation of other governments or (2) imposed by law through constitutional provisions or enabling legislation.

Unrestricted describes the portion of which is not restricted as to use.

Net Position Flow Assumption

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

It is the City's practice to consider restricted - net position to have been depleted before unrestricted - net position is applied.

Governmental Fund Balances Classifications

Fund Balances of the governmental funds are reported separately within classifications based on a hierarchy of constraints placed on the use of those resources. The classifications are based on the relative strength of the constraints that control how the specific amounts can be spent. The classifications are nonspendable, restricted, committed, assigned, and unassigned fund balance.

The *nonspendable* fund balance classification includes amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted fund balances are those that have externally imposed restrictions on their usage by creditors, such as through debt covenants, grantors, contributors, or laws and regulations.

Committed fund balances are those constrained to specific purposes determined by a formal action (resolution) of the City's highest level of decision-making authority, the City Council. Commitments may be changed or lifted only by the City taking the same formal action that imposed the constraint originally. The City does not have any committed fund balances at June 30, 2020.

Assigned fund balances include amounts that are constrained by the City's intent to be used for specific purposes. The City Manager has the authority to assign the portion of the fund balance in the general fund that are constrained by the City's intent to be used for reserves as established in the City's Financial Policy No. 105 Section G.

Unassigned fund balances include the residual balance for the City's general fund and includes all spendable amounts not contained in other classifications. In other funds, the unassigned classification is used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed or assigned.

When expenditures are incurred, the City's applies the most restrictive funds first; and then the City would use the appropriate funds in the following order: committed, assigned, and lastly unassigned amounts.

Fund balances are presented in the following categories: nonspendable, restricted, assigned, and unassigned. A detailed schedule of fund balances at June 30, 2020 is as follows:

	General Fund	CARES Act Special Revenue	Debt Service Fund	Other Governmental Funds	Total
Nonspendable:					
Prepaid Items	\$ 69,834	\$ -	\$ -	\$ -	\$ 69,834
Total	69,834	-	-	-	69,834
Restricted:					
Capital Projects	-	-	-	-	-
Public Services	-	-	-	2,083,541	2,083,541
Community Services	-	-	-	449,058	449,058
Debt Service	-	-	1,831,731	-	1,831,731
Total	-	-	1,831,731	2,532,599	4,364,330
Assigned:					
Claims Liability	200,000	-	-	-	200,000
Community Center and Sports Complex Mtn	250,000	-	-	-	250,000
Parks Maintenance	215,700	-	-	-	215,700
Slopes/Storm Drain Mtn	129,959	-	-	-	129,959
Total	795,659	-	-	-	795,659
Unassigned	7,487,247	(164,472)	-	-	7,322,775
Total Fund Balances	\$ 8,352,740	\$ (164,472)	\$ 1,831,731	\$ 2,532,599	\$ 12,552,598

(11) Joint Venture

Orange County Fire Authority

In January 1995, the City of Laguna Hills entered into a Joint Powers Agreement with the Cities of Buena Park, Cypress, Dana Point, Irvine, Laguna Niguel, Lake Forest, La Palma, Los Alamitos, Mission Viejo, Placentia, San Clemente, San Juan Capistrano, Seal Beach, Stanton, Tustin, Villa Park, and Yorba Linda and the County of Orange to create the Orange County Fire Authority (the Authority). Since the creation of the Authority, the Cities of Aliso Viejo, Laguna Woods, Rancho Santa Margarita and Westminster have joined the Authority as members eligible for protection services. The purpose of the Authority is to provide for mutual fire protection, prevention and suppression services and related and incidental services including, but not limited to, emergency medical and transport services, as well as providing facilities and personnel for such services. The effective date of formation was March 1, 1995. The Authority's governing board consists of one representative from each City and two from the County. The operations of the Authority are funded with structural fire fees collected by the County through the property tax roll for the unincorporated area and on behalf of all member Cities except for the Cities of Stanton, Tustin, San Clemente, Buena Park, Placentia, Seal Beach and Westminster. The County pays all structural fire

Placentia, Seal Beach and Westminster. The County pays all structural fire fees it collects to the Authority. The Cities of Stanton, Tustin, San Clemente, Buena Park, Placentia, Seal Beach and Westminster are considered “cash contract cities” and accordingly make cash contributions based on the Authority’s annual budget. No determination has been made as to each participant’s proportionate share of fund equity as of June 30, 2020. Upon dissolution of the Authority, all surplus money and property of the Authority will be conveyed or distributed to each member in proportion to all funds provided to the Authority by that member or by the County on behalf of that member during its membership.

Complete financial statements may be obtained from the Orange County Fire Authority, 180 South Water Street, Orange, California 92866.

(12) Related Party Transactions

The City’s enterprise fund consists of owning a piece of commercial real estate and leasing it to various entities. The total square footage of the building is 51,944. The City is a tenant using approximately 21,033 square feet of the building. The enterprise fund does not charge the City rent. The estimated annual rent for the space occupied by the City would be approximately \$549,965.

(13) Other Required Individual Fund Disclosures

Excess of Expenditures over Appropriations

The following are funds in which expenditures exceeded appropriations for the fiscal year ended June 30, 2020. The City manages its budget at the fund level.

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Variance Positive (Negative)</u>
Non-major Governmental Special Revenue Funds:			
C & D Forfeited Deposits	\$ 68,000	\$ 88,855	\$ (20,855)

Fund Deficits

The CARES Act Special Revenue Fund has a deficit fund balance of \$164,472 as of June 30, 2020. The deficit was caused by expenditures incurred in response to COVID-19 prior to receiving the CARES Act funds in fiscal year 2020-2021.

(14) Commitments and Contingencies

The City is occasionally a defendant in lawsuits which have arisen in the normal course of business. Damages are alleged in some of these actions and their outcome cannot be predicted with certainty. However, in the opinion of

the City Attorney, the outcome of these actions will not have a material adverse effect on the financial position of the City.

The City participates in several federal and state grant programs. The programs are subject to examination by the granters and the amount, if any, of expenses which may be disallowed by the granting agency cannot be determined at this time. The City expects such amounts, if any, to be immaterial.

On January 30, 2020, the World Health Organization (“WHO”) announced a global health emergency because of an outbreak of a new strain of coronavirus (the “COVID-19 outbreak”) and the risks that is posed to the international community as the virus spread globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic based on the rapid increase in exposure globally.

The City’s operations are heavily dependent on the ability to raise sales taxes, property taxes and transient occupancy taxes and assess business licenses. Additionally, access to grants and contracts from federal, state, and local governments may decrease or may not be available depending on appropriations. The outbreak may have a continued material adverse impact on economic and market conditions, triggering a period of global economic slowdown. This situation is expected to depress the tax bases and other areas in which the City receives revenue during fiscal year 2021. The outbreak could also have other potential impacts, including disruptions or restrictions on employees’ ability to work. As such, this may hinder the ability for the City to meet the needs of its constituents. The City cannot estimate the length or gravity of the impact of the COVID-19 outbreak at this time; however, if the pandemic continues, it may have an effect on the City’s results of future operations and financial position in fiscal year 2021.

(15) Operating Leases

Operating leases arise from renting the City’s Civic Center. Initial lease terms generally range from 12 to 60 months. Future minimum rental payments to be received on non-cancelable operating leases are contractually due as follows as of June 30, 2020:

Fiscal Year Ending June 30	Principal
2021	\$ 571,878
2022	579,050
2023	492,373
2024	376,353
2025	259,903
Thereafter	168,168
Totals	<u>\$ 2,447,725</u>

The Property Leasing Enterprise Fund Statement of Net Position includes the capital assets that represent the land, building, and improvements utilized by the operating leases. The original cost of these capital assets is \$17,988,400. The carrying value of these capital assets as of June 30, 2020 is \$6,311,356.

Total rent revenue for the year ended June 30, 2020 was \$593,966.

(16) Subsequent Events

In preparing these financial statements, the City's Management has evaluated events and transactions for potential recognition or disclosure through November 25, 2020, the date these financial statements were available to be issued and has determined there were no other material events requiring disclosure.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF LAGUNA HILLS

SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY LAST TEN FISCAL YEARS*

Fiscal year ended	June 30, 2020
Measurement period	June 30, 2019
Plan's proportion of the net pension liability	0.03899%
Plan's proportionate share of the net pension liability	\$ 3,995,763
Plan's covered payroll	\$ 2,978,329
Plan's proportionate share of the net pension liability as a percentage of covered payroll	134.16%
Plan's proportionate share of the fiduciary net position as a percentage of the Plan's total pension liability	75.26%
Plan's proportionate share of aggregate employer contributions	\$ 698,706

Notes to Schedule:

Benefit Changes:

There were no changes in benefits.

Changes in Assumptions:

From fiscal year June 30, 2015 to June 30, 2016:

GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense but without reduction for pension plan administrative expense. The discount rate of 7.50% used for the June 30, 2014 measurement date was net of administrative expenses. The discount rate of 7.65% used for the June 30, 2015 measurement date is without reduction of pension plan administrative expense.

From fiscal year June 30, 2016 to June 30, 2017:

There were no changes in assumptions.

From fiscal year June 30, 2017 to June 30, 2018:

The discount rate was reduced from 7.65% to 7.15%.

From fiscal year June 30, 2018 to June 30, 2019:

There were no significant changes in assumptions.

From fiscal year June 30, 2019 to June 30, 2020:

There were no changes in assumptions.

* - Fiscal year 2015 was the 1st year of implementation, therefore only six years are shown.

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS

SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY LAST TEN FISCAL YEARS*

Fiscal year ended	<u>June 30, 2019</u>	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Measurement period	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Plan's proportion of the net pension liability	0.03658%	0.03641%	0.03413%	0.02851%	0.03634%
Plan's proportionate share of the net pension liability	\$ 3,524,547	\$ 3,610,550	\$ 2,953,536	\$ 1,956,617	\$ 2,261,011
Plan's covered payroll	\$ 3,199,277	\$ 3,197,331	\$ 3,076,464	\$ 3,093,576	\$ 2,893,989
Plan's proportionate share of the net pension liability as a percentage of covered payroll	110.17%	112.92%	96.00%	63.25%	78.13%
Plan's proportionate share of the fiduciary net position as a percentage of the Plan's total pension liability	75.26%	73.31%	74.06%	78.40%	79.82%
Plan's proportionate share of aggregate employer contributions	\$ 605,465	\$ 553,754	\$ 482,240	\$ 431,378	\$ 299,124

Notes to Schedule:

Benefit Changes:

There were no changes in benefits.

Changes in Assumptions:

From fiscal year June 30, 2015 to June 30, 2016:

GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense but without reduction for pension plan administrative expense. The discount rate of 7.50% used for the June 30, 2014 measurement date was net of administrative expenses. The discount rate of 7.65% used for the June 30, 2015 measurement date is without reduction of pension plan administrative expense.

From fiscal year June 30, 2016 to June 30, 2017:

There were no changes in assumptions.

From fiscal year June 30, 2017 to June 30, 2018:

The discount rate was reduced from 7.65% to 7.15%.

From fiscal year June 30, 2018 to June 30, 2019:

There were no significant changes in assumptions.

From fiscal year June 30, 2018 to June 30, 2019:

There were no changes in assumptions.

* - Fiscal year 2015 was the 1st year of implementation, therefore only six years are shown.

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS

SCHEDULE OF CONTRIBUTIONS LAST TEN FISCAL YEARS*

Fiscal year ended	June 30, 2020
Contractually required contribution (actuarially determined)	\$ 488,471
Contributions in relation to the actuarially determined contributions	(488,471)
Contribution deficiency (excess)	\$ -
Covered payroll	\$ 3,079,318
Contributions as a percentage of covered payroll	15.86%

Notes to Schedule:

Valuation Date 6/30/2017

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial cost method	Entry age
Amortization method	(1)
Asset valuation method	Fair Value

Inflation	2.625%
Salary increases	(2)
Investment rate of return	7.25% (3)

Retirement age	(4)
Mortality	(5)

- (1) Level percentage of payroll, closed
- (2) Depending on age, service, and type of employment
- (3) Net of pension plan investment expense, including inflation
- (4) 50 years (2%@60), 52 years (2%@62)**
- (5) Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

* - Fiscal year 2015 was the 1st year of implementation, therefore only six years are shown.

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS

SCHEDULE OF CONTRIBUTIONS LAST TEN FISCAL YEARS*

Fiscal year ended	<u>June 30, 2019</u>	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Contractually required contribution (actuarially determined)	\$ 422,127	\$ 378,900	\$ 346,439	\$ 308,768	\$ 278,231
Contributions in relation to the actuarially determined contributions	<u>(422,127)</u>	<u>(378,900)</u>	<u>(346,439)</u>	<u>(308,768)</u>	<u>(278,231)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 2,978,329	\$ 3,199,277	\$ 3,197,331	\$ 3,076,464	\$ 3,093,576
Contributions as a percentage of covered payroll	14.17%	11.84%	10.84%	10.04%	8.99%

Notes to Schedule:

Valuation Date	6/30/2016	6/30/2015	6/30/2014	6/30/2013	6/30/2012
----------------	-----------	-----------	-----------	-----------	-----------

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial cost method	Entry age	Entry age	Entry age	Entry age	Entry age
Amortization method	(1)	(1)	(1)	(1)	(1)
Asset valuation method	Fair Value	Fair Value	Fair Value	Fair Value	15 Year Smoothed Market Method
Inflation	2.75%	2.75%	2.75%	2.75%	2.75%
Salary increases	(2)	(2)	(2)	(2)	(2)
Investment rate of return	7.375% (3)	7.50% (3)	7.50% (3)	7.50% (3)	7.50% (3)
Retirement age	(4)	(4)	(4)	(4)	(4)
Mortality	(5)	(5)	(5)	(5)	(5)

(1) Level percentage of payroll, closed

(2) Depending on age, service, and type of employment

(3) Net of pension plan investment expense, including inflation

(4) 50 years (2%@60), 52 years (2%@62)**

(5) Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

* - Fiscal year 2015 was the 1st year of implementation, therefore only six years are shown.

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS

GENERAL FUND

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variances with
	Original	Final		Final Budget Positive (Negative)
Revenues:				
Taxes	\$ 13,934,938	\$ 13,934,938	\$ 13,537,100	\$ (397,838)
Licenses and permits	881,000	2,081,000	1,666,474	(414,526)
Intergovernmental revenues	6,085,638	6,085,638	5,726,576	(359,062)
Charges for current services	1,282,590	1,282,590	637,373	(645,217)
Fines and forfeitures	190,000	190,000	175,661	(14,339)
Investment income	150,000	150,000	103,439	(46,561)
Total Revenues	22,524,166	23,724,166	21,846,623	(1,877,543)
Expenditures:				
Current:				
General government	4,067,782	4,067,782	3,801,648	266,134
Public services	4,569,974	4,569,974	4,687,465	(117,491)
Community development	1,270,803	2,130,803	1,655,447	475,356
Community services	2,156,279	2,156,279	1,705,869	450,410
Public safety	8,568,347	8,568,347	8,456,527	111,820
Debt service:				
Principal retirement	92,000	92,000	96,667	(4,667)
Total Expenditures	20,725,185	21,585,185	20,403,623	1,181,562
Excess of Revenues over Expenditures	1,798,981	2,138,981	1,443,000	(695,981)
Other Financing Sources (Uses):				
Transfers in	3,998,798	4,615,100	3,521,780	(1,093,320)
Transfers out	(6,138,112)	(6,408,112)	(5,018,014)	1,390,098
Total Other Financing Sources (Uses)	(2,139,314)	(1,793,012)	(1,496,234)	296,778
Net Change in Fund Balance	(340,333)	345,969	(53,234)	(399,203)
Fund Balance, Beginning	8,405,974	8,405,974	8,405,974	-
Fund Balance, Ending	\$ 8,065,641	\$ 8,751,943	\$ 8,352,740	\$ (399,203)

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Note to Required Supplementary Information

CITY OF LAGUNA HILLS
MEASURE M SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget Positive (Negative)
Revenues:				
Intergovernmental	\$ 813,462	\$ 813,462	\$ 810,263	\$ (3,199)
Investment income	-	-	5,456	5,456
Total Revenues	813,462	813,462	815,719	2,257
Expenditures	-	-	-	-
Excess of Revenues over Expenditures	813,462	813,462	815,719	2,257
Other Financing Uses:				
Transfers out	(813,462)	(815,719)	(815,719)	-
Total Other Financing Uses	(813,462)	(815,719)	(815,719)	-
Net Change in Fund Balance	-	(2,257)	-	2,257
Fund Balance, Beginning	-	-	-	-
Fund Balance, Ending	\$ -	\$ (2,257)	\$ -	\$ 2,257

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Note to Required Supplementary Information

CITY OF LAGUNA HILLS
CARES ACT SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		Positive(Negative)
Revenues:				
Intergovernmental	\$ -	\$ 692,650	\$ -	\$ (692,650)
Investment income	-	12,350	864	(11,486)
Total Revenues	-	705,000	864	(704,136)
Expenditures:				
Current:				
Public safety	-	705,000	165,336	539,664
Total Expenditures	-	705,000	165,336	539,664
Excess (Deficiency) of Revenues over Expenditures	-	-	(164,472)	(1,243,800)
Fund Balance, Beginning	-	-	-	-
Fund Balance (Deficit), Ending	\$ -	\$ -	\$ (164,472)	\$ (1,243,800)

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

See Accompanying Note to Required Supplementary Information

CITY OF LAGUNA HILLS

NOTE TO REQUIRED SUPPLEMENTARY INFORMATION

1. Budgets and Budgetary Accounting

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America and are used as a management control device. The City Council approves the two-year budget submitted by the City Manager prior to the beginning of the new two-year budget cycle. The Council conducts public hearings prior to its adoption. All remaining appropriations in the Operating Budget will be carried over from the first year to the second year of the two-year budget period. The City Council has the legal authority to amend the budget at any time during the fiscal year. The City Manager has the authority to transfer budgeted amounts between funds and divisions as deemed necessary to meet the City's needs within the overall legal limit established by the City Council. The city maintains budgetary controls to ensure compliance with legal provisions embodied in the appropriated budget approved by the city Council. The level of budgetary control is total expenditures by fund. Formal budgetary integration is employed as a management control device during the fiscal year for the governmental fund types.

Biennial budgets are adopted for all governmental funds except for certain special revenue funds and capital projects funds, which adopt project length budgets. The following Special Revenue Funds did not have an adopted budget during the current fiscal year: CARITS, Public Art, and Water Conservation.

SUPPLEMENTARY INFORMATION

NON-MAJOR FUNDS

Gas Tax Fund - Used to account for revenues and expenditures for general street improvement maintenance related to the City's share of state gasoline taxes collected under Street and Highway Code, Sections 2103, 2105, 2106, 2107 and 2107.5.

SB1 RMRA Fund - Used to account for revenues received from the State SB1 taxes. Expenditures are restricted to basic road maintenance, rehabilitation, and critical safety projects.

AB 2766 Fund - Used to account for revenues and expenditures for air quality improvement. AB 2766 was enacted to authorize air pollution control districts to impose fees on motor vehicles.

Senior Mobility Program Fund - Used to account for revenues and expenditures related to help design and operate a transit program that best fits the needs of older adults under the OCTA Senior Mobility Program.

CARTIS Fund - Used to account for revenues and expenditures related to the cooperative agreement with the County of Orange for Coastal Area Road Improvement and Traffic Signals (CARTIS) fee program.

CDBG Fund - Used to account for revenues and expenditures to improve local and national objectives to provide decent and safe housing for low- and moderate-income families. This is grant funding obtained from the United States Department of Housing and Urban Development (HUD) for the purposes of rehabilitating "eligible deteriorating housing."

Public Art Fund - Used to account for revenues and expenditures related to the City's Public Art program designed to enhance the cultural and aesthetic environment and to encourage creativity, education and appreciation of the arts.

Beverage Recycling Fund - Used to account for revenues and expenditures related to grant funding received from the California State Department of Conservation for the purpose of implementing and supporting beverage container recycling programs within the City.

CR&R Recycling Fees Fund - Used to account for contractual revenues received from the City's franchised hauler, CR&R, for the purposes of recycling consulting services and general recycling activity expenditures.

C & D Forfeited Deposits Fund - Used to account for Construction and Demolition Waste Recycling Program security deposits, which have been forfeited by the applicant, used for administration costs of the program, or on programs to divert the waste from construction, demolition and alteration projects from landfill disposal, or other recycling programs.

CASp Fund - (Certified Access Specialist Program) Used to account for revenues and expenditures related to Senate Bill 1186 funds that are to be used for disability access and compliance with construction-related accessibility requirements.

Water Conservation Fund - Used to account for revenues and expenditures related to water use efficiency and conservation programs.

Grants & Contributions Fund - Used to account for revenues and expenditures made for specific projects including landscape improvements and certain capital expenditures. Land developers and builders, as well as other public agencies provide financing.

SLESF/COPS BRULTE Fund - Used to account for revenues received and expenditures made for front line law enforcement services related to the allocations received through the State Supplemental Law Enforcement Services Fund (SLESF)/COPS program.

CITY OF LAGUNA HILLS
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEET
AS OF JUNE 30, 2020

	Special Revenue Funds							
	Gas Tax	SB1 RMRA	AB 2766	Senior Mobility Program	CARITS	CDBG	Public Art	Beverage Recycling
Assets								
Cash and investments	\$ 235,081	\$ -	\$ 259,342	\$ 77,123	\$ 1,272,384	\$ -	\$ 71,948	\$ 19,961
Due from other governments	65,366	83,503	9,881	4,579	-	-	-	-
Advances to other funds	-	-	-	-	-	-	-	-
 Total Assets	 \$ 300,447	 \$ 83,503	 \$ 269,223	 \$ 81,702	 \$ 1,272,384	 \$ -	 71,948	 \$ 19,961
Liabilities and Fund Balances								
Liabilities:								
Accrued liabilities	\$ -	\$ -	\$ -	\$ 318	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	83,503	-	-	-	-	-	-
Unearned revenue	-	-	-	-	-	-	-	-
 Total Liabilities	 -	 83,503	 -	 318	 -	 -	 -	 -
Fund Balances:								
Restricted	300,447	-	269,223	81,384	1,272,384	-	71,948	19,961
Unassigned	-	-	-	-	-	-	-	-
 Total Fund Balances	 300,447	 -	 269,223	 81,384	 1,272,384	 -	 71,948	 19,961
 Total Liabilities and Fund Balances	 \$ 300,447	 \$ 83,503	 \$ 269,223	 \$ 81,702	 \$ 1,272,384	 \$ -	 71,948	 \$ 19,961

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

Special Revenue Funds (Continued)						Total Nonmajor Governmental Funds
CR&R Recycling Fees	C & D Forfeited Deposits	CASp	Water Conservation	Grants & Contributions	SLEFS/COPS BRULTE	
\$ 5,041	\$ 73,148	\$ 13,970	\$ 342,437	\$ 88,155	\$ -	\$ 2,458,590
-	-	1,217	-	-	-	164,546
-	-	-	-	-	-	-
<u>\$ 5,041</u>	<u>\$ 73,148</u>	<u>\$ 15,187</u>	<u>\$ 342,437</u>	<u>\$ 88,155</u>	<u>\$ -</u>	<u>\$ 2,623,136</u>
\$ -	\$ 6,716	\$ -	\$ -	\$ -	\$ -	\$ 7,034
-	-	-	-	-	-	83,503
-	-	-	-	-	-	-
-	6,716	-	-	-	-	90,537
5,041	66,432	15,187	342,437	88,155	-	2,532,599
-	-	-	-	-	-	-
<u>5,041</u>	<u>66,432</u>	<u>15,187</u>	<u>342,437</u>	<u>88,155</u>	<u>-</u>	<u>2,532,599</u>
<u>\$ 5,041</u>	<u>\$ 73,148</u>	<u>\$ 15,187</u>	<u>\$ 342,437</u>	<u>\$ 88,155</u>	<u>\$ -</u>	<u>\$ 2,623,136</u>

CITY OF LAGUNA HILLS
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Special Revenue Funds							
	Gas Tax	SB1 RMRA	AB 2766	Senior Mobility Program	CARITS	CDBG	Public Art	Beverage Recycling
Revenues:								
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-	-	-	-	-
Intergovernmental	740,158	546,823	39,894	38,435	-	-	-	-
Investment income	19,026	14,730	5,124	1,869	26,806	-	1,559	452
Total Revenues	759,184	561,553	45,018	40,304	26,806	-	1,559	452
Expenditures:								
Current:								
Public services	-	-	-	-	-	-	-	2,551
Community services	-	-	-	45,940	-	-	2,303	-
Public safety	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	45,940	-	-	2,303	2,551
Excess (Deficiency) of Revenues over Expenditures	759,184	561,553	45,018	(5,636)	26,806	-	(744)	(2,099)
Other Financing Sources (Uses):								
Transfers in	-	-	-	9,188	-	-	-	-
Transfers out	(1,190,838)	(1,150,498)	-	-	-	-	-	-
Total Other Financing Sources (Uses)	(1,190,838)	(1,150,498)	-	9,188	-	-	-	-
Net Change in Fund Balances	(431,654)	(588,945)	45,018	3,552	26,806	-	(744)	(2,099)
Fund Balances, Beginning	732,101	588,945	224,205	77,832	1,245,578	-	72,692	22,060
Fund Balances (Deficits), Ending	\$ 300,447	-	\$ 269,223	\$ 81,384	\$ 1,272,384	\$ -	\$ 71,948	\$ 19,961

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

Special Revenue Funds (Continued)						Total
CR&R Recycling Fees	C & D Forfeited Deposits	CASp	Water Conservation	Grants & Contributions	SLEFS/COPS BRULTE	Nonmajor Governmental Funds
\$ 2,001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,001
-	103,069	5,958	-	-	-	109,027
-	-	-	-	206,675	156,007	1,727,992
106	1,508	231	7,253	1,728	2,043	82,435
2,107	104,577	6,189	7,253	208,403	158,050	1,921,455
-	88,855	-	3,110	-	-	94,516
-	-	-	-	-	-	48,243
-	-	-	-	-	-	-
-	88,855	-	3,110	-	-	142,759
2,107	15,722	6,189	4,143	208,403	158,050	1,778,696
-	-	-	-	-	-	9,188
-	-	-	-	(206,675)	(158,050)	(2,706,061)
-	-	-	-	(206,675)	(158,050)	(2,696,873)
2,107	15,722	6,189	4,143	1,728	-	(918,177)
2,934	50,710	8,998	338,294	86,427	-	3,450,776
\$ 5,041	\$ 66,432	\$ 15,187	\$ 342,437	\$ 88,155	\$ -	\$ 2,532,599

CITY OF LAGUNA HILLS
CAPITAL PROJECTS FUND - MAJOR FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		Positive (Negative)
Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital outlay	4,020,336	4,020,336	3,251,173	769,163
Total Expenditures	4,020,336	4,020,336	3,251,173	769,163
Excess (Deficiency) of Revenues over Expenditures	(4,020,336)	(4,020,336)	(3,251,173)	769,163
Other Financing Sources:				
Transfers in	4,020,336	4,020,336	3,251,173	(769,163)
Total Other Financing Sources	4,020,336	4,020,336	3,251,173	(769,163)
Net Change in Fund Balance	-	-	-	-
Fund Balance, Beginning	-	-	-	-
Fund Balance, Ending	\$ -	\$ -	\$ -	\$ -

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
DEBT SERVICE FUND - MAJOR FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Investment income	\$ -	\$ -	\$ 38,463	\$ 38,463
Total Revenues	-	-	38,463	38,463
Expenditures:				
Debt service:				
Interest and fiscal charges	284,921	284,921	284,921	-
Principal retirement	1,520,000	1,520,000	1,520,000	-
Total Expenditures	1,804,921	1,804,921	1,804,921	-
Excess (Deficiency) of				
Revenues over Expenditures	(1,804,921)	(1,804,921)	(1,766,458)	38,463
Other Financing Sources:				
Transfers in	1,804,921	1,804,921	1,757,653	(47,268)
Total Other Financing Sources	1,804,921	1,804,921	1,757,653	(47,268)
Net Change in Fund Balance	-	-	(8,805)	(8,805)
Fund Balance, Beginning	1,840,536	1,840,536	1,840,536	-
Fund Balance, Ending	\$ 1,840,536	\$ 1,840,536	\$ 1,831,731	\$ (8,805)

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
GAS TAX SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental	\$ 842,506	\$ 842,506	\$ 740,158	\$ (102,348)
Investment income	-	-	19,026	19,026
Total Revenues	842,506	842,506	759,184	(83,322)
Other Financing Uses:				
Transfers out	(1,594,158)	(1,594,158)	(1,190,838)	403,320
Total Other Financing Uses	(1,594,158)	(1,594,158)	(1,190,838)	403,320
Net Change in Fund Balance	(751,652)	(751,652)	(431,654)	319,998
Fund Balance, Beginning	732,101	732,101	732,101	-
Fund Balance, Ending	\$ (19,551)	\$ (19,551)	\$ 300,447	\$ 319,998

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
SB1 RMRA SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental	\$ 526,640	\$ 526,640	\$ 546,823	\$ 20,183
Investment income	-	-	14,730	14,730
Total Revenues	526,640	526,640	561,553	34,913
Other Financing Uses:				
Transfers out	(1,031,178)	(1,150,498)	(1,150,498)	-
Total Other Financing Uses	(1,031,178)	(1,150,498)	(1,150,498)	-
Net Change in Fund Balance	(504,538)	(623,858)	(588,945)	34,913
Fund Balance, Beginning	588,945	588,945	588,945	-
Fund Balance, Ending	\$ 84,407	\$ (34,913)	\$ -	\$ 34,913

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
AB 2766 SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental	\$ 40,000	\$ 40,000	\$ 39,894	\$ (106)
Investment income	-	-	5,124	5,124
Total Revenues	40,000	40,000	45,018	5,018
Expenditures:				
Capital outlay	70,000	70,000	-	70,000
Total Expenditures	70,000	70,000	-	70,000
Excess of Revenues over Expenditures	(30,000)	(30,000)	45,018	(64,982)
Other Financing Uses:				
Transfers out	(50,000)	(50,000)	-	50,000
Total Other Financing Uses	(50,000)	(50,000)	-	50,000
Net Change in Fund Balance	(10,000)	(10,000)	45,018	55,018
Fund Balance, Beginning	224,205	224,205	224,205	-
Fund Balance, Ending	\$ 214,205	\$ 214,205	\$ 269,223	\$ 55,018

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
SENIOR MOBILITY PROGRAM SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget
				Positive (Negative)
Revenues:				
Intergovernmental	\$ 36,936	\$ 36,936	\$ 38,435	\$ 1,499
Investment income	-	-	1,869	1,869
Total Revenues	36,936	36,936	40,304	3,368
Expenditures:				
Current:				
Community services	64,272	64,272	45,940	18,332
Total Expenditures	64,272	64,272	45,940	18,332
Excess (Deficiency) of Revenues over Expenditures	(27,336)	(27,336)	(5,636)	21,700
Other Financing Sources:				
Transfers in	12,855	12,855	9,188	(3,667)
Total Other Financing Sources	12,855	12,855	9,188	(3,667)
Net Change in Fund Balance	(14,481)	(14,481)	3,552	18,033
Fund Balance, Beginning	77,832	77,832	77,832	-
Fund Balance, Ending	\$ 63,351	\$ 63,351	\$ 81,384	\$ 18,033

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
CDBG SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget Positive (Negative)
Revenues:				
Intergovernmental	\$ 70,000	\$ 70,000	\$ -	\$ (70,000)
Total Revenues	70,000	70,000	-	(70,000)
Expenditures:	-	-	-	-
Excess of Revenues over Expenditures	70,000	70,000	-	(70,000)
Other Financing Uses:				
Transfers out	(70,000)	(70,000)	-	70,000
Total Other Financing Uses	(70,000)	(70,000)	-	70,000
Net Change in Fund Balance	-	-	-	-
Fund Balance, Beginning	-	-	-	-
Fund Balance, Ending	\$ -	\$ -	\$ -	\$ -

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
BEVERAGE RECYCLING SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Investment income	\$ -	\$ -	\$ 452	\$ 452
Total Revenues	-	-	452	452
Expenditures:				
Current:				
Community services	21,757	21,757	2,551	19,206
Total Expenditures	21,757	21,757	2,551	19,206
Excess (Deficiency) of Revenues over Expenditures	(21,757)	(21,757)	(2,099)	19,658
Fund Balance, Beginning	22,060	22,060	22,060	-
Fund Balance, Ending	\$ 303	\$ 303	\$ 19,961	\$ 19,658

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
CR&R RECYCLING FEES SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Taxes	\$ 2,001	\$ 2,001	\$ 2,001	\$ -
Investment income	-	-	106	106
Total Revenues	2,001	2,001	2,107	106
Expenditures:				
Current:				
Public services	2,879	2,879	-	2,879
Total Expenditures	2,879	2,879	-	2,879
Excess (Deficiency) of Revenues over Expenditures	(878)	(878)	2,107	2,985
Fund Balance, Beginning	2,934	2,934	2,934	-
Fund Balance, Ending	\$ 2,056	\$ 2,056	\$ 5,041	\$ 2,985

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
C & D FORFEITED DEPOSITS SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Licenses and permits	\$ 35,000	\$ 35,000	\$ 103,069	\$ 68,069
Investment income	-	-	1,508	1,508
Total Revenues	35,000	35,000	104,577	69,577
Expenditures:				
Current:				
Public Services	68,000	68,000	88,855	(20,855)
Total Expenditures	68,000	68,000	88,855	(20,855)
Excess (Deficiency) of Revenues over Expenditures	(33,000)	(33,000)	15,722	48,722
Fund Balance, Beginning	50,710	50,710	50,710	-
Fund Balance, Ending	\$ 17,710	\$ 17,710	\$ 66,432	\$ 48,722

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
GRANTS AND CONTRIBUTIONS SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget- Positive(Negative)
Revenues:				
Intergovernmental	\$ -	\$ -	\$ 206,675	\$ 206,675
Investment income	-	-	1,728	1,728
Total Revenues	-	-	208,403	208,403
Expenditures	-	-	-	-
Excess of Revenues over Expenditures	-	-	208,403	208,403
Other Financing Uses:				
Transfers out	-	(206,675)	(206,675)	-
Total Other Financing Uses	-	(206,675)	(206,675)	-
Net Change in Fund Balance	-	(206,675)	1,728	208,403
Fund Balance, Beginning	86,427	86,427	86,427	
Fund Balance, Ending	\$ 86,427	\$ (120,248)	\$ 88,155	\$ 208,403

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
SLESF/COPS BRULTE SPECIAL REVENUE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		Positive (Negative)
Revenues:				
Intergovernmental	\$ 140,000	\$ 140,000	\$ 156,007	\$ 16,007
Investment income	-	-	2,043	2,043
Total Revenues	140,000	140,000	158,050	18,050
Other Financing Uses:				
Transfers out	(140,000)	(158,050)	(158,050)	-
Total Other Financing Uses	(140,000)	(158,050)	(158,050)	-
Net Change in Fund Balance	-	(18,050)	-	18,050
Fund Balance, Beginning	-	-	-	-
Fund Balance, Ending	\$ -	\$ (18,050)	\$ -	\$ 18,050

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

CITY OF LAGUNA HILLS
AGENCY FUND
STATEMENT OF CHANGES IN FIDUCIARY ASSETS AND LIABILITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	<u>Balance</u> <u>June 30, 2019</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2020</u>
Assets				
Cash and investments	\$ <u>243,494</u>	\$ <u>-</u>	\$ <u>(243,494)</u>	\$ <u>-</u>
Liabilities				
Deposits	\$ <u>243,494</u>	\$ <u>-</u>	\$ <u>(243,494)</u>	\$ <u>-</u>

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

STATISTICAL SECTION

STATISTICAL SECTION

This part of the City of Laguna Hills' comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City of Laguna Hills' overall financial health.

Contents

Page

Financial Trends

III-3

Financial trend schedules contain trend information to help the reader understand how the City of Laguna Hills' financial performance and well-being have changed over time.

Revenue Capacity

III-10

Revenue capacity schedules contain information to help the reader assess the City of Laguna Hills' most significant local revenue source, the property tax.

Debt Capacity

III-16

Debt capacity schedules present information to help the reader assess the affordability of the City of Laguna Hills' current levels of outstanding debt and the government's ability to issue additional debt in the future.

Demographic and Economic Information

III-21

Demographic and economic information schedules offer demographic and economic indicators to help the reader understand the environment within which the City of Laguna Hills' financial activities take place.

Operating Information

III-23

Operating information schedules contain service and infrastructure data to help the reader understand how the information in the City of Laguna Hills' financial report relates to the services the government provides and the activities it performs.

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

This page intentionally left blank.

CITY OF LAGUNA HILLS
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Governmental activities										
Net Investment in capital assets	\$ 78,797,985	\$ 82,982,768	\$ 84,618,576	\$ 84,465,323	\$ 84,623,408	\$ 83,320,937	\$ 82,980,468	\$ 81,972,798	\$ 79,706,238	\$ 80,312,979
Restricted	3,653,349	2,106,914	998,727	2,414,686	5,240,670	2,470,305	2,394,252	2,155,589	3,462,431	2,538,747
Unrestricted	6,504,972	6,944,547	8,340,769	5,751,121	1,789,992	4,916,994	3,315,387	2,956,001	4,583,713	4,177,487
Total government activities net position	\$ 88,956,306	\$ 92,034,229	\$ 93,958,072	\$ 92,631,130	\$ 91,654,070	\$ 90,708,236	\$ 88,690,107	\$ 87,084,388	\$ 87,752,382	\$ 87,029,213
Business-type activities										
Net Investment in capital assets	\$ 11,542,563	\$ 10,989,447	\$ 10,403,077	\$ 9,894,503	\$ 9,324,493	\$ 8,998,114	\$ 8,343,488	\$ 7,635,240	\$ 6,964,651	\$ 6,311,356
Restricted										
Unrestricted	85,344	96,511	47,563	47,801	(36,397)	68,288	117,338	236,196	227,320	178,595
Total business-type activities net position	\$ 11,627,907	\$ 11,085,958	\$ 10,450,640	\$ 9,942,304	\$ 9,288,096	\$ 9,066,402	\$ 8,460,826	\$ 7,871,436	\$ 7,191,971	\$ 6,489,951
Primary government										
Net Investment in capital assets	\$ 90,340,548	\$ 93,972,215	\$ 95,021,653	\$ 94,359,826	\$ 93,947,901	\$ 92,319,051	\$ 91,323,956	\$ 89,608,038	\$ 86,670,889	\$ 86,624,335
Restricted	3,653,349	2,106,914	998,727	2,414,686	5,240,670	2,470,305	2,394,252	2,155,589	3,462,431	2,538,747
Unrestricted	6,590,316	7,041,058	8,388,332	5,798,922	1,753,595	4,985,282	3,432,725	3,192,197	4,811,033	4,356,082
Total primary government net position	\$ 100,584,213	\$ 103,120,187	\$ 104,408,712	\$ 102,573,434	\$ 100,942,166	\$ 99,774,638	\$ 97,150,933	\$ 94,955,824	\$ 94,944,353	\$ 93,519,164

CITY OF LAGUNA HILLS
CHANGE IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	Fiscal Year									
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Expenses										
Governmental activities:										
General Government	\$ 3,309,197	\$ 3,320,664	\$ 3,522,274	\$ 3,304,687	\$ 3,088,372	\$ 3,112,783	\$ 4,226,233	\$ 4,104,012	\$ 3,467,852	\$ 4,350,707
Public services	5,781,123	5,999,412	6,150,553	6,376,642	6,332,724	6,802,499	7,234,921	6,841,288	6,433,542	6,783,242
Community development	1,404,624	1,127,036	1,138,280	1,265,719	1,434,213	1,309,210	1,462,611	1,287,931	1,385,455	1,656,277
Community services	3,702,911	3,642,792	3,777,102	3,886,180	4,660,667	4,141,792	4,131,886	4,161,070	4,079,412	3,781,731
Public safety	6,487,711	6,528,489	6,575,855	6,837,050	7,162,514	6,929,025	8,167,361	8,032,660	8,251,937	8,630,054
Interest expense	663,944	620,376	583,461	530,039	479,589	431,264	376,993	323,513	267,582	202,566
Total governmental activities expenses	21,349,510	21,238,769	21,747,525	22,200,317	23,158,079	22,726,573	25,600,005	24,750,474	23,885,780	25,404,577
Business-type activities:										
Property leasing	1,190,752	1,154,967	1,163,305	1,278,434	1,204,437	1,222,043	1,255,765	1,247,849	1,273,554	1,299,630
Total business-type activities expenses	1,190,752	1,154,967	1,163,305	1,278,434	1,204,437	1,222,043	1,255,765	1,247,849	1,273,554	1,299,630
Total primary government expenses	\$ 22,540,262	\$ 22,393,736	\$ 22,910,830	\$ 23,478,751	\$ 24,362,516	\$ 23,948,616	\$ 26,855,770	\$ 25,998,323	\$ 25,159,334	\$ 26,704,207
Program Revenues										
Government activities:										
Charges for Services:										
General Government	\$ 98,962	\$ 2,838	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public services	155,373	83,989	112,629	106,633	136,037	205,446	196,054	189,662	253,438	738,335
Community development	653,918	669,936	750,626	799,316	1,050,127	881,286	894,150	988,719	1,010,326	1,182,430
Community services	701,040	657,129	714,634	608,877	775,330	780,519	756,089	821,388	777,605	345,328
Public safety	401,665	295,587	226,311	186,347	300,032	267,555	228,649	208,461	219,727	175,661
Operating Contributions	4,738,096	3,082,972	2,137,580	2,186,050	2,989,299	1,960,392	2,131,220	1,876,109	2,516,513	2,555,054
Capital Contributions	820,456	3,040,344	945,068	807,545	2,264,558	60,850	716,200	-	-	206,675
Total governmental activities program revenues	7,569,510	7,832,795	4,886,848	4,694,768	7,515,383	4,156,048	4,922,362	4,084,339	4,777,609	5,203,483
Business-type activities:										
Charges for Services:										
Property Leasing	535,455	527,530	527,931	476,391	500,202	579,313	650,147	658,396	594,026	597,525
Operating grants and contributions										
Capital grants and contributions		85,134								
Total business-type activities program revenues	535,455	612,664	527,931	476,391	500,202	579,313	650,147	658,396	594,026	597,525
Total primary government program revenues	\$ 8,104,965	\$ 8,445,459	\$ 5,414,779	\$ 5,171,159	\$ 8,015,585	\$ 4,735,361	\$ 5,572,509	\$ 4,742,735	\$ 5,371,635	\$ 5,801,008
Net (expense)/revenue										
Governmental activities	\$ (13,780,000)	\$ (13,405,974)	\$ (16,860,677)	\$ (17,505,549)	\$ (15,642,696)	\$ (18,570,525)	\$ (20,677,643)	\$ (20,666,135)	\$ (19,108,171)	\$ (20,201,094)
Business- type activities	(655,297)	(542,303)	(635,374)	(802,043)	(704,235)	(642,730)	(605,618)	(589,453)	(679,528)	(702,105)
	\$ (14,435,297)	\$ (13,948,277)	\$ (17,496,051)	\$ (18,307,592)	\$ (16,346,931)	\$ (19,213,255)	\$ (21,283,261)	\$ (21,255,588)	\$ (19,787,699)	\$ (20,903,199)

(continued)

CITY OF LAGUNA HILLS
CHANGE IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	Fiscal Year									
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
(continued)										
General Revenues and Other Changes in Net Assets										
Governmental activities:										
Taxes										
Property taxes	\$ 8,186,735	\$ 8,223,234	\$ 8,722,406	\$ 8,826,271	\$ 9,128,568	\$ 9,660,614	\$ 10,064,067	\$ 10,481,864	\$ 10,981,130	\$ 11,314,045
Sales and use taxes	5,238,949	5,157,787	5,305,487	5,562,823	5,603,521	5,439,210	5,779,073	5,755,661	5,966,524	5,372,149
Motor vehicle in lieu taxes	154,787	16,727	17,332	14,344	13,856	12,506	13,745	16,604	15,273	24,988
Other State subvention			-	16,549	93,653	57,112	9,209	5,725	22,529	10,613
Franchise taxes	1,199,882	1,223,523	1,210,837	1,259,021	1,343,505	1,303,919	1,191,868	1,248,488	1,265,411	1,198,008
Transient occupancy taxes	869,505	1,004,483	1,108,290	1,203,422	1,285,455	1,406,823	1,437,420	1,381,719	1,311,213	1,025,047
Investment earnings	25,267	15,736	12,216	12,251	14,266	14,893	21,911	49,179	99,204	112,250
Miscellaneous revenue	4,468	21,951	21,016	29,706	56,542	150,614	142,221	121,176	114,881	420,825
Lawsuit settlement										
Sale of capital assets			2,769,504							
Transfers	75,000			(293,691)	(50,000)	(421,000)	-	-	-	-
Total governmental activities	15,754,593	15,663,441	19,167,088	16,630,696	17,489,366	17,624,691	18,659,514	19,060,416	19,776,165	19,477,925
Business-type activities:										
Investment earnings	880	354	56	16	27	36	42	63	63	85
Transfers	(75,000)			293,691	50,000	421,000	-	-	-	-
Total business-type activities	(74,120)	354	56	293,707	50,027	421,036	42	63	63	85
Total primary government	\$ 15,680,473	\$ 15,663,795	\$ 19,167,144	\$ 16,924,403	\$ 17,539,393	\$ 18,045,727	\$ 18,659,556	\$ 19,060,479	\$ 19,776,228	\$ 19,478,010
Change in Net Position:										
Governmental activities	\$ 1,974,593	\$ 2,257,467	\$ 2,306,411	\$ (874,853)	\$ 1,846,670	\$ (945,834)	\$ (2,018,129)	\$ (1,605,719)	\$ 667,994	\$ (723,169)
Business-type activities	(729,417)	(541,949)	(635,318)	(508,336)	(654,208)	(221,694)	(605,576)	(589,390)	(679,465)	(702,020)
Total primary government	\$ 1,245,176	\$ 1,715,518	\$ 1,671,093	\$ (1,383,189)	\$ 1,192,462	\$ (1,167,528)	\$ (2,623,705)	\$ (2,195,109)	\$ (11,471)	\$ (1,425,189)

CITY OF LAGUNA HILLS
GOVERNMENTAL ACTIVITIES - TAX REVENUES BY SOURCE
LAST TEN FISCAL YEARS
(accrual basis of accounting)

Fiscal Year	Property Tax	Sales & Use Tax	Motor Vehicle in Lieu Tax	Other State Subvention	Franchise Tax	Transient Occupancy Tax	Total
2011	8,186,735	5,238,949	154,787		1,199,882	869,505	15,649,858
2012	8,223,234	5,157,787	16,727		1,223,523	1,004,483	15,625,754
2013	8,722,406	5,305,487	17,332		1,210,837	1,108,290	16,364,352
2014	8,826,271	5,562,823	14,344	16,549	1,259,021	1,203,422	16,882,430
2015	9,128,568	5,603,521	13,856	93,653	1,343,505	1,285,455	17,468,558
2016	9,660,614	5,439,210	12,506	57,112	1,303,919	1,406,823	17,880,184
2017	10,064,067	5,779,073	13,745	9,209	1,191,868	1,437,420	18,495,382
2018	10,481,864	5,755,661	16,604	5,725	1,248,488	1,381,719	18,890,061
2019	10,981,130	5,966,524	15,273	22,529	1,265,411	1,311,213	19,562,080
2020	11,314,045	5,372,149	24,988	10,613	1,198,008	1,025,047	18,944,850

CITY OF LAGUNA HILLS
FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(modified accrual basis of accounting)

	Fiscal Year									
	2011 ⁽¹⁾	2012	2013	2014	2015	2016	2017	2018	2019	2020
General fund										
Reserved	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved										
Nondisposable	305,302	311,223	335,603	416,994	318,769	312,137	81,520	78,971	99,169	69,834
Restricted					88,990	-	-	-	-	-
Committed										
Assigned	1,318,164	1,284,939	1,315,557	1,726,228	1,230,959	1,059,959	720,659	871,931	1,145,659	795,659
Unassigned	4,716,361	5,149,410	6,718,179	4,184,661	5,078,583	6,727,197	6,029,507	6,373,541	7,161,146	7,487,247
Total general fund	<u>\$ 6,339,827</u>	<u>\$ 6,745,572</u>	<u>\$ 8,369,339</u>	<u>\$ 6,327,883</u>	<u>\$ 6,717,301</u>	<u>\$ 8,099,293</u>	<u>\$ 6,831,686</u>	<u>\$ 7,324,443</u>	<u>\$ 8,405,974</u>	<u>\$ 8,352,740</u>
All other governmental funds										
Reserved										
Unreserved, reported in:										
Special revenue funds										
Debt service funds										
Nondisposable										
Restricted	4,473,805	3,916,541	2,813,802	4,222,459	5,151,680	4,276,934	4,209,039	3,983,335	5,291,312	4,364,330
Committed										
Assigned										
Unassigned	(273,326)	(238,732)	(245,214)	(322,781)	(229,971)	(227,254)				(164,472)
Total all other governmental funds	<u>\$ 4,200,479</u>	<u>\$ 3,677,809</u>	<u>\$ 2,568,588</u>	<u>\$ 3,899,678</u>	<u>\$ 4,921,709</u>	<u>\$ 4,049,680</u>	<u>\$ 4,209,039</u>	<u>\$ 3,983,335</u>	<u>\$ 5,291,312</u>	<u>\$ 4,199,858</u>

⁽¹⁾ Fund Balance Classification reflects implementation of GASB 54 requirements starting with Fiscal Year 2010/11

CITY OF LAGUNA HILLS
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(modified accrual basis of accounting)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Revenues:										
Taxes	\$ 10,513,681	\$ 10,533,542	\$ 11,061,533	\$ 11,308,714	\$ 11,777,528	\$ 12,393,356	\$ 12,695,355	\$ 13,114,068	\$ 13,559,754	\$ 13,539,101
Licenses and permits	550,155	816,863	655,855	778,208	3,195,756	959,138	1,022,542	932,640	981,873	1,775,501
Intergovernmental	10,023,285	10,960,315	8,597,520	8,864,729	8,765,516	7,897,817	8,506,103	7,602,950	8,463,884	8,264,831
Charges for current services	1,047,727	887,126	981,063	931,909	944,054	1,156,880	1,068,521	1,159,437	1,152,319	637,373
Fines and forfeitures	401,665	295,587	226,311	186,347	300,032	267,555	228,649	208,461	219,727	175,661
Investment income	36,906	30,129	25,928	21,608	24,209	35,970	65,691	109,302	200,303	230,657
Total revenues	<u>22,573,419</u>	<u>23,523,562</u>	<u>21,548,210</u>	<u>22,091,515</u>	<u>25,007,095</u>	<u>22,710,716</u>	<u>23,586,861</u>	<u>23,126,858</u>	<u>24,577,860</u>	<u>24,623,124</u>
Expenditures:										
Current:										
General Government	3,119,712	3,178,508	3,675,542	3,168,265	3,271,039	3,128,699	3,599,531	3,876,923	3,856,802	3,801,648
Public services	4,190,842	4,155,386	4,346,672	4,399,704	4,299,138	4,273,572	4,848,571	4,276,773	4,406,628	4,781,981
Community development	1,404,624	1,127,036	1,259,502	1,261,715	1,433,383	1,308,380	1,461,781	1,287,101	1,384,625	1,655,447
Community services	1,646,388	1,595,904	1,904,831	1,860,866	2,608,281	2,070,952	2,101,883	2,131,638	2,050,652	1,754,112
Public safety	6,475,456	6,494,020	6,591,732	6,826,303	7,153,841	6,917,275	8,149,762	8,025,961	8,243,746	8,621,863
Capital outlay	5,013,252	5,289,390	4,402,694	2,965,511	2,976,435	2,277,446	2,777,691	2,151,578	356,354	3,251,173
Debt service:										
Interest	712,976	670,243	625,043	601,542	553,529	503,429	451,427	397,428	342,922	284,921
Cost of bond issuance										
Principal retirement	<u>1,090,000</u>	<u>1,130,000</u>	<u>1,180,000</u>	<u>1,205,000</u>	<u>1,250,000</u>	<u>1,300,000</u>	<u>1,352,353</u>	<u>1,423,396</u>	<u>1,546,623</u>	<u>1,616,667</u>
Total expenditures	<u>23,653,250</u>	<u>23,640,487</u>	<u>23,986,016</u>	<u>22,288,906</u>	<u>23,545,646</u>	<u>21,779,753</u>	<u>24,742,999</u>	<u>23,570,798</u>	<u>22,188,352</u>	<u>25,767,812</u>
Excess (deficiency) of revenues over expenditures	(1,079,831)	(116,925)	(2,437,806)	(197,391)	1,461,449	930,963	(1,156,138)	(443,940)	2,389,508	(1,144,688)

(Continued)

(Continued)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Other financing sources (uses):										
Capital Lease Proceeds							47,890	710,993	-	-
Transfers in	\$ 12,431,918	\$ 13,529,097	\$ 10,468,784	\$ 7,214,336	\$ 8,059,715	\$ 7,006,357	\$ 7,582,790	\$ 5,207,406	\$ 2,992,799	\$ 8,539,794
Transfers out	(12,356,918)	(13,529,097)	(10,468,784)	(7,508,027)	(8,109,715)	(7,427,357)	(7,582,790)	(5,207,406)	(2,992,799)	(8,539,794)
Bond Proceeds										
Payment to bond escrow agent										
Premium on bond issue										
Lawsuit Settlement	(105,365)									
Sale of Capital Assets			2,952,352							
Total other financing sources (uses)	(30,365)	-	2,952,352	(293,691)	(50,000)	(421,000)	47,890	710,993	-	-
Net change in fund balances	\$ (1,110,196)	\$ (116,925)	\$ 514,546	\$ (491,082)	\$ 1,411,449	\$ 509,963	\$ (1,108,248)	\$ 267,053	\$ 2,389,508	\$ (1,144,688)
Debt service as a percentage of noncapital expenditures	9.67%	9.81%	9.22%	9.35%	8.60%	8.76%	8.00%	8.21%	8.57%	8.38%

City of Laguna Hills

Assessed Value and Estimated Actual Value of Taxable Property, Citywide
Last Ten Fiscal Years
(amounts expressed in thousands)

Fiscal Year End	Secured Property	Unsecured Property	Less Tax-Exempt Property	Taxable Assessed Value	Total Direct Tax Rate (1)	Estimated Actual Taxable Value (2)	Factor of Taxable Assessed Value (3)
2010-11	5,299,826	160,738	33,534	5,460,564	.05371	5,460,564	1.000000
2011-12	5,308,488	156,488	33,852	5,464,976	.05371	5,464,976	1.000000
2012-13	5,371,901	143,351	34,825	5,515,252	.05371	5,515,252	1.000000
2013-14	5,509,351	146,695	35,252	5,656,046	.05371	5,656,046	1.000000
2014-15	5,809,642	148,567	35,410	5,958,209	.05371	5,958,209	1.000000
2015-16	6,236,428	183,676	165,185	6,254,919	.05371	8,159,912	1.304559
2016-17	6,499,868	187,553	218,920	6,468,501	.05371	9,167,561	1.417262
2017-18	6,728,482	188,841	209,680	6,707,643	.05371	9,373,474	1.397432
2018-19	7,089,277	245,352	212,722	7,121,907	.05371	9,878,938	1.387120
2019-20	7,353,496	211,472	242,642	7,322,326	.05371	9,834,824	1.343128

Source: Orange County Assessor data, Avenu Insights & Analytics

Source: 2010-2019 prior CAFR

Table has been reformatted to comply with GASB No. 44 and include estimated actual value.

(1.) Total direct tax rate is the city share of the 1% Proposition 13 tax only for TRA 31-001.

(2.) Estimated Actual Value is derived from a series of calculations comparing median assessed values from 1940 to current median sale prices.

(3.) Based on these calculations a multiplier value was extrapolated and applied to current assessed values.

City of Laguna Hills

Assessed Value of Property by Use Code, Citywide Last Four Fiscal Years (In Thousands)

Category	2016-17	2017-18	2018-19	2019-20
Residential	5,170,783	5,398,624	5,669,336	5,889,434
Commercial	1,107,991	1,100,803	1,180,147	1,217,600
Industrial	221,072	229,033	239,771	246,439
Rural	22	23	23	23
Gross Secured Value	6,499,868	6,728,482	7,089,277	7,353,496
Unsecured Value	187,553	188,841	245,352	211,472
Exemptions	218,920	209,680	212,722	242,642
Net Taxable Value	6,468,501	6,707,643	7,121,907	7,322,326

Source: Orange County Assessor Data, Avenu Insights & Analytics

City of Laguna Hills
Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Overlapping Basic Rate	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000
Capistrano Union	0.011050	0.011010	0.011710	0.009720	0.009000	0.008450	0.008430	0.008000	0.007860	0.007450
Metropolitan Water District	0.003700	0.003000	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500
Moulton Niguel Water District	0.122030	0.129360	0.145470	0.129770	0.086000	-	-	-	-	-
Saddleback Valley Unified	0.031940	0.031630	0.032650	0.032070	0.028060	-	-	-	-	-
Total	1.168720	1.175000	1.193330	1.175060	1.126560	1.011950	1.011930	1.011500	1.011360	1.010950
City Direct Rate										
City Share of 1% Levy Per Prop 13	0.053710	0.053710	0.053710	0.053710	0.053710	0.053710	0.053710	0.053710	0.053710	0.053710

Source: Orange County Assessor data, Avenu Insights & Analytics

Source: 2010/11 - 2018/19 prior CAFR

TRA 31-000 is represented

City of Laguna Hills

Principal Property Tax Payers Last Fiscal Year and Nine Years Ago

Taxpayer	2019-20		2010-11	
	Taxable Value (\$)	Percent of Total City Taxable Value (%)	Taxable Value (\$)	Percent of Total City Taxable Value (%)
MGP Fund X Laguna Hills LLC	130,231,706	1.78%		
Laguna Hills Investment Co	98,906,463	1.35%	21,918,315	0.40%
PMI Prado LLC	96,720,912	1.32%		
Acquiport Three Corp	86,070,945	1.18%	73,266,734	1.35%
Lakehills Cm Cg LLC	48,862,904	0.67%		
Roic California LLC	47,476,920	0.65%		
Sptmrt Properties Trust	44,839,903	0.61%	39,590,938	0.73%
Greenlaw SVMC Investors LLC	36,611,675	0.50%		
La Paz Office Plaza LLC	32,787,878	0.45%	30,151,476	0.56%
Ag Lo Oakbrook Owner LLC	31,237,500	0.43%		
Spectrum Property Owner LLC	28,681,052	0.39%		
Memorial Health Services	28,297,368	0.39%	23,821,053	0.44%
Moulton Plaza LLC	26,047,355	0.36%	27,653,753	0.51%
EQR - Villa Solana Vistas Inc.	24,768,738	0.34%	21,443,780	0.40%
Laguna Hills Estate LLC	24,101,119	0.33%	17,420,599	0.32%
Sylmar Apts LLC	21,872,059	0.30%	18,857,838	0.35%
Muller Taj LLC	21,457,507	0.29%	12,986,494	0.24%
Mpvca Laguna LLC	20,328,396	0.28%		
Universal Properties LH Five LLC	18,666,000	0.25%	13,645,000	0.25%
Mouldy LLC	16,438,553	0.22%	14,425,717	0.27%
Laguna Hills Office Partners LLC	16,218,000	0.22%		
K & M Royal Group LLC	16,137,973	0.22%	13,810,419	0.25%
Laguna Hills Real Estate Partners	15,367,957	0.21%		
La Paz Shopping Center	15,364,919	0.21%		
Mission Hills Investment Co	15,278,015	0.21%		
Shopping Center Associates			122,485,214	2.26%
TGM Prado LLC			51,150,000	0.94%
Lakehills At Laguna LLC			43,375,000	0.80%
LHT Saddleback LLC			37,415,206	0.69%
The Realty Associates Fund VII			19,540,000	0.36%
Columbia California Carlota Officew LLC			19,265,000	0.36%
Colton David A			17,501,612	0.32%
Cox Com Inc. Orange			14,948,958	0.28%
Alicia Office Park Associates			14,764,790	0.27%
Laguna Hills Business Park			13,280,851	0.25%
HPF GLB Saddleback LLC			12,966,345	0.24%
Yacoel Maria E			12,841,478	0.24%
Total Top 25 Taxpayers	962,771,817	13.15%	708,526,570	13.08%
Total Taxable Value	7,322,326,014		5,416,547,064	

Source: Orange County Assessor data, Avenu Insights & Analytics

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr Fy 2019/2020)

City of Laguna Hills

Levy and Collections
Last Ten Fiscal Years
(amounts expressed in thousands)

Fiscal Year	Secured	Unsecured	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy			Total Collections to Date	
				Amount Collected	% of Levy	Other Collections	Amount	% of Levy
2010-11	5,489	248	\$5,737	\$ 5,577	97.2%	\$ 126	\$ 5,703	99%
2011-12	5,526	246	\$5,772	\$ 5,605	97.1%	\$ 87	\$ 5,692	99%
2012-13	5,587	239	\$5,827	\$ 5,694	97.7%	\$ 85	\$ 5,779	99%
2013-14	5,732	261	\$5,992	\$ 5,885	98.2%	\$ 62	\$ 5,947	99%
2014-15	6,051	275	\$6,327	\$ 6,180	97.7%	\$ 52	\$ 6,231	98%
2015-16	6,375	232	\$6,607	\$ 6,456	97.7%	\$ 72	\$ 6,528	99%
2016-17	6,634	300	\$6,934	\$ 6,733	97.1%	\$ 69	\$ 6,802	98%
2017-18	6,901	230	\$7,131	\$ 7,004	98.2%	\$ 66	\$ 7,070	99%
2018-19	7,288	235	\$7,523	\$ 7,376	98.0%	\$ 66	\$ 7,442	99%
2019-20	7,529	242	\$7,771	\$ 7,624	98.1%	\$ 73	\$ 7,697	99%

Source: County Auditor-Controller, Avenu Insights & Analytics

City of Laguna Hills

Principal Sales Tax Producers Last Fiscal Year and Nine Years Ago

2019-20		2010-11	
Taxpayer	Business Type	Taxpayer	Business Type
Ashley Furniture Homestore	Furniture/Appliance	7-Eleven Food Stores	Food Markets
Big Lots	Department Stores	Alicia-Laguna	Service Stations
BJ's Restaurant & Brewhouse	Restaurants	Becton Dickinson & Company	Biotechnology
Chevron Service Stations	Service Stations	Big Lots	Department Stores
Chick-Fil-A	Restaurants	BJ's Restaurant & Brewhouse	Restaurants
Dick's Sporting Goods	Recreation Products	Buick-Pontiac-Mazda	Auto Sales - New
Gse El Toro	Service Stations	Chevron Service Stations	Service Stations
Howard's Appliances	Furniture/Appliance	Dick's Sporting Goods	Recreation Products
In-N-Out Burgers	Restaurants	Easy Life Furniture	Furniture/Appliance
Jeromes Furniture Warehouse	Furniture/Appliance	Elephant Bar Restaurant	Restaurants
John Deere Landscapes	Florist/Nursery	G & M Service Stations	Service Stations
King's Seafood Company	Restaurants	Howard's Appliances	Furniture/Appliance
Laguna Hills Auto Spa	Service Stations	In-N-Out Burgers	Restaurants
Marshall's Stores	Apparel Stores	J C Penney Company	Department Stores
Material Supply Incorporated	Bldg.Matls-Whsle	King's Seafood Company	Restaurants
Nordstrom Department Store	Department Stores	Lamps Plus	Furniture/Appliance
Pritchard Supply	Bldg.Matls-Whsle	Macy's Department Store	Department Stores
Raising Cane's Chicken Fingers	Restaurants	Marshall's Stores	Apparel Stores
Ralph's Grocery Company	Food Markets	Material Supply Incorporated	Bldg.Matls-Whsle
Schireson Bros	Recreation Products	Nordstrom Department Store	Department Stores
Sidepat	Office Equipment	Ralph's Grocery Company	Food Markets
Sit 'N Sleep-Laguna Hills	Furniture/Appliance	Sears Roebuck & Company	Department Stores
Tesoro Service Stations	Service Stations	Shell Service Stations	Service Stations
Total Wine & More	Liquor Stores	Sit 'N Sleep-Laguna Hills	Furniture/Appliance
Trader Joe's	Food Markets	Tesoro Service Stations	Service Stations

Source: Avenu Insights & Analytics

CITY OF LAGUNA HILLS
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

(amounts expressed in thousands, except per capita amounts)

Fiscal Year	Total Government Certificates of Participation	Personal Income	Per Capita Personal Income	Percentage of Personal Income	COP Per Capita (a)	Direct Borrowing (c)
2011	16,802	1,445,996	\$ 47,227	1.16%	548.75	
2012	15,620	1,363,858	\$ 44,421	1.15%	508.75	
2013	14,388	1,320,001	\$ 42,778	1.09%	466.29	
2014	13,437	1,336,181	\$ 43,315	1.01%	435.57	
2015	12,106	1,373,184	\$ 44,757	0.88%	390.60	
2016	10,726	1,479,761	\$ 46,911	0.72%	340.02	
2017	9,295	1,587,577	\$ 49,896	0.59%	294.67	46
2018	7,825	1,661,606	\$ 52,629	0.47%	245.92	723
2019	6,294	1,724,666	\$ 54,737	0.36%	199.36	627
2020	4,694				148.97	530

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Source: Income Data is provided by the United States Census Data and is adjusted for inflation.

^(a) *Population data can be found in the Schedule of Demographic and Economic Statistics on page III - 21.*

^(b) *2020 personal income data not available at time of print; Hence, table provides personal income history for years 2011-2019.*

^(c) *On-bill financing program with Southern California Edison and San Diego Gas & Electric, for the installation of energy efficient LED street lighting throughout the City, beginning in FY 2016/17.*

CITY OF LAGUNA HILLS
RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS

Fiscal Year	General Obligation Bonds	Less: Amounts Available in Debt Service Fund	Percentage of Estimated Actual Taxable Value of Property	Per Capita
----------------	--------------------------------	--	--	---------------

Note: There was no general bonded debt outstanding for the last ten fiscal years.

CITY OF LAGUNA HILLS
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
AS OF JUNE 30, 2020

	Debt Outstanding	Estimated Percentage Applicable (a)	Estimated Share of Overlapping Debt
<u>OVERLAPPING TAX AND ASSESSMENT DEBT:</u>			
Metropolitan Water District	37,300,000	0.238%	88,774
Saddleback Valley Unified School District	107,545,000	16.762%	18,026,693
Capistrano Unified School District Facilities Improvement District No. 1	18,925,885	0.020%	3,785
TOTAL OVERLAPPING TAX AND ASSESSMENT DEBT:			<u>\$ 18,119,252</u>
<u>DIRECT AND OVERLAPPING GENERAL FUND OBLIGATION DEBT</u>			
Orange County General Fund Obligations	386,745,000	1.176%	4,548,121
Orange County Pension Obligations	466,863,754	1.176%	5,490,318
Orange County Board of Education Certificates of Participation	12,930,000	1.176%	152,057
Capistrano Unified School District Certificates of Participation	27,010,000	0.014%	3,781
Moulton-Niguel Water District Certificates of Participation	57,170,000	13.271%	7,587,030
SUBTOTAL DIRECT AND OVERLAPPING GENERAL FUND OBLIGATION DEBT:			<u>\$ 17,781,308</u>
City of Laguna Hills Certificates of Participation, Direct Debt	4,325,000	100.000%	<u>4,325,000</u>
TOTAL NET OVERLAPPING GENERAL FUND OBLIGATION DEBT:			<u><u>\$ 22,106,308</u></u>
<u>OVERLAPPING TAX INCREMENT DEBT (Successor Agency)</u>	10,185,000	0.813-2.630%	186,828
<u>GROSS COMBINED TOTAL DEBT</u>			<u>\$ 40,412,388 ^(b)</u>

(a) *The percentage of overlapping debt applicable to the city is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping district's assessed value that is within the boundaries of the city divided by the district's total taxable assessed value.*

(b) *Excludes tax and revenue anticipation notes, revenue, mortgage revenue and non-bonded capital lease obligations.*

Source: Avenu Insights & Analytics

CITY OF LAGUNA HILLS
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS
(amounts expressed in thousands)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Debt limit	\$ 819,070	\$ 819,547	\$ 832,512	\$ 853,695	\$ 899,043	\$ 963,016	\$ 1,003,113	\$ 1,037,598	\$ 1,100,194	\$ 1,134,745
Total net debt applicable to limit	16,100	14,970	13,790	12,585	11,335	10,035	9,295	7,825	6,294	4,694
Legal debt margin	<u>\$ 802,970</u>	<u>\$ 804,577</u>	<u>\$ 818,722</u>	<u>\$ 841,110</u>	<u>\$ 887,708</u>	<u>\$ 952,981</u>	<u>\$ 993,818</u>	<u>\$ 1,029,774</u>	<u>\$ 1,093,900</u>	<u>\$ 1,130,051</u>
Total net debt applicable to limit, as a percentage of debt limit	1.97%	1.83%	1.66%	1.47%	1.26%	1.04%	0.93%	0.75%	0.57%	0.41%

Legal Debt Margin Calculation for Fiscal Year 2019/20

Assessed value	7,322,326
Add back: exempt real property	242,642
Total assessed value	<u>7,564,968</u>
Debt limit (15% of total assessed value)	1,134,745
Debt applicable to limit:	
Certificates of Participation	4,694
Total net debt applicable to limit	<u>4,694</u>
Legal debt margin	<u>\$ 1,130,051</u>

Note: Under state finance law, the City of Laguna Hills' outstanding general obligation debt should not exceed 15 percent of total assessed property value. By law, the general obligation debt subject to the limitation may be offset by amounts set aside for repaying general obligation bonds.

CITY OF LAGUNA HILLS
PLEDGED-REVENUE COVERAGE
LAST TEN FISCAL YEARS

Note: There was no debt covenants that required pledged-revenue coverage for the last ten fiscal years.

City of Laguna Hills

Demographic and Economic Statistics Last Ten Fiscal Years

Calendar Year	Population (1)	Personal Income (In Thousands)	Per Capita Personal Income (2)	City Unemployment Rate (3)	Median Age (4)	% Of Pop with High School Diploma (5)	% of Pop With Bachelor's Degree (5)
2010	33,392	1,500,666	44,672	8.1%	39.3	90.6%	42.9%
2011	33,593	1,445,996	47,227	7.4%	40.7	91.4%	43.0%
2012	30,618	1,363,858	44,421	4.8%	41.6	92.3%	44.5%
2013	30,703	1,320,001	42,778	4.2%	41.5	91.7%	42.8%
2014	30,857	1,336,181	43,315	5.0%	41.8	91.6%	45.3%
2015	30,681	1,373,184	44,757	4.1%	41.7	91.2%	44.8%
2016	31,544	1,479,761	46,911	3.7%	41.8	91.5%	45.6%
2017	31,818	1,587,577	49,896	2.6%	43.0	91.3%	46.7%
2018	31,572	1,661,606	52,629	2.2%	41.4	92.1%	49.1%
2019	31,508	1,724,666	54,737	12.2%	42.5	92.3%	49.4%

Source: Avenu Insights & Analytics, U.S. Census Bureau, 2010 American Community Survey

Source: 2010-2018 prior CAFR

The California Department of Finance demographics estimates now incorporate 2010 Census counts as the benchmark.

- 1) Population Projections are provided by the California Department of Finance Projections.
- 2) Income Data is provided by the United States Census Data and is adjusted for inflation.
- 3) Unemployment and Total Employment Data are provided by the EDD's Bureau of Labor Statistics Department.
- 4) Median Age reflects the U.S. Census data estimation table for years 2010-2019
- 5) School diploma and Bachelor's degree is provided by the United States Census data.

City of Laguna Hills

Principal Employers Last Fiscal Year and Nine Years Ago

Business Name	2019-20		2010-11	
	Number of Employees	Percent of Total Employment (%)	Number of Employees	Percent of Total Employment (%)
Saddleback Memorial Medical Center	1,685	10.60%	1,020	6.22%
Laguna Hills Health and Rehabilitation Cntr	246	1.55%		
Saddleback Valley USD	201	1.26%		
Palm Terrace Healthcare & Rehab Center	172	1.08%		
Five Star-Villa Valencia	168	1.06%		
Moulton Niguel Water	158	0.99%		
Memorial Care home health	154	0.97%		
The Wellington (Senior Living)	124	0.78%		
Orange Coast Women's Med Group	120	0.75%		
Bj's Restaurant & Brewhouse*	118	0.74%		
Professional Community Management			350	2.13%
JCPenney Corp Inc.			250	1.52%
Macys Department Store			200	1.22%
Total Top Employees	3,146	19.79%	1,820	11.10%
Total City Employment (1)	15,900			

Source: Avenu Insights & Analytics

Source: 2010-11 prior published CAFR only list Top 4 Employers

(1) Total City Labor Force provided by EDD Labor Force Data.

*Includes Full and Part time

Note: Both Macy's and JCPenney Department Stores are permanently closed.

CITY OF LAGUNA HILLS
FULL-TIME EQUIVALENT PERSONNEL ALLOCATION BY FUNCTION
LAST TEN FISCAL YEARS

Function	Full-time Equivalent Personnel at June 30									
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General Government	11.90	11.90	11.75	11.75	10.99	10.99	10.49	9.74	9.50	9.50
Non-Departmental	0.00	0.00	1.25	1.25	1.00	1.00	1.00	1.00	1.00	1.00
Public Services	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Community Development	8.15	8.15	7.85	7.85	8.23	8.23	8.23	8.00	7.10	7.10
Community Services	<u>15.75</u>	<u>15.75</u>	<u>15.75</u>	<u>15.75</u>	<u>15.40</u>	<u>15.40</u>	<u>15.40</u>	<u>14.65</u>	<u>14.50</u>	<u>14.50</u> ^(a)
Total	<u>40.80</u>	<u>40.80</u>	<u>41.60</u>	<u>41.60</u>	<u>40.62</u>	<u>40.62</u>	<u>40.12</u>	<u>38.39</u>	<u>37.10</u>	<u>37.10</u>

(a) Community Services count includes number of full-time equivalent employees furloughed due to the COVID-19 pandemic and subsequent cancelled programs and facility closures.

Source: City of Laguna Hills' Biennial Budget

CITY OF LAGUNA HILLS

OPERATING INDICATORS BY FUNCTION

LAST TEN FISCAL YEARS

Function	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20
Police ^(b)										
Physical arrests	684	468	362	458	534	284	293	281	240	240
Parking violations	2,087	1,107	885	1,407	1,981	3,257	3,406	2,487	2,381	1,871
Traffic violations	4,089	3,074	2,462	2,070	3,041	3,187	2,669	1,512	1,136	720
Fire ^(c)										
Number of calls answered	2,614	2,550	2,579	2,584	2,675	2,888	3,077	3,203	3,303	3,120
Inspections	393	308	273	379	494	364	299	440	327	310
Highways and Streets ^(d)										
Sidewalk replacement (sq. ft.)	8,592	13,482	13,610	3,519	7,250	940	7,012	1,328	1,790	790
Curb & gutter replacement (linear ft.)	1,727	3,990	1,141	478	-	211	523	28	85	90
Asphalt concrete placed (tons)	14,454	15,692	16,319	7,857	16,276	134	10,536	1,215	174	260
Street sweeping debris collected (tons)	290	374	432	293	265	229	219	217	227	200
New sign installations	102	28	42	65	23	155	12	31	2	10
Sign Replacements	173	161	378	278	380	297	312	196	55	220
Trees trimmed	1,872	1,474	1,568	1,185	792	821	1,396	1,347	1,407	1,630
Trees removed	114	166	215	179	461	152	263	286	183	200
Trees planted	39	649	39	44	38	43	118	120	109	130
Sanitation ^(a)										
Refuse collected (tons/day)	46	44	47	45	43	47	49	48	45	50
Recyclables collected (tons/day)	47	45	46	46	49	50	47	46	46	40
Culture and Recreation ^(e)										
Community center programs (participants)	6,876	5,682	5,633	5,783	5,637	6,152	5,686	5,993	4,456	2,910
Athletic permits	57	44	41	45	41	42	48	41	43	30
Waste Stream ^(a)										
Refuse collected (tons)	16,814	15,932	17,185	16,416	15,707	17,197	17,966	17,520	16,576	20,010
Recyclables collected (tons)	17,325	16,391	16,753	16,964	17,728	18,150	17,058	16,827	16,879	15,610

^(a) CR&R Monthly Tonnage Report, 6/30/20

^(b) Orange County Sheriff's Daily Booking Log,; Monthly Traffic Statistics; Data Ticket Citation Report

^(c) Orange County Fire Authority- Clerk of the Authority, Safety & Environmental Services, Planning & Development

^(d) City of Laguna Hills, Public Works Department

^(e) City of Laguna Hills, Community Center Department

Attachment: Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2020 (2276 : Cafr FY

CITY OF LAGUNA HILLS
CAPITAL ASSETS STATISTICS BY FUNCTION
LAST TEN FISCAL YEARS

Function	Fiscal Year									
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Highways and streets										
Streets (miles)	83	83	83	83	83	83	83	83	83	83
Traffic signals	46	46	46	46	47	47	47	48	48	48
Culture and recreation										
Parks acreage	83	83	83	83	83	83	83	83	83	83
Parks	15	15	15	15	15	15	15	15	15	15
Community centers	1	1	1	1	1	1	1	1	1	1
Civic Center	1	1	1	1	1	1	1	1	1	1

Source: Various City Departments

CITY OF LAGUNA HILLS

AT A GLANCE

GENERAL INFORMATION

The City of Laguna Hills, located in South Orange County, has approximately 6.6 square miles of land in its corporate boundary and is now home to 31,508 people. The majority of the area in the City has a distinctive residential character. Yet, the City has a commercial base in its northern part. This commercial area, or “urban village”, is anchored by The Village at Laguna Hills, the Oakbrook Village Shopping Center, and Saddleback Memorial Hospital. It includes retail, restaurant, professional office, and medical related building space. When the City annexed the “North Laguna Hills” area in July of 1996, the City acquired 1.2 square miles of primarily light industrial, professional office, specialty retail, hotel, and residential uses. This annexed area contains a furniture row, office headquarters, and the only light industrial/manufacturing establishments in the City. In September of 2000, the City grew by another 150 acres as a result of the annexation of residential properties identified as West Laguna Hills.

HISTORY

Laguna Hills is built on one of the major land grants developed during the rancho area. Following Mexico’s independence from Spain in 1821, those who had served in the government or who had friends in authority were given vast lands for cattle grazing. Rancho Lomas de Santiago, Rancho San Joaquin, and Rancho Niguel covered much of the western portion of the Saddleback Valley. Don Juan Avila was granted the 13,000-acre Rancho Niguel on which Laguna Hills is located.

In 1874, Lewis Moulton purchased Rancho Niguel from Don Juan Avila and increased the original grant to 22,000 acres. Moulton and his partner, Jean Piedrea Daguerre, used the ranch to raise sheep and cattle. The Moulton ranch was eventually subdivided in the early 1960s, part of which is recognized as Laguna Hills.

Incorporation efforts began in 1987 and on March 5, 1991, the goal of incorporation was finally achieved with 86% of the residents voting in favor of forming the City of Laguna Hills. On December 20, 1991, Laguna Hills officially became a City.

CITY GOVERNMENT

The City of Laguna Hills is a General Law City that operates under the Council/Manager form of government. The voters elect five of their fellow citizens to the City Council for overlapping four-year terms. The Council, in turn, selects one of its members to serve as Mayor for a one-year term. The City Council holds regular public meetings on the second and fourth Tuesday of each month.

