



CITY OF LAGUNA HILLS CITY COUNCIL/PLANNING AGENCY

REGULAR MEETING AGENDA Tuesday, July 9, 2019 – 7:00 PM (Closed Session at 6:00 PM when scheduled)

Don Sedgwick, Mayor

**Janine Heft, Mayor Pro Tempore
Erica Pezold, 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

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

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

CLOSED SESSION - CONVENING AT 6:00 PM

CALL TO ORDER

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

ROLL CALL OF CITY COUNCIL MEMBERS

ANNOUNCEMENT OF CLOSED SESSION ITEM(S)

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

A. 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 (1) of subdivision (e) of Government Code Section 54956.9: (1 potential case).

PUBLIC COMMENT ON CLOSED SESSION ITEM(S)**ADJOURN TO CITY COUNCIL CONFERENCE ROOM****CONVENE INTO CLOSED SESSION**

The City Council will convene into Closed Session to consider the matter(s) listed above.

RECONVENE TO CITY COUNCIL CHAMBERS**RECESS**



CITY OF LAGUNA HILLS CITY COUNCIL/PLANNING AGENCY

REGULAR MEETING AGENDA Tuesday, July 9, 2019 – 7:00 PM (Closed Session at 6:00 PM when scheduled)

Don Sedgwick, Mayor

**Janine Heft, Mayor Pro Tempore
Erica Pezold, 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

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GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE: COUNCIL MEMBER GILBERT

ROLL CALL OF CITY COUNCIL MEMBERS

CLOSED SESSION REPORT

1. PRESENTATIONS AND PROCLAMATIONS**1.1 Southern California Edison Wildfire Mitigation Presentation**

Recommendation: That the City Council receive a presentation from Karalee Darnell, Local Public Affairs, Southern California Edison.

1.2 Ten Year Anniversary Award

Recommendation: That Mayor Sedgwick recognize Gail Cochran, Accounting Specialist, for Ten Years of Service to the City of Laguna Hills and present a Certificate of Recognition and a gift to Ms. Cochran.

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 March 23, 2019, Special Meeting

Recommendation: That the City Council approve the Minutes of the March 23, 2019, Special Meeting.

3.3 Approval of Minutes for June 25, 2019, Regular Meeting

Recommendation: That the City Council approve the Minutes for the June 25, 2019, Regular Meeting.

3.4 Approval of Warrant Register for July 9, 2019

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from June 14, 2019, to June 27, 2019, in the amount of \$208,649.76.

3.5 Approval of Proposed Fiscal Year 2019/2020 School Crossing Guard Services Agreement

Recommendation: That the City Council: (1) Waive competitive formal bidding requirements and procedures set forth in the Laguna Hills Municipal Code (LHMC) Section 3-08.090 with regard to approval of the proposed Fiscal Year 2019/2020 School Crossing Guard Services Agreement with All City Management, as it is hereby found and determined, pursuant to LHMC 3-08.110, that compliance is not in the City's best interest at this time based on the information presented herein by City staff; and (2) Approve the proposed School Crossing Guard Services Agreement for Fiscal Year 2019/2020 with All City Management Services and authorize the Mayor to execute the proposed Agreement.

3.6 Resolution Establishing a New Employment Classification Along with Salary Range and Benefits for a Position Within the Bargaining Unit Covered by the Memorandum of Understanding with the Laguna Hills City Employees Association

Recommendation: That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, establishing a new Employment Classification along with salary range and benefits within the Bargaining Unit covered by the Memorandum of Understanding with the Laguna Hills City Employees Association."

3.7 Southern California Association of Governments' (SCAG) Local Profile Report of Laguna Hills

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

3.8 Designation of Voting Delegate for League of California Cities Annual Conference

Recommendation: That the City Council appoint Mayor Sedgwick as the Voting Delegate and appoint Mayor Pro Tempore Heft as the Voting Delegate Alternate for the League of California Cities Annual Conference.

3.9 Adoption of Fiscal Year 2019/2020 Civic Center Budget

Recommendation: That the City Council approve and adopt the Fiscal year 2019/2020 Civic Center Budget.

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 June 25, 2019, Regular Meeting**

Recommendation: That the Planning Agency approve the Minutes for the June 25, 2019, Regular Meeting.

4.4. ADMINISTRATIVE REPORTS**4.5. PLANNING AGENCY PUBLIC HEARINGS****PLANNING AGENCY ADJOURNMENT****5. CITY COUNCIL PUBLIC HEARINGS****5.1 Confirmation of 2019 Weed Abatement Cost Report**

Recommendation: That the City Council conduct a Public Hearing regarding the 2019 Weed Abatement Cost Report and adopt a Resolution entitled: "A

Resolution of the City Council of the City of Laguna Hills, California, confirming the 2019 Weed Abatement Cost Report and providing for the collection of weed abatement assessments on the next regular tax bill levied against the subject parcel for municipal purposes."

6. ADMINISTRATIVE REPORTS

6.1. City Manager

7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS

7.1 Permanent Memorial for the 3/5 Darkhorse Marine Battalion

Recommendation: That the City Council direct staff to research and propose a process for the design, fabrication, and installation of a permanent memorial for the 3/5 Darkhorse Marine Battalion.

8. CITY COUNCIL MEMBER COMMENTS

ADJOURNMENT

The next Regular Meeting of the City Council/Planning Agency will be August 27, 2019, 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 July 5, 2019, at 5:00 pm.



City Clerk

July 5, 2019

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: July 9, 2019
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Ten Year Anniversary Award

RECOMMENDATION: That Mayor Sedgwick recognize Gail Cochran, Accounting Specialist, for Ten Years of Service to the City of Laguna Hills and present a Certificate of Recognition and a gift to Ms. Cochran.

SUMMARY:

At this meeting, Mayor Sedgwick will recognize Gail Cochran, Accounting Specialist, for ten years of service to the City of Laguna Hills. Gail was originally hired as a Part-Time Accounting Clerk on June 23, 2003, and was promoted to a full-time Accounting Clerk II in July 2009. She has since been promoted to Accounting Technician and Accounting Specialist.

Employees are recognized when they have been with the City for five years with a Certificate of Recognition. Employees with ten, fifteen, and twenty years of service are recognized at a City Council meeting with the Mayor presenting a Certificate of Recognition and a gift.

ATTACHMENTS:

- Certificate of Recognition - Ten Year Service Award



CITY OF LAGUNA HILLS

CERTIFICATE OF RECOGNITION

GAIL COCHRAN

Accounting Specialist

Ten Year Service Award

WHEREAS, Gail Cochran has served as a full-time employee for the City of Laguna Hills since July 1, 2009; and

WHEREAS, it is the policy and practice of the City of Laguna Hills to attract and retain highly qualified and motivated people; and

WHEREAS, Gail Cochran has served the City of Laguna Hills in a professional, caring, and conscientious manner for ten years; and

WHEREAS, Gail's service has greatly contributed to the overall success of the City in its efforts to provide quality local government services, programs, and projects to the residents and businesses of Laguna Hills; and

WHEREAS, it is an honor to recognize the length and quality of Gail's service to the City.

NOW, THEREFORE, I, Don Sedgwick, Mayor, on behalf of the City Council, do hereby express appreciation to Gail Cochran for ten years of service to the City of Laguna Hills.

Dated this 9th day of July 2019.

DON SEDGWICK, MAYOR



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Mayor and Council Members
FROM: Jennifer Lee
Assistant City Clerk
ISSUE: Approval of Minutes for March 23, 2019, Special Meeting

RECOMMENDATION: That the City Council approve the Minutes of the March 23, 2019, Special Meeting.

ATTACHMENTS:

- 190323 CC Special Minutes

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

**SPECIAL MEETING
MINUTES
Saturday, March 23, 2019**

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Mayor Gilbert.

PLEDGE OF ALLEGIANCE: MAYOR PRO TEMPORE HEFT

ROLL CALL OF CITY COUNCIL MEMBERS

Attendee Name	Title	Status	Arrived
Dore J. Gilbert, M.D.	Mayor	Present	
Janine Heft	Mayor Pro Tempore	Late	9:04 AM
Erica Pezold	Council Member	Present	
Don Sedgwick	Council Member	Present	
Dave Wheeler	Council Member	Present	

PUBLIC COMMENTS

There were no Public Comments.

CITY COUNCIL WORKSHOP ITEMS

1. Presentation from Wallace Walrod, Ph. D., Chief Economic Advisor for the Orange County Business Council, Regarding Retail E-Volution

Recommendation: The City Council received and filed a presentation from Wallace Walrod, Ph. D., Chief Economic Advisor for the Orange Council Business Council, regarding Retail E-Volution.

2. General Municipal Financial Update

Recommendation: The City Council received a General Municipal Financial Update and PowerPoint presentation from City Manager White and discussed related issues. City Manager White responded to questions from the City Council pertaining to the information presented in the PowerPoint.

RECESS

The Special Meeting was recessed at 11:43 a.m. and reconvened at 12:01 p.m. All City Council Members were present.

3. Public Information and Community Engagement

Recommendation: That the City Council approve the draft scope of work and direct staff to issue a Request for Proposals for Public Information and Community Engagement Services.

Motion to direct staff to bring Item No. 3 back to the City Council for further discussion.

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

4. City Council Evaluation and Rating of Council Member Budget Proposals for the 2019-21 Biennial Budget

Recommendation: That the City Council evaluate and rate Council Member budget proposals for the 2019-21 Biennial Budget.

Council Members rated the following City Council proposals:

1. Installation of electronic bulletin board
2. Research the installation of license plate readers at all of the five freeway exits
3. Prescription Disposal Program
4. Memorial Program for purchasing of street signs, stop signs, or park benches with a trash can by constituent/business
5. Creation of office space for City Council Members
6. Homeowner Recognition Program
7. Recognition of resident and businesses in City Views
8. Additional Volunteer Connection Days

All budget proposals submitted by City Council Members received a passing score for inclusion in the 2019-2021 Biennial Budget, with exception of Item No. 5 – Creation of office space for City Council Members, which will be brought back to the City Council for discussion at a future meeting.

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

5. Discussion of City Council Meeting Protocols and City Council Use of Official City Stationery

Recommendation: That the City Council review, evaluate, and discuss City Council meeting protocols and City Council use of official City stationery.

Item No. 5 was tabled for discussion at a future meeting due to a lack of time.

CITY COUNCIL MEMBER COMMENTS

Mayor Pro Tempore Heft

Mayor Pro Tempore Heft indicated interest in researching the use of invocations at City Council Meetings.

Mayor Pro Tempore Heft also stated that Mayor Rath participated in a Principal for a Day program at Mission Viejo High School and suggested that the City do the same next year at Laguna Hills High School.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Gilbert declared the meeting adjourned at 2:04 p.m.

Melissa Au-Yeung, City Clerk

ATTEST:

Don Sedgwick, Mayor

Approved at meeting of July 9, 2019



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Approval of Minutes for June 25, 2019, Regular Meeting

RECOMMENDATION: That the City Council approve the Minutes for the June 25, 2019, Regular Meeting.

ATTACHMENTS:

- 190625 CC Minutes

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

**REGULAR MEETING
MINUTES
Tuesday, June 25, 2019**

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor Sedgwick.

PLEDGE OF ALLEGIANCE: COUNCIL MEMBER PEZOLD

ROLL CALL OF CITY COUNCIL MEMBERS

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

1. PRESENTATIONS AND PROCLAMATIONS

1.1 Interstate 5 - Segment 2 Construction Schedule Presentation

Recommendation: The City Council received a presentation from Niall Barrett, P.E., Program Manager at OCTA, on the Interstate 5 - Segment 2 construction schedule.

2. PUBLIC COMMENTS

Karen Champ, a resident of Laguna Hills, voiced her concerns regarding the use of gas leaf blowers in Laguna Hills.

3. CONSENT CALENDAR

Motion to approve the Consent Calendar with Council Member Wheeler removing Item No. 3.7.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janine Heft, Mayor Pro Tempore

SECONDER: Dore J. Gilbert, M.D., Council Member
AYES: Don Sedgwick, Mayor; Janine Heft, Mayor Pro Tempore; Dore J. Gilbert, M.D., Council Member; Erica Pezold, 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 May 28, 2019, Regular Meeting

Recommendation: That the City Council approve the Minutes for the May 28, 2019, Regular Meeting.

3.3 Approval of Minutes for June 11, 2019, Regular Meeting

Recommendation: That the City Council approve the Minutes for the June 11, 2019, Regular Meeting.

3.4 Approval of Warrant Register for June 25, 2019

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from June 1, 2019, to June 13, 2019, in the amount of \$286,372.68.

3.5 Adoption of the Annual Appropriations Limit for Fiscal Year 2019/2020

Recommendation: That the City Council adopt Resolution No. 2019-06-25-1: "A Resolution of the City Council of the City of Laguna Hills, California, determining and adopting an Appropriations Limit for Fiscal Year 2019/2020 in accordance with Article XIII B of the Constitution of the State of California, and Section 7910 of the Government Code."

3.6 Fiscal Year 2019/2020 Trauma Intervention Program Agreement

Recommendation: That the City Council approve the proposed Victim Support Services Agreement for Fiscal Year 2019/2020 with Trauma Intervention Programs, Inc. and authorize the City Manager to execute the Agreement.

3.8 Authorization to Advertise for Bids the Citywide Street Maintenance Project, CIP No. 101-K

Recommendation: That the City Council: (1) Find and determine the Citywide Street Maintenance Project, CIP No. 101-K, is categorically exempt from CEQA pursuant to Section 15301(c) of Title 14, Chapter 3 of the California Code of Regulations (Class 1, Existing Facilities exemption); (2) Approve the Plans and Specifications available at the office of the City Clerk and at the dais; and (3) Authorize the Advertisement for Bids of the Citywide Street Maintenance Project, CIP No. 101-K.

3.9 Approval of Proposed Professional Services Agreements for On-Call Civil Engineering, Project Management, and Support Services with (1) Ardurra Group, Inc., Dba AndersonPenna Partners; (2) Bucknam Infrastructure Group, Inc.; (3) HR Green Pacific, Inc.; (4) Interwest Consulting Group, Inc.; and (5) NV5, Inc.

Recommendation: That the City Council approve the proposed Professional Services Agreements for On-call Civil Engineering, Project Management, and Support Services with (1) Ardurra Group, Inc., dba AndersonPenna Partners; (2) Bucknam Infrastructure Group, Inc.; (3) HR Green Pacific, Inc.; (4) Interwest Consulting Group, Inc.; and (5) NV5, Inc., and authorize the Mayor to execute the Agreements.

ITEMS REMOVED FROM THE CONSENT CALENDAR

3.7 Proposed Amendment No. 1 to the Senior Transportation Services Agreement with Cabco Yellow, Inc., Dba California Yellow Cab for Continued Taxi Transportation Services for the City's Senior Dial-A-Taxi Program

Council Member Wheeler removed Item No. 3.7 from the Consent Calendar to request additional information.

Recommendation: That the City Council approve and authorize the Mayor to execute proposed Amendment No. 1 to the Senior Transportation Services Agreement with Cabco Yellow, Inc., dba California Yellow Cab, to extend the term of the Agreement for an additional two years (Renewal Term) and to adjust the Fee Schedule for the Renewal Term so as to not increase the Rider Co-pay for the City's Senior Dial-a-Taxi Program.

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

4. PLANNING AGENCY

Mayor Sedgwick 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 7:30 p.m.

4.1. ROLL CALL OF PLANNING AGENCY MEMBERS

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

4.2. PUBLIC COMMENTS

There were no Planning Agency Public Comments.

4.3. APPROVAL OF MINUTES

4.3.1 Approval of Minutes for May 28, 2019, Regular Meeting

Recommendation: That the Planning Agency approve the Minutes for the May 28, 2019, Regular Meeting.

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

4.3.2 Approval of Minutes for June 11, 2019, Regular Meeting

Recommendation: That the Planning Agency approve the Minutes for the June 11, 2019, Regular Meeting.

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

4.4. ADMINISTRATIVE REPORTS**4.4.1 Adoption of a Resolution Making Findings of General Plan Consistency for the Proposed Fiscal Year 2019/2020 Capital Improvement Program**

Assistant City Manager/ Director of Public Services Rosenfield reviewed the information provided in the staff report.

Recommendation: That the Planning Agency adopt Resolution No. PA2019-06-25-1: "A Resolution of the Planning Agency of the City of Laguna Hills, California, finding that the proposed Fiscal Year 2019/2020 Capital Improvement Program conforms with the General Plan of the City of Laguna Hills pursuant to California Government Code Section 65401."

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

4.5. PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency Public Hearings.

PLANNING AGENCY ADJOURNMENT

Mayor Sedgwick reconvened the City Council Meeting at 7:33 p.m. All Council Members were present.

5. CITY COUNCIL PUBLIC HEARINGS

5.1 Adoption of the Biennial Budget for Fiscal Years 2019/2020 & 2020/2021, Including the Operating Budget, Debt Service, Six-Year Capital Improvement Plan, and Other Appropriations

Recommendation: That the City Council: (1) Conduct a Public Hearing regarding the Biennial Budget for Fiscal Years 2019/2020 & 2020/2021; and (2) Adopt Resolution No. 2019-06-25-2: "A Resolution of the City Council of the City of Laguna Hills, California, adopting the Operating Budget, Capital Improvement Program, and Other Appropriations for the City of Laguna Hills for Fiscal Years 2019/2020 - 2020/2021."

City Manager White introduced Item No. 5.1, provided brief comments, and recommended adoption of the Biennial Budget.

Mayor Sedgwick opened the Public Hearing and upon seeing no one rise, closed the Public Hearing.

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

6. ADMINISTRATIVE REPORTS

6.1. City Manager

The City Manager gave no Administrative Reports.

7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS

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

8. CITY COUNCIL MEMBER COMMENTS

Council Member Wheeler

Council Member Wheeler requested that a discussion on the delivery schedule of the agenda be placed on a future agenda and received a second from Mayor Pro Tempore Heft.

Mayor Pro Tempore Heft

Mayor Pro Tempore Heft stated that she attended the Laguna Hills High School Grad Night preview and gave a report on some of the décor at the event.

Mayor Pro Tempore requested that a discussion of a permanent memorial for the 3/5 Marine Battalion at City Hall be placed on a future agenda and received a second from Council Member Gilbert.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Sedgwick declared the meeting adjourned at 7:48 p.m.

Melissa Au-Yeung, City Clerk

ATTEST:

Don Sedgwick, Mayor

Approved at meeting of July 9, 2019



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Mayor and Council Members
FROM: Janice Reyes
Finance Director
ISSUE: Approval of Warrant Register for July 9, 2019

RECOMMENDATION: That the City Council ratify the accompanying Warrant Register for the period from June 14, 2019, to June 27, 2019, in the amount of \$208,649.76.

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 June 14, 2019, to June 27, 2019, 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 - July 7, 2019
- Warrant Register Payables Detail Report - July 09, 2019



City of Laguna Hills, CA

Warrant Register - July 7, 2019

By Check Number

Date Range: 06/14/2019 - 06/27/2019

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Regular				
8816317	Z-CS-0177	LOPEZ, ARMINIO	06/20/2019	250.00
8816318	M-1513	MEEHAN, DANIEL	06/20/2019	500.00
8816319	O-1500	ORANGE COUNTY REGISTER	06/20/2019	168.30
8816320	S-1902	SAN DIEGO GAS & ELECTRIC	06/20/2019	30,954.39
8816321	S-2188	SCANNING SERVICE CORPORATION	06/20/2019	6,456.30
8816322	S-1904	SOUTHERN CALIFORNIA EDISON	06/20/2019	159.44
8816323	T-2002	TAB PRODUCTS COMPANY	06/20/2019	671.36
8816324	T-2698	TPX COMMUNICATIONS	06/20/2019	484.64
8816325	L-1382	LOYA, RICKY	06/20/2019	180.00
8816326	R-1967	RUSSELL, RICHARD WYATT	06/20/2019	2,286.40
8816327	Z-CD-0144	ALCAZAR CUSTOM POOLS	06/27/2019	500.00
8816328	A-0138	ALL CITY MANAGEMENT, INC.	06/27/2019	4,177.44
8816329	A-0359	ANDERSON PENNA PARTNERS, INC.	06/27/2019	15,603.75
8816330	A-0360	ARC DOCUMENT SOLUTIONS, LLC	06/27/2019	86.48
8816331	A-0365	AT&T - CALNET 3	06/27/2019	214.24
8816332	B-0431	BMI	06/27/2019	358.00
8816333	C-1177	CANON FINANCIAL SERVICES, INC.	06/27/2019	500.75
8816334	C-1191	COMMUNICATIONS CHGS- LAW ENF - COUNTY OF ORANGE	06/27/2019	947.16
8816335	C-1139	COMPLETE OFFICE OF CALIFORNIA	06/27/2019	1,062.66
8816336	C-0023	COX COMMUNICATION	06/27/2019	1,253.09
8816337	D-0461	DATA TICKET, INC.	06/27/2019	891.58
8816338	D-0561	DOCU-TRUST LAGUNA VAULT	06/27/2019	75.00
8816339	Z-CD-0146	ENDING ROOFING	06/27/2019	870.00
8816340	Z-CD-0010	ESPLANADE BUILDERS, INC.	06/27/2019	439.95
8816341	C-1190	FINGERPRINT ID (AFIS) LAW ENF. - COUNTY OF ORANGE	06/27/2019	1,272.00
8816342	G-0710	GOV'T FINANCE OFFICERS ASSN	06/27/2019	250.00
8816343	G-0844	GREEN MART, INC.	06/27/2019	996.69
8816344	H-0804	HINDERLITER, DE LLAMAS & ASSOC., INC.	06/27/2019	2,246.39
8816345	H-0934	HOME DEPOT	06/27/2019	8.05
8816346	H-0960	HR GREEN PACIFIC, INC.	06/27/2019	41,516.76
8816347	J-1057	JAMEY CLARK, INC.	06/27/2019	368.00
8816348	Z-CD-0147	JIM MURRAY ROOFING INC.	06/27/2019	570.00
8816349	K-1193	KOSMONT COMPANIES	06/27/2019	338.00
8816350	L-1332	LABELS AND FOLDERS.COM	06/27/2019	94.59
8816351	Z-CD-0148	LINNERT ROOFING, INC. C/O CHARLES LINNERT	06/27/2019	780.00
8816352	M-1585	MCDONALD, KAYLE	06/27/2019	58.58
8816353	M-1388	MOBILE MINI, INC.	06/27/2019	82.97
8816354	Z-CD-0149	MOIN, KOUROSH	06/27/2019	802.60
8816355	M-1302	MOULTON NIGUEL WATER DISTRICT	06/27/2019	3,384.28
8816356	N-1474	NIEVES LANDSCAPE, INC.	06/27/2019	1,824.64
8816357	O-1546	OFFICE SOLUTIONS	06/27/2019	1,105.83
8816358	C-1003	PARKING VIOLATIONS OC TREASURER-TAX COLLECTOR	06/27/2019	1,787.00
8816359	P-1834	PLACEWORKS, INC.	06/27/2019	902.50
8816360	Z-CD-0145	POOL LOGIC	06/27/2019	500.00
8816361	R-1934	RENEGADE RACING MAKE-U-FIT PRODUCTIONS	06/27/2019	18,251.50
8816362	S-2267	SINTA DESIGN	06/27/2019	280.00
8816363	S-1904	SOUTHERN CALIFORNIA EDISON	06/27/2019	1,060.59
8816364	S-2250	SPARKLETTS	06/27/2019	176.61
8816365	S-1980	STATE DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	06/27/2019	32.00
8816366	S-2209	STUDIO TWO BLACK DIAMOND	06/27/2019	37.71
8816367	S-2105	SYMQUEST SERVICES	06/27/2019	108.10
8816368	T-2663	THE ACTIVE NETWORK	06/27/2019	2,621.51
8816369	T-2707	TIPTON, ERIC	06/27/2019	97.50

Attachment: Warrant Register - July 7, 2019 (1908 : Approval of Warrant Register for July 9, 2019)

Warrant Register - July 7, 2019

Check Number	Vendor Number	Vendor Name
8816370	T-2681	TOTALFUNDS BY HASLER MAILROOM FINANCE, INC.
8816371	U-2121	U.S. POSTAL SERVICE
8816372	W-2302	WEST PUBLISHING CORPORATION THOMSON REUTERS - WEST
8816373	W-2439	WESTAMERICA COMMUNICATIONS,INC
8816374	R-1801	WOODRUFF, SPRADLIN & SMART

Date Range: 06/14/2019 - 06/27/2019

Payment Date	Payment Amount
06/27/2019	1,000.00
06/27/2019	235.00
06/27/2019	251.52
06/27/2019	8,175.00
06/27/2019	35,145.07

Attachment: Warrant Register - July 7, 2019 (1908 : Approval of Warrant Register for July 9, 2019)

Warrant Register - July 7, 2019

Date Range: 06/14/2019 - 06/27/2019

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Bank Draft				
DFT0000849	B-0276	BANK OF AMERICA VISA CARD	06/14/2019	2,916.24
DFT0000850	B-0276	BANK OF AMERICA VISA CARD	06/14/2019	1,351.04
DFT0000851	B-0276	BANK OF AMERICA VISA CARD	06/14/2019	5,428.45
DFT0000852	B-0276	BANK OF AMERICA VISA CARD	06/14/2019	148.23
DFT0000853	B-0276	BANK OF AMERICA VISA CARD	06/14/2019	3,353.88

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	78	58	0.00	195,451.92
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	5	5	0.00	13,197.84
EFT's	0	0	0.00	0.00
	83	69	0.00	208,649.76

Attachment: Warrant Register - July 7, 2019 (1908 : Approval of Warrant Register for July 9, 2019)



City of Laguna Hills, CA

Warrant Register - Payables Detail Report

By Fund

Payment Dates 06/14/2019 - 06/27/2019

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
Fund: 100 - GENERAL FUND					
06/14/2019	BANK OF AMERICA VISA CARD	052019 COMSVCS	Departmental Expenditure, May '19	100-000-140000	710.29
06/14/2019	BANK OF AMERICA VISA CARD	052019 COMSVCS	Departmental Expenditure, May '19	100-195-720050	232.70
06/14/2019	BANK OF AMERICA VISA CARD	052019 COMSVCS	Departmental Expenditure, May '19	100-310-622500	189.68
06/14/2019	BANK OF AMERICA VISA CARD	052019 COMSVCS	Departmental Expenditure, May '19	100-310-622501	334.46
06/14/2019	BANK OF AMERICA VISA CARD	052019 COMSVCS	Departmental Expenditure, May '19	100-310-626000	600.00
06/14/2019	BANK OF AMERICA VISA CARD	052019 COMSVCS	Departmental Expenditure, May '19	100-310-695500	62.79
06/14/2019	BANK OF AMERICA VISA CARD	052019 COMSVCS	Departmental Expenditure, May '19	100-310-695502	127.54
06/14/2019	BANK OF AMERICA VISA CARD	052019 COMSVCS	Departmental Expenditure, May '19	100-310-695507	3,170.99
06/14/2019	BANK OF AMERICA VISA CARD	052019 GENGOV 1	Departmental Expenditure, May '19	100-155-610000	1,400.00
06/14/2019	BANK OF AMERICA VISA CARD	052019 GENGOV 1	Departmental Expenditure, May '19	100-155-612000	909.17
06/14/2019	BANK OF AMERICA VISA CARD	052019 GENGOV 1	Departmental Expenditure, May '19	100-155-622000	285.13
06/14/2019	BANK OF AMERICA VISA CARD	052019 GENGOV 1	Departmental Expenditure, May '19	100-155-626000	48.48
06/14/2019	BANK OF AMERICA VISA CARD	052019 GENGOV 1	Departmental Expenditure, May '19	100-225-611000	273.46
06/14/2019	BANK OF AMERICA VISA CARD	052019 GENGOV 2	Departmental Expenditure, May '19	100-155-611000	951.06
06/14/2019	BANK OF AMERICA VISA CARD	052019 GENGOV 2	Departmental Expenditure, May '19	100-195-720050	399.98
06/14/2019	BANK OF AMERICA VISA CARD	052019 POLSVCS	Departmental Expenditure, May '19	100-000-120000	-1,196.00
06/14/2019	BANK OF AMERICA VISA CARD	052019 POLSVCS	Departmental Expenditure, May '19	100-420-610000	75.00
06/14/2019	BANK OF AMERICA VISA CARD	052019 POLSVCS	Departmental Expenditure, May '19	100-420-611000	1,390.47
06/14/2019	BANK OF AMERICA VISA CARD	052019 POLSVCS	Departmental Expenditure, May '19	100-420-622000	187.49
06/14/2019	BANK OF AMERICA VISA CARD	052019 POLSVCS	Departmental Expenditure, May '19	100-420-622400	1,021.75
06/14/2019	BANK OF AMERICA VISA CARD	052019 POLSVCS	Departmental Expenditure, May '19	100-420-695000	27.33
06/14/2019	BANK OF AMERICA VISA CARD	052019 POLSVCS	Departmental Expenditure, May '19	100-420-910000	1,847.84
06/14/2019	BANK OF AMERICA VISA CARD	052019 PUBSVCS	Departmental Expenditure, May '19	100-355-720701	148.23
06/20/2019	ORANGE COUNTY REGISTER	060619	Subscription, Community Center, 7/4 - 8/29	100-310-626000	168.30
06/20/2019	SAN DIEGO GAS & ELECTRIC	061319	Street Lights, Traffic Control, Com Ctr, May '19	100-310-631100	7,910.19
06/20/2019	SOUTHERN CALIFORNIA EDISON	061319	Street Lights, Traffic Control, May '19	100-355-631000	115.56
06/20/2019	SAN DIEGO GAS & ELECTRIC	061319	Street Lights, Traffic Control, Com Ctr, May '19	100-355-631000	7,778.76
06/20/2019	SOUTHERN CALIFORNIA EDISON	061319	Street Lights, Traffic Control, May '19	100-355-631400	43.88

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Warrant Register - Payables Detail Report

Payment Dates: 06/14/2019 - 06/27/2019

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
06/20/2019	SAN DIEGO GAS & ELECTRIC	061319	Street Lights, Traffic Control, Com Ctr, May '19	100-355-631400	11,901.46
06/20/2019	SAN DIEGO GAS & ELECTRIC	061319	Street Lights, Traffic Control, Com Ctr, May '19	100-355-631900	3,363.98
06/20/2019	LOYA, RICKY	08152	Umpire Fees, Community Services, Jul '18	100-310-622502	180.00
06/20/2019	RUSSELL, RICHARD WYATT	110918	Contract Instructor Services, Tennis	100-310-721500	2,286.40
06/20/2019	TPX COMMUNICATIONS	116829589-0	Communications Expense, Jun '19	100-195-630000	484.64
06/20/2019	SCANNING SERVICE CORPORATION	2019031	Document Imaging Svcs, Jun '19	100-155-700030	6,456.30
06/20/2019	TAB PRODUCTS COMPANY	2430380	Office Supplies, General Government, Apr '19	100-155-620000	671.36
06/20/2019	LOPEZ, ARMINIO	FRD-0184	Refund, Facility Deposit, R# 1032138.002	100-000-222000	250.00
06/27/2019	HINDERLITER, DE LLAMAS & ASSOC., INC.	0031416-IN	Sales Tax 2nd Qtr , Audit Sales 4th Qtr	100-155-700052	2,246.39
06/27/2019	OFFICE SOLUTIONS	01590071	Office Supplies, Jun '19	100-195-620000	56.95
06/27/2019	OFFICE SOLUTIONS	01590240	Office Supplies, Jun '19	100-195-620000	73.24
06/27/2019	OFFICE SOLUTIONS	01593527	Office & Operating Supplies, Jun '19	100-195-620000	77.35
06/27/2019	OFFICE SOLUTIONS	01593527	Office & Operating Supplies, Jun '19	100-195-622000	98.42
06/27/2019	OFFICE SOLUTIONS	01594378	Office Supplies, Jun '19	100-195-620000	235.82
06/27/2019	OFFICE SOLUTIONS	01594989	Office Supplies, Jun '19	100-195-620000	56.03
06/27/2019	OFFICE SOLUTIONS	01595036	Office Supplies, Jun '19	100-195-620000	33.93
06/27/2019	OFFICE SOLUTIONS	01595262	Office Supplies, Jun '19	100-195-620000	474.09
06/27/2019	GOV'T FINANCE OFFICERS ASSN	060419	Membership, DW, JR, FY	100-000-140000	250.00
06/27/2019	COX COMMUNICATION	060519	T-1 Line, Jun '19	100-195-630000	851.31
06/27/2019	COX COMMUNICATION	060719	Traffic Signal, May - Jun '19	100-195-630000	190.00
06/27/2019	TOTALFUNDS BY HASLER MAILROOM FINANCE, INC.	061219	Postage Replenishment, Jun '19	100-195-625000	1,000.00
06/27/2019	MOULTON NIGUEL WATER DISTRICT	061419	Water Usage, Public Services & Com Ctr, May '19	100-310-635100	491.17
06/27/2019	MOULTON NIGUEL WATER DISTRICT	061419	Water Usage, Public Services & Com Ctr, May '19	100-355-635000	2,893.11
06/27/2019	COX COMMUNICATION	061819	Cable, City Hall, Jun '19	100-195-630000	32.16
06/27/2019	COX COMMUNICATION	061919	WiFi, City Hall, Jun '19	100-195-630000	179.62
06/27/2019	SOUTHERN CALIFORNIA EDISON	062219	Street Lights, Traffic Control, Jun '19	100-355-631000	155.03
06/27/2019	SOUTHERN CALIFORNIA EDISON	062219	Street Lights, Traffic Control, Jun '19	100-355-631400	792.80
06/27/2019	SOUTHERN CALIFORNIA EDISON	062219	Street Lights, Traffic Control, Jun '19	100-355-631900	112.76
06/27/2019	MCDONALD, KAYLE	062419	Mileage Reimbursement, Jun '19	100-310-613000	58.58
06/27/2019	U.S. POSTAL SERVICE	062519	Bulk Mail Permit	100-195-625000	235.00
06/27/2019	TIPTON, ERIC	1003	Professional Services, IT, Jun '19	100-195-647000	97.50
06/27/2019	DATA TICKET, INC.	101568	Process Fee, Parking Citations, May '19	100-420-720823	891.58
06/27/2019	ARC DOCUMENT SOLUTIONS, LLC	10212056	Printing Services, Police Services, May '19	100-420-622000	86.48
06/27/2019	RENEGADE RACING MAKE-U-FIT PRODUCTIONS	1022	Event Management Services, 1/2 Marathon	100-310-695507	18,251.50
06/27/2019	SYMQUEST SERVICES	1092	Printer Repair, Police Services, May '19	100-195-647000	108.10
06/27/2019	HR GREEN PACIFIC, INC.	127516	Building Services, Community Development, May '19	100-225-700000	16,830.00
06/27/2019	HR GREEN PACIFIC, INC.	127518	Plan Check, Community Development, May '19	100-225-700000	24,686.76

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Warrant Register - Payables Detail Report

Payment Dates: 06/14/2019 - 06/27/2019

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
06/27/2019	AT&T - CALNET 3	13145483	Alarm, Com Ctr & City Hall Lines, Jun '19	100-195-630000	134.48
06/27/2019	AT&T - CALNET 3	13145483	Alarm, Com Ctr & City Hall Lines, Jun '19	100-310-630100	79.76
06/27/2019	HOME DEPOT	1590830	Program Supplies, Community Services, Jul '19	100-000-140000	8.05
06/27/2019	KOSMONT COMPANIES	1803.0 006	Professional Services, Five Lagunas, Oct - Nov '18	100-000-120002	338.00
06/27/2019	CANON FINANCIAL SERVICES, INC.	20215129	Lease - Copier, City Hall, Jun	100-195-641200	220.89
06/27/2019	CANON FINANCIAL SERVICES, INC.	20215130	Lease - Copier, Community Services, Jun '19	100-195-641200	279.86
06/27/2019	COMPLETE OFFICE OF CALIFORNIA	2121575-0	Computer & Office Supplies, Jun '19	100-195-621000	192.41
06/27/2019	COMPLETE OFFICE OF CALIFORNIA	2121575-0	Computer & Office Supplies, Jun '19	100-310-620500	153.31
06/27/2019	COMPLETE OFFICE OF CALIFORNIA	2321572-0	Computer Supplies, Jun '19	100-195-621000	107.74
06/27/2019	COMPLETE OFFICE OF CALIFORNIA	2324671-0	Operating Supplies, Jun '19	100-310-622005	43.62
06/27/2019	COMPLETE OFFICE OF CALIFORNIA	2324672-0	Computer Supplies, Police Services, Jun '19	100-420-622000	417.96
06/27/2019	COMPLETE OFFICE OF CALIFORNIA	2324672-1	Computer Supplies, Police Services, Jun '19	100-420-622000	147.62
06/27/2019	WESTAMERICA COMMUNICATIONS, INC.	329515	City Views, Summer Issue	100-155-695000	8,175.00
06/27/2019	GREEN MART, INC.	33143	Operating Supplies, Public Services, Jun '19	100-355-622000	996.69
06/27/2019	BMI	35115934	License Agreement, FY 19/20	100-000-140000	358.00
06/27/2019	LABELS AND FOLDERS.COM	3655	Office Supplies, City Clerk, Apr '19	100-155-620000	94.59
06/27/2019	DOCU-TRUST LAGUNA VAULT	36627	Offsite Data Storage, May '19	100-155-700030	75.00
06/27/2019	STATE DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	378301	Pre-employment Fingerprinting, May '19	100-195-617000	32.00
06/27/2019	SPARKLETT'S	4228482 062119	Operating Supplies, City Hall May '19	100-195-622000	176.61
06/27/2019	ALL CITY MANAGEMENT, INC.	62017	Crossing Guard Services, 5/19/19 - 6/1/19	100-420-720822	4,177.44
06/27/2019	WOODRUFF, SPRADLIN & SMART	62967	Professional Services Legal, May '19	100-000-120002	2,750.00
06/27/2019	WOODRUFF, SPRADLIN & SMART	62967	Professional Services Legal, May '19	100-000-223000	220.00
06/27/2019	WOODRUFF, SPRADLIN & SMART	62967	Professional Services Legal, May '19	100-155-700010	30,077.10
06/27/2019	WOODRUFF, SPRADLIN & SMART	62967	Professional Services Legal, May '19	100-155-700011	2,005.00
06/27/2019	NIEVES LANDSCAPE, INC.	65419	Miscellaneous Landscape, Jun '19	100-355-720700	1,445.89
06/27/2019	NIEVES LANDSCAPE, INC.	65420	Miscellaneous Landscape, Jun '19	100-355-720700	85.00
06/27/2019	NIEVES LANDSCAPE, INC.	65421	Miscellaneous Landscape, Jun '19	100-355-720700	208.75
06/27/2019	NIEVES LANDSCAPE, INC.	65422	Miscellaneous Landscape, Jun '19	100-355-720700	85.00
06/27/2019	PLACEWORKS, INC.	69059	Reimbursable, Five Lagunas Expenses, May '19	100-000-120002	902.50
06/27/2019	JAMEY CLARK, INC.	71271	Park Repairs, Public Services, Jun '19	100-355-720701	230.00
06/27/2019	JAMEY CLARK, INC.	71286	Park Repairs, Public Services, Jun '19	100-355-720701	138.00
06/27/2019	ANDERSON PENNA PARTNERS, INC.	7459	Inspection Services, May '19	100-355-700255	15,603.75

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Warrant Register - Payables Detail Report

Payment Dates: 06/14/2019 - 06/27/2019

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
06/27/2019	WEST PUBLISHING CORPORATION THOMSON REUTERS - WEST	840352747	Subscription, City Clerk, May '19	100-155-626000	251.52
06/27/2019	MOBILE MINI, INC.	9006527394	Storage Rental, Community Center, 6/18 - 7/15	100-310-641000	82.97
06/27/2019	STUDIO TWO BLACK	94573	Printing Services, Jun '19	100-195-623000	37.71
06/27/2019	THE ACTIVE NETWORK	AWE2125859_06-15-19	1/2 Marathon Expense, Community Services	100-310-695507	45.00
06/27/2019	ALCAZAR CUSTOM POOLS	CD-386-SP-11-18-17611	Refund, Pool Bond, R# 2914	100-000-228001	500.00
06/27/2019	POOL LOGIC	CD-387-SP-10-18-17546	Refund, Pool Bond, R # 3094	100-000-228001	500.00
06/27/2019	ESPLANADE BUILDERS, INC.	CD-388-COM-3-19-18048	Refund, C&D Deposit, R#	100-000-227001	439.95
06/27/2019	ENDING ROOFING	CD-389-RF-3-19-18167	Refund, C&D Deposit, R#	100-000-227001	870.00
06/27/2019	JIM MURRAY ROOFING INC.	CD-390-RF-1-19-17902	Refund, C&D Deposit, R#	100-000-227001	570.00
06/27/2019	LINNERT ROOFING, INC. C/O CHARLES LINNERT	CD-391-BLDR-0004-2019	Refund, C&D Deposit, R#	100-000-227001	780.00
06/27/2019	MOIN, KOUROSH	CD-392-RES-5-18-16138	Refund, C&D Deposit, R# 908	100-000-227001	802.60
06/27/2019	THE ACTIVE NETWORK	CDG180673-20 1905	1/2 Marathon Expense, Community Services	100-310-695507	2,576.51
06/27/2019	SINTA DESIGN	lhbm_062419	1/2 Marathon Expense, Community Services	100-310-695507	280.00
06/27/2019	PARKING VIOLATIONS OC TREASURER-TAX COLLECTOR	MAY '19	Parking Fee Surcharge, May	100-420-720823	1,787.00
06/27/2019	COMMUNICATIONS CHGS-LAW ENF - COUNTY OF ORANGE	SC11582	Communications Charges, Jan - Mar '19	100-420-646000	947.16
06/27/2019	FINGERPRINT ID (AFIS) LAW ENF. - COUNTY OF ORANGE	SH 53256	Fingerprint ID System Charges, Jun '19	100-420-720835	1,272.00
Fund 100 - GENERAL FUND Total:					208,056.79
Fund: 451 - LIABILITY SELF-INSURANCE					
06/27/2019	WOODRUFF, SPRADLIN & SMART	62967	Professional Services Legal, May '19	451-155-700011	92.97
Fund 451 - LIABILITY SELF-INSURANCE Total:					92.97
Fund: 998 - POOL					
06/20/2019	MEEHAN, DANIEL	062019	4th of July - Ticket Sale Change Box	998-000-100007	500.00
Fund 998 - POOL Total:					500.00
Grand Total:					208,649.76

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Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
100 - GENERAL FUND	208,056.79	208,056.79
451 - LIABILITY SELF-INSURANCE	92.97	92.97
998 - POOL	500.00	500.00
Grand Total:	208,649.76	208,649.76

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
100-000-120000	Accounts Receivable	(1,196.00)	(1,196.00)
100-000-120002	Accounts Receivable- Png	3,990.50	3,990.50
100-000-140000	Pre-paid Expenditures	1,326.34	1,326.34
100-000-222000	Refundable Deposits	250.00	250.00
100-000-223000	Plan Application Deposit	220.00	220.00
100-000-227001	SecurityDeposit-WasteRe	3,462.55	3,462.55
100-000-228001	Swimming Pool Bonds	1,000.00	1,000.00
100-155-610000	Memberships and Dues E	1,400.00	1,400.00
100-155-611000	Training and Education	951.06	951.06
100-155-612000	Travel, Conferences & Me	909.17	909.17
100-155-620000	Office Supplies	765.95	765.95
100-155-622000	Operating Supplies	285.13	285.13
100-155-626000	Subscriptions & Books	300.00	300.00
100-155-695000	CommunityAsstnc/Publicl	8,175.00	8,175.00
100-155-700010	Legal Services-General Co	30,077.10	30,077.10
100-155-700011	Legal Services-Litigation	2,005.00	2,005.00
100-155-700030	Professional Svcs- City Cle	6,531.30	6,531.30
100-155-700052	Compliance Audit Service	2,246.39	2,246.39
100-195-617000	Recruitment	32.00	32.00
100-195-620000	Office Supplies	1,007.41	1,007.41
100-195-621000	Computer Supplies	300.15	300.15
100-195-622000	Operating Supplies	275.03	275.03
100-195-623000	Printing	37.71	37.71
100-195-625000	Postage & Delivery	1,235.00	1,235.00
100-195-630000	Telephone & Communica	1,872.21	1,872.21
100-195-641200	Rent/Lease - Copier	500.75	500.75
100-195-647000	Maint & Repair - Comp Ec	205.60	205.60
100-195-720050	Contract Serv-Software St	632.68	632.68
100-225-611000	Training and Education	273.46	273.46
100-225-700000	Prof. Svcs - Building & Saf	41,516.76	41,516.76
100-310-613000	Mileage Reimbursement	58.58	58.58
100-310-620500	Office Supplies - Comm Ct	153.31	153.31
100-310-622005	Operating Supplies Comrr	43.62	43.62
100-310-622500	Supplies-Program Service	189.68	189.68
100-310-622501	Supplies-Youth Leagues	334.46	334.46
100-310-622502	Supplies-Adult Leagues	180.00	180.00
100-310-626000	Subscriptions & Books	768.30	768.30
100-310-630100	Phone & Communication	79.76	79.76
100-310-631100	Utilities - Electric Comm C	7,910.19	7,910.19
100-310-635100	Utilities - Water Comm Ct	491.17	491.17
100-310-641000	Rent/Lease - Equipment	82.97	82.97
100-310-695500	Special Events-Program Si	62.79	62.79
100-310-695502	Special Needs Program	127.54	127.54
100-310-695507	Marathon Sk	24,324.00	24,324.00
100-310-721500	Contract Services-Prograr	2,286.40	2,286.40
100-355-622000	Operating Supplies	996.69	996.69
100-355-631000	Utilities - Electric	8,049.35	8,049.35
100-355-631400	Electric-Street Lights/Sign	12,738.14	12,738.14
100-355-631900	UtilitiesElectricOnBillFinar	3,476.74	3,476.74
100-355-635000	Utilities - Water	2,893.11	2,893.11

Attachment: Warrant Register Payables Detail Report - July 09, 2019 (1908 : Approval of Warrant Register for July 9, 2019)

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
100-355-700255	Improvement Inspection	15,603.75	15,603.75
100-355-720700	Landscape Maintenance C	1,824.64	1,824.64
100-355-720701	Parks Contract Repair	516.23	516.23
100-420-610000	Memberships and Dues E	75.00	75.00
100-420-611000	Training and Education	1,390.47	1,390.47
100-420-622000	Operating Supplies	839.55	839.55
100-420-622400	Operating Supplies - Emer	1,021.75	1,021.75
100-420-646000	Maint & Rep-Equip & Mar	947.16	947.16
100-420-695000	CommunityAsstnc/Publicl	27.33	27.33
100-420-720822	Crossing Guard Services	4,177.44	4,177.44
100-420-720823	Parking Citation Processin	2,678.58	2,678.58
100-420-720835	Fingerprint Identification	1,272.00	1,272.00
100-420-910000	Equipment & Machinery	1,847.84	1,847.84
451-155-700011	Legal Services-Litigation	92.97	92.97
998-000-100007	Cash - Cashier's Float Con	500.00	500.00
	Grand Total:	208,649.76	208,649.76

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	208,649.76	208,649.76
Grand Total:	208,649.76	208,649.76



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Approval of Proposed Fiscal Year 2019/2020 School Crossing Guard Services Agreement

RECOMMENDATION: That the City Council: (1) Waive competitive formal bidding requirements and procedures set forth in the Laguna Hills Municipal Code (LHMC) Section 3-08.090 with regard to approval of the proposed Fiscal Year 2019/2020 School Crossing Guard Services Agreement with All City Management, as it is hereby found and determined, pursuant to LHMC 3-08.110, that compliance is not in the City's best interest at this time based on the information presented herein by City staff; and (2) Approve the proposed School Crossing Guard Services Agreement for Fiscal Year 2019/2020 with All City Management Services and authorize the Mayor to execute the proposed Agreement.

SUMMARY:

Since 1994, the City of Laguna Hills has contracted with All City Management Services Inc. (ACMS), to provide crossing guard services for the three elementary schools located within Laguna Hills. The proposed agreement with All City Management provides for six (6) crossing guards at four (4) locations throughout the City. As broken out in the agreement, there are three (3) crossing guards assigned to Lomarena Elementary School at two different locations, one (1) crossing guard assigned to San Joaquin Elementary School, and two (2) crossing guards assigned to Valencia Elementary School. The hourly cost is \$21.08, with a minimum of four (4) hours, per day, per site. Crossing guard services are provided throughout the entirety of the school year, or 180 days, for a total of 4,320 hours of crossing guard services. All City Management Services Inc. has

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continued to be a reliable and cost-effective method of providing this needed public service.

BACKGROUND:

The City's Purchasing Ordinance generally requires competitive formal bidding for procurements of nonprofessional services with an estimated dollar value of greater than \$50,000. However, the formal bidding requirements and procedures set forth in Laguna Hills Municipal Code (LHMC) 3-08.090 may be waived at the discretion of the Purchasing Officer or by the City Council when any of the exceptions to the purchasing requirements listed in Section 3-08.110 apply.

The procurement policies and procedures set forth in Sections 3-08.070, 3-08.080, 3-08.090 and 3-08.150 need not be followed, may be dispensed with, and are not applicable, irrespective of their estimated value, when the City Council or Purchasing Officer find and determine that one or more of the situations, purchases, procurements or contracts listed as exceptions in LHMC Section 3-08.110 apply. In this case, there are several reasons for which City staff recommends that the proposed School Crossing Guard Services Agreement for Fiscal Year 2019/2020 with All City Management Services Inc., be exempt from competitive formal bidding, which are based on the following applicable exceptions:

Section 3-08.110 (G) - When the goods and supplies, equipment, materials, or nonprofessional services are available from a vendor who has been selected as the lowest bidder through a procurement with another local public agency or government entity using competitive bidding procedures substantially the same as or similar to those normally utilized by the city for the acquisition of such goods and supplies, equipment, materials, or services, and when the price offered to the city is substantially equivalent to that offered to the other public agency or government entity.

Last year, City staff research found that the City of Rancho Santa Margarita completed a competitive formal bidding process to provide continued school crossing guard services for a contracted period of three years using procedures substantially similar to those utilized by the City of Laguna Hills (Reference: City of Rancho Santa Margarita - Notice Inviting Bids for School Crossing Guard Services, dated May 3, 2018, No. PS 18-001). Formal bid proposals were received by Rancho Santa Margarita from only two qualified, prospective crossing guard service vendors. All City Management Services Inc., was once again selected as the lowest responsive, responsible bidder for Rancho Santa Margarita to provide crossing guard services for a period of three years with an Hourly Billing Rate

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of \$16.59 in year one, \$18.04 in year two, and \$19.59 in year three. Similarly, All City Management Services Inc., has now proposed another one-year contract with the City of Laguna Hills at an Hourly Billing Rate of \$21.08 as set forth in the proposed contract attached hereto. The only other qualified vendor to participate in the 2018 formal bidding process with Rancho Santa Margarita submitted a proposal with substantially higher Hourly Billing Rates of \$26.34 in year one, \$28.42 in year two, and \$30.51 in year three. Based on the above findings, staff concludes that All City Management Services Inc., was selected in 2018 by Rancho Santa Margarita as the lowest responsive, responsible bidder and has now offered to continue to provide substantially similar crossing guard services to the City of Laguna Hills at a price substantially equivalent to that offered to the City of Rancho Santa Margarita.

Section 3-08.110 (I) - When an usual or unique situation exists, in that due to experience, specialized qualifications, particular expertise, performance history, and/or reputation, a particular company, vendor, consultant, or contractor is uniquely qualified for a particular task or project, which makes application of the requirements for competitive solicitation under this chapter contrary to either the intended purpose of the project or the public interest.

Staff research discovered All City Management Services Inc. (ACMS) provides comprehensive and on-going safety training to their employees. The ACMS training program consists of an initial orientation and issuance of an Employee Handbook for School Crossing Guards, "Quick Start Training", Site Evaluations, initial certification and annual re-certification training for each crossing guard. Supervisors provide instruction and guidance on proper crossing guard procedures at an actual intersection and require all ACMS crossing guards to successfully demonstrate their ability to control an actual intersection and utilize appropriate crossing guard procedures before allowing them to work independently at an intersection. Supervisors are required to conduct at least two on-site evaluations of each crossing guard per year to ensure adherence with proper procedures, discover any site related safety or performance issues, and institute corrective measures as needed. Crossing guards must also complete annual re-certification training and receive a passing score before being issued a certification card valid for 1 year. Staff research was unable to discover any reported safety concerns or complaints related to crossing guard services provided by ACMS to the City of Laguna Hills during its twenty-four consecutive years of providing these services to the City. ACMS employees have extensive knowledge and understanding of each of the six (6) crossing guard positions within the city. All City Management Services Inc. has provided crossing guard services for over 33 years, and currently administers over 260 programs

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in 25 states. Based on these findings, staff has determined that All City Management Services Inc. (ACMS), has consistently provided low cost, reliable, and satisfactory crossing guard services to the City for the last twenty-four years. Their personnel possess the experience, specialized qualifications, and expertise to perform crossing guard duties in an exceptional manner. Furthermore, their performance history in the City of Laguna Hills and long-standing reputation as a quality, professional crossing guard services vendor make it uniquely suited and qualified for this Agreement.

Section 3-08.110(E) – When formal bidding is not likely to result in the lowest price.

Based on the information provided herein, City staff has determined that engaging in formal competitive bidding at this time is not likely to result in a lower price than the proposal submitted to the City by All City Management.

Section 3-08.110(J) - When, in the opinion of the City Council, it is determined that compliance with the procurement policies, procedures and/or requirements is not in the best interest of the city.

Based on the information provided herein, City staff recommends that the City Council find and determine that compliance with the competitive formal bidding procedures and requirements is not in the best interest of the City at this time as such procedures are not likely to result in a lower price or better service quality than the proposal submitted to the City by All City Management.

FISCAL IMPACT:

The projected number of hours for crossing guard services this year, including summer school, is four thousand three hundred and twenty (4,320) hours. The contract cost for Fiscal Year 2019/2020 will not exceed \$91,065.60 at a billing rate of \$21.08 per hour. There was an increase of 8.9% in this year's Agreement due to new increased minimum wage requirements for all employees.

ATTACHMENTS:

- Agreement - All City Management Inc.

CONTRACT SERVICES AGREEMENT

All-City Management Services, Inc.
(Crossing Guard Services – FY 2019/20)

THIS CONTRACT SERVICES AGREEMENT (hereinafter “Agreement”) is made and entered into, to be effective this 1st day of July 2019, by and between the CITY OF LAGUNA HILLS, a municipal corporation organized and existing under the laws of the State of California (hereinafter referred to as “City”), and ALL CITY MANAGEMENT SERVICES, INC., a California corporation (hereinafter referred to as “Contractor”). City and Contractor are sometimes hereinafter individually referred to as “Party” and are hereinafter collectively referred to as the “Parties.”

RECITALS

A. City has determined that there is a need to retain the continued services of a qualified contractor equipped and specially trained in appropriate procedures for crossing pedestrians in designated marked crosswalks for general pedestrian safety within designated crosswalks in the City, including but not limited to school crossing areas (the “Project”).

B. Contractor has submitted to City a written proposal, dated March 22, 2019, to provide continued crossing guard services to City for the Project pursuant to the terms of this Agreement.

C. Contractor represents and maintains that it is uniquely qualified by virtue of its experience, training, education, reputation, and expertise to provide these services to City for the Project and has agreed to provide such services as provided herein. City does not have the personnel, training, specialized equipment, or technical expertise able to perform the work and services contracted for herein.

D. City desires to retain Contractor to provide such crossing guard services for the Project.

NOW, THEREFORE, in consideration of the promises and mutual obligations, covenants, and conditions contained herein, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. SERVICES OF CONTRACTOR

1.1 Scope of Services and Standard of Performance. In compliance with all terms and conditions of this Agreement, Contractor agrees to continue to provide and perform crossing guard services to City for the Project as described and as set forth in Contractor’s Proposal/Scope of Work, dated March 22, 2019, inclusive of Contractor’s Letter Proposal, Scope of Services, Client Worksheet 2019-2020, and Client Matrix, which is attached hereto as Exhibit “A” and is

incorporated herein by reference (hereinafter collectively referred to as the “Scope of Services,” the “Services” or “Work”). As a material inducement to the City entering into this Agreement, Contractor acknowledges and understands that the Services and Work contracted for under this Agreement require specialized skills and abilities and that, consistent with this understanding, Contractor’s Services and Work shall be performed in a skillful and competent manner and shall be held to a standard of quality and workmanship prevalent in the industry for such Services and Work and with the standards recognized as being employed by contractors in the same or similar discipline in the State of California. Contractor represents and warrants that it is skilled in the contract services discipline necessary to perform the Services and Work and that it holds the necessary skills and abilities to satisfy the standard of work as set forth in this Agreement. Contractor represents and warrants that it and all of its employees, subconsultants and subcontractors providing any Work or Services under this Agreement shall have sufficient skill and experience to perform the Work or Services assigned to them. All Services and Work shall be completed to the reasonable satisfaction of the City.

1.2 Contract Documents. The Agreement between the Parties shall consist of the following: (1) this Agreement; and, (2) the Contractor’s signed, original March 22, 2019 proposal, inclusive of Contractors Letter Proposal, Scope of Services, Client Worksheet 2019-2020, and Client Matrix, submitted to the City (“Contractor’s Proposal”), which shall all be referred to collectively hereinafter as the “Contract Documents.” The Contractor’s Proposal, attached hereto as Exhibit “A,” is hereby incorporated by reference and is made a part of this Agreement. All provisions of the Contract Documents shall be binding on the Parties. Should any conflict or inconsistency exist in the Contract Documents, the conflict or inconsistency shall be resolved by applying the provisions in the highest priority document, which shall be determined in the following order of priority: (1st) the terms of this Agreement; and, (2nd) the provisions of the Contractor’s Proposal.

1.3 Compliance with Law. Contractor shall comply at all times during the term of this Agreement with all applicable federal, state, and local laws, statutes, and ordinances and all lawful orders, rules, and regulations promulgated thereunder, including without limitation all applicable fair labor standards and Cal/OSHA requirements. Contractor shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of the Work and Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with performing the Work and Services. If Contractor performs any Work or Services in violation of such laws, rules, and regulations, Contractor shall be solely responsible for all penalties and costs arising therefrom. Contractor shall defend, indemnify, and hold City, its officials, officers, employees, agents and volunteers, free and harmless from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules, or regulations.

1.4 Licenses, Permits, Fees, and Assessments. Prior to performing any Services or Work hereunder Contractor shall obtain all licenses, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Work and Services required by this Agreement. Contractor represents and warrants to City that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement

and any extension, any license, permit, qualification, or approval that is legally required for Contractor to perform the Work and Services under this Agreement. Contractor shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Contractor's performance of the Work and Services required by this Agreement, and shall defend, indemnify, and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from and against any claim or liability arising out of any failure or alleged failure to obtain such license, permits, and approvals of whatever nature that are legally required to perform the Work or Services.

1.5 Familiarity with Work. By executing this Agreement, Contractor represents and warrants that it (a) has thoroughly investigated and considered the Scope of Work or Services to be performed, (b) has carefully considered how the Services should be performed and has carefully examined the location or locations at or with respect to where such Services or Work is to be performed, and (c) fully understands the facilities, difficulties, and restrictions attending performance of the Services under this Agreement.

1.6 Care of Work. Contractor shall adopt reasonable methods during the term of the Agreement to furnish continuous protection to the Work and the equipment, materials, papers, documents, plans, studies, and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the Work by the City, except such losses or damages as may be caused by City's own negligence.

1.7 Further Responsibilities of Parties. Both Parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both Parties agree to act in good faith to execute all instruments, prepare all documents, and take all actions as may be reasonably necessary to carry out the purposes of this Agreement.

1.8 Additional Services. City shall have the right at any time during the performance of the Services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services (Exhibit "A") or make changes by altering, adding to, or deducting from such Work. No such extra work may be undertaken unless a written order is first given by the City to the Contractor, incorporating therein any adjustment in (i) the Maximum Contract Amount, as defined below, and/or (ii) the time to perform this Agreement, which adjustments are subject to the written approval of the Contractor. It is expressly understood by Contractor that the provisions of this section shall not apply to the Work and Services specifically set forth in the Scope of Services or reasonably contemplated therein, regardless of whether the time or materials required to complete any Work or Service identified in the Scope of Services exceeds any time or material amounts or estimates provided therein.

1.9 Non-Exclusive Agreement. Contractor acknowledges that City may enter into agreements with other contractors, consultants, or vendors for services similar to the services that are the subject of this Agreement. Contractor further acknowledges that City may have its own employees and/or other consultants or contractors perform the same or services similar to the services that are the subject of this Agreement, at City's sole discretion.

2. COMPENSATION

2.1 Maximum Contract Amount. For the Services and Work rendered pursuant to this Agreement, Contractor shall be compensated by City for the services performed, including authorized reimbursements, in accordance with the rates and charges set forth in the Schedule of Compensation/Fees, which is attached hereto as Exhibit "A" and is incorporated herein by reference, but not exceeding the total maximum contract amount of Ninety-One Thousand Sixty-Five Dollars and Sixty Cents (\$91,065.60) (hereinafter referred to as the "Maximum Contract Amount"), except as may be provided pursuant to Section 1.8 above. The method of compensation shall be as set forth in Exhibit "A". The maximum amount of City's payment obligation under this Agreement is the amount specified in this section.

2.2. Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation/Fees (Exhibit "A"), in any month in which Contractor wishes to receive payment, no later than the tenth (10th) working day of such month, Contractor shall submit to the City, in a form approved by the City's Finance Manager, an invoice for services rendered prior to the date of the invoice. Such requests shall be based upon the amount and value of the services performed by Contractor and accompanied by such reporting data including an itemized breakdown of all costs incurred and tasks performed during the period covered by the invoice, as may be required by the City. City shall use reasonable efforts to make payments to Contractor within forty-five (45) days after receipt of the invoice or a soon thereafter as is reasonably practical.

2.3 Changes in Scope.

A. In the event any change or changes in the Scope of Services is requested by the City, the Parties shall execute a written amendment to this Agreement, setting forth with particularity all terms of such amendment, including, but not limited to, any additional fees and/or charges. An amendment may be entered into: (a) to provide for revisions or modifications to documents or other work product or work when documents or other work product or work is required by the enactment or revision of law subsequent to the preparation of any documents, other work product, or work; and/or (b) to provide for additional services not included in this Agreement or not customarily furnished in accordance with generally accepted practice in Contractor's profession.

B. Notwithstanding the foregoing, the City shall have the right, at its sole discretion, to determine the hours and locations where and when such Services and Work shall be performed by Contractor. Toward this end, the Contract Officer is hereby authorized to modify, adjust, decrease or delete from, or otherwise revise the work schedule/crossing guard locations established and set forth in Contractor's Proposal/Scope of Work, attached hereto as Exhibit "A," at any time during the term of this Agreement due to scheduling needs, priorities, budget considerations, and/or other circumstances. The Contract Officer shall promptly notify Contractor in writing of such changes or modifications to the work schedule/crossing guard locations. Such changes or modifications to the work schedule/crossing guard locations shall not be considered a change in the Scope of Services and shall not require a written amendment to this Agreement, provided such changes or modifications do not result in increasing the level of service established in Contractor's Proposal/Scope of Work.

2.4 Appropriations. This Agreement is subject to and contingent upon funds being appropriated therefore by the Laguna Hills City Council for each fiscal year covered by the term of this Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to the City.

3. SCHEDULE OF PERFORMANCE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the services to be performed by Contractor is an essential condition of this Agreement. Contractor shall prosecute regularly and diligently the Work of this Agreement according to the agreed upon Schedule of Performance (Exhibit "A").

3.2 Schedule of Performance. Contractor shall commence the Services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all Services within the time period(s) established in the Schedule of Performance, which is attached hereto as Exhibit "A" and is incorporated herein by reference. When requested by Contractor, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer; however, the City shall not be obligated to grant such an extension.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the Services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor (financial inability excepted), including, but not limited to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, and/or acts of any governmental agency, including the City, if Contractor, within ten (10) days of the commencement of such delay, notifies the City Manager in writing of the causes of the delay. The City Manager shall ascertain the facts and the extent of delay, and extend the time for performing the Services for the period of the enforced delay when and if in the judgment of the City Manager such delay is justified. The City Manager's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of the Agreement pursuant to this section.

3.4 Term. Unless earlier terminated as provided elsewhere in this Agreement, this Agreement shall continue in full force and effect for a period of twelve (12) months, commencing on July 1, 2019, and ending on June 30, 2020, unless extended by mutual written agreement of the Parties.

4. COORDINATION OF WORK

4.1 Representative of Contractor. The following principal of Contractor is hereby designated as being the principal and representative of Contractor authorized to act in its behalf with respect to the Services to be performed under this Agreement and make all decisions in connection therewith: Baron Farwell, President/General Manager. It is expressly understood that the experience, knowledge, education, capability, expertise, and reputation of the foregoing

principal is a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principal shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the Work or Services performed hereunder. The foregoing principal may not be changed by Contractor without prior written approval of the Contract Officer.

4.2 Contract Officer. The Contract Officer shall be such person as may be designated by the City Manager of City, and is subject to change by the City Manager. It shall be the Contractor's responsibility to ensure that the Contract Officer is kept fully informed of the progress of the performance of the Services, and the Contractor shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.3 Prohibition Against Subcontracting or Assignments. The experience, knowledge, capability, expertise, and reputation of Contractor, its principals and employees, were a substantial inducement for City to enter into this Agreement. Therefore, Contractor shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, voluntarily or by operation of law, without the prior written consent of City. Contractor shall not contract with any other entity to perform the Services required without prior written consent of City. If Contractor is permitted to subcontract any part of this Agreement by City, Contractor shall be responsible to City for the acts and omissions of its subcontractor(s) in the same manner as it is for persons directly employed. Nothing contained in this Agreement shall create any contractual relationships between any subcontractor and City. All persons engaged in the Work will be considered employees of Contractor. City will deal directly with and will make all payments to Contractor.

4.4 Independent Contractor.

A. The legal relationship between the Parties is that of an independent contractor, and nothing herein shall be deemed to make Contractor a City employee. During the performance of this Agreement, Contractor and its officers, employees, and agents shall act in an independent capacity and shall not act as City officers or employees. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. The personnel performing the Services under this Agreement on behalf of Contractor shall at all times be under Contractor's exclusive direction and control. Neither City nor any of its officials, officers, employees, agents or volunteers shall have control over the conduct of Contractor or any of its officers, employees, or agents, except as set forth in this Agreement. Contractor, its officers, employees or agents, shall not maintain a permanent office or fixed business location at City's offices. City shall have no voice in the selection, discharge, supervision, or control of Contractor's officers, employees, representatives or agents or in fixing their number, compensation, or hours of service. Contractor shall pay all wages, salaries, and other amounts due its employees in connection with the performance of Services under this Agreement and shall be responsible for all reports and obligations respecting them, including but not limited to social security income tax withholding, unemployment compensation, workers'

compensation, and other similar matters. City shall not in any way or for any purpose be deemed to be a partner of Contractor in its business or otherwise a joint venturer or a member of any joint enterprise with Contractor.

B. Contractor shall not incur or have the power to incur any debt, obligation, or liability against City, or bind City in any manner.

C. No City benefits shall be available to Contractor, its officers, employees, or agents, in connection with the performance of any Work or Services under this Agreement. Except for professional fees paid to Contractor as provided for in this Agreement, City shall not pay salaries, wages, or other compensation to Contractor for the performance of any Work or Services under this Agreement. City shall not be liable for compensation or indemnification to Contractor, its officers, employees, or agents, for injury or sickness arising out of performing any Work or Services hereunder. If for any reason any court or governmental agency determines that the City has financial obligations, other than pursuant to Section 2 and Subsection 1.8 herein, of any nature relating to salary, taxes, or benefits of Contractor's officers, employees, representatives, agents, or subconsultants or subcontractors, Contractor shall defend, indemnify, and hold harmless City from and against all such financial obligations.

4.5 PERS Eligibility Indemnification.

A. In the event that Contractor or any employee, agent, or subcontractor of Contractor providing any Work or Services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employee Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Contractor or its employees, agents or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of the City.

B. Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Contractor and any of its employees, agents, and subcontractors providing any Work or Services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

5. INSURANCE

5.1 Compliance with Insurance Requirements. Contractor shall obtain, maintain, and keep in full force and effect during the term of this Agreement, at its sole cost and expense, and in a form and content satisfactory to City, all insurance required under this section. Contractor shall not commence any Work or Services under this Agreement unless and until it has provided evidence satisfactory to City that it has secured all insurance required under this

section. If Contractor's existing insurance policies do not meet the insurance requirements set forth herein, Contractor agrees to amend, supplement or endorse the policies to do so.

5.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement, and without limiting the indemnity provisions set forth in this Agreement, Contractor shall obtain and maintain in full force and effect during the term of this Agreement, including any extension thereof, the following policies of insurance:

A. Commercial General Liability Insurance. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Commercial General Liability Insurance written on an occurrence basis with limits of at least one million dollars (\$1,000,000.00) per occurrence, two million dollars (\$2,000,000.00) in the general aggregate, and one million dollars (\$1,000,000.00) for products and completed operations. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to the Agreement.

B. Automobile Liability Insurance. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Automobile Liability Insurance written on a per occurrence basis with limits of at least one million dollars (\$1,000,000.00) combined limit for each occurrence covering bodily injury and property damage. The policy shall specifically include coverage for owned, non-owned, leased, and hired automobiles.

C. Workers' Compensation Insurance. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Workers' Compensation Insurance in at least the minimum statutory amounts, and in compliance with all other statutory requirements, as required by the State of California. Contractor agrees to waive and obtain endorsements from its workers' compensation insurer waiving all subrogation rights under its workers' compensation insurance policy against the City, its officials, officers, employees, agents and volunteers, and to require each of its subconsultants and subcontractors, if any, to do likewise under their workers' compensation insurance policies. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Employer's Liability Insurance written on a per occurrence basis with limits of at least one million dollars (\$1,000,000.00) per accident for bodily injury or disease.

5.3 Acceptability of Insurers. Insurance required by this section shall be issued by a licensed company authorized to transact business in the state by the Department of Insurance for the State of California with a current rating of A-:VII or better (if an admitted carrier), or a current rating of A:X or better (if offered by a non-admitted insurer listed on the State of California List of Approved Surplus Lines Insurers (LASLI), by the latest edition of A.M. Best's Key Rating Guide, except that the City will accept workers' compensation insurance from the State Compensation Fund. In the event the City determines that the Work or Services to be performed under this Agreement creates an increased or decreased risk of loss to the City, the Contractor agrees that the minimum limits of the insurance policies may be changed accordingly

upon receipt of written notice from the City. Contractor shall immediately substitute any insurer whose A.M. Best rating drops below the levels specified herein.

5.4 Insurance Endorsements. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for written approval. Required insurance policies shall contain the following provisions, or Contractor shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

A. The policy or policies of insurance required by this section for Commercial General Liability and Automobile Liability Insurance shall be endorsed to provide the following:

1. Additional Insured: The City, its officials, officers, employees, agents and volunteers, shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement; and

2. Additional Insured Endorsements: Additional insured endorsements shall not (1) be restricted to “ongoing operations”, (2) exclude “contractual liability”, (3) restrict coverage to “sole” liability of Contractor, or (4) contain any other exclusions contrary to the Agreement; and, the coverage shall contain no special limitations on the scope of protection afforded to additional insureds.

3. Notice: The policy or policies of insurance required by this section for Commercial General Liability and Automobile Liability Insurance shall be endorsed to state that coverage shall not be suspended, voided, cancelled, or modified, or reduced in coverage or in limits, except after thirty (30) days prior written notice by First Class U.S. Mail, postage-prepaid, has been provided to the City. Notwithstanding the foregoing, if coverage is to be suspended, voided, or cancelled because of Contractor’s failure to pay the insurance premium, the notice provided to City shall be by ten (10) days prior written notice.

B. For all policies of Commercial General Liability Insurance, Contractor shall provide endorsements for ongoing operations and completed operations to effectuate this requirement.

5.5 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City in advance and shall protect the City, its officials, officers, employees, agents and volunteers, in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

5.6 Primary and Non-Contributing Insurance. All policies of Commercial General Liability Insurance and Automobile Liability Insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents or volunteers, shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

5.7 Waiver of Subrogation. All policies of Commercial General Liability and Automobile Liability Insurance shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents and volunteers, or shall specifically allow Contractor or others providing insurance evidence in compliance with the requirements set forth in this section to waive their right to recovery prior to a loss. Contractor hereby agrees to waive its own right of recovery against the City, its officials, officers, employees, agents and volunteers, and Contractor hereby agrees to require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

5.8 Evidence of Coverage. Concurrently with the execution of the Agreement, Contractor shall deliver certificates of insurance together with original endorsements affecting each of the insurance policies required by this section. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for written approval. The certificates of insurance and original endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, Contractor shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies. Contractor shall promptly furnish, at City's request, copies of actual policies including all declaration pages, endorsements, exclusions and any other policy documents City requires to verify coverage.

5.9 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this section are not intended as a limitation on coverage, limits, or other requirements, or a waiver of any coverage normally provided by any insurance. Nothing in this section shall be construed as limiting in any way the indemnification provision contained in this Agreement, or the extent to which Contractor may be held responsible for payments of damages to persons or property.

5.10 Enforcement of Agreement (Non-Estoppel). Contractor acknowledges and agrees that actual or alleged failure on the part of the City to inform Contractor of any non-compliance with any of the insurance requirements set forth in this section imposes no additional obligation on the City nor does it waive any rights hereunder.

5.11 Insurance for Subconsultants or Subcontractors. Contractor shall either: (1) include all subconsultants or subcontractors engaged in any Work or Services for Contractor relating to this Agreement as additional named insureds under the Contractor's insurance policies; or (2) Contractor shall be responsible for causing its subconsultants or subcontractors to procure and maintain the appropriate insurance in compliance with the terms of the insurance requirements set forth in this section, including adding the City, its officials, officers, employees, agents and volunteers, as additional insureds to their respective policies. All policies of Commercial General Liability Insurance provided by Contractor's subconsultants or subcontractors performing any Work or Services related to this Agreement shall be endorsed to

name the City, its officials, officers, employees, agents and volunteers, as additional insureds. Contractor shall not allow any subconsultant or subcontractor to commence any Work or Services relating to this Agreement unless and until it has provided evidence satisfactory to City that the subconsultant or subcontractor has secured all insurance required under this section.

5.12 Other Insurance Requirements. The following terms and conditions shall apply to the insurance policies required of Contractor pursuant to this Agreement:

A. Contractor shall provide immediate written notice to City if (1) any of the insurance policies required herein are terminated, cancelled or suspended, (2) the limits of any of the insurance coverages required herein are reduced, or (3) the deductible or self-insured retention is increased.

B. All insurance coverage and limits provided by Contractor and available or applicable to this Agreement are intended to apply to each insured, including additional insureds, against whom a claim is made or suit is brought to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations shall limit the application of such insurance coverage.

C. None of the insurance coverages required herein will be in compliance with the requirements of this section if they include any limiting endorsement which substantially impairs the coverages set forth herein (e.g., elimination of contractual liability or reduction of discovery period), unless the endorsement has first been submitted to the City and approved in writing.

D. Certificates of insurance will not be accepted in lieu of required endorsements, and submittal of certificates without required endorsements may delay commencement of the Project. It is Contractor's obligation to ensure timely compliance with all insurance submittal requirements as provided herein.

E. Contractor agrees to ensure that subconsultants and subcontractors, if any, and any other parties involved with the Project who are brought onto or involved in the Project by Contractor, provide the same minimum insurance coverage required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Contractor agrees that upon request, all agreements with subcontractors and others engaged in the Project will be submitted to the City for review.

F. Contractor agrees to provide immediate written notice to City of any claim, demand or loss against Contractor arising out of the Work or Services performed under this Agreement and for any other claim, demand or loss which may reduce the insurance available to pay claims, demands or losses arising out of this Agreement.

6. **INDEMNIFICATION**

To the fullest extent permitted by law, Contractor shall defend (at Contractor's sole cost and expense with legal counsel reasonably acceptable to City), indemnify, protect, and hold harmless City, its elected and appointed officials, officers, directors, employees, agents, and volunteers (collectively the "Indemnified Parties"), from and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgments, arbitration awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to or death of persons (Contractor's employees included), for damage to property, including property owned by City, or from any violation of any federal, state, or local law or ordinance, which Claims arise out of, pertain to, or are related to the negligent acts or omissions, recklessness, or willful misconduct of Contractor, its agents, employees, or subcontractors. Notwithstanding the foregoing, such obligation to defend, hold harmless, and indemnify the City, its elected and appointed officials, officers, employees, agents and volunteers, shall not apply to the extent that such Claims arise out of, pertain to, or are related to the City's sole or active negligence or willful misconduct. Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit Contractor's indemnification obligation or other liability hereunder.

7. **REPORTS AND RECORDS**

7.1 Accounting Records. Contractor shall keep complete, accurate, and detailed accounts of all time, costs, expenses, and expenditures pertaining in any way to this Agreement. Contractor shall keep such books and records as shall be necessary to properly perform the Services required by this Agreement and to enable the Contract Officer to evaluate the performance of such Services. The Contract Officer shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit, and make records and transcripts from such records.

7.2 Reports. Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the Services required by this Agreement as the Contract Officer shall require.

7.3 Ownership of Documents. All drawings, specifications, reports, records, documents, memoranda, correspondence, computations, and other materials prepared by Contractor, its employees, subconsultants, subcontractors, and agents in the performance of this Agreement shall be the property of City and shall be promptly delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of the documents and materials hereunder.

7.4 Release of Documents. All drawings, specifications, reports, records, documents, and other materials prepared by Contractor in the performance of services under this Agreement shall not be released publicly without the prior written approval of the Contract Officer. All information gained by Contractor in the performance of this Agreement shall be

considered confidential and shall not be released by Contractor without City's prior written authorization.

7.5 Audit and Inspection of Records. After receipt of reasonable notice and during the regular business hours of City, Contractor shall provide City, or other agents of City, such access to Contractor's books, records, payroll documents, and facilities as City deems necessary to examine, copy, audit, and inspect all accounting books, records, work data, documents, and activities directly related to Contractor's performance under this Agreement. Contractor shall maintain such books, records, data, and documents in accordance with generally accepted accounting principles and shall clearly identify and make such items readily accessible to such parties during the term of this Agreement and for a period of three (3) years from the date of final payment by City hereunder.

8. ENFORCEMENT OF AGREEMENT

8.1 California Law and Venue. This Agreement shall be construed and interpreted both as to validity and as to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim, or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such County, and Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

8.2 Interpretation. This Agreement shall be construed as a whole according to its fair language and common meaning to achieve the objectives and purposes of the Parties. The terms of this Agreement are contractual and the result of negotiation between the Parties. Accordingly, any rule of construction of contracts (including, without limitation, California Civil Code Section 1654) that ambiguities are to be construed against the drafting party, shall not be employed in the interpretation of this Agreement. The caption headings of the various sections and paragraphs of this Agreement are for convenience and identification purposes only and shall not be deemed to limit, expand, or define the contents of the respective sections or paragraphs.

8.3 Termination. City may terminate this Agreement for any reason, with or without cause, upon giving Contractor thirty (30) days written notice. Upon such notice, City shall pay Contractor for Services performed through the date of termination. Upon receipt of such notice, Contractor shall immediately cease all work under this Agreement, unless the notice provides otherwise. Thereafter, Contractor shall have no further claims against the City under this Agreement. Upon termination of the Agreement pursuant to this section, Contractor shall submit to the City an invoice for work and services performed prior to the date of termination. In addition, Contractor reserves the right to terminate this Agreement at any time upon sixty (60) days written notice to the City, except that where termination is due to material default by the City, the period of notice may be such shorter time as the Contractor may determine.

8.4 Waiver. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the Party against whom enforcement of a waiver is sought. Any waiver by the Parties of any default or breach of any covenant, condition, or term contained in this Agreement, shall not be construed to be a waiver of any

subsequent or other default or breach, nor shall failure by the Parties to require exact, full, and complete compliance with any of the covenants, conditions, or terms contained in this Agreement be construed as changing the terms of this Agreement in any manner or preventing the Parties from enforcing the full provisions hereof.

8.5 Rights and Remedies Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

8.6 Legal Action. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement.

8.7 Attorneys' Fees. In the event any dispute between the Parties with respect to this Agreement results in litigation or any non-judicial proceeding, the prevailing Party shall be entitled, in addition to such other relief as may be granted, to recover from the non-prevailing Party all reasonable costs and expenses, including but not limited to reasonable attorneys' fees, expert witness fees, court costs and all fees, costs, and expenses incurred in any appeal or in collection of any judgment entered in such proceeding. To the extent authorized by law, in the event of a dismissal by the plaintiff or petitioner of the litigation or non-judicial proceeding within thirty (30) days of the date set for trial or hearing, the other Party shall be deemed to be the prevailing Party in such litigation or proceeding.

9. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

9.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Contractor, or any successor-in-interest, in the event of any default or breach by the City or for any amount which may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

9.2 Conflict of Interest. No officer or employee of the City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which effects his or her financial interest or the financial interest of any corporation, partnership, or association in which they are, directly or indirectly, interested in violation of any state statute or regulation. Contractor represents and warrants that it has not paid or given and will not pay or give any third party any money or other consideration in exchange for obtaining this Agreement.

9.3 Covenant Against Discrimination. In connection with its performance under this Agreement, Contractor shall not discriminate against any employee or applicant for employment because of race, disability, medical condition, religion, color, sex, sexual orientation, age, marital status, ancestry, or national origin. Contractor shall ensure that applicants are employed, and that employees are treated during their employment, without regard

to their race, disability, medical condition, religion, color, sex, sexual orientation, age, marital status, ancestry, or national origin. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

10. MISCELLANEOUS PROVISIONS

10.1 Notices. All notices or other communications required or permitted hereunder shall be in writing, and shall be personally delivered, sent by registered or certified mail, postage prepaid, return receipt requested, or delivered or sent by facsimile with attached evidence of completed transmission, and shall be deemed received upon the earlier of (i) the date of delivery to the address of the person to receive such notice if delivered personally or by messenger or overnight courier; (ii) five (5) business days after the date of posting by the United States Post Office if by mail; or (iii) when sent if given by facsimile. Notices or other communications shall be addressed as follows:

To City: City of Laguna Hills
Attention: City Manager
24035 El Toro Road
Laguna Hills, California 92653
Telephone: (949) 707-2600
Facsimile: (949) 707-2633

To Contractor: All City Management Services, Inc.
Attention: Baron Farwell, President/General Manager
10440 Pioneer Boulevard, Suite #5
Santa Fe Springs, California 90670
Telephone: (310) 202-8284
Facsimile: (310) 202-8325

10.2 Entire Agreement. This Agreement constitutes the entire agreement between the Parties and supersedes all prior negotiations, arrangements, agreements, representations, and understandings, if any, made by or among the Parties with respect to the subject matter hereof. No amendments or other modifications of this Agreement shall be binding unless executed in writing by both Parties hereto, or their respective successors, assigns, or grantees.

10.3 Severability. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be determined to be invalid by a final judgment or decree of a court of competent jurisdiction, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of that provision, or the remaining provisions of this Agreement unless the invalid provision is so material that its invalidity deprives either Party of the basic benefit of their bargain or renders this Agreement meaningless.

10.4 Successors in Interest. This Agreement shall be binding upon and inure to the benefit of the Parties' successors and assignees.

10.5 Third Party Beneficiary. Nothing contained in this Agreement is intended to confer, nor shall this Agreement be construed as conferring, any rights, including, without limitation, any rights as a third-party beneficiary or otherwise, upon any entity or person not a party hereto.

10.6 Recitals. The above-referenced Recitals are hereby incorporated into the Agreement as though fully set forth herein and each Party acknowledges and agrees that such Party is bound, for purposes of this Agreement, by the same.

10.7 Corporate Authority. Each of the undersigned represents and warrants that (i) the Party for which he/she is executing this Agreement is duly authorized and existing, (ii) he/she is duly authorized to execute and deliver this Agreement on behalf of the Party for which he/she is signing, (iii) by so executing this Agreement, the Party for which he/she is signing is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which the Party for which he/she is signing is bound.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties have executed and entered into this Agreement as of the date first written above.

“CITY”
City of Laguna Hills,
 a California municipal corporation

 DON SEDGWICK,
 Mayor

ATTEST:

 (SEAL)
 MELISSA AU-YEUNG,
 Deputy City Manager/City Clerk

APPROVED AS TO FORM:

 GREGORY E. SIMONIAN,
 City Attorney

“CONTRACTOR”
All City Management Services, Inc.
 a California corporation

By: _____
 BARON FARWELL,
 President/General Manager

By: _____
 DEMETRA FARWELL,
 Secretary

Attachment: Agreement - All City Management Inc. (1900 : FY 2019/2020 School Crossing Guard Agreement)

EXHIBIT “A”**CONTRACTOR’S PROPOSAL/ SCOPE OF WORK****DATED: MARCH 22, 2019****INCLUSIVE OF****CONTRACTOR’S LETTER PROPOSAL,****SCOPE OF SERVICES,****CLIENT MATRIX AND CLIENT WORKSHEET 2019-2020**

SCOPE OF SERVICES FOR PROJECT**INCLUDING,****SCHEDULE OF PERFORMANCE****AND****SCHEDULE OF COMPENSATION/ FEES**



ALL CITY MANAGEMENT SERVICES

March 22, 2019

Chief Roland Chacon
Laguna Hills, City of
24035 El Toro Road
Laguna Hills, CA 92653

It is once again the time of the year when many agencies are formulating their budgets for the coming fiscal year. Toward that end, please allow this letter to serve as confirmation of our interest in extending our agreement for Crossing Guard Services through the 2019-2020 fiscal year.

With the robust economy California has enjoyed for several years and the annual increases mandated for minimum wages our ability to recruit and staff Crossing Guard positions has progressively declined. While our spend on advertising and recruitment efforts has quadrupled over the past 3 years we cannot keep pace with our turnover ratio of 30%.

Up to 40% of our new recruits that do join us often find a better paying part-time jobs within 6 weeks of starting. We are typically faced with the dilemma of other part-time job opportunities offering the same minimum wage rate without the task of going back and forth to work 2 times a day. Couple that with the inherent risks of accident and injury a Crossing Guard takes everyday and it clearly becomes the less desirable choice.

This year we are in crisis mode in many if not most of the cities we serve in California. The number of "No Guard" sites we are experiencing this year is alarming and unacceptable for me and all of our stakeholders. With this in mind we must appeal for a fairly significant increase in our pricing this year. The rate we are proposing for the 2019-2020 year is \$21.08 per hour. Our price increase request is based on all the factors previously stated and our conclusion that we must offer Crossing Guard wages above the minimum wage rate to effectively recruit and retain a viable workforce.

To facilitate the calculation of the annual cost of your Crossing Guard program we have developed and included with this letter a Client Worksheet. This Worksheet is our best estimation of the hours and cost of your program as it exists currently.

While we remain committed to providing a safe, cost-effective and professional School Crossing Guard Program we hope you will find this new pricing acceptable as we work through this crisis. If you have any questions or need additional information, please contact me at (800) 540-9290. Take care.

Sincerely,

Demetra Farwell
Corporate Secretary

"Keeping Children Safe"

All City Management Services Inc.

Client Worksheet 2019-2020

Department: 3101

Billing Rate for 2019-2020: \$21.08

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

KEY:

Traditional Calendar:

For sites with no regularly scheduled early release days, use 180 regular days

For sites with one regularly scheduled early release day/week, use 144 regular days and 36 minimum days

Sites with traditional calendar:

		24		180		\$21.08	=	\$91,065.60
6	Sites at 4.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL PROJECTED HOURS

4320

TOTAL ANNUAL PROJECTED COST

\$91,065.60

Attachment: Agreement - All City Management Inc. (1900 : FY 2019/2020 School Crossing Guard Agreement)



ALL CITY MANAGEMENT SERVICES

SCOPE OF SERVICES

1. The Contractor will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a Crossing Guard. The Contractor is an independent Contractor and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the City.
2. The Contractor shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required places and times, and in accordance with all items of this Agreement.
3. The Contractor shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location.
4. The Contractor shall provide personnel properly trained as herein specified for the performance of duties of Crossing Guards. In the performance of their duties the Contractor and employees of the Contractor shall conduct themselves in accordance with the conditions of this Agreement and the laws and codes of the State of California pertaining to general pedestrian safety and school crossing areas.
5. Crossing Guard Services shall be provided by the Contractor at the designated locations and at the designated hours on all days on which the designated schools in the City of Laguna Hills are in session.
6. The Contractor shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. The Contractor shall also provide all Crossing Guards with hand held Stop Signs and appropriate safety vest.
7. The City agrees to pay the Contractor for the services rendered pursuant to this Agreement the sum of Twenty-One Dollars and Eight Cents (\$21.08) per hour, with a minimum of 4 hours, per day, per site. It is understood and agreed that the cost of providing Four Thousand, Three Hundred and Twenty (4,320) hours of service shall not exceed Ninety-One Thousand and Sixty-Six Dollars and 00/100 (\$91,066.00).



ALL CITY MANAGEMENT SERVICES

Client Matrix

3.5.a

GOFF, WILLIAM L. (BILL)

HALL, ASHLEY

Ph: (949) 506-7648

3101

Laguna Hills, City of

			MON	TUE	WED	THU	FRI
1.1 Alicia/Wilkes Lomarena Elem.	949.581.1370		7:35 AM - 8:20 AM 2:15 PM - 3:00 PM	7:35 AM - 8:20 AM 2:15 PM - 3:00 PM	7:35 AM - 8:20 AM 1:05 PM - 1:50 PM	7:35 AM - 8:20 AM 2:15 PM - 3:00 PM	7:35 AM - 8:20 AM 2:15 PM - 3:00 PM
Saddleback Valley USD	Reg 4	Other 4					
1.2 Alicia/Wilkes Lomarena Elem.	949.581.1370		7:35 AM - 8:20 AM 2:15 PM - 3:00 PM	7:35 AM - 8:20 AM 2:15 PM - 3:00 PM	7:35 AM - 8:20 AM 1:05 PM - 1:50 PM	7:35 AM - 8:20 AM 2:15 PM - 3:00 PM	7:35 AM - 8:20 AM 2:15 PM - 3:00 PM
Saddleback Valley USD	Reg 4	Other 4					
2 Earhart/Barents Lomarena Elem.	949.581.1370		7:40 AM - 8:25 AM 2:15 PM - 3:00 PM	7:40 AM - 8:25 AM 2:15 PM - 3:00 PM	7:40 AM - 8:25 AM 1:00 PM - 1:45 PM	7:40 AM - 8:25 AM 2:15 PM - 3:00 PM	7:40 AM - 8:25 AM 2:15 PM - 3:00 PM
Saddleback Valley USD	Reg 4	Other 4					
3 Santa Victoria/Barbera San Joaquin Elem.	949.581.3450		7:20 AM - 8:10 AM 1:45 PM - 2:30 PM	7:20 AM - 8:10 AM 1:45 PM - 2:30 PM	7:20 AM - 8:10 AM 1:45 PM - 2:30 PM	7:20 AM - 8:10 AM 1:45 PM - 2:30 PM	7:20 AM - 8:10 AM 1:45 PM - 2:30 PM
Saddleback Valley USD	Reg 4	Other 4					
4.1 La Paz/ Paseo De Valencia Valencia Elem.	949.830.3650		8:00 AM - 8:45 AM 2:15 PM - 3:00 PM	8:00 AM - 8:45 AM 2:15 PM - 3:00 PM	8:00 AM - 8:45 AM 2:15 PM - 3:00 PM	8:00 AM - 8:45 AM 2:15 PM - 3:00 PM	8:00 AM - 8:45 AM 2:15 PM - 3:00 PM
Saddleback Valley USD	Reg 4	Other 4					
4.2 La Paz/Paseo De Valencia Valencia Elem.	949.830.3650		8:00 AM - 8:45 AM 2:15 PM - 3:00 PM	8:00 AM - 8:45 AM 2:15 PM - 3:00 PM	8:00 AM - 8:45 AM 2:15 PM - 3:00 PM	8:00 AM - 8:45 AM 2:15 PM - 3:00 PM	8:00 AM - 8:45 AM 2:15 PM - 3:00 PM
Saddleback Valley USD	Reg 4	Other 4					
	Reg	Other					

Attachment: Agreement - All City Management Inc. (1900 : FY 2019/2020 School Crossing Guard

SCOPE OF SERVICES

1. The Contractor will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a Crossing Guard. The Contractor is an independent Contractor and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the City.
2. The Contractor shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required places and times, and in accordance with all items of this Agreement.
3. The Contractor shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location.
4. The Contractor shall provide personnel properly trained as herein specified for the performance of duties of Crossing Guards. In the performance of their duties the Contractor and employees of the Contractor shall conduct themselves in accordance with the conditions of this Agreement and the laws and codes of the State of California pertaining to general pedestrian safety and school crossing areas.
5. Crossing Guard Services shall be provided by the Contractor at the designated locations and at the designated hours on all days on which the designated schools in the City of Laguna Hills are in session as outlined in document titled "Client Matrix".
6. The Contractor shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. The Contractor shall also provide all Crossing Guards with hand held Stop Signs and appropriate safety vest.
7. The City agrees to pay the Contractor for the services rendered pursuant to this Agreement the sum of Twenty-one Dollars and Eight Cents (\$21.08) per hour, with a minimum of 4 hours, per day, per site. It is understood and agreed that the cost of providing Four Thousand, Three Hundred and Twenty (4,320) hours of service shall not exceed Ninety-One Thousand Sixty- Five Dollars and Sixty Cents (\$91,065.60).



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019

TO: Mayor and Council Members

FROM: Melissa Au-Yeung
Deputy City Manager

ISSUE: Resolution Establishing a New Employment Classification Along with Salary Range and Benefits for a Position Within the Bargaining Unit Covered by the Memorandum of Understanding with the Laguna Hills City Employees Association

RECOMMENDATION: That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, establishing a new Employment Classification along with salary range and benefits within the Bargaining Unit covered by the Memorandum of Understanding with the Laguna Hills City Employees Association."

SUMMARY:

With the recent departure of the Administrative Assistant for the Community Development Department, as is the practice of the City, staff conducted a thorough review of the current structure and staffing complement of the Community Development Department, as well as analyzed the duties and responsibilities of the position. Taking into account the present and future needs of the City and the department, staff is recommending the Administrative Assistant position for the Community Development Department be reclassified to Permit Technician Assistant.

BACKGROUND:

As it now stands, this position in the Community Development Department primarily serves as the backup to the Permit Technician position, although it should be noted that this position does have department-wide responsibilities that have been traditionally

Resolution Establishing a New Employment Classification

July 9, 2019

Page 2

conducted by an Administrative Assistant classification. In light of the current vacancy, staff thoroughly evaluated the duties and responsibilities of the position, as well as the time allocation of the position in completing all said duties. In this evaluation, staff determined that approximately 95% of this position's time was spent completing entry-level Permit Technician duties, with the remainder of the time spent on department-wide duties. Additionally, creation of the Permit Technician Assistant position would provide for an entry-level permit technician classification and assist in the Community Development Department's succession planning.

The current annual cost for an Administrative Assistant is approximately \$79,724, which includes all salary and benefits costs. The fully burdened estimated cost for a Permit Technician Assistant, based on the proposed salary range, is \$68,037. This range is based on the Permit Technician classification, which is determined by the average of the comparator agencies' average plus five percent.

This position would be subject to all provisions of the MOU. However, because this position classification is not authorized in the most recent Memorandum of Understanding (MOU) between the City of Laguna Hills and the Laguna Hills City Employees Association (LHCEA), it is necessary for the City Council to approve the new classification and salary range to the MOU by adopting the attached Resolution.

FISCAL IMPACT:

The current annual cost for an Administrative Assistant is approximately \$79,724, which includes all salary and benefits costs. The fully burdened estimated cost for a Permit Technician Assistant, based on the proposed salary range, is \$68,037.

ATTACHMENTS:

- Resolution Adding Full-Time Permit Technician Assistant Classification

RESOLUTION NO. 2019-07-09-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA HILLS, CALIFORNIA, ESTABLISHING A NEW
EMPLOYMENT CLASSIFICATION ALONG WITH SALARY
RANGE AND BENEFITS WITHIN THE BARGAINING UNIT
COVERED BY THE MEMORANDUM OF UNDERSTANDING
WITH THE LAGUNA HILLS CITY EMPLOYEES ASSOCIATION

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

WHEREAS, on June 12, 2018, the City Council approved and adopted the Memorandum of Understanding ("MOU") between the City of Laguna Hills ("City") and the Laguna Hills City Employees Association ("LHCEA" or "Association"), which became effective July 1, 2018, and will remain in effect until June 30, 2021; and

WHEREAS, Section IV of the MOU, entitled "Salary and Pay," establishes the employment classifications and the Salary Schedule for those positions in the bargaining unit covered by the MOU as of the time of the signing of the MOU, including both full-time positions (non-management) and extended part-time positions; and

WHEREAS, upon recommendation of the City Manager, the City Council now wishes to add a new full-time, non-management position to the bargaining unit covered by the MOU.

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

SECTION 1. The purpose and intent of this Resolution is to establish a new full-time, non-management employment classification and salary range for the position of "Permit Technician Assistant" to Section IV, "Salary and Pay," of the MOU between the City and the Association.

SECTION 2. The new full-time, non-management employment classification and salary range established by this Resolution for the "Permit Technician Assistant" position will be included in the bargaining unit covered by the MOU and represented by the Association and all provisions in the MOU between the City and the Association will be applicable to this new position.

SECTION 3. The following new full-time, non-management employment classification is hereby established and assigned the following salary range:

FULL-TIME POSITION – NON MANAGEMENT	MONTHLY RANGE	
Permit Technician Assistant	\$ 4,341	\$ 5,277

SECTION 4. The Members of the Association have been notified concerning the actions set forth herein.

SECTION 5. The changes to the employment classifications and salary ranges set forth herein shall be effective July 10, 2019.

PASSED, APPROVED, AND ADOPTED this 9th day of July 2019.

DON SEDGWICK, 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. 2019-07-09-X adopted by the City Council of the City of Laguna Hills, California, at a Regular Meeting thereof held on the 9th day of July 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Southern California Association of Governments' (SCAG) Local Profile Report of Laguna Hills

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

SUMMARY:

In 2008, the Southern California Association of Governments' (SCAG) began providing its member jurisdictions with statistical reports containing local demographic, economic, and other valuable data to assist cities with strategic planning and outreach efforts. In June, SCAG released the 2019 Local Profile Report of the City of Laguna Hills (Report), which contains a variety of historical information (since 2000) and current data from publicly available and private sources. Data in the Report, which are specific to Laguna Hills, are benchmarked alongside regional county information and include figures on population, housing, transportation, employment, retail sales, education, and other demographic and economic statistics.

A few highlights from the Report include:

- A median existing home sales price of \$684,000, which is trending upward;
- Number of jobs at 18,367, representing 1.1% of jobs in Orange County;
- A decrease in the non-Hispanic white population from 68.9% in 2000 to 58.6% in 2018;
- An aging population, particularly in the age group 55-64, which experienced the largest increase in share from 2000-2018, growing from 9.1 to 15.6 percent;

SCAG Local Profile Report of Laguna Hills

July 9, 2019

Page 2

-
- The homeownership rate has decreased slightly from about 75% in 2000 to about 71% in 2018; and
 - Since 2000, total school enrollment has decreased 26%. K-6 enrollment decreased 33%.

The 2018 Statistical Summary Table (located on page 3 of the Report) provides further information on recent statistical trends in Laguna Hills, which are detailed in the second section of the Report. The final section contains the methodology of the Report, including source and reference information.

Staff recommends that the City Council receive and file the report.

ATTACHMENTS:

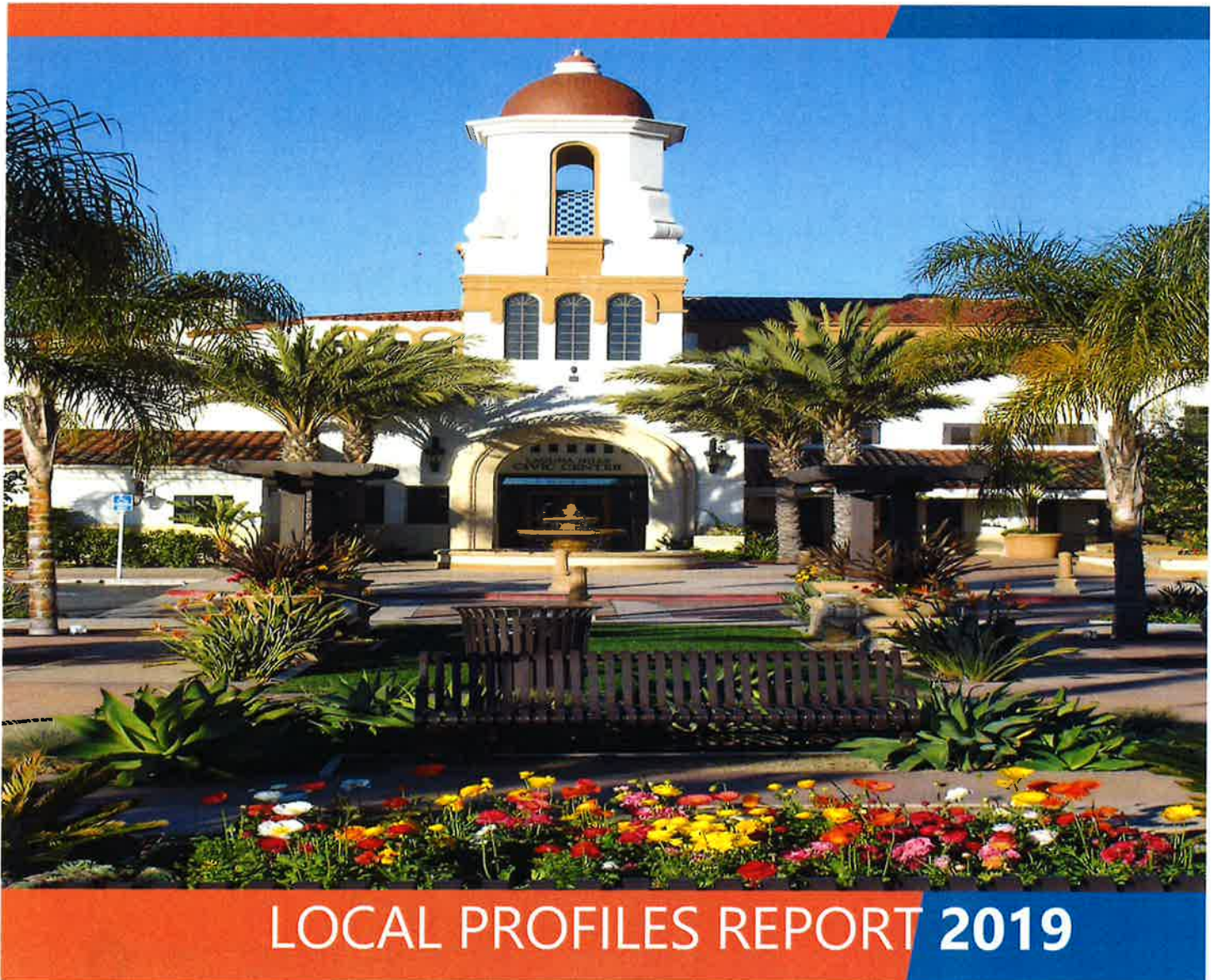
- SCAG Local Profile Report



Profile of the City of Laguna Hills

Southern California Association of Governments (SCAG) Regional Council includes 69 districts which represent 191 cities and 6 counties in the SCAG region

SCAG Regional Council District 13 includes Laguna Hills, Laguna Woods, Lake Forest, Mission Viejo, and Rancho Santa Margarita
Represented by: Hon. Wendy Bucknum



LOCAL PROFILES REPORT 2019

Attachment: SCAG Local Profile Report (1902 : SCAG Local Profile Report of Laguna Hills)

This profile report was prepared by the Southern California Association of Governments and shared with the City of Laguna Hills. SCAG provides local governments with a variety of benefits and services including, for example, data and information, GIS training, planning and technical assistance, and sustainability planning grants.

May 2019
Southern California Association of Governments

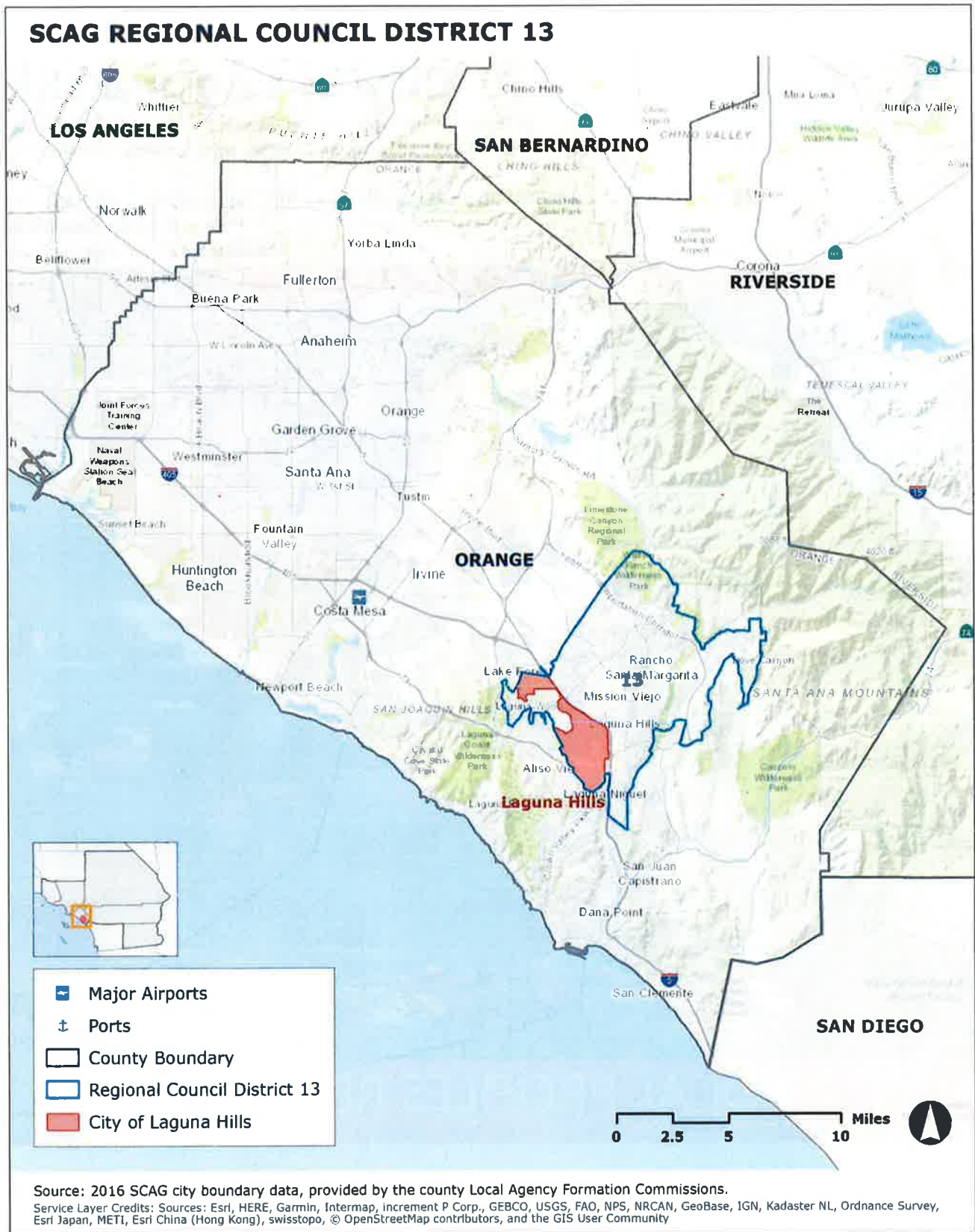


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I. INTRODUCTION

The Southern California Association of Governments

The Southern California Association of Governments (SCAG) is the largest Metropolitan Planning Organization (MPO) in the nation, with more than 19 million residents. The SCAG region includes six counties (Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura) and 191 incorporated cities. In addition, the SCAG region is a major hub of global economic activity, representing the 16th largest economy in the world and is considered the nation's gateway for international trade, with two of the largest ports in the nation. The SCAG region is also the most culturally diverse region in the nation, with no single ethnic group comprising a majority of the population. With a robust, diversified economy and a growing population substantially fueled by international immigration, the SCAG region is poised to continue its role as a primary metropolitan center on the Pacific Rim.

SCAG Activities

As the designated MPO, SCAG is mandated by federal law to research and develop a Regional Transportation Plan (RTP), which incorporates a Sustainable Communities Strategy (SCS) per California state law. Additionally, SCAG is pursuing a variety of innovative planning and policy initiatives to foster a more sustainable Southern California. In addition to conducting the formal planning activities required of an MPO, SCAG provides local governments with a wide variety of benefits and services including, for example, data and information, GIS training, planning and technical assistance, and support for sustainability planning grants.

The Local Profiles

In 2008, SCAG initiated the Local Profiles project as a part of a larger initiative to provide a variety of new services to its member cities and counties. Through extensive input from member jurisdictions, the inaugural Local Profiles Reports were released at the SCAG General Assembly in May 2009. The Local Profiles have since been updated every two years.

The Local Profiles reports provide a variety of demographic, economic, education, housing, and transportation information about each member jurisdiction including, but not limited to, the following:

- How much growth in population has taken place since 2000?
- Has the local jurisdiction been growing faster or slower than the county or regional average?
- Have there been more or fewer school-age children?
- Have homeownership rates been increasing or decreasing?
- How and where do residents travel to work?
- How has the local economy been changing in terms of employment share by sector?

Answers to questions such as these provide a snapshot of the dynamic changes affecting each local jurisdiction.

The purpose of this report is to provide current information and data for the City of Laguna Hills for planning and outreach efforts. Information on population, housing, transportation, employment, retail sales, and education can be utilized by the city to make well informed planning decisions. The report provides a portrait of the city and its changes since 2000, using average figures for Orange County as a comparative baseline. In addition, the most current data available for the region is also included in the Statistical Summary (page 3). This profile report illustrates current trends occurring in the City of Laguna Hills.

Factors Affecting Local Changes Reflected in the 2019 Report

Overall, member jurisdictions since 2000 have been impacted by a variety of factors at the national, regional, and local levels. For example, the vast majority of member jurisdictions included in the 2019 Local Profiles reflect national demographic trends toward an older and more diverse population. Evidence of continued economic growth is also apparent through increases in employment, retail sales, building permits, and home prices. Work destinations and commute times tend to correlate with local and regional development patterns and the location of local jurisdictions, particularly in relation to the regional transportation system.

Uses of the Local Profiles

Following release at the SCAG General Assembly, the Local Profiles are posted on the SCAG website and are used for a variety of purposes including, but not limited to, the following:

- As a data and communication resource for elected officials, businesses, and residents
- Community planning and outreach
- Economic development
- Visioning initiatives
- Grant application support
- Performance monitoring

The primary user groups of the Local Profiles include member jurisdictions and state and federal legislative delegates of Southern California. This report is a SCAG member benefit and the use of the data contained within this report is voluntary.

Report Organization

This report includes three sections. The first section presents a 'Statistical Summary' for the City of Laguna Hills. The second section provides detailed information organized by subject area and includes brief highlights of some of the trends identified by that information. The third section, 'Methodology', describes technical considerations related to data definitions, measurement, and sources.

2018 STATISTICAL SUMMARY

Category	Laguna Hills	Orange County	Laguna Hills Relative to Orange County*	SCAG Region
2018 Total Population	31,818	3,221,103	[1.0%]	19,145,421
2018 Population Density (Persons per Square Mile)	4,770	4,101	669	494
2018 Median Age (Years)	41.4	37.5	3.9	35.8
2018 Hispanic	20.9%	34.2%	-13.3%	46.5%
2018 Non-Hispanic White	58.6%	41.4%	17.2%	31.4%
2018 Non-Hispanic Asian	14.1%	19.5%	-5.4%	12.8%
2018 Non-Hispanic Black	2.4%	1.6%	0.8%	6.3%
2018 Non-Hispanic American Indian or Alaska Native	0.5%	0.2%	0.3%	0.2%
2018 All Other Non-Hispanic	3.5%	3.1%	0.4%	2.8%
2018 Number of Households	10,704	1,037,173	[1.0%]	6,132,938
2018 Average Household Size	2.9	3.1	-0.2	3.1
2018 Median Household Income	\$99,797	\$81,851	\$17,946	\$64,989
2018 Number of Housing Units	11,298	1,094,169	[1.0%]	6,629,879
2018 Homeownership Rate	70.7%	52.4%	18.3%	52.4%
2018 Median Existing Home Sales Price	\$684,000	\$725,000	-\$41,000	\$561,000
2017 - 2018 Median Home Sales Price Change	0.7%	5.8%	-5.1%	6.5%
2018 Drive Alone to Work	79.1%	78.6%	0.5%	75.8%
2018 Mean Travel Time to Work (minutes)	24.9	27.4	-2.5	30.2
2017 Number of Jobs	18,367	1,726,003	[1.1%]	8,465,304
2016 - 2017 Total Jobs Change	33	15,856	[0.2%]	76,197
2017 Average Salary per Job	\$56,659	\$62,699	-\$6,040	\$60,956
2018 K-12 Public School Student Enrollment	3,173	483,233	[0.7%]	2,975,283

Sources: U.S. Census American Community Survey, 2017; Nielsen Co.; California Department of Finance E-5, May 2018; CoreLogic/DataQuick; California Department of Education; and SCAG

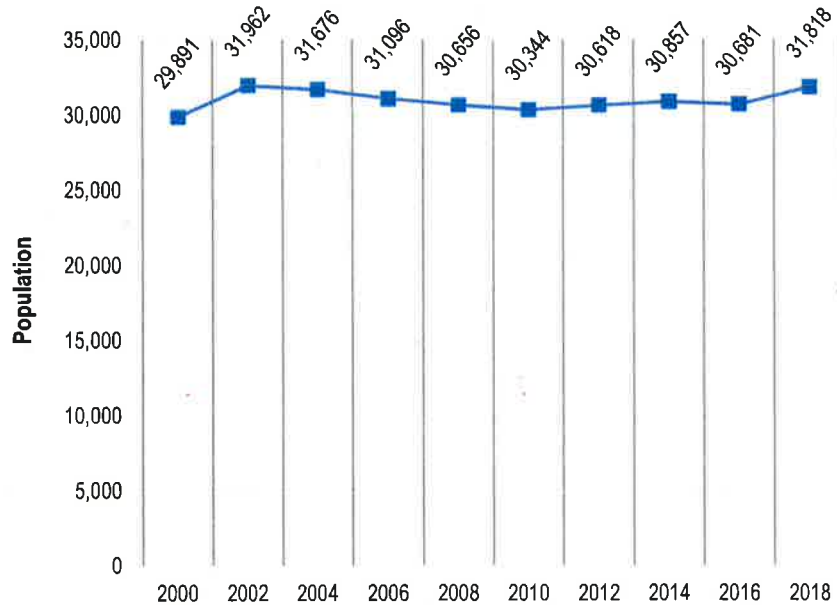
* Numbers with [] represent Laguna Hills's share of Orange County. The unbracketed numbers represent the difference between Laguna Hills and Orange County.

Mapped jurisdictional boundaries are as of July 1, 2016 and are for visual purposes only. Report data, however, are updated according to their respective sources.

II. POPULATION

Population Growth

Population: 2000 - 2018

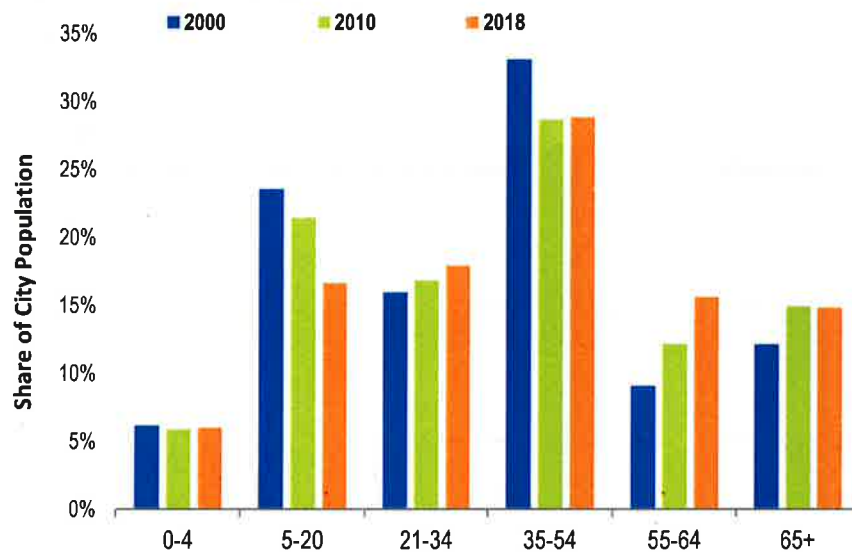


Source: California Department of Finance, E-5, 2000-2018

- Between 2000 and 2018, the total population of the City of Laguna Hills increased by 1,927 to 31,818.
- During this 18-year period, the city's population growth rate of 6.4 percent was lower than the Orange County rate of 13.2 percent.
- 1.0 percent of the total population of Orange County is in the City of Laguna Hills.
- Population values for 2000 and 2010 are from the U.S. Decennial Census.
- Values for other years are estimates by the California Department of Finance.

Population by Age Range

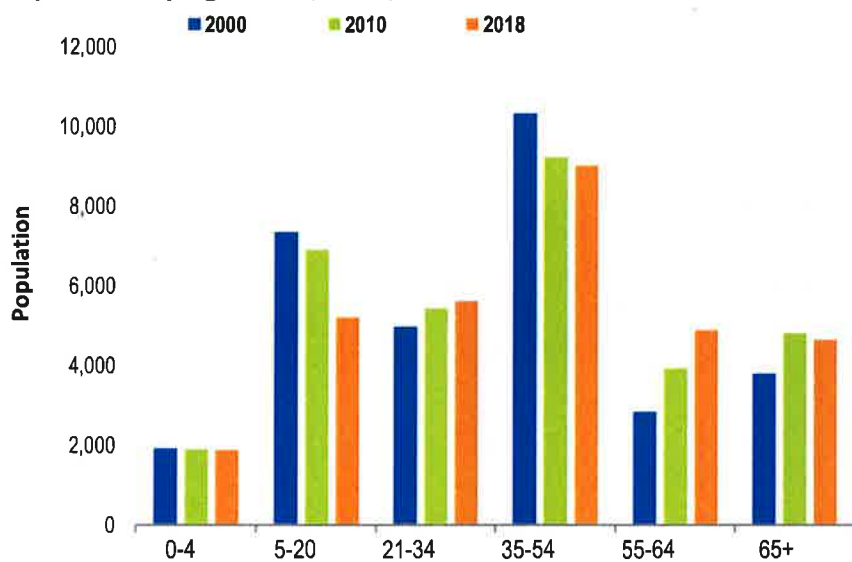
Population Share by Age: 2000, 2010, and 2018



Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- Between 2000 and 2018, the 55-64 age group experienced the largest increase in share, growing from 9.1 to 15.6 percent.
- The age group that experienced the greatest decline in share was 5-20, decreasing from 23.6 to 16.7 percent.

Population by Age: 2000, 2010, and 2018

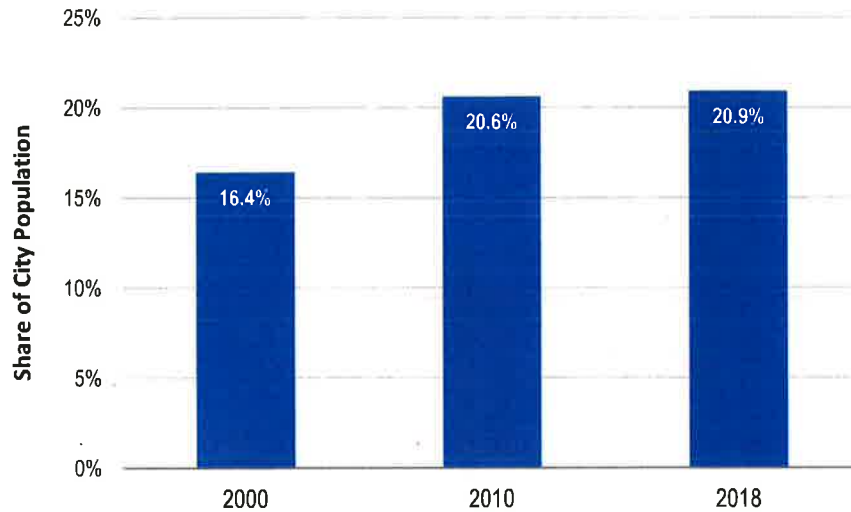


Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- The 55-64 age group added the most population, with an increase of 2,049 people between 2000 and 2018.

Population by Race/Ethnicity

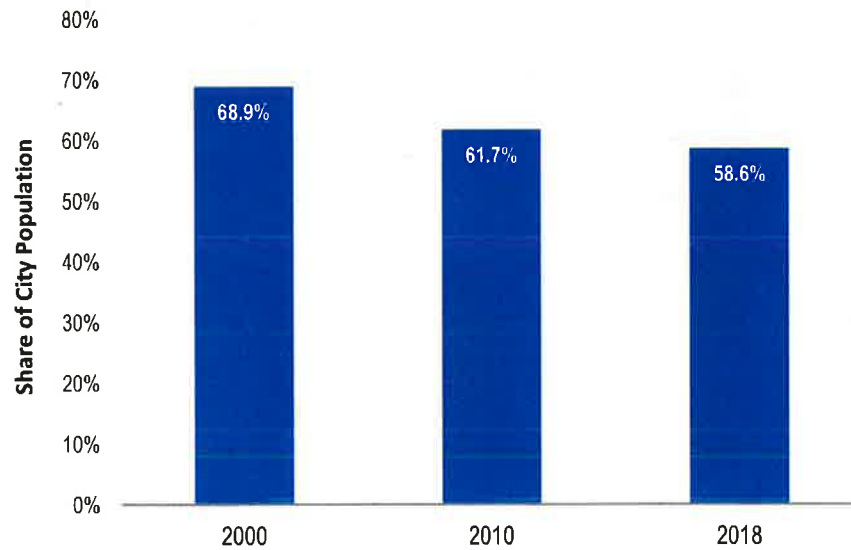
Hispanic or Latino of Any Race: 2000, 2010, and 2018



Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

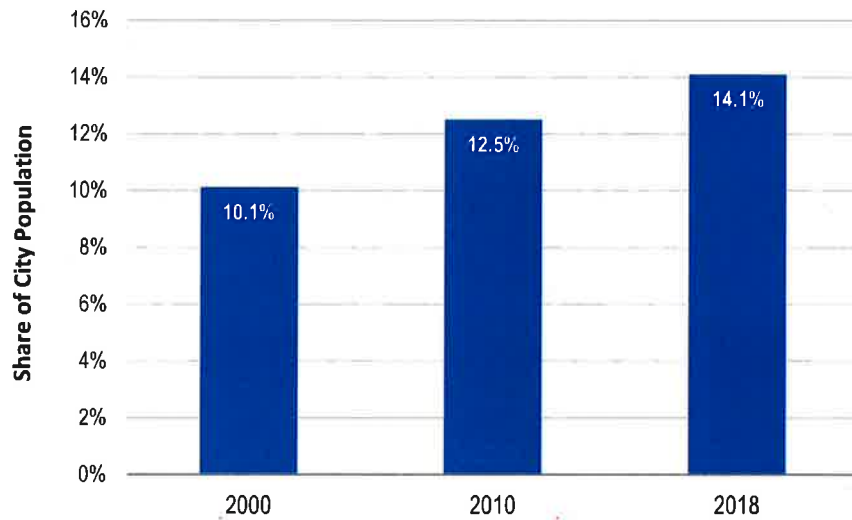
- Between 2000 and 2018, the share of Hispanic population in the city increased from 16.4 percent to 20.9 percent.

Non-Hispanic White: 2000, 2010, and 2018



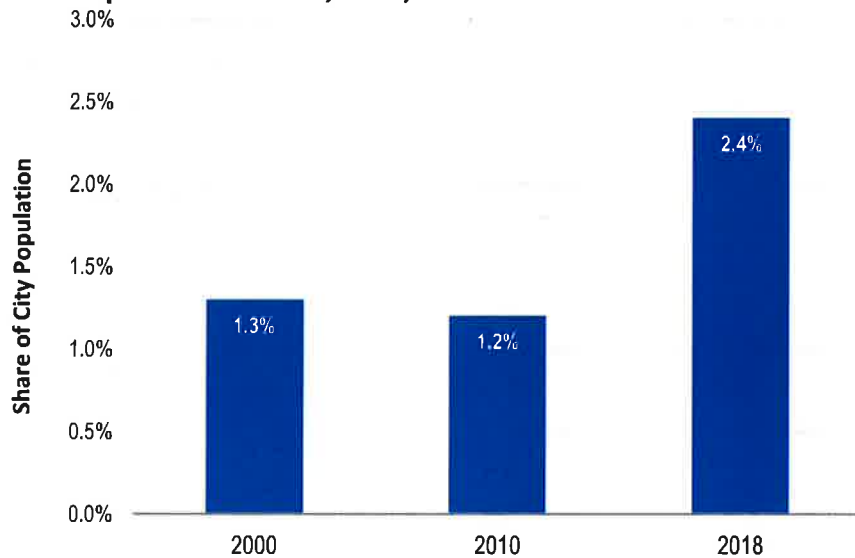
Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- Between 2000 and 2018, the share of Non-Hispanic White population in the city decreased from 68.9 percent to 58.6 percent.
- Please refer to the Methodology section for definitions of the racial/ethnic categories.

Non-Hispanic Asian: 2000, 2010, and 2018

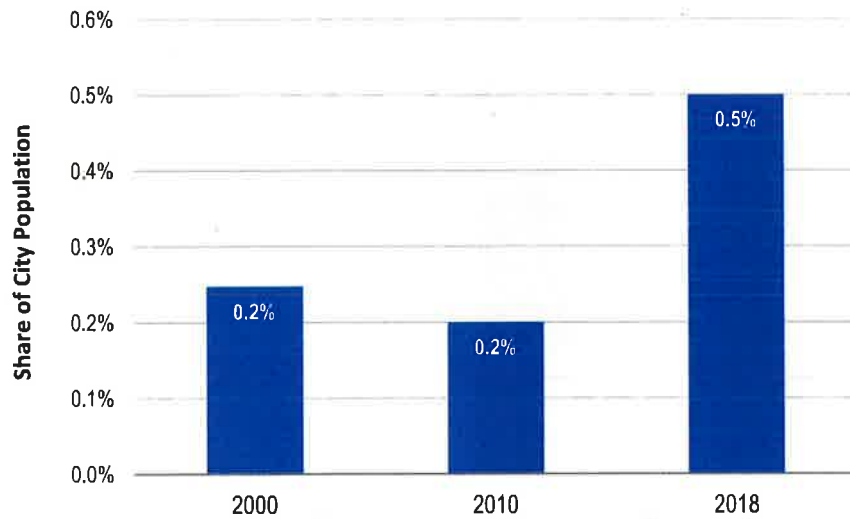
Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- Between 2000 and 2018, the share of Non-Hispanic Asian population in the city increased from 10.1 percent to 14.1 percent.

Non-Hispanic Black: 2000, 2010, and 2018

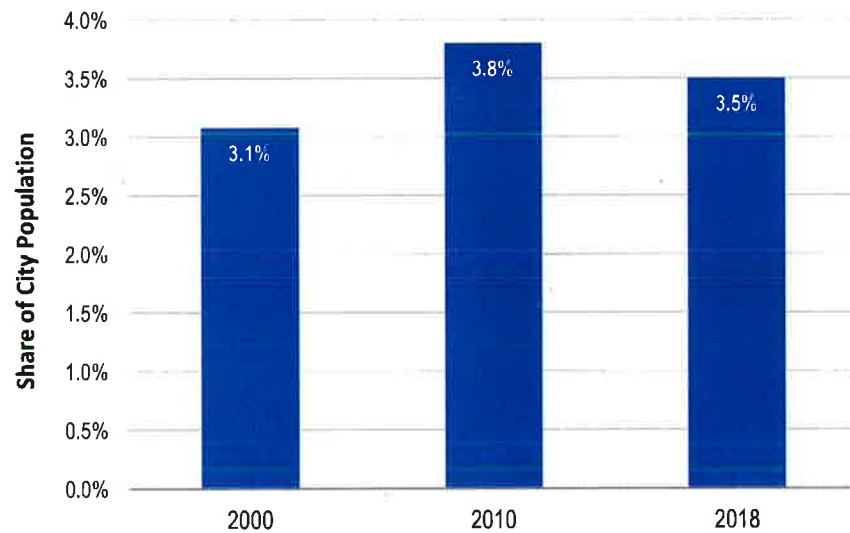
Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- Between 2000 and 2018, the share of Non-Hispanic Black population in the city increased from 1.3 percent to 2.4 percent.

Non-Hispanic American Indian or Alaska Native: 2000, 2010, & 2018

Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- Between 2000 and 2018, the share of Non-Hispanic American Indian or Alaska Native population in the city increased from 0.2 percent to 0.5 percent.

All Other Non-Hispanic: 2000, 2010, and 2018

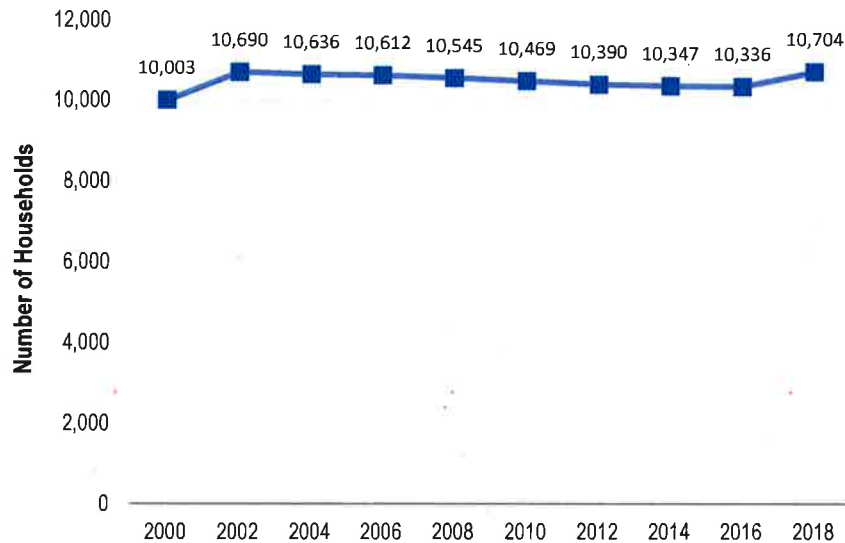
Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- Between 2000 and 2018, the share of All Other Non-Hispanic population group in the city increased from 3.1 percent to 3.5 percent.

III. HOUSEHOLDS

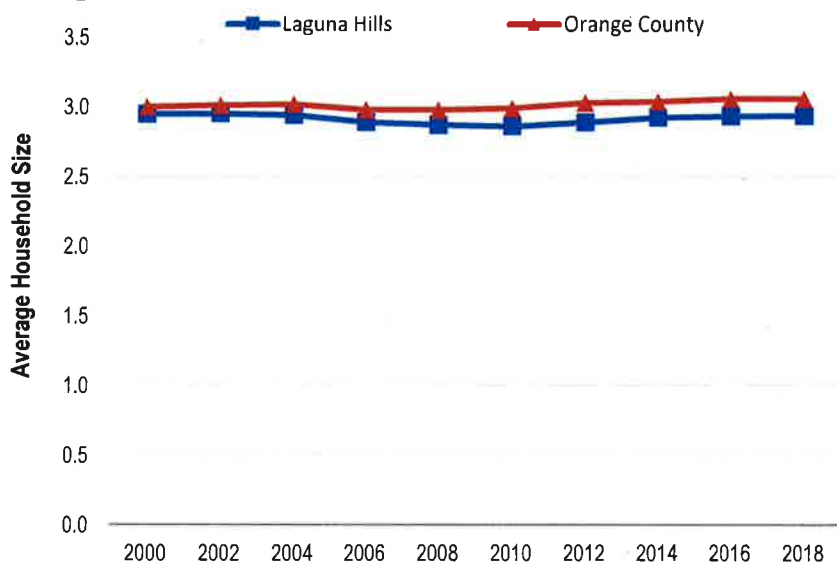
Number of Households (Occupied Housing Units)

Number of Households: 2000 - 2018



Sources: California Department of Finance, E-5, 2000-2018

Average Household Size: 2000 - 2018

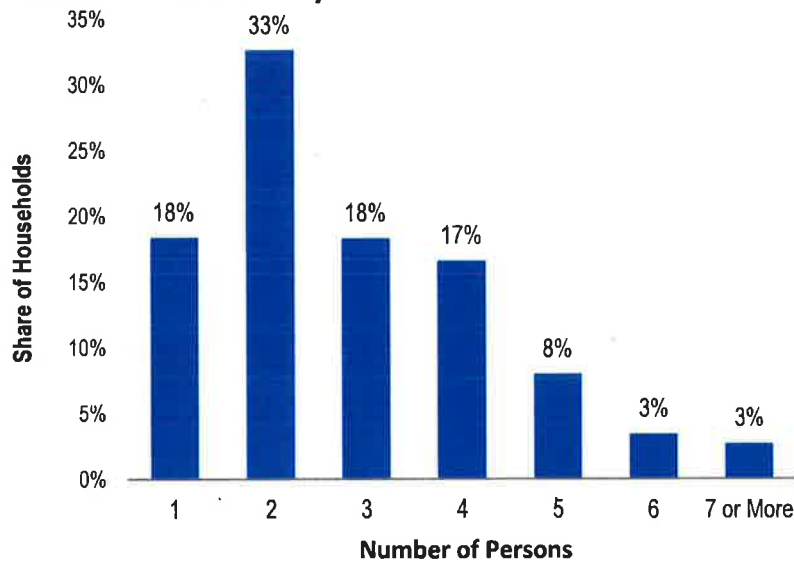


Source: California Department of Finance, E-5, 2000-2018

- Between 2000 and 2018, the total number of households in the City of Laguna Hills increased by 701 units, or 7 percent.
- During this 18-year period, the city's household growth rate of 7 percent was lower than the county growth rate of 10.9 percent.
- 1.0 percent of Orange County's total number of households are in the City of Laguna Hills.
- In 2018, the city's average household size was 2.9, lower than the county average of 3.1.

Households by Size

Percent of Households by Household Size: 2018

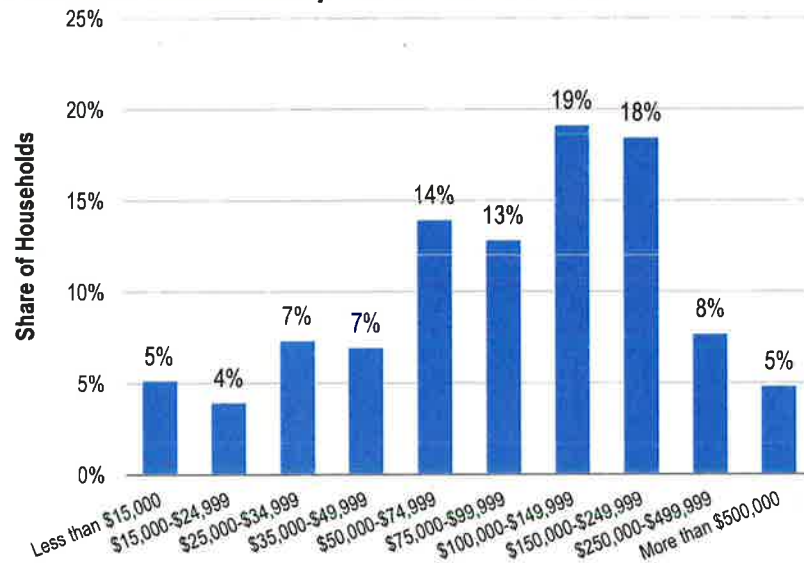


Source: U.S. Census American Community Survey, 2017; Nielsen Co.

- In 2018, 69.3 percent of all city households had 3 people or fewer.
- About 18 percent of the households were single-person households.
- Approximately 14 percent of all households in the city had 5 people or more.

Households by Income

Percent of Households by Household Income: 2018

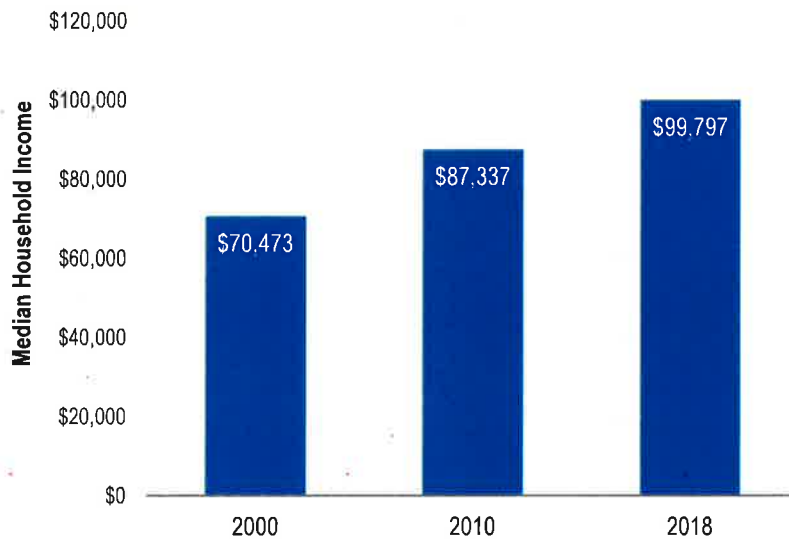


Source: U.S. Census American Community Survey, 2017; Nielsen Co.

- In 2018, about 23 percent of households earned less than \$50,000 annually.
- Approximately 50 percent of households earned \$100,000 or more.

Household Income

Median Household Income: 2000, 2010, and 2018

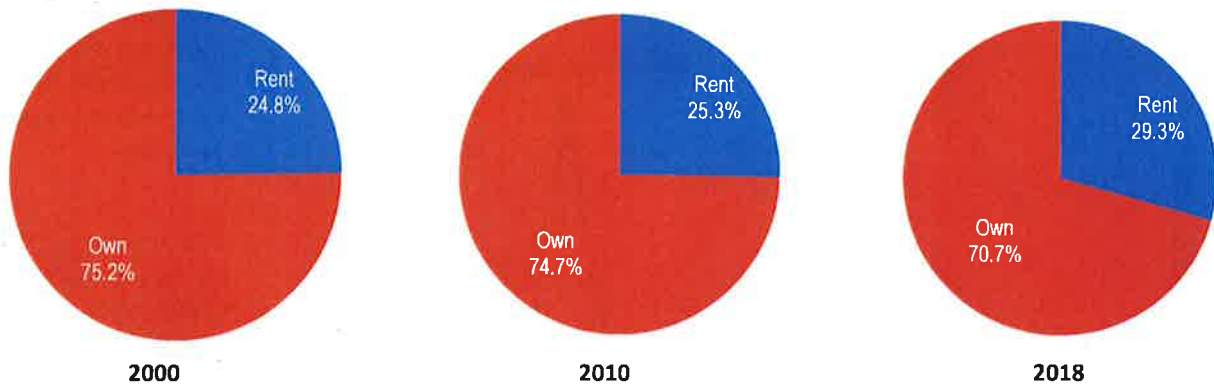


Source: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- From 2000 to 2018, median household income increased by \$29,324.
- Note: Dollars are not adjusted for annual inflation.

Renters and Homeowners

Percentage of Renters and Homeowners: 2000, 2010, and 2018



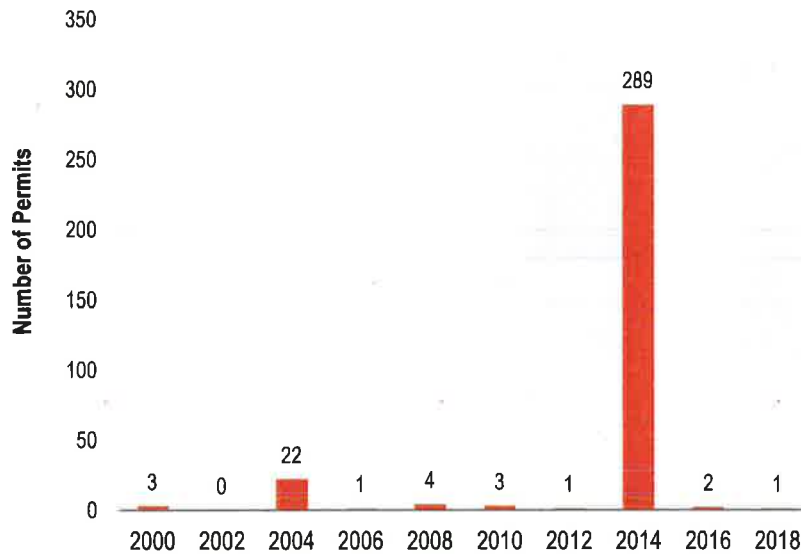
Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- Between 2000 and 2018, homeownership rates decreased and the share of renters increased.

IV. HOUSING

Total Housing Production

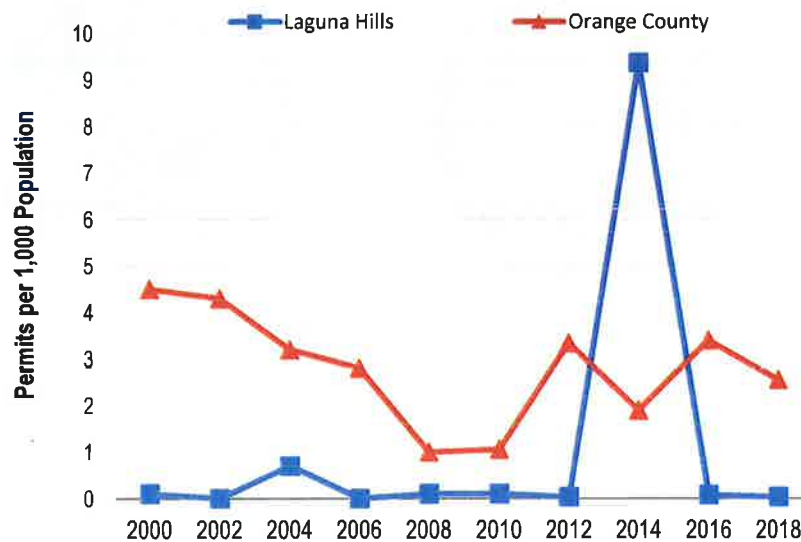
Total Residential Units Permitted: 2000 - 2018



Source: Construction Industry Research Board, 2000 - 2018

- In 2018, permits were issued for 1 residential unit.

Total Residential Units Permitted per 1,000 Residents: 2000 - 2018

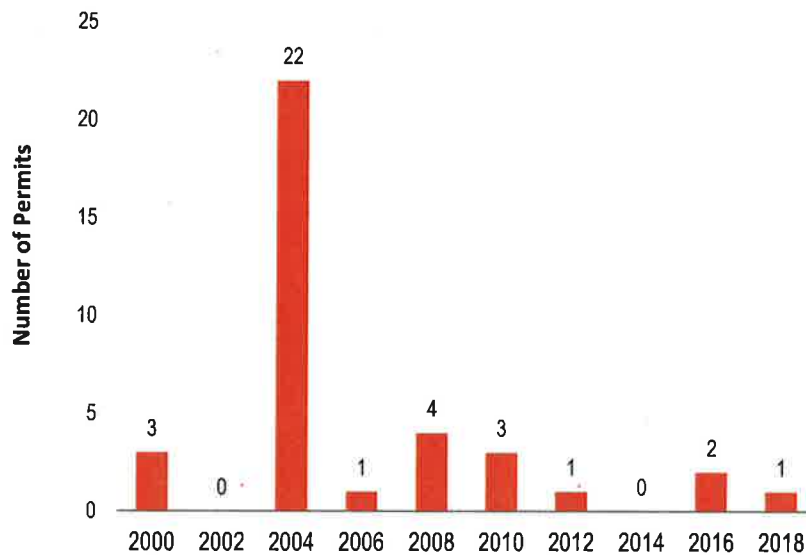


Source: Construction Industry Research Board, 2000-2018

- In 2000, the City of Laguna Hills had 0.1 permits per 1,000 residents compared to the overall county figure of 4.5 permits per 1,000 residents.
- For the city in 2018, the number of permits per 1,000 residents decreased to 0 permits. For the county overall, it decreased to 2.5 permits per 1,000 residents.

Single-Family Housing Production

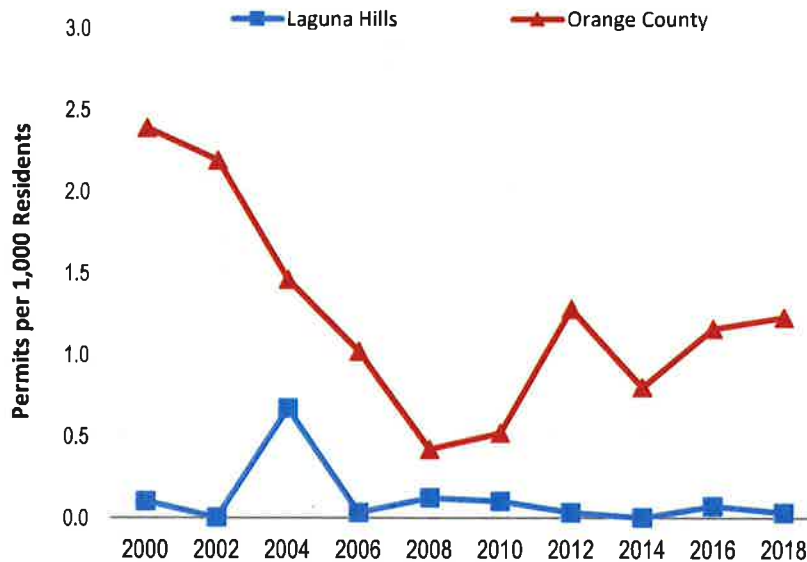
Single-Family Units Permitted: 2000 - 2018



Source: Construction Industry Research Board, 2000 - 2018

- In 2018, permits were issued for 1 single family home.

Single-Family Units Permitted per 1,000 Residents: 2000 - 2018

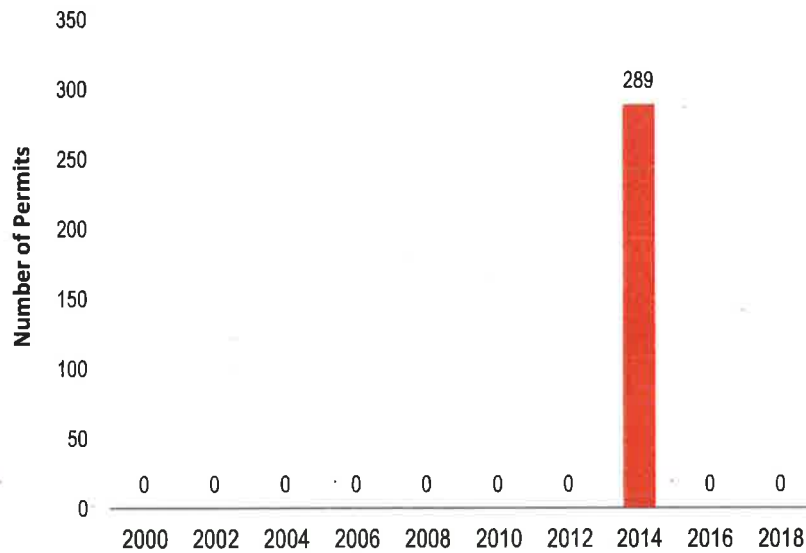


Source: Construction Industry Research Board, 2000-2018

- In 2000, the City of Laguna Hills issued 0.1 permits per 1,000 residents compared to the overall county figure of 2.4 permits per 1,000 residents.
- For the city in 2018, the number of permits issued per 1,000 residents decreased to 0 permits. For the county overall, it decreased to 1.2 permits per 1,000 residents.

Multi-Family Housing Production

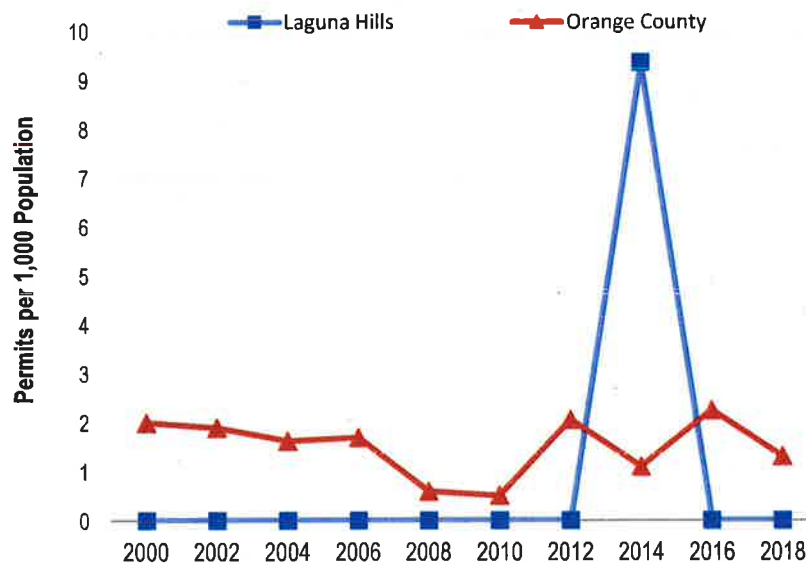
Multi-Family Units Permitted: 2000 - 2018



Source: Construction Industry Research Board, 2000-2018

- In 2018, no permits were issued for multi-family residential units.

Multi-Family Units Permitted per 1,000 Residents: 2000 - 2018

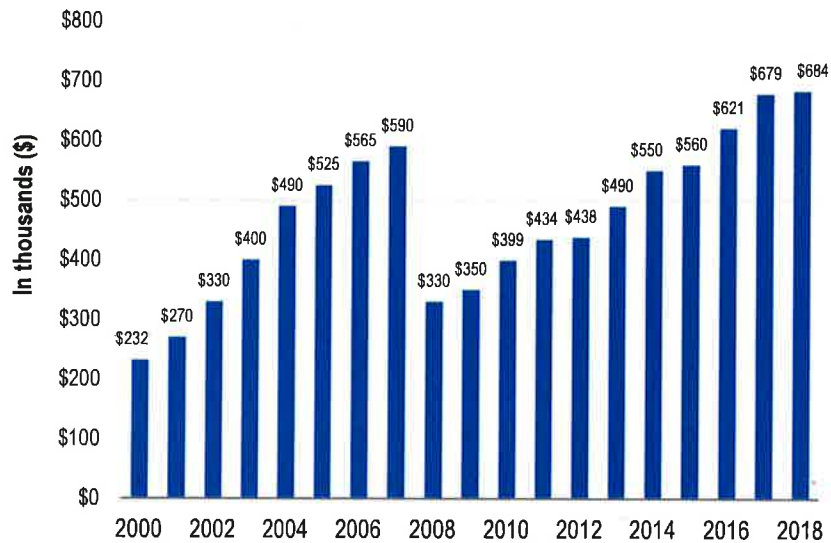


Source: Construction Industry Research Board, 2000-2018

- For the city in 2018, the number of permits per 1,000 residents remained at 0 permits. For the county overall, it decreased to 1.3 permits per 1,000 residents.

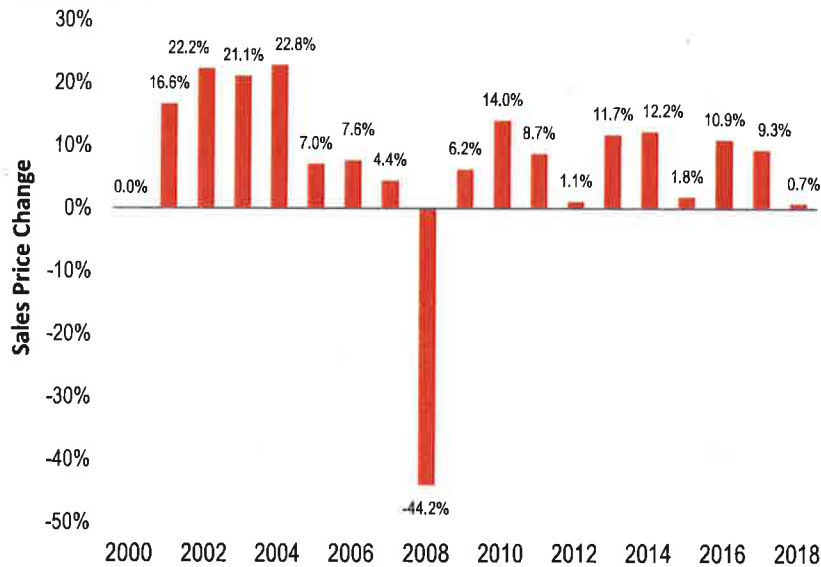
Home Sales Prices

Median Home Sales Price for Existing Homes: 2000 - 2018



Source: CoreLogic/DataQuick, 2000-2018

Annual Median Home Sales Price Change for Existing Homes: 2000 - 2018



Source: CoreLogic/DataQuick, 2000-2018

- Between 2000 and 2018, the median home sales price of existing homes increased 195 percent from \$231,500 to \$684,000.
- Median home sales price increased by 71.4 percent between 2010 and 2018.
- In 2018, the median home sales price in the city was \$684,000, \$41,000 lower than that in the county overall.
- Note: Median home sales price reflects resale of existing homes, which varies due to type of units sold.
- Annual median home sales prices are not adjusted for inflation.

HOUSING TYPE

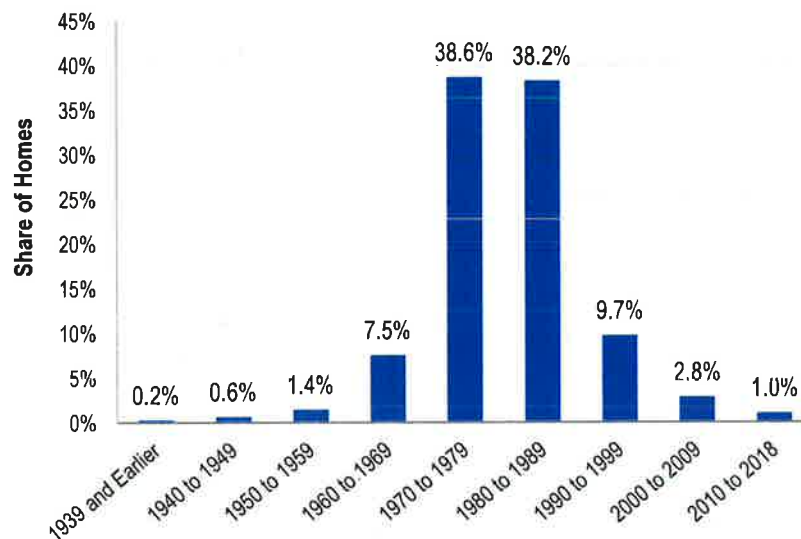
Housing Type by Units: 2018

Housing Type	Number of Units	Percent of Total Units
Single Family Detached	6,404	56.7 %
Single Family Attached	1,917	17.0 %
Multi-family: 2 to 4 units	573	5.0 %
Multi-family: 5 units plus	2,052	18.2 %
Mobile Home	352	3.1 %
Total	11,298	100.0 %

Source: California Department of Finance, E-5, 2018

- The most common housing type is Single Family Detached.
- 73.7 percent are single family homes and 23.2 percent are multi-family homes.

Age of Housing Stock

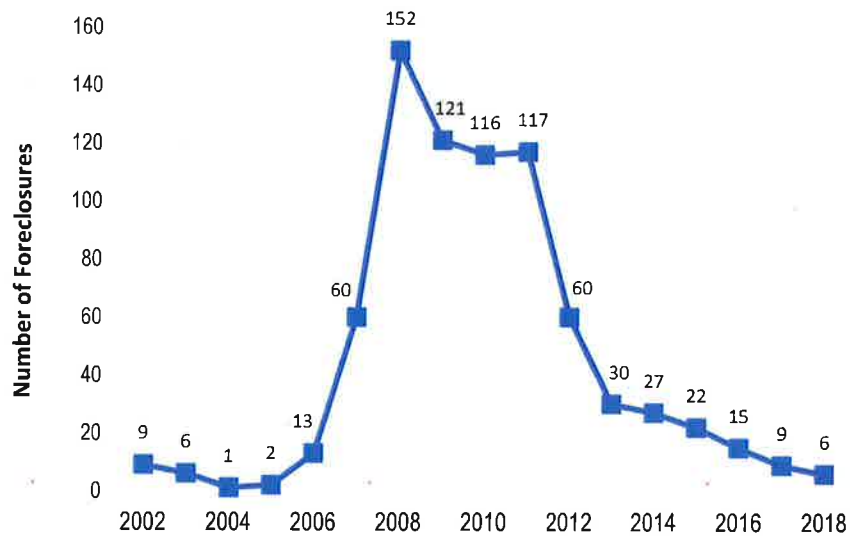


Source: U.S. Census American Community Survey, 2017; Nielsen Co.

- 9.7 percent of the housing stock was built before 1970.
- 90.3 percent of the housing stock was built after 1970.

Foreclosures

Number of Foreclosures: 2002 - 2018

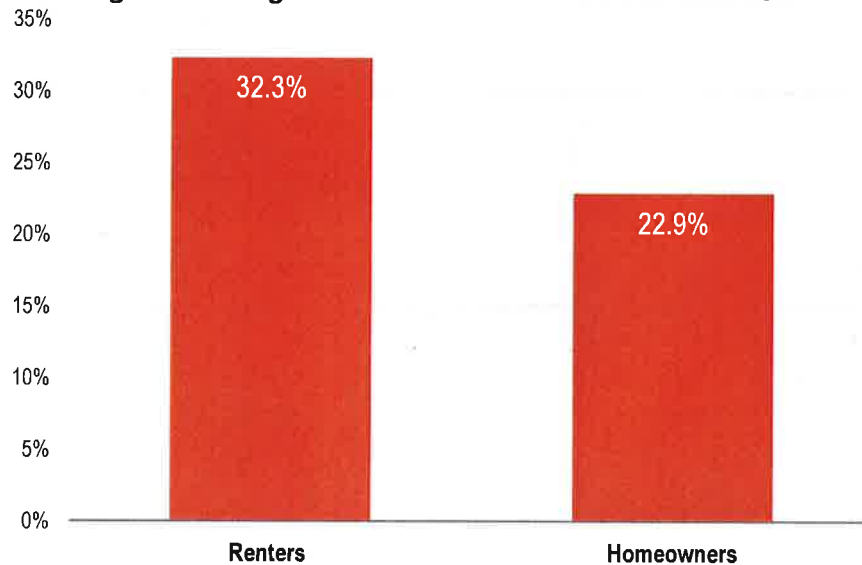


Source: CoreLogic/DataQuick, 2002-2018

- There were 6 foreclosures in 2018.
- Between 2007 and 2018, there were 735 foreclosures.

Housing Cost Share

Percentage of Housing Cost for Renters and Homeowners: 2017



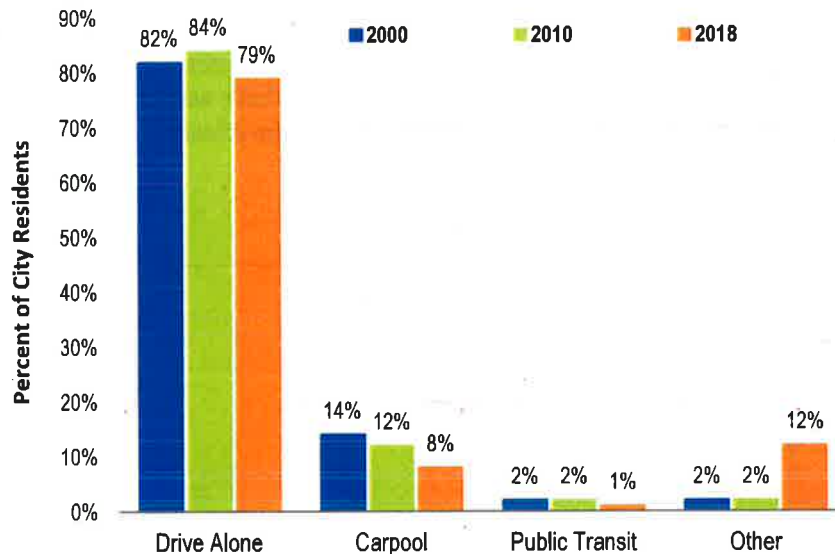
Source: U.S. Census American Community Survey, 2017

- Housing costs accounted for an average of 32.3 percent of total household income for renters.
- Housing costs accounted for an average of 22.9 percent of total household income for homeowners.

V. TRANSPORTATION

Journey to Work for Residents

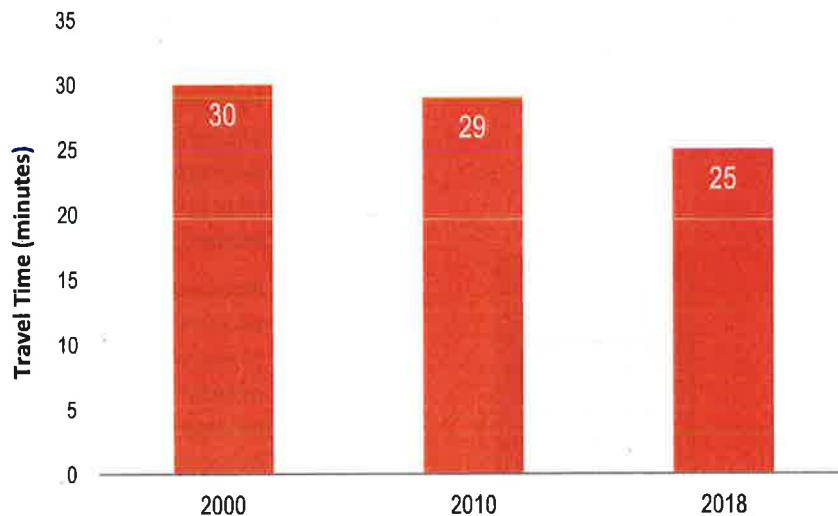
Transportation Mode Choice: 2000, 2010, and 2018



Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

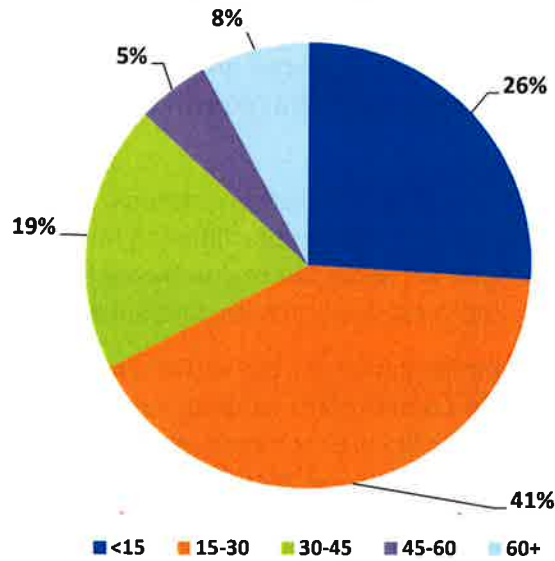
- Between 2000 and 2018, the greatest change occurred in the percentage of individuals who traveled to work by other modes (e.g. work at home, walking or biking); this share increased by 9.7 percentage points.
- 'Other' refers to bicycle, pedestrian, and home-based employment.

Average Travel Time (minutes): 2000, 2010, and 2018



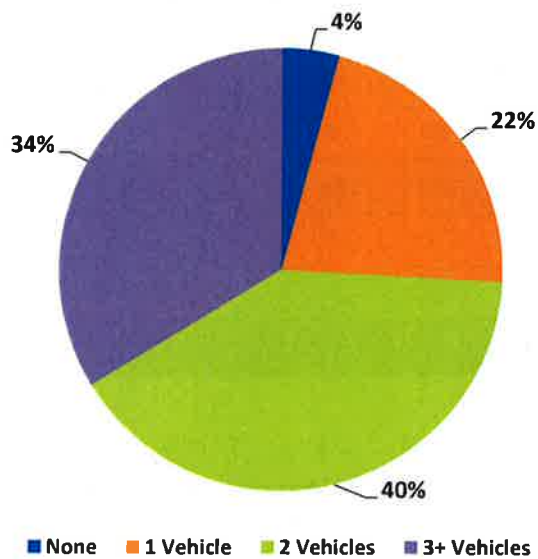
Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- Between 2000 and 2018, the average travel time to work decreased by approximately 5 minutes.

Travel Time to Work (Range of Minutes): 2018

Source: U.S. Census American Community Survey, 2017; Nielsen Co.

- In 2018, 32.6 percent of Laguna Hills commuters spent more than 30 minutes to travel to work.
- Travel time to work figures reflect average one-way commute travel times, not round trip.

Household Vehicle Ownership: 2018

Source: U.S. Census American Community Survey, 2017; Nielsen Co.

- 25.8 percent of Laguna Hills households own one or no vehicles, while 74.2 percent of households own two or more vehicles.

VI. ACTIVE TRANSPORTATION

Over the course of the next 25 years, population growth and demographic shifts will continue to transform the character of the SCAG region and the demands placed on it for livability, mobility, and overall quality of life. Our future will be shaped by our response to this growth and the demands it places on our systems.

SCAG is responding to these challenges by embracing sustainable mobility options, including support for enhanced active transportation infrastructure. Providing appropriate facilities to help make walking and biking more attractive and safe transportation options will serve our region through reduction of traffic congestion, decreased greenhouse gas emissions, improved public health, and enhanced communities.

For the 2017 Local Profiles, SCAG began providing information on the active transportation resources being implemented throughout our region. The 2019 Local Profiles continues the active transportation element with a compilation of bicycle lane mileage by facility type at the county level. This data, provided by our County Transportation Commissions for the years 2012 and 2016, provides a baseline to measure regional progress in the development of active transportation resources over time.

The Local Profiles reports will seek to provide additional active transportation data resources as they become available at the local jurisdictional level. Information on rates of physical activity (walking) is available in the Public Health section of this report.

Bike Lane Mileage by Class: 2012-2016

County	Class 1		Class 2		Class 3		Class 4		Total Lane Miles		
	2012	2016	2012	2016	2012	2016	2012	2016	2012	2016	Change
Imperial	3	3	4	4	82	82	0	0	89	89	0.0%
Los Angeles	302	343	659	1,054	519	609	2	7	1,482	2,013	35.8%
Orange	259	264	706	768	87	103	0	0	1,052	1,135	7.9%
Riverside	44	44	248	248	129	129	0	0	421	421	0.0%
San Bernardino	77	96	276	293	150	107	0	0	503	496	-1.4%
Ventura	61	76	257	333	54	77	0	0	372	486	30.6%
SCAG Region	746	826	2,150	2,700	1,021	1,107	2	7	3,919	4,640	18.4%

Source: County Transportation Commissions: 2012, 2016

Class 1 (Bike Path): Separated off-road path for the exclusive use of bicycles and pedestrians.

Class 2 (Bike Lane): Striped on-road lane for bike travel along a roadway.

Class 3 (Bike Route): Roadway dedicated for shared use by pedestrians, bicyclists, and motor vehicles.

Class 4 (Protected Bike Lane): Lane separated from motor vehicle traffic by more than striping (grade separation or barrier).

VII. EMPLOYMENT

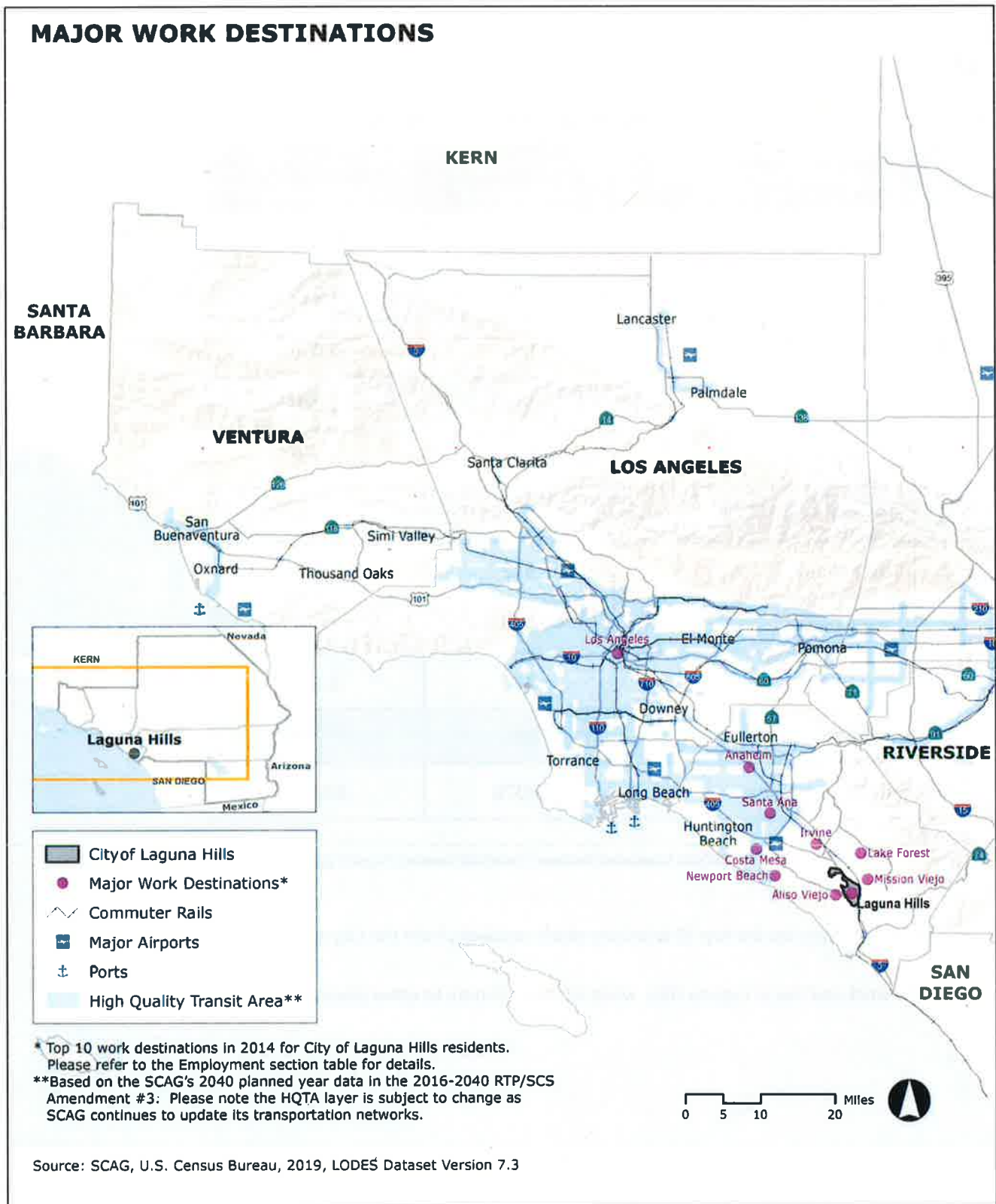
Employment Centers

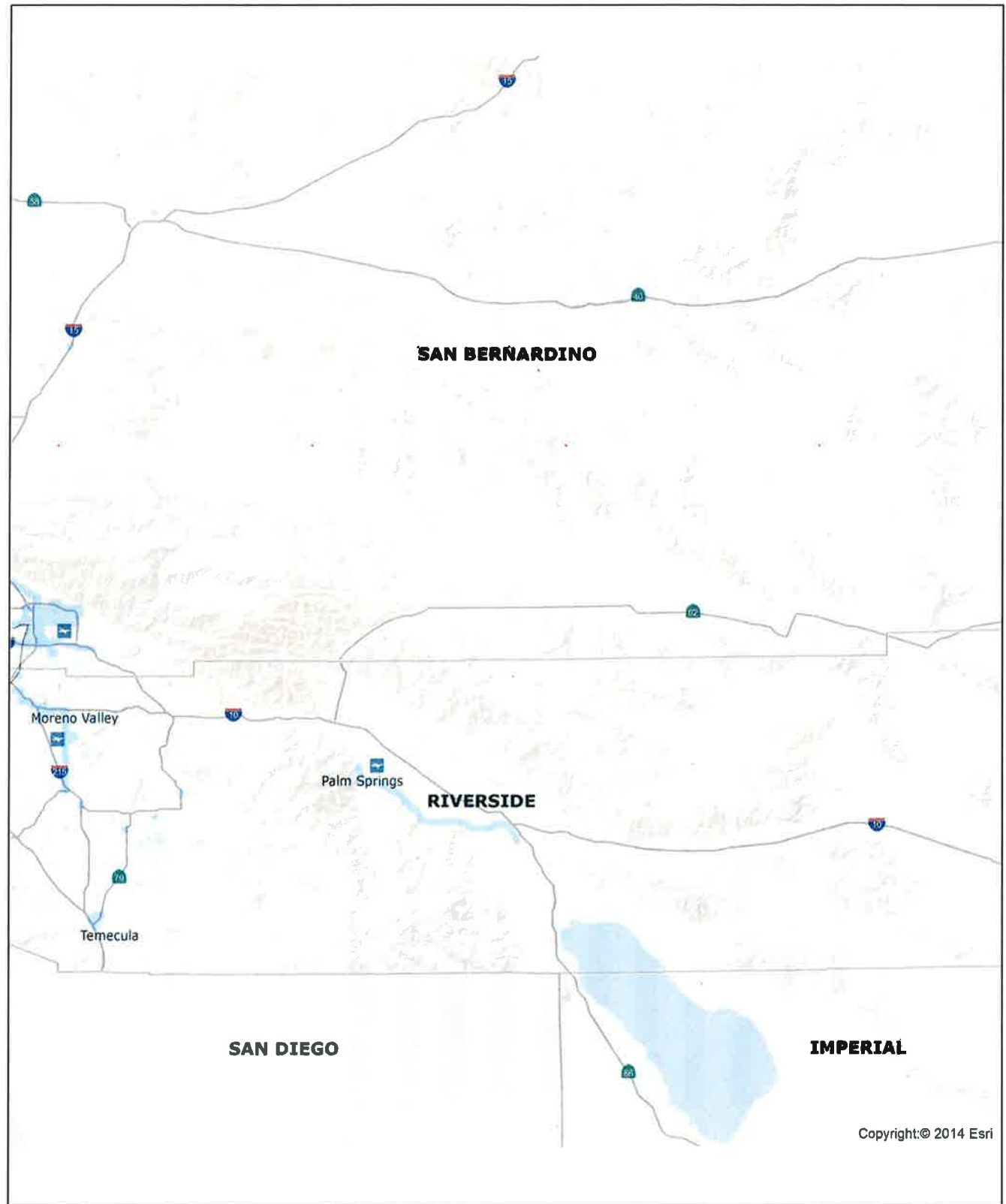
Top 10 Places Where Laguna Hills Residents Commute to Work: 2016

	Local Jurisdiction	Number of Commuters	Percent of Total Commuters
1.	Irvine	2,172	17.5 %
2.	Laguna Hills	900	7.2 %
3.	Mission Viejo	695	5.6 %
4.	Santa Ana	653	5.3 %
5.	Los Angeles	594	4.8 %
6.	Newport Beach	572	4.6 %
7.	Costa Mesa	522	4.2 %
8.	Lake Forest	504	4.1 %
9.	Aliso Viejo	382	3.1 %
10.	Anaheim	366	2.9 %
	All Other Destinations	5,076	40.8 %

Source: U.S. Census Bureau, 2017, LODES Data; Longitudinal-Employer Household Dynamics Program: <https://lehd.ces.census.gov/data/loides/>

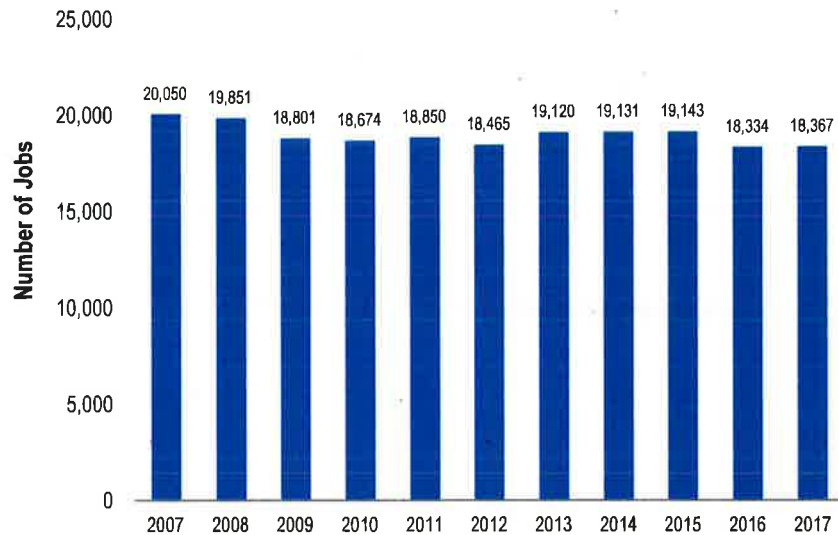
- This table identifies the top 10 locations where residents from the City of Laguna Hills commute to work.
- 7.2% work and live in Laguna Hills, while 92.8% commute to other places.





Total Jobs

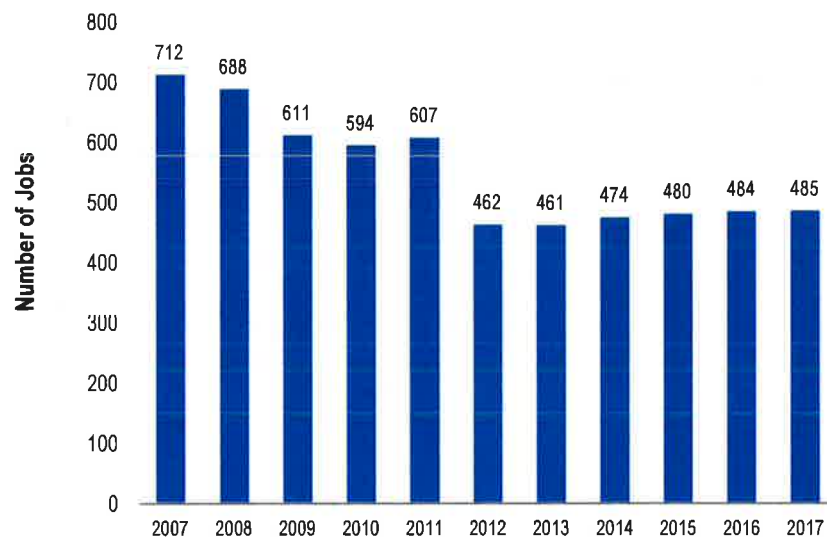
Total Jobs: 2007 - 2017



Sources: California Employment Development Department, 2007 - 2017; InfoGroup; & SCAG

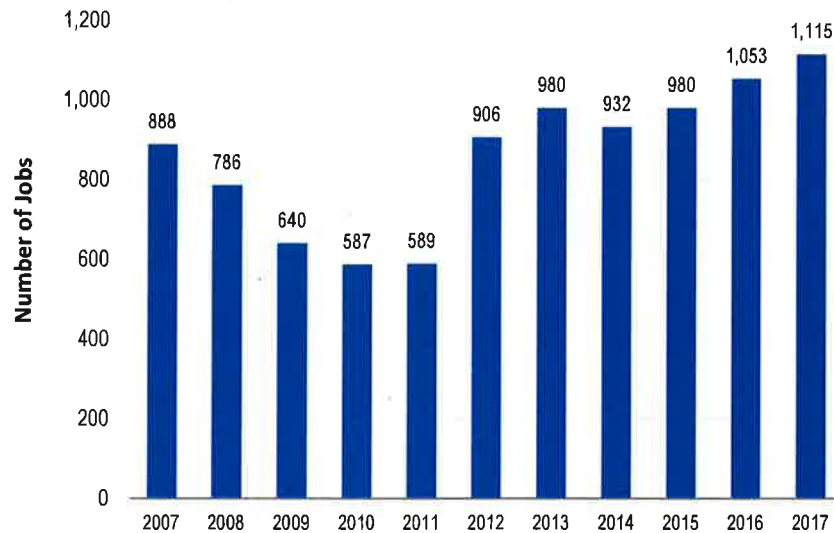
Jobs by Sector

Jobs in Manufacturing: 2007 - 2017



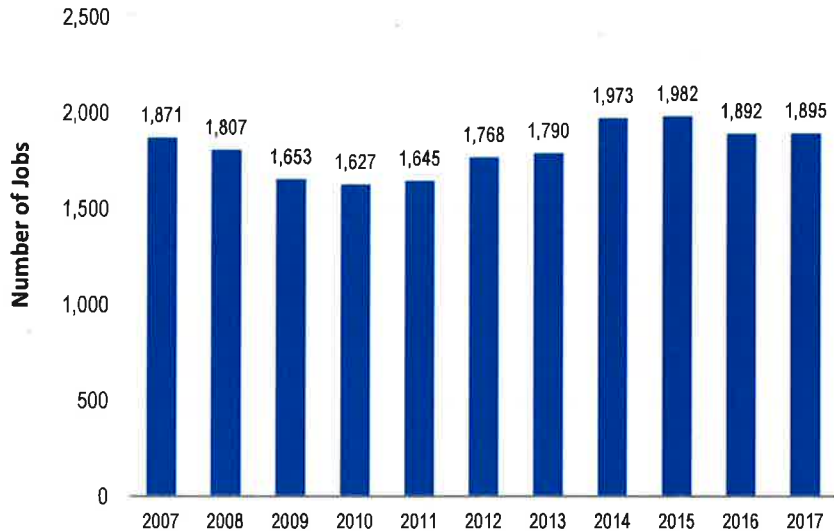
Sources: California Employment Development Department, 2007 - 2017; InfoGroup; & SCAG

- Total jobs include wage and salary jobs and jobs held by business owners and self-employed persons.
- The total job count does not include unpaid volunteers or family workers, and private household workers.
- In 2017, total jobs in the City of Laguna Hills numbered 18,367, a decrease of 8.4 percent from 2007.
- Manufacturing jobs include those employed in various sectors including food; apparel; metal; petroleum and coal; machinery; computer and electronic products; and transportation equipment.
- Between 2007 and 2017, the number of manufacturing jobs in the city decreased by 31.8 percent.

Jobs in Construction: 2007 - 2017

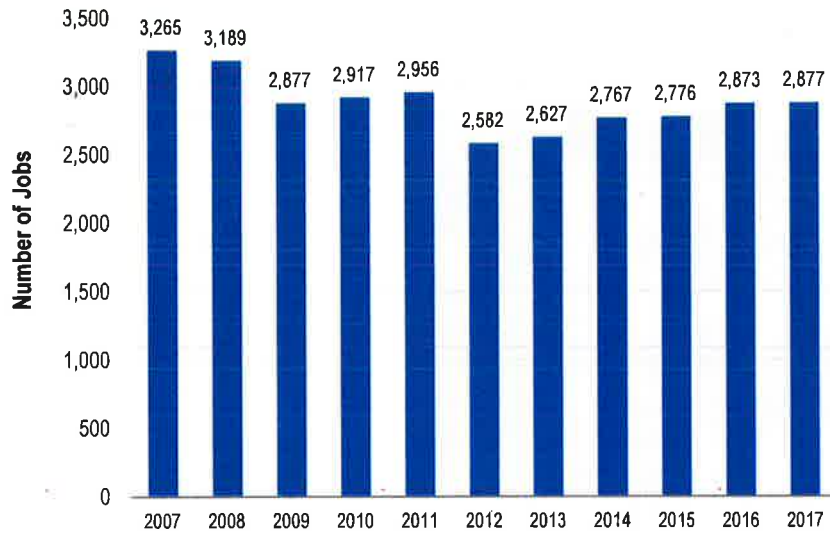
Sources: California Employment Development Department, 2007 - 2017; InfoGroup; & SCAG

- Construction jobs include those engaged in both residential and non-residential construction.
- Between 2007 and 2017, construction jobs in the city increased by 25.6 percent.

Jobs in Retail Trade: 2007 - 2017

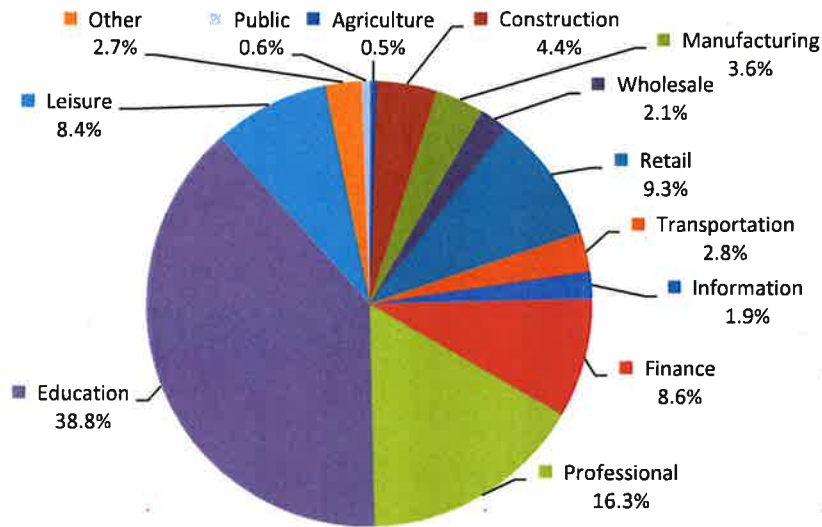
Sources: California Employment Development Department, 2007 - 2017; InfoGroup; & SCAG

- Retail trade jobs include those at various retailers including motor vehicle and parts dealers, furniture, electronics and appliances, building materials, food and beverage, clothing, sporting goods, books, and office supplies.
- Between 2007 and 2017, the number of retail trade jobs in the city increased by 1.3 percent.

Jobs in Professional and Management: 2007 - 2017

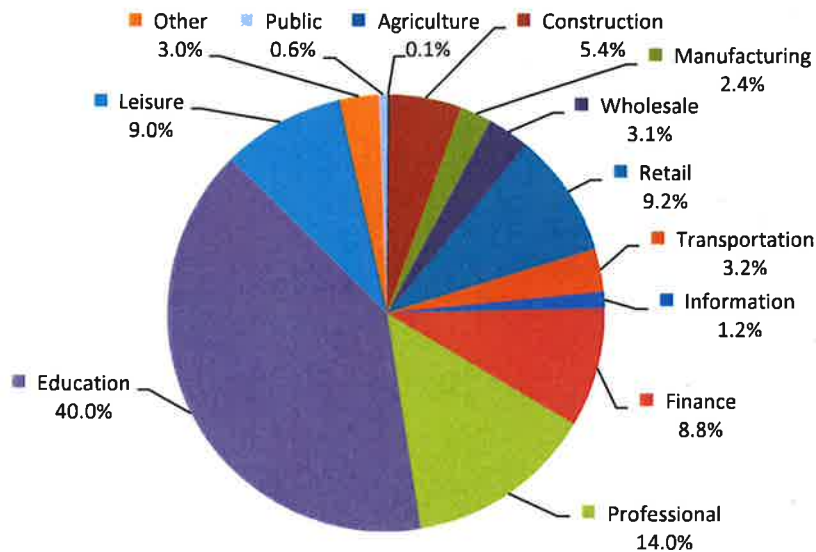
Sources: California Employment Development Department, 2007 - 2017; InfoGroup; & SCAG

- Jobs in the professional and management sector include those employed in professional and technical services, management of companies, and administration and support.
- Between 2007 and 2017, the number of professional and management jobs in the city decreased by 11.9 percent.

Jobs by Sector: 2007

Sources: California Employment Development Department, 2007; InfoGroup; & SCAG

- From 2007 to 2017, the share of Education jobs increased from 38.8 percent to 40 percent.
- See 'Methodology' section for industry sector definitions.

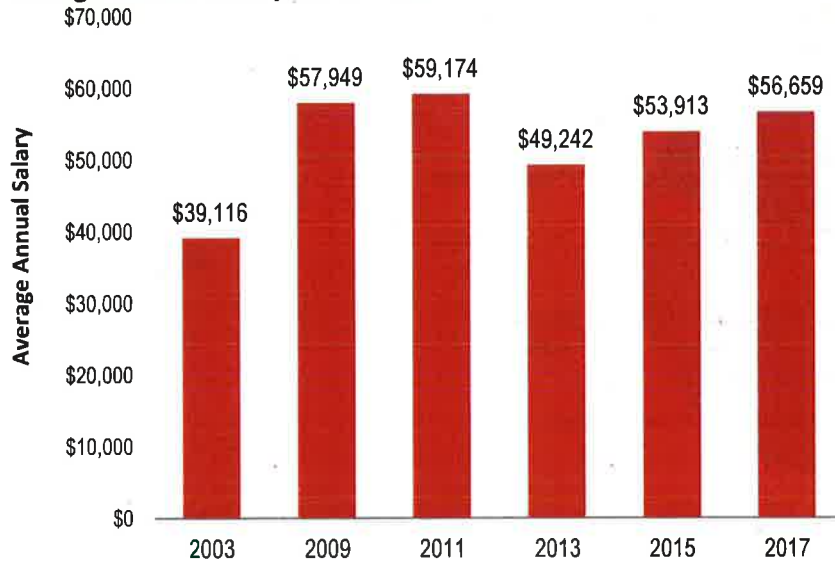
Jobs by Sector: 2017

Sources: California Employment Development Department, 2018; InfoGroup; & SCAG

- In 2017, the Education sector was the largest job sector, accounting for 40 percent of total jobs in the city.
- Other major sectors included Professional (14 percent), Retail (9.2 percent), and Leisure (9 percent).

Average Salaries

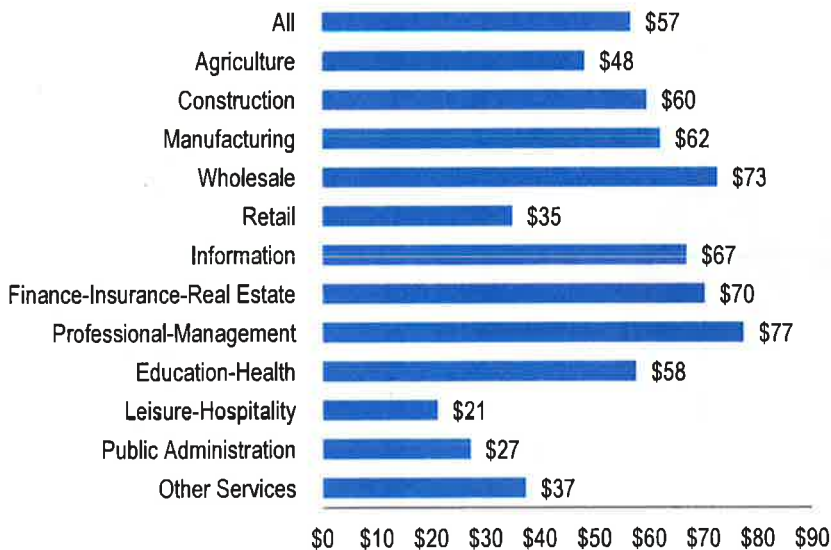
Average Annual Salary: 2003 - 2017



Source: California Employment Development Department, 2003 - 2017

- Average salaries for jobs located in the city increased from \$39,116 in 2003 to \$56,659 in 2017, a 44.8 percent change.
- Note: Dollars are not adjusted for annual inflation.

Average Annual Salary by Sector: 2017 (\$ thousands)



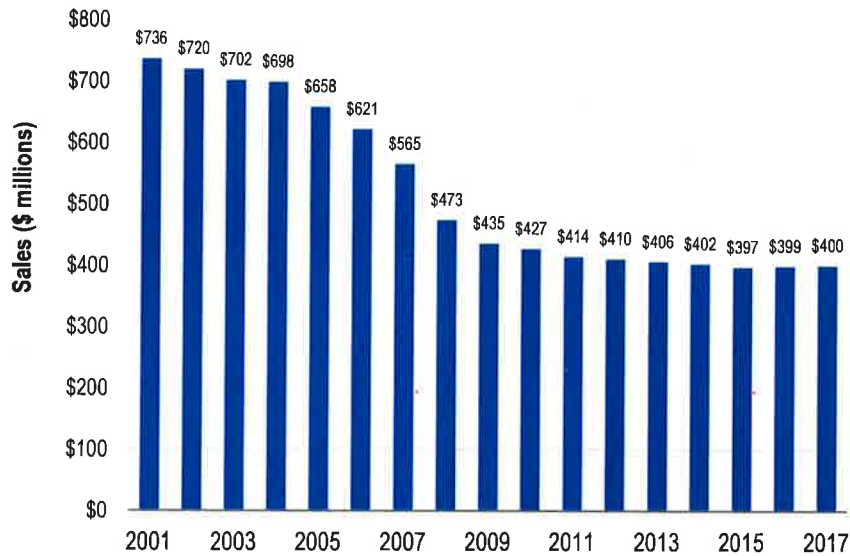
Source: California Employment Development Department, 2017

- In 2017, the employment sector providing the highest salary per job in the city was Professional-Management (\$77,444).
- The Leisure-Hospitality sector provided the lowest annual salary per job (\$21,042).

VIII. RETAIL SALES

Real Retail Sales

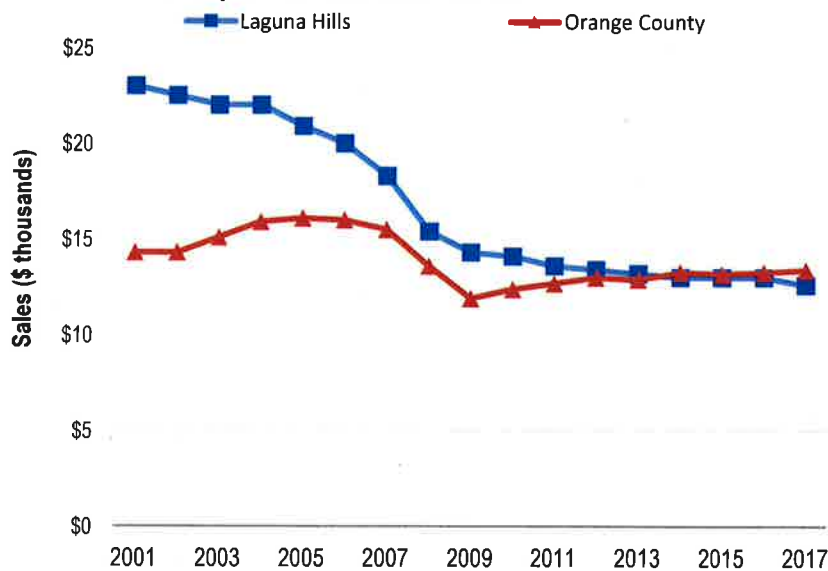
Real Retail Sales: 2001 - 2017



Source: California Board of Equalization, 2001-2017

- Real (inflation adjusted) retail sales in the City of Laguna Hills was \$400 million in 2017.

Real Retail Sales per Person: 2001 - 2017



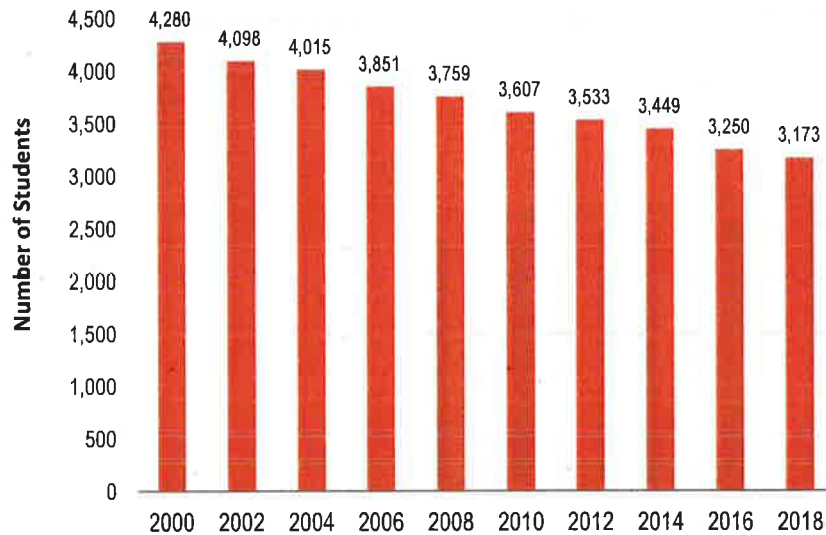
Source: California Board of Equalization, 2001-2017

- Real retail sales per person for the city was \$12.6 thousand in 2017.

IX. EDUCATION

Total Student Enrollment

K-12 Public School Student Enrollment: 2000 - 2018

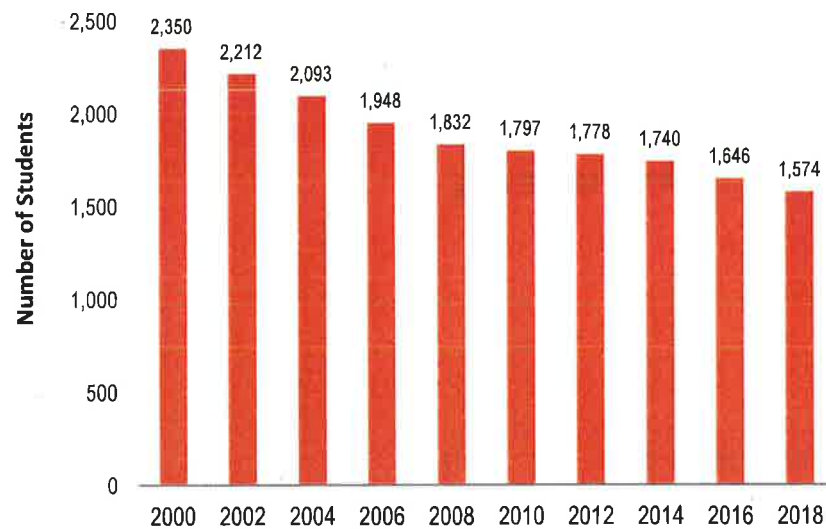


Source: California Department of Education, 2000 - 2018

- Between 2000 and 2018, total K-12 public school enrollment for schools within the City of Laguna Hills decreased by 1,107 students, or about 25.9 percent.

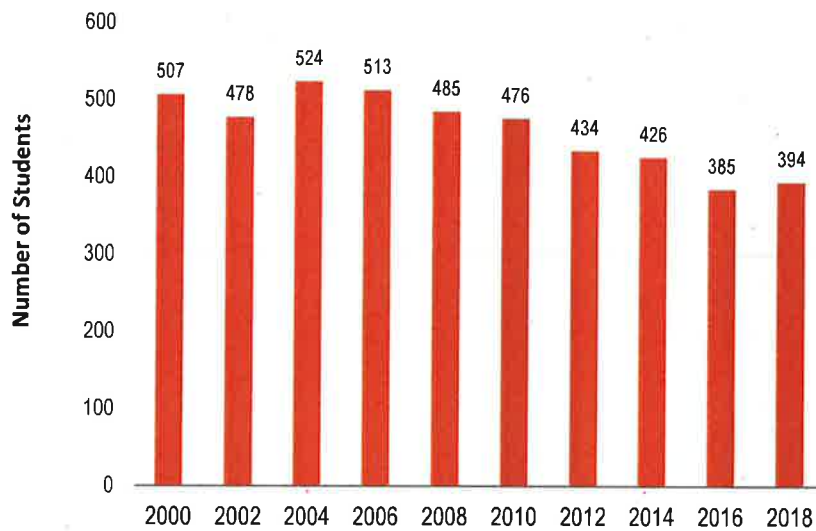
Student Enrollment by Grade

K-6 Public School Student Enrollment: 2000 - 2018



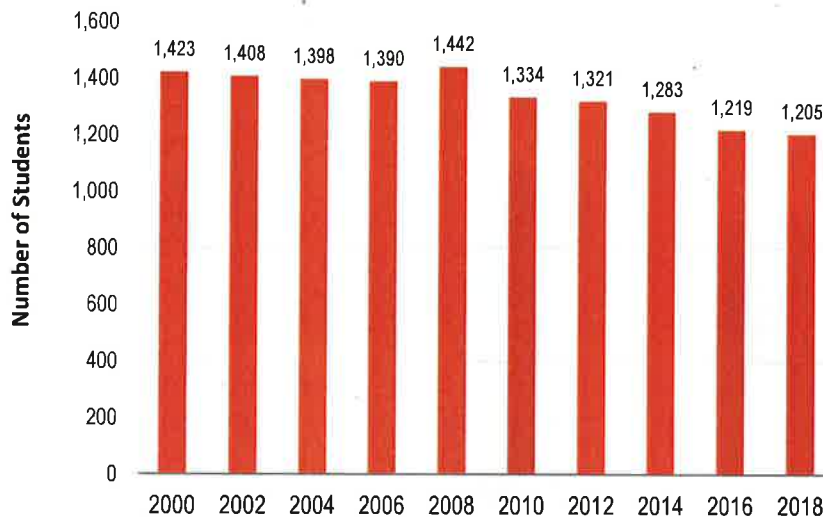
Source: California Department of Education, 2000 - 2018

- Between 2000 and 2018, total public elementary school enrollment decreased by 776 students or 33 percent.

Grades 7-9 Public School Student Enrollment: 2000 - 2018

Source: California Department of Education, 2000 - 2018

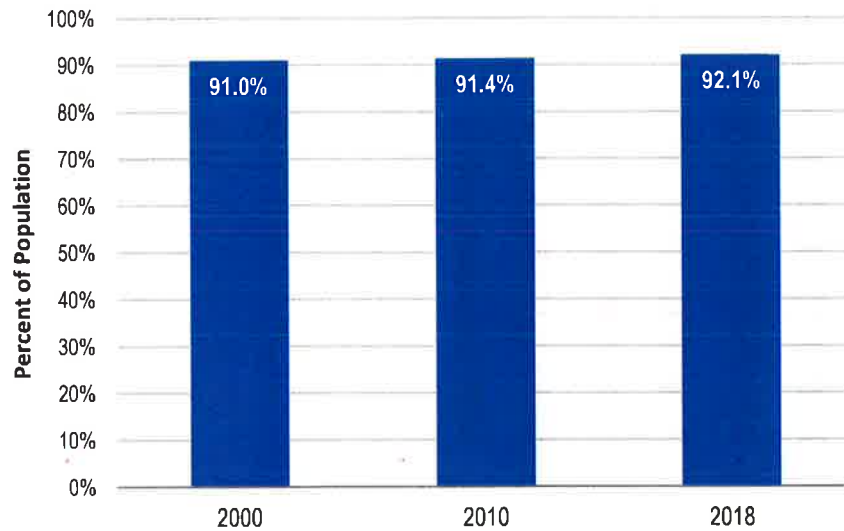
- Between 2000 and 2018, total public school enrollment for grades 7-9 decreased by 113 students or 22.3 percent.

Grades 10-12 Public School Student Enrollment: 2000 - 2018

Source: California Department of Education, 2000 - 2018

- Between 2000 and 2018, total public school enrollment for grades 10-12 decreased by 218 students, about 15.3 percent.

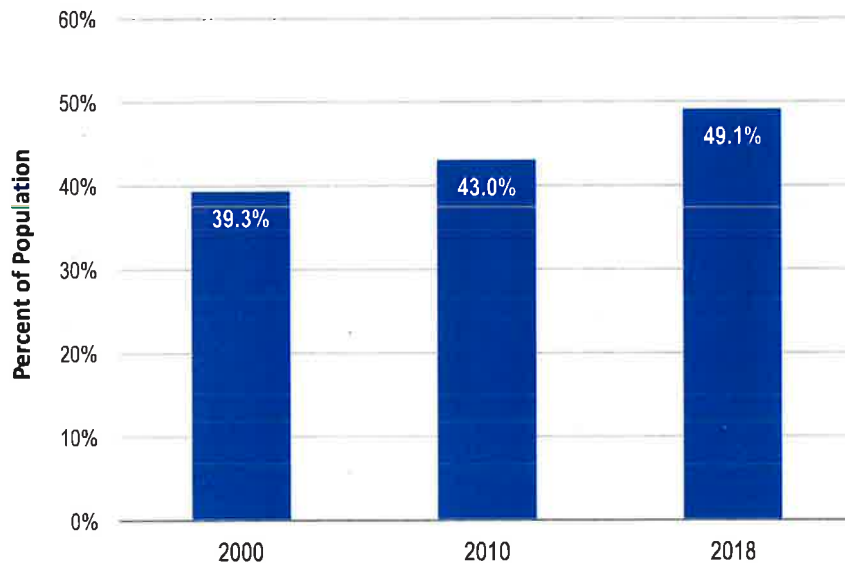
Percent of City Population Completing High School or Higher



Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- In 2018, 92.1 percent of the population 25 years old and over completed high school or higher, which is higher than the 2000 level.

Percent of City Population Completing a Bachelor's Degree or Higher



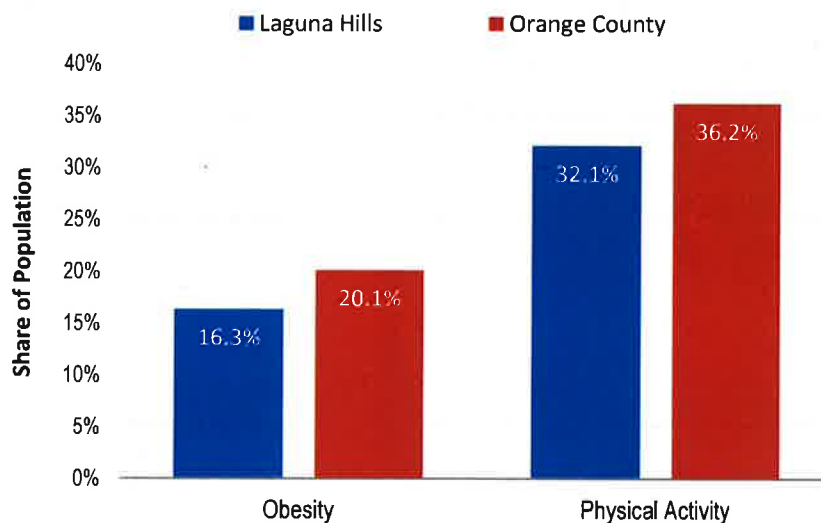
Sources: 2000 & 2010 U.S. Decennial Census; American Community Survey, 2017; Nielsen Co.

- In 2018, 49.1 percent of the population 25 years old and over completed a Bachelor degree or higher, which is higher than the 2000 level.

X. PUBLIC HEALTH

Many adverse public health outcomes related to obesity and poor air quality may be preventable through the implementation of a more sustainable and integrated program of community and transportation planning at the regional and local levels. Evidence has shown that built environment factors play an important role in supporting healthy behavior and reducing rates of chronic diseases and obesity. For example, improved active transportation infrastructure, better accessibility to recreational open space, and the development of more walkable communities enhance opportunities for physical exercise and thereby result in a reduction of obesity rates, along with the chronic diseases associated with physical inactivity.

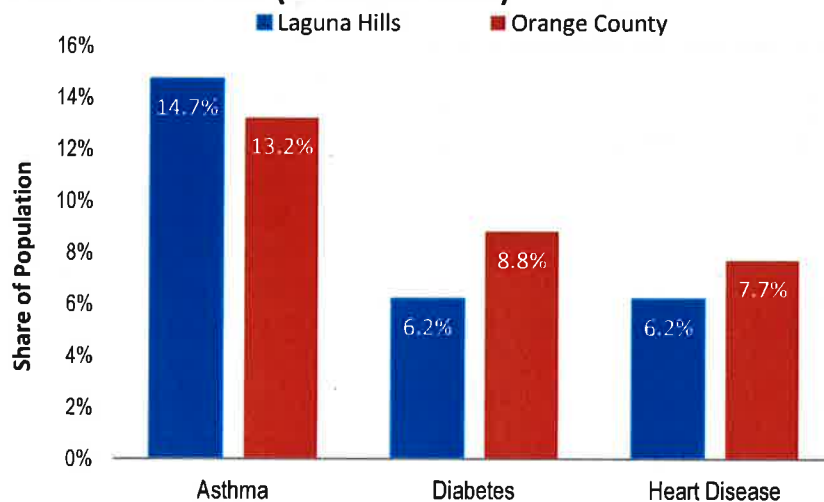
Obesity/Physical Activity Rates (18 Years & Older)



- The obesity rate in the City of Laguna Hills was 16.3 percent, which was lower than the County rate.
- 'Obesity' is defined as a Body Mass Index (BMI) of 30 or higher.
- 'Physical Activity' refers to walking a minimum of 150 minutes per week.

Source: California Health Interview Survey, 2018

Chronic Disease Rate (18 Years & Older)

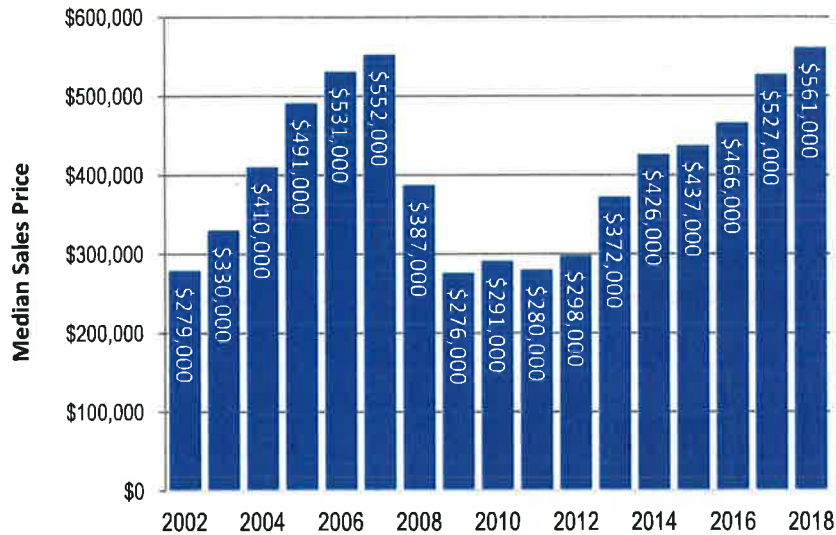


- The share of population in the City of Laguna Hills ever diagnosed with asthma was 14.7 percent; for diabetes the rate was 6.2 percent; and for heart disease 6.2 percent.

Source: California Health Interview Survey, 2018

XI. SCAG REGIONAL HIGHLIGHTS

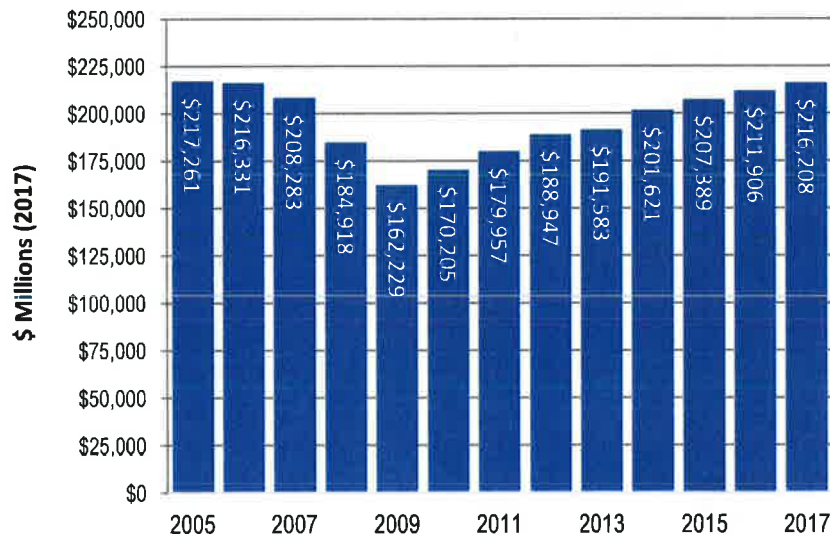
Regional Median Sales Price for Existing Homes: 2002 - 2018



Source: CoreLogic/DataQuick, 2002-2018

- After peaking in 2007, the median sales price for existing homes in the SCAG region dropped by half by 2009.
- By 2018, the median sales price had increased by more than 100 percent since 2009 to a new high of \$561,000.
- Median home sales price is calculated based on total existing home sales in the SCAG region.

Regional Retail Sales: 2005 - 2017



Source: California State Board of Equalization, 2005-2017

- Retail sales tend to follow regional trends in personal income, employment rates, and consumer confidence.
- Between 2005 and 2009, real (inflation adjusted) regional retail sales decreased by 25 percent.
- Total retail sales in the SCAG region increased by about 33 percent between 2009 and 2017.

XII. DATA SOURCES

California Department of Education

California Department of Finance, Demographic Research Unit

California Employment Development Department, Labor Market Information Division

California Health Interview Survey

California State Board of Equalization

Construction Industry Research Board

CoreLogic/DataQuick

InfoGroup

Nielsen Company

U.S. Census Bureau

XIII. METHODOLOGY

SCAG's 2019 Local Profiles reports utilize the most current information available from a number of public resources, including the U.S. Census Bureau, California Department of Finance, and the California Department of Education. In cases where public information is not available, or is not the most recent, SCAG contracts with a number of private entities to obtain local and regional data. The following sections describe how each data source is compiled to produce the information provided in this report.

Statistical Summary Table

In the Statistical Summary Table (page 3), the values in the field 'Jurisdiction Relative to County/Region' represent the difference between the jurisdiction's value and the county/region value, except for the following categories which represent the jurisdiction's value as a share of the county (or in the case of an entire county as a share of the region): Population, Number of Households, Number of Housing Units, Number of Jobs, Total Jobs Change, and K-12 Student Enrollment.

Median Age, Homeownership Rate, and Median Household Income are based on data provided by the American Community Survey and the Nielsen Company. Number of Housing Units is based on the 2010 Census and estimates provided by the California Department of Finance. Data for all other categories are referenced throughout the report.

Population Section

Where referenced, data for 2000 through 2018 was obtained from the California Department of Finance E-5 estimates, which were published in May, 2018. This dataset is benchmarked to population data from the 2000 and 2010 U.S. Decennial Censuses. Data relating to population by age group and by race/ethnicity was derived from the 2000 and 2010 U.S. Decennial Census, the American Community Survey, and the Nielsen Company. The 2000 value is based on U.S. Decennial Census data for April 1, 2000 and the 2010 value is based on U.S. Decennial Census data for April 1, 2010.

Below are definitions for race and ethnicity, as provided by the U.S. Census Bureau.

The 'Hispanic or Latino Origin' category refers to:

- Persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

The 'Race' categories include:

- American Indian or Alaska Native: Persons having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- Asian: Persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, Philippines, Thailand, and Vietnam.
- Black or African American: Persons having origins in any of the black racial groups of Africa, including those who consider themselves to be Haitian.

- **White:** Persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- **Some Other Race:** This category includes Native Hawaiian or Other Pacific Islander (persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands) and all other responses not included in the 'American Indian or Alaska Native', 'Asian', 'Black or African American', or 'White' racial categories described above.

Charts for population based on age were tabulated using data from the 2000 and 2010 U.S. Decennial Census, the American Community Survey, and the Nielsen Company. Charts for race/ethnicity were tabulated using data from the 2000 and 2010 U.S. Decennial Census, the American Community Survey, and the Nielsen Company.

Households Section

Households refer to the number of occupied housing units. The 2000 value is based on U.S. Decennial Census data for April 1, 2000 and the 2010 value is based on U.S. Decennial Census data for April 1, 2010. Information for inter-census years was provided by the American Community Survey and the Nielsen Company. Average household size was calculated using information provided by the California Department of Finance. Households by Size calculations are based on data provided by the American Community Survey and the Nielsen Company.

Housing Section

Housing units are the total number of both vacant and occupied units. Housing units by housing type information was developed using data from the California Department of Finance. Age of housing stock data was provided by the American Community Survey and the Nielsen Company.

The number of residential units with permits issued was obtained using Construction Industry Research Board data, which are collected by counties and are self-reported by individual jurisdictions. It represents both new single family and new multi-family housing units that were permitted to be built, along with building permits that were issued for improvements to existing residential structures. Please note that SCAG opted to report the annual number of permits issued by each jurisdiction which may be different than the number of housing units completed or constructed annually. This was done using a single data source which provides consistent data for all jurisdictions. The Construction Industry Research Board defines 'multi-family' housing to include duplexes, apartments, and condominiums in structures of more than one living unit.

Median home sales price data was compiled from information obtained from CoreLogic/DataQuick, and was calculated based on total resales of existing homes in the jurisdiction, including both single family homes and condominiums. The median home sales price does not reflect the entire universe of housing in the jurisdiction, only those units that were sold within the specified calendar year.

Housing Cost Share refers to the percentage of household income devoted to housing expenses. Housing cost share data for homeowners and renters is provided by the American Community Survey.

Transportation Section

The journey to work data for the year 2000 was obtained by using the 2000 U.S. Decennial Census Summary File 3. Data for 2010 is based on the 2010 U.S. Decennial Census. Information for inter-census years was provided by the American Community Survey and the Nielsen Company.

Active Transportation Section

Data sources for county bike lane mileage by facility classification was provided by the six County Transportation Commissions in the SCAG region.

Employment Section

Data sources for estimating jurisdiction employment and wage information include the 2010 U.S. Census Bureau Local Employment Dynamics Survey, and information from the California Employment Development Department, InfoGroup, and SCAG for years 2007-2017. In many instances, employment totals from individual businesses were geocoded and aggregated to the jurisdictional level.

Employment information by industry type is defined by the North American Industry Classification System (NAICS). Although the NAICS provides a great level of detail on industry definitions for all types of businesses in North America, for the purposes of this report, this list of industries has been summarized into the following major areas: agriculture, construction, manufacturing, wholesale, retail, information, finance/insurance/real estate, professional/management, education/health, leisure/hospitality, public administration, other services, and non-classified industries.

A brief description of each major industry area is provided below:

- **Agriculture:** Includes crop production, animal production and aquaculture, forestry and logging, fishing, hunting, and trapping, and support activities for agriculture and forestry.
- **Construction:** Includes activities involving the construction of buildings, heavy and civil engineering construction, and specialty trade contractors.
- **Manufacturing:** Includes the processing of raw material into products for trade, such as food manufacturing, apparel manufacturing, wood product manufacturing, petroleum and coal products manufacturing, chemical manufacturing, plastics and rubber products manufacturing, nonmetallic mineral product manufacturing and primary metal manufacturing.
- **Wholesale:** Includes activities conducting the trade of raw materials and durable goods.
- **Retail:** Includes activities engaged in the sale of durable goods directly to consumers.
- **Information:** Includes activities that specialize in the distribution of content through a means of sources, including newspaper, internet, periodicals, books, software, motion pictures, sound recording, radio and television broadcasting, cable or subscription programming, telecommunications, data processing/hosting, and other information media.
- **Finance/Insurance/Real Estate:** Includes businesses associated with banking, consumer lending, credit intermediation, securities brokerage, commodities exchanges, health/life/medical/title/property/casualty insurance agencies and brokerages, and real estate rental/leasing/sales.

- **Professional/Management:** Includes activities that specialize in professional/ scientific/technical services, management of companies and enterprises, and administrative and support services. Establishment types may include law offices, accounting services, architectural/engineering firms, specialized design services, computer systems design and related services, management consulting firms, scientific research and development services, advertising firms, office administrative services, and facilities support services.
- **Education/Health:** Organizations include elementary and secondary schools, junior colleges, universities, professional schools, technical and trade schools, medical offices, dental offices, outpatient care centers, medical and diagnostic laboratories, hospitals, nursing and residential care facilities, social assistance services, emergency relief services, vocational rehabilitation services, and child day care services.
- **Leisure/Hospitality:** Includes activities involved in the performing arts, spectator sports, museums, amusement/recreation, travel accommodations, and food and drink services.
- **Public Administration:** Includes public sector organizations, such as legislative bodies, public finance institutions, executive and legislative offices, courts, police protection, parole offices, fire protection, correctional institutions, administration of governmental programs, space research and technology, and national security.
- **Other Services:** Includes, for example, automotive repair and maintenance, personal and household goods repair and maintenance, personal laundry services, dry-cleaning and laundry services, religious services, social advocacy organizations, professional organizations, and private households.
- **Non-Classified:** All other work activities that are not included in the North American Industry Classification System.

Retail Sales Section

Retail sales data is obtained from the California Board of Equalization, which does not publish individual point-of-sale data. All reported data is adjusted for inflation.

Education Section

Student enrollment data is based on public school campuses that are located within each jurisdiction's respective boundary. Enrollment numbers by grade within a given jurisdiction are tabulated based upon data obtained from the California Department of Education. Enrollment year is based on the end date of the school year; for example, enrollment data for the year 2000 refers to the 1999-2000 school year. City boundaries used in the dataset for all years is based on data provided by the Local Agency Formation Commission for each county in the region.

Public Health Section

Data sources for city and county obesity rates (share of population with a BMI of 30 or higher) and rates of physical activity (share of population that walked a minimum of 150 minutes each day) was obtained through the California Health Interview Survey (AskCHIS: Neighborhood Edition). Chronic disease incidence rates were also obtained through the California Health Interview Survey.

Regional Highlights

Information for this section was developed through data from CoreLogic/DataQuick and the California Board of Equalization.

Data Sources Section

In choosing data sources for use in this report, the following factors were considered:

- Availability for all jurisdictions in the SCAG region
- The most recognized source on the subject
- Data sources available within the public domain
- Data available on an annual basis

The same data sources are used for all Local Profiles (except where noted) to maintain overall reporting consistency. Jurisdictions are not constrained from using other data sources for their planning activities.

The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation. Additional assistance was provided by the California Department of Transportation.

XIV. ACKNOWLEDGMENTS

SCAG Management

Kome Ajise, Executive Director
 Darin Chidsey, Chief Operating Officer
 Debbie Dillon, Deputy Executive Director, Administration
 Joann Africa, Chief Counsel/Director, Legal Services
 Basil Panas, Chief Financial Officer
 Julie Loats, Chief Information Officer
 Art Yoon, Director of Policy & Public Affairs
 Sarah Jepson, Acting Director of Planning

Department Manager

Ping Chang, Manager, Compliance & Performance Monitoring

Project Manager

Michael Gainor, Senior Regional Planner

Project Core Team

Anita Au, Associate Regional Planner
 Carolyn Camarena, SCAG Intern
 Diana Chamberlain, Senior Graphics Designer
 Jung Seo, Regional Planner Specialist
 Divya Sunkara, Senior Application Developer

Reproduction

Pat Camacho, Office Services Specialist

Assistance from the following SCAG staff members is also recognized:

Ludlow Brown, Senior Graphics Designer
 John Cho, Senior Regional Planner
 Lyle Janicek, Assistant Regional Planner
 Gurpreet Kaur, Programmer Analyst
 Rachel Krusenoski, SCAG Intern
 Cheol-Ho Lee, Senior Regional Planner
 Jeff Liu, Manager, Media & Public Affairs
 Matthew Louie, SCAG Intern
 Joshua Miyakawa, SCAG Intern
 Ariel Pepper, Assistant Regional Planner
 Tess Rey-Chaput, Clerk of the Board
 Arnold San Miguel, Public Affairs Officer IV
 Jianhong Sun, Database Administrator
 Alan Thompson, Senior Regional Planner
 Tom Vo, Senior Regional Planner
 Brittany Webber, SCAG Receptionist
 Ying Zhou, Program Manager II

**Southern California Association of Governments
Regional Council Roster
May 2019**

President	1. Hon. Alan D. Wapner	<i>Ontario</i>	SBCTA/SBCOG
1st Vice-President	2. Hon. Bill Jahn	<i>Big Bear Lake</i>	District 11
2nd Vice-President	3. Hon. Randon Lane	<i>Murrieta</i>	District 5
Imm. Past President	4. Hon. Margaret E. Finlay	<i>Duarte</i>	District 35
	5. Hon. Luis Plancarte		Imperial County
	6. Hon. Hilda Solis		Los Angeles County
	7. Hon. Kathryn Barger		Los Angeles County
	8. Hon. Curt Hagman		San Bernardino County
	9. Hon. Linda Parks		Ventura County
	10. Hon. Karen Spiegel		Riverside County
	11. Hon. Donald P. Wagner		Orange County
	12. Hon. Jim Predmore		ICTC
	13. Hon. Jan Harnik	<i>Palm Desert</i>	RCTC
	14. Hon. Mike T. Judge	<i>Simi Valley</i>	VCTC
	15. Hon. Cheryl Viegas-Walker	<i>El Centro</i>	District 1
	16. Hon. Kathleen Kelly	<i>Palm Desert</i>	District 2
	17. Hon. Jim Hyatt	<i>Calimesa</i>	District 3
	18. Hon. Clint Lorimore	<i>Eastvale</i>	District 4
	19. Hon. Frank Navarro	<i>Colton</i>	District 6
	20. Hon. James L. Mulvihill	<i>San Bernardino</i>	District 7
	21. Hon. Deborah Robertson	<i>Rialto</i>	District 8
	22. Hon. L. Dennis Michael	<i>Rancho Cucamonga</i>	District 9
	23. Hon. Ray Marquez	<i>Chino Hills</i>	District 10
	24. Hon. Fred Minagar	<i>Laguna Niguel</i>	District 12
	25. Hon. Wendy Bucknum	<i>Mission Viejo</i>	District 13
	26. Hon. Christina L. Shea	<i>Irvine</i>	District 14
	27. Hon. Steve Nagel	<i>Fountain Valley</i>	District 15
	28. Hon. Cecilia Iglesias	<i>Santa Ana</i>	District 16
	29. Hon. Charles Puckett	<i>Tustin</i>	District 17
	30. Hon. Stacy Berry	<i>Cypress</i>	District 18
	31. Hon. Trevor O'Neil	<i>Anaheim</i>	District 19
	32. Hon. Tri Ta	<i>Westminster</i>	District 20
	33. Hon. Art Brown	<i>Buena Park</i>	District 21
	34. Hon. Marty Simonoff	<i>Brea</i>	District 22
	35. VACANT		District 23
	36. Hon. Sonny R. Santa Ines	<i>Bellflower</i>	District 24

**Southern California Association of Governments
Regional Council Roster
May 2019**

37. Hon. Sean Ashton	<i>Downey</i>	District 25
38. Hon. Emma Sharif	<i>Compton</i>	District 26
39. Hon. Ali Saleh	<i>Bell</i>	District 27
40. Hon. Dan Medina	<i>Gardena</i>	District 28
41. Hon. Rex Richardson	<i>Long Beach</i>	District 29
42. Hon. Lena Gonzalez	<i>Long Beach</i>	District 30
43. Hon. Steve De Ruse	<i>La Mirada</i>	District 31
44. Hon. Margaret Clark	<i>Rosemead</i>	District 32
45. Hon. Jorge Marquez	<i>Covina</i>	District 33
46. Hon. Teresa Real Sebastian	<i>Monterey Park</i>	District 34
47. Hon. Jonathan Curtis	<i>La Cañada/Flintridge</i>	District 36
48. Hon. Carol Herrera	<i>Diamond Bar</i>	District 37
49. Hon. Tim Sandoval	<i>Pomona</i>	District 38
50. Hon. James Gazeley	<i>Lomita</i>	District 39
51. Hon. Judy Mitchell	<i>Rolling Hills Estates</i>	District 40
52. Hon. Meghan Sahli-Wells	<i>Culver City</i>	District 41
53. Hon. Jess Talamantes	<i>Burbank</i>	District 42
54. Hon. Steven Hofbauer	<i>Palmdale</i>	District 43
55. Hon. David J. Shapiro	<i>Calabasas</i>	District 44
56. Hon. Carmen Ramirez	<i>Oxnard</i>	District 45
57. Hon. David Pollock	<i>Moorpark</i>	District 46
58. Hon. Tim Holmgren	<i>Fillmore</i>	District 47
59. Hon. Gilbert Cedillo	<i>Los Angeles</i>	District 48
60. Hon. Paul Krekorian	<i>Los Angeles</i>	District 49
61. Hon. Bob Blumenfield	<i>Los Angeles</i>	District 50
62. Hon. David Ryu	<i>Los Angeles</i>	District 51
63. Hon. Paul Koretz	<i>Los Angeles</i>	District 52
64. Hon. Nury Martinez	<i>Los Angeles</i>	District 53
65. Hon. Monica Rodriguez	<i>Los Angeles</i>	District 54
66. Hon. Marqueece Harris-Dawson	<i>Los Angeles</i>	District 55
67. Hon. Curren D. Price, Jr.	<i>Los Angeles</i>	District 56
68. Hon. Herb J. Wesson, Jr.	<i>Los Angeles</i>	District 57
69. Hon. Mike Bonin	<i>Los Angeles</i>	District 58
70. VACANT	<i>Los Angeles</i>	District 59
71. Hon. Mitch O'Farrell	<i>Los Angeles</i>	District 60

**Southern California Association of Governments
Regional Council Roster
May 2019**

72. Hon. José Huizar	<i>Los Angeles</i>	District 61
73. Hon. Joe Buscaino	<i>Los Angeles</i>	District 62
74. Hon. Steve Manos	<i>Lake Elsinore</i>	District 63
75. Hon. Lyn Semeta	<i>Huntington Beach</i>	District 64
76. Hon. Rita Ramirez	<i>Victorville</i>	District 65
77. Hon. Megan Beaman Jacinto	<i>Coachella</i>	District 66
78. Hon. Marsha McLean	<i>Santa Clarita</i>	District 67
79. Hon. Rusty Bailey	<i>Riverside</i>	District 68
80. Hon. Marisela Magana	<i>Perris</i>	District 69
81. Hon. Ben Benoit	<i>Wildomar</i>	Air District Representative
82. Hon. Peggy Huang	<i>Yorba Linda</i>	TCA Representative
83. Hon. Eric Garcetti	<i>Los Angeles</i>	Member at Large
84. Mr. Randall Lewis		Ex-Officio Member

Notes:



**SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS**

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REGIONAL OFFICES

Imperial County

1503 North Imperial Avenue, Suite 104
El Centro, CA 92243

T: (760) 353-7800

Orange County

OCTA Building
600 South Main Street, Suite 1233
Orange, CA 92868

T: (714) 542-3687

Riverside County

3403 10th Street, Suite 805
Riverside, CA 92501

T: (951) 784-1513

San Bernardino County

Santa Fe Depot
1170 West 3rd Street, Suite 140
San Bernardino, CA 92418

T: (909) 806-3556

Ventura County

4001 Mission Oaks Drive, Suite L
Camarillo, CA 93012

T: (805) 642-2800



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Designation of Voting Delegate for League of California Cities Annual Conference

RECOMMENDATION: That the City Council appoint Mayor Sedgwick as the Voting Delegate and appoint Mayor Pro Tempore Heft as the Voting Delegate Alternate for the League of California Cities Annual Conference.

SUMMARY:

The Annual Conference for the League of California Cities (League) is scheduled for Wednesday, October 16, 2019, through Friday, October 18, 2019, in Long Beach. An important part of the Annual Conference is the Annual Business Meeting scheduled for 12:30 pm on Friday, October 18, 2019. At this meeting, the League membership will consider and take actions on resolutions that establish League policy. The attached Memorandum from the League describes the process and provides procedures for voting at the Annual Conference.

In order to vote at the Annual Business Meeting, the City Council must designate a Voting Delegate and, if so desired, a Voting Delegate Alternate. The Voting Delegate Form must be returned to the League no later than Friday, October 4, 2019. The League by-laws provide that each City is entitled to one vote in matters affecting municipal or League policy. At its February 12, 2019 meeting, the City Council reconfirmed the appointment of the Mayor as the Voting Delegate and the Mayor Pro Tempore as the alternate. It is appropriate to appoint Mayor Sedgwick as the Voting Delegate and Mayor Pro Tempore Heft as the Voting Delegate Alternate.

Voting Delegates for LOCC

July 9, 2019

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ATTACHMENTS:

- June 10, 2019 LOCC Memorandum



RECEIVED

Council Action Advised by August 30, 2019

JUN 18 2019

CITY OF LAGUNA HILLS

June 10, 2019

TO: Mayors, City Managers and City Clerks

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference – October 16 - 18, Long Beach

The League's 2019 Annual Conference is scheduled for October 16 – 18 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for 12:30 p.m. on Friday, October 18, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, October 4. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: www.cacities.org. In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

Attachment: June 10, 2019 LOCC Memorandum (1905 : Voting Delegates for LOCC)

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Sacramento Convention Center, will be open at the following times: Wednesday, October 16, 8:00 a.m. – 6:00 p.m.; Thursday, October 17, 7:00 a.m. – 4:00 p.m.; and Friday, October 18, 7:30 a.m.–11:30 a.m.. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Friday, October 4. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.

**CITY:** _____

**2019 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM**

Please complete this form and return it to the League office by Friday, October 4, 2019. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____

Email: _____

Mayor or City Clerk _____

Date _____ Phone _____

(circle one)

(signature)

Please complete and return by Friday, October 4, 2019

League of California Cities
ATTN: Darla Yacub
1400 K Street, 4th Floor
Sacramento, CA 95814

FAX: (916) 658-8240
E-mail: dyacub@cacities.org
(916) 658-8254



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Adoption of Fiscal Year 2019/2020 Civic Center Budget

RECOMMENDATION: That the City Council approve and adopt the Fiscal year 2019/2020 Civic Center Budget.

SUMMARY:

The Laguna Hills Civic Center is an enterprise/proprietary fund operation of the City. Altogether, there are 51,970 square feet of leasable office space in the Civic Center. The City currently occupies 20,843 square feet and leases out 31,127 square feet. For Fiscal Year 2019/2020, staff is recommending a budget that will generate net income of \$144,166. However, after one-time capital expenses associated with two new leases and four lease renewals, the budget projects a net loss of \$85,246.

BACKGROUND:

Included as an attachment to this report is the proposed 2019/2020 Civic Center Budget. This budget is based on the following assumptions:

- Suites 160 and 250, which are currently vacant, will lease up at current market rates.
- Tenants in Suites 200, 201, 220, and 320 renew their leases at current market rates.

These assumptions are important in that they can trigger both the start of a new revenue stream, tenant improvements, and/or commission costs. For 2019/2020, the

FY 2019/2020 Civic Center Budget

July 9, 2019

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unusually high number of new leases and lease renewals require \$167,932 in tenant improvement and \$29,480 in lease commissions. The budget also includes a \$32,000 appropriation for capital expenses. As a result, the budgeted net income of \$144,166 is reduced to a net loss of \$85,246. The enterprise fund has a fund balance of \$290,985 as of May 31, 2019, and as such, no owner contribution is anticipated for this fiscal year.

FISCAL IMPACT:

The proposed FY 2019/2020 Civic Center Budget projects a net loss of \$85,246 after capital expenses. There are no General Fund or Capital Reserve Fund contributions expected.

ATTACHMENTS:

- 2019-20 Civic Center Budget

Laguna Hills Civic Center
2019-20 Budget

	Adopted Budget 2018-19	Estimated Actuals 2018-19	Proposed Budget 2019-20
Rental Income	1,193,911	1,149,969	1,254,716
Contra Revenue	(549,965)	(549,965)	(549,965)
CAM Income	70,186	69,483	61,839
Contra CAM	(67,016)	(70,920)	(61,143)
CAM Rec Revenue	-	(4,062)	-
Other	<u>-</u>	<u>225</u>	<u>-</u>
Total Revenue	647,116	594,732	705,447
Direct Operating Expenses	<u>515,957</u>	<u>476,873</u>	<u>532,179</u>
Net Operating Income	\$ 131,159	\$ 117,859	\$ 173,268
Indirect Operating Expenses	<u>36,102</u>	<u>26,535</u>	<u>29,102</u>
Net Income	95,056	91,324	144,166
Capital Expenses	304,454	38,271	229,412
Net Cash Flow After Capital	(209,398)	53,053	(85,246)
General Fund Contribution	-	-	-
Capital Reserve Fund	-	-	-
Distribution to Capital Reserve Fund	-	-	-
Distribution to General Fund	<u>-</u>	<u>-</u>	<u>-</u>
Civic Center Net Cash Flow	(209,398)	53,053	(85,246)
Fund Balance as of July 30, 2019			290,985



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Chair and Agency Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Approval of Minutes for June 25, 2019, Regular Meeting

RECOMMENDATION: That the Planning Agency approve the Minutes for the June 25, 2019, Regular Meeting.

ATTACHMENTS:

- 190625 PA Minutes

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

4. PLANNING AGENCY

Mayor Sedgwick 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 7:30 p.m.

4.1. ROLL CALL OF PLANNING AGENCY MEMBERS

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

4.2. PUBLIC COMMENTS

There were no Planning Agency Public Comments.

4.3. APPROVAL OF MINUTES

4.3.1 Approval of Minutes for May 28, 2019, Regular Meeting

Recommendation: That the Planning Agency approve the Minutes for the May 28, 2019, Regular Meeting.

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

4.3.2 Approval of Minutes for June 11, 2019, Regular Meeting

Recommendation: That the Planning Agency approve the Minutes for the June 11, 2019, Regular Meeting.

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

4.4. ADMINISTRATIVE REPORTS**4.4.1 Adoption of a Resolution Making Findings of General Plan Consistency for the Proposed Fiscal Year 2019/2020 Capital Improvement Program**

Assistant City Manager/ Director of Public Services Rosenfield reviewed the information provided in the staff report.

Recommendation: That the Planning Agency adopt Resolution No. PA2019-06-25-1: "A Resolution of the Planning Agency of the City of Laguna Hills, California, finding that the proposed Fiscal Year 2019/2020 Capital Improvement Program conforms with the General Plan of the City of Laguna Hills pursuant to California Government Code Section 65401."

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

4.5. PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency Public Hearings.

PLANNING AGENCY ADJOURNMENT

Mayor Sedgwick reconvened the City Council Meeting at 7:33 p.m. All Council Members were present.



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Mayor and Council Members
FROM: Kenneth H. Rosenfield P.E.
Assistant City Manager/Director of Public Services
ISSUE: Confirmation of 2019 Weed Abatement Cost Report

RECOMMENDATION: That the City Council conduct a Public Hearing regarding the 2019 Weed Abatement Cost Report and adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, confirming the 2019 Weed Abatement Cost Report and providing for the collection of weed abatement assessments on the next regular tax bill levied against the subject parcel for municipal purposes."

SUMMARY:

In accordance with Government Code Section 39560, et seq., this is the time and place that has been fixed by Resolution No. 2019-05-14-4 of the City Council to receive and consider an accounting of the costs associated with weed abatement on each separate parcel of land where removal work has been performed, which report is required by law to be submitted to the City Council for confirmation of all itemized abatement costs. The City Council must conduct a Public Hearing to receive any public comments, complaints, or objections from property owners liable to be assessed for the abatement in connection with the FY 2018/2019 Weed Abatement Program prior to adopting a Resolution confirming the cost report associated with the clearing of properties as authorized. It is recommended that the City Council conduct the Public Hearing and confirm the cost report.

Confirmation of 2019 Weed Abatement Cost Report

July 9, 2019

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BACKGROUND:

The objective of the Weed Abatement Program is to declare by Resolution as a public nuisance and abate all weeds, rubbish, refuse, and dirt upon the streets, sidewalks, parkways, or private property in the City, as identified and described in the 2019 Weed Abatement List. This is done for the purpose of health and safety, management of fire hazards, and to provide a reasonable degree of fire safety to both improved and unimproved properties. The Weed Abatement Program is administered by the Public Services Department under the direction of the Assistant City Manager/Public Services Director. The City Council adopted Resolution Nos. 2019-04-09-1 and 2019-05-14-4 in April and May of this year, respectively, which authorized the annual Weed Abatement Program.

Property owners of properties that were identified as containing materials needing abatement under this program were notified by letter dated April 15, 2019, to clear their properties by May 31, 2019. Extensive public relations efforts were made by staff to reduce the number of properties to be cleared by the City contractor. All properties that had not implemented weed abatement in a timely manner were also contacted by a door hanger and telephone contact to further encourage voluntary abatement compliance. City Staff's extensive efforts to assure private property compliance, in addition to good public response this year, resulted in 542 of the 543 private properties identified for weed abatement clearing their own parcels. One property owner did not abate their weeds and the City performed the necessary weed abatement as described on the attached Cost Report. The City has also completed its annual weed abatement on all public properties throughout the City.

The Weed Abatement Public Hearing Notice for confirmation of 2019 Weed Abatement Cost Report was published and posted as required by State law. It is recommended that the City Council open the Public Hearing, take testimony, close the Public Hearing and adopt the Resolution confirming the Cost Report associated with the clearing of properties as authorized.

FISCAL IMPACT:

The total cost to be assessed for the one private property abated is \$1,277.95. This cost is comprised of direct contractor charges and a City \$466.75 per parcel administrative charge. The City will be reimbursed for the \$1,277.95 in costs through property tax collection procedures. Weed Abatement on City owned parcels has proceeded in accordance with the Fiscal Year 2018-2019 Operating Budget.

Confirmation of 2019 Weed Abatement Cost Report

July 9, 2019

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ATTACHMENTS:

- Resolution - Weed Abatement
- 2019 Weed Abatement Cost Report

RESOLUTION NO. 2019-07-09-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, CONFIRMING THE 2019 WEED ABATEMENT COST REPORT AND PROVIDING FOR THE COLLECTION OF WEED ABATEMENT ASSESSMENTS ON THE NEXT REGULAR TAX BILL LEVIED AGAINST THE SUBJECT PARCELS FOR MUNICIPAL PURPOSES

WHEREAS, on April 9, 2019, the City Council adopted Resolution No. 2019-04-09-1, thereby commencing the Weed Abatement Program for 2019 in accordance with the requirements and procedures set forth in Government Code Section 39560 *et seq.*; the objective of the Weed Abatement Program is to declare by resolution as a public nuisance and abate all weeds growing upon the streets, sidewalks, or private property in the City, and all rubbish, refuse, and dirt upon parkways, sidewalks, or private property in the City, as identified and described in the 2019 Weed Abatement List, for health and safety purposes, for management of fire hazards, and to provide a reasonable degree of fire safety to both improved and unimproved properties; and

WHEREAS, Resolution No. 2019-04-09-1 commenced the 2019 Weed Abatement Program by declaring the weeds, rubbish, refuse and/or dirt on specified parcels of land identified in the 2019 Weed Abatement List to be a public nuisance and authorized the City Clerk to send written notice of the proposed public nuisance abatement to all persons owning property identified and described in the 2019 Weed Abatement List and advising them to remove any and all weeds, rubbish, refuse and/or dirt that, when dry, become a fire hazard; and

WHEREAS, on April 15, 2019, the City sent the legally required notice to destroy weeds and remove rubbish, refuse, and dirt to all affected property owners identified on the 2019 Weed Abatement List; the notice provided that if the public nuisance is not abated and removed by the owners of the affected parcels of land by May 31, 2019, such nuisances will be abated and removed by City authorities in accordance with the abatement procedures set forth in Government Code §39560 *et seq.*, in which case the cost of such removal shall be assessed upon the parcel of lands from which or in front of which such weeds, rubbish, refuse, and/or dirt are removed and that upon confirmation such cost will be constitute a lien upon such parcel or lands until paid; and

WHEREAS, the legally required mailed notice sent to the affected property owners provided that the City Council would hear and consider all property owner objections and protests to the proposed public nuisance abatement as part of a Public Hearing process conducted on May 14, 2019; and

WHEREAS, during the May 14, 2019 Public Hearing, the City Council was to have heard and considered all objections and protests presented by property owners

and other interested parties to the proposed public nuisance abatement and removal of all weeds, rubbish, refuse, and/or dirt on specified parcels identified and described in the 2019 Weed Abatement List; however, no public testimony was received; and

WHEREAS, on May 14, 2019, the City Council adopted Resolution No. 2019-05-14-4, thereby: (1) determining not to allow any objections; (2) issuing an abatement order and authorizing the Assistant City Manager/Public Services Director to abate and remove by use of City authorities all weeds, rubbish, refuse, and/or dirt on specified parcels as identified and described in the 2019 Weed Abatement List; (3) acquiring jurisdiction to proceed and perform the work of weed, rubbish, refuse, and/or dirt removal on specified parcels; (4) declaring that it is the intention of the City Council to assess the amount of the City's cost for the abatement of the public nuisances upon the specified parcels of land identified and described on the 2019 Weed Abatement List, which assessments against the respective parcels of land shall constitute a lien; and (5) ordering the Assistant City Manager/Public Services Director to keep an accounting of the cost of abatement on each separate parcel of land where removal work is performed and to submit to the City Council for confirmation an itemized written report showing such abatement costs; and

WHEREAS, pursuant to Resolution Nos. 2019-04-09-1 and 2019-05-14-4, the Assistant City Manager/Public Services Director did abate such nuisances and/or caused the same to be abated by having such weeds removed; and

WHEREAS, the Assistant City Manager/Public Services Director kept an accounting of the cost of such abatement in front of or upon each separate parcel of land in the form of an itemized cost report submitted this date to the City Council showing the cost of removing the weeds in front of or upon each separate lot, parcel, or piece of land, or both ("2019 Weed Abatement Cost Report"), said report having been posted in the manner and for the time required by law; and

WHEREAS, the City Council duly considered the 2019 Weed Abatement Cost Report, along with any objections of the property owners liable to be assessed for the abatement, on this 9th day of July 2019.

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

SECTION 1. The City Council has received and considered the 2019 Weed Abatement Cost Report prepared by the Assistant City Manager/Public Services Director, which is attached hereto as Exhibit "A", and hereby confirms the report without modification.

SECTION 2. The City Clerk is hereby directed for each subject parcel, to record this Resolution in the office of the County Recorder and also to promptly forward a certified copy of this resolution confirming the 2019 Weed Abatement Cost Report

along with a certified copy of the 2019 Weed Abatement Cost Report to the Orange County Auditor-Controller and County Tax Collector, who shall add the amount of the assessments to the next regular tax bill levied against the subject parcels for municipal purposes.

PASSED, APPROVED, AND ADOPTED this 9th day of July 2019.

DON SEDGWICK, MAYOR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE)
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. 2019-07-09-X adopted by the City Council of the City of Laguna Hills, California, at a regular meeting thereof, held on the 9th day of July 2019, by the following vote:

AYES:

NOES:

ABSENT:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

Attachment: Resolution - Weed Abatement (1904 : Confirmation of 2019 Weed Abatement Cost Report)

2019 Weed Abatement Cost Report

Exhibit A

(Privately Owned Parcels)

<u>AP Number:</u>	<u>Address:</u>	<u>Work Date:</u>	<u>Hand Work Cleared</u> (sf):	<u>Mow Work Cleared</u> (sf):	<u>Admin. Fee:</u>	<u>Hand Charges:</u>	<u>Mowing Charges:</u>	<u>Debris Removal Charges:</u>	<u>Total Charged:</u>	<u>City/District Code:</u>
588-141-06	Behind 23092 Mill Creek Rd	6/27/2019	3,500	0	\$466.75	\$73.50	\$ -	\$737.70	\$1,277.95	081



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: July 9, 2019
TO: Mayor and Council Members
FROM: Janine Heft
Mayor Pro Tempore
ISSUE: Permanent Memorial for the 3/5 Darkhorse Marine Battalion

RECOMMENDATION: That the City Council direct staff to research and propose a process for the design, fabrication, and installation of a permanent memorial for the 3/5 Darkhorse Marine Battalion.

SUMMARY:

The City of Laguna Hills adopted the Camp Pendleton Third Battalion, Fifth Marine Regiment in 2007. It has been an amazing honor to sponsor these noble men and women that risk their lives to protect our great country, and the City of Laguna Hills has an opportunity to demonstrate its appreciation of the 3/5 with a permanent memorial at the Civic Center.

In the Iraq War, Darkhorse sustained a loss of 25 men and over 200 were wounded, the highest number of casualties of any unit in a ten year period. The City of Laguna Hills annually honors those fallen soldiers and their Gold Star families on Memorial Day and on the 4th of July. A permanent memorial would allow the City of Laguna Hills to honor them year-round.

The proposed memorial would:

1. Honor the fallen 25 Marines
2. Honor the Gold Star families of those Marines
3. Further cement the strong bond that has been built between the 3/5 and the City of Laguna Hills and its residents over the last twelve years

Permanent Memorial for the 3/5 Darkhorse Marine Battalion

July 9, 2019

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4. Provide an opportunity for visitors to get to know more about the 3/5, their history, and their sacrifice
 5. Enhance the public art program at the Civic Center

FISCAL IMPACT:

Unknown at the time. If a permanent memorial is located at the Civic Center, it would fall under the Civic Center's public art program and be an eligible expense under the public art fee program.