



CITY OF LAGUNA HILLS CITY COUNCIL/PLANNING AGENCY

REGULAR MEETING AGENDA Tuesday, May 25, 2021 – 7:00 PM (Closed Session at 6:00 PM when scheduled)

Erica Pezold, Mayor

Don Sedgwick, Mayor Pro Tempore
Bill Hunt, Council Member

Janine Heft, Council Member
Dave Wheeler, Council Member

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

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

Submission of Public Comments: While you may attend this meeting in person, given the health risks associated with COVID-19, the City encourages those wishing to make public comments at the May 25, 2021, City Council meeting, to submit your comments by email to the City Clerk at publiccomments@lagunahillsCA.gov, by 5:00 p.m. on May 25, 2021. In the subject line of the email, please state your name and the item number you are commenting on. Any public comment received that does not specify a particular agenda item number will be announced during the general public comment portion of the agenda. If you wish to submit a public comment on more than one agenda item, please send a separate email for each item you are commenting on. All comments received by 5:00 p.m. on the date of the meeting will be provided to the City Council in advance to allow time for the Council Members to read them. Email comments will NOT be read by the City Clerk during the meeting, but will be announced and made part of the record. Electronic public comments may only be submitted via email and comments via text and social media (Facebook, Twitter, etc.) will not be accepted.

Announcement of Public Comments: During the applicable agenda item, the City Clerk will announce the name of the sender and subject matter of all email comments received by 5:00 p.m. on May 25, 2021. The email comments, including your name, will become part of the record of the City Council meeting and will be public information.

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

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

INVOCATION: Rev. Kent Doss of Tapestry, A Unitarian Universalist Congregation

PLEDGE OF ALLEGIANCE: Council Member Wheeler

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

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

1.2 Certificate of Recognition for Laguna Hills High School Student Liaison Kourosh Arfania for the Spring 2021 Semester

Recommendation: That Mayor Pezold present a Certificate of Recognition to Koroush (Kory) Arfania recognizing his service as the Laguna Hills High School Student Liaison.

1.3 Certificates of Recognition for Laguna Hills High School Boys Cross Country Team

Recommendation: That Mayor Pezold present Certificates of Recognition to the members of the Laguna Hills High School Boys Cross Country Team recognizing their victory as Co-League Champions of the Pacific Coast League.

1.4 Presentation of 2021 LHHS Grad Nite Plans and Community Work Day

Recommendation: That the City Council receive an oral report from Laguna Hills High School PTSA regarding LHHS Grad Nite Plans and Community Work Day fundraising event.

2. SCHEDULE OF FUTURE EVENTS**2.1 Schedule of Future Events**

Recommendation: That the Interim City Manager announce the upcoming City events for the months of May and June 2021.

3. PUBLIC COMMENTS

This is the time to address the City Council on any matter not listed on this Agenda that is within the subject matter jurisdiction of the City Council. Public Comments are limited to three minutes per person, an overall time limit of ten minutes for any one subject, and a total time limit of thirty minutes.

4. CONSENT CALENDAR

All matters listed under "CONSENT CALENDAR" are considered to be routine and will be enacted by one motion approving the recommendation listed on the Agenda. There will be no separate discussion unless Members of the City Council or Staff request specific items be removed from the Consent Calendar.

4.1 Waive Reading in Full of all Ordinances and Resolutions on the Agenda

Recommendation: That the City Council waive reading in full of all ordinances and resolutions on the agenda and declare that said titles which appear on the public agenda shall be determined to have been read by title and further reading waived.

4.2 Approval of Minutes for May 11, 2021, Special Meeting

Recommendation: That the City Council approve the Minutes for the May 11, 2021, Special Meeting.

4.3 Approval of Minutes for May 11, 2021, Regular Meeting

Recommendation: That the City Council approve the Minutes for the May 11, 2021, Regular Meeting.

4.4 Ratification of May 25, 2021, Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from April 30, 2021, to May 13, 2021, in the amount of \$1,100,528.37.

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

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

4.6 Residential Parking Permit Program and No Parking Zone for Street Sweeping Purposes on Rio Grande Avenue in the Ridgefield Residential Neighborhood South of Aliso Hills Drive

Recommendation: That the City Council: 1) Find and determine that the proposed permit parking controls are not subject to the California Environmental Quality Act pursuant to Sections 15060(C)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(C)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, Cal. Code of Regs, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly; and 2) Adopt a Resolution entitled, "A Resolution of the City Council of the City of Laguna Hills, California, establishing a residential parking permit area and a no parking zone during days and hours of street sweeping on Rio Grande Avenue in the Ridgefield residential neighborhood south of Aliso Hills Drive".

4.7 Authorization to Advertise for Bids for Citywide Pavement Rehabilitation, CIP No. 101-K, and Ridge Route Drive Pavement Resurfacing, CIP No. 188

Recommendation: That the City Council: 1) Find and determine the Citywide Pavement Rehabilitation, CIP No. 101-L, and Ridge Route Drive Pavement Resurfacing, CIP No. 188, (collectively, the Project) 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 Pavement Rehabilitation, CIP No. 101-L, and Ridge Route Drive Pavement Resurfacing, CIP No. 188, the Project.

4.8 Civic Center Third Quarter Financial Report for Fiscal Year 2020-2021

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

4.9 Third Quarter Financial & Treasurer's Report for Fiscal Year 2020-2021

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

4.10 Approval of Fiscal Year 2021-2022 Law Enforcement Services Agreement with the County of Orange

Recommendation: That the City Council approve the Fiscal Year 2021-2022 Law Enforcement Services Agreement between the County of Orange and the City of Laguna Hills and authorize the Mayor to execute the Agreement.

ITEMS REMOVED FROM THE CONSENT CALENDAR

5. PLANNING AGENCY

5.1. ROLL CALL OF PLANNING AGENCY MEMBERS

5.2. 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.

5.3. APPROVAL OF MINUTES

5.3.1 Approval of Minutes for May 11, 2021, Regular Meeting

Recommendation: That the Planning Agency approve the Minutes for the May 11, 2021, Regular Meeting.

5.4. ADMINISTRATIVE REPORTS

5.5. PLANNING AGENCY PUBLIC HEARINGS

PLANNING AGENCY ADJOURNMENT

6. CITY COUNCIL PUBLIC HEARINGS**6.1 Public Hearing on 2021 Weed, Rubbish, and Refuse Abatement**

Recommendation: That the City Council: 1) Conduct a Public Hearing, receive and consider all objections; and 2) Adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, issuing an abatement order and authorizing the Interim City Manager/Director of Public Services to commence enforcing weed, rubbish, and refuse abatement against specified parcels of land."

7. ADMINISTRATIVE REPORTS**7.1. City Manager****7.1.1 El Toro Road Bus Shelter Bench Options**

Recommendation: That the City Council select an alternative bus shelter bench for CIP No. 517, El Toro Road Eastbound Farside Paseo de Valencia Bus Stop and Shelter Passenger Amenity Improvements Project.

7.2. Deputy City Manager/Community Services Director**7.2.1 2021 Fourth of July Celebration**

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

7.2.2 Proposals Received for the 2021 City-Wide Holiday Decorations Program

Recommendation: That the City Council receive and review the Staff presentation and recommendations regarding proposals received for the 2021 Citywide Holiday Lighting and Decorations Program and provide input and direction.

8. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS**8.1. Council Member Heft****8.1.1 Digital Vaccine Verification and Support for Assembly Bill 327, as Amended**

Recommendation: Council Member Heft recommends that the City Council adopt a Resolution entitled: "A Resolution of the City Council of

the City of Laguna Hills, California, supporting the Orange County Board of Supervisors' decision to pause development of a digital vaccine verification and supporting California Assembly Bill 327, as amended."

9. CITY COUNCIL MEMBER COMMITTEE REPORTS

10. CITY COUNCIL MEMBER COMMENTS

ADJOURNMENT

The next Regular Meeting of the City Council/Planning Agency will be June 8, 2021, in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, do hereby certify that a copy of the foregoing Agenda was posted at Laguna Hills City Hall, Laguna Hills Community Center, and the Courtyard at La Paz Center by May 21, 2021, at 5:00 pm.



City Clerk

May 20, 2021

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: May 25, 2021
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Certificate of Recognition for Laguna Hills High School Student Liaison
Kourosh Arfania for the Spring 2021 Semester

RECOMMENDATION: That Mayor Pezold present a Certificate of Recognition to Koroush (Kory) Arfania recognizing his service as the Laguna Hills High School Student Liaison.

SUMMARY:

The City of Laguna Hills and the Laguna Hills High School PTSA established a Student Liaison Program in 1993. Koroush (Kory) Arfania has served as one of the Student Liaisons for the Spring 2021 semester. Mr. Arfania has served as one of the Student Liaisons with distinction, and it is in order to recognize his service.

ATTACHMENTS:

- Certificate of Recognition



CITY OF LAGUNA HILLS

CERTIFICATE OF RECOGNITION

KOROUGH ARFANIA
Laguna Hills High School
Student Liaison

February 9, 2021, through May 25, 2021

WHEREAS, the City of Laguna Hills and Laguna Hills High School established a Student Liaison Program to create a direct link between the School and the City Council; and

WHEREAS, Koroush Arfania was appointed to serve as the Student Liaison to the City Council and took the Oath of Office on February 9, 2021; and

WHEREAS, Koroush Arfania has served as the Student Liaison with dedication and distinction, setting a fine example for those students who will serve in the future.

NOW, THEREFORE, I, Erica Pezold, Mayor, on behalf of the City Council of the City of Laguna Hills, California, do hereby recognize Koroush Arfania for his service to the City as Student Liaison to the City Council.

Dated this 25th day of May 2021.

ERICA PEZOLD, MAYOR



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: Certificates of Recognition for Laguna Hills High School Boys Cross Country Team

RECOMMENDATION: That Mayor Pezold present Certificates of Recognition to the members of the Laguna Hills High School Boys Cross Country Team recognizing their victory as Co-League Champions of the Pacific Coast League.

SUMMARY:

It is the practice of the City Council to recognize significant accomplishments of Laguna Hills' athletes. The Laguna Hills High School "Hawk Harriers" Boys Cross Country Team earned the 2020 Pacific Coast League crown, their first in eight years.

A certificate of Recognition will be presented to the coaches and each member of the Laguna Hills High School Boys Cross Country team.

ATTACHMENTS:

- Certificates of Recognition



CITY OF LAGUNA HILLS

CERTIFICATE OF RECOGNITION

DIRECTOR CHRISTOPHER LYNCH

LAGUNA HILLS HIGH SCHOOL

Boys Cross Country Coach

WHEREAS, the Laguna Hills City Council recognizes that the many benefits derived from participation in high school athletics are significantly influenced by the Coaches who must exhibit outstanding dedication, commitment, and hard work in order to successfully mold the talents, energies, and enthusiasm of their athletes; and

WHEREAS, Coaches not only inspire, motivate, and encourage personal well-being through wholesome interaction with others, they teach the importance of hard work and good sportsmanship, develop character, and instill the competitive will to win; and

WHEREAS, under Director Lynch's guidance, the Laguna Hills High School Boys Cross Country program has consistently performed well. The "Hawk Harriers" have ranked high among Orange County's finest and courageously led the way for Laguna Hills High School, as an athletic department and school, by running head-on into the unknowns of a global pandemic, training together for months and then, at last, competing long before any other sport was able. Under the guidance of Director Christopher Lynch, the "Hawk Harriers" claimed the 2020 Pacific Coast League crown, their first in eight years.

NOW, THEREFORE, I, Erica Pezold, Mayor, on behalf of the City Council of the City of Laguna Hills, California, do hereby recognize Director Christopher Lynch for his dedication to the Laguna Hills High School Boys Cross Country Team and on the many accomplishments during his tenure.

Dated this 25th day of May 2021.

ERICA PEZOLD, MAYOR



CITY OF LAGUNA HILLS

CERTIFICATE OF RECOGNITION

CAPTAIN KEATON KNOWLES

Laguna Hills High School
Boys Cross Country Team

WHEREAS, *participation in organized athletic pursuits helps to build character and teaches a wholesome sense of fair play and good sportsmanship among our City's youth; and*

WHEREAS, *to truly excel athletically, a young person must demonstrate, in addition to a great deal of natural ability, an outstanding spirit of dedication, enthusiasm, and hard work; and*

WHEREAS, *a striking example of such is the Laguna Hills High School Boys Cross Country Team, who were acutely aware of the realities surrounding them this past year, but nonetheless were determined to stay the course; and*

WHEREAS, *these "Hawk Harriers" courageously lead the way for Laguna Hills High School, as an athletic department and school, by running head-on into the unknowns of a global pandemic, training together for months and then, at last, competing long before any other sport was able. Their collective patience, persistence, and positivity is proof of how, together, we are truly stronger and can accomplish our goals - which they did by claiming the 2020 Pacific Coast League crown, their first in eight years.*

NOW, THEREFORE, I, Erica Pezold, Mayor, on behalf of the City Council of the City of Laguna Hills, California, do hereby recognize Captain Keaton Knowles as a Member of the Laguna Hills High School Boys "Hawk Harriers" Cross Country Team and commend the Team on its athletic accomplishments.

Dated this 25th day of May 2021.

ERICA PEZOLD, MAYOR



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
 Deputy City Manager
ISSUE: Presentation of 2021 LHHS Grad Nite Plans and Community Work Day

RECOMMENDATION: That the City Council receive an oral report from Laguna Hills High School PTSA regarding LHHS Grad Nite Plans and Community Work Day fundraising event.

SUMMARY:

Tiffany Fellows, LHHS PTSA member and Grad Night Fundraising Chair, and Dolores Wirth, Head of the LHHS PTSA Grad Nite Team will provide the Council with an oral report regarding plans for this year's LHHS Grad Nite and an upcoming LHHS Community Work Day event.

Community work day details:

Who? Calling all LHHS Hawk supporters!

What? LHHS Grad Night Set-Up/Construction (building, painting, decorating, etc)

Where? LHHS 25401 Paseo de Valencia LH

When? 10 am-noon May 29

At 10am, we'll kick off the fun with a welcome message from a VIP (TBA)-And, we'll also have some snacks and beverages donated from some local restaurants to feed our hungry workers.

How? Join us for some fun! Come dressed in your work clothes to help build the Grad Nite area. *Many hands make light work!*

RSVP by signing up at:

www.lhhs-ptsa.org/grad-nite-volunteer



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021

TO: Mayor and Council Members

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

ISSUE: Schedule of Future Events

RECOMMENDATION: That the Interim City Manager announce the upcoming City events for the months of May and June 2021.

SUMMARY:

The following is a list of upcoming events for the City of Laguna Hills in the months of May and June 2021:

Laguna Hills Memorial Day 10K and 5K (In-person and Virtual)

Monday, May 31st, in-person race begins on Calle de la Louisa at Memorial Care Saddleback Medical and ends at the Laguna Hills Community Center

Regular City Council Meeting

Tuesday, June 8th, 7:00 p.m., at the Laguna Hills Civic Center Council Chamber

Rooted Volunteer Campaign

Saturday, June 19th, 9:00a.m., North Laguna Hills planting event

Regular City Council Meeting

Tuesday, June 22nd, 7:00 p.m., at the Laguna Hills Civic Center Council Chamber

Special Joint Planning Agency/City Council Meeting

Thursday, June 24th, 5:00 p.m., at the Laguna Hills Community Center Heritage Room for the continued **Public Hearing for The Village at Laguna Hills Project**



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: Jennifer Lee
Assistant City Clerk
ISSUE: Approval of Minutes for May 11, 2021, Special Meeting

RECOMMENDATION: That the City Council approve the Minutes for the May 11, 2021, Special Meeting.

ATTACHMENTS:

- 210511 CC Special Minutes

**CITY OF LAGUNA HILLS
CITY COUNCIL**

**SPECIAL MEETING
MINUTES
Tuesday, May 11, 2021**

CALL TO ORDER

The meeting was called to order at 5:03 p.m. by Mayor Pezold.

PLEDGE OF ALLEGIANCE: Council Member Heft

ROLL CALL OF CITY COUNCIL MEMBERS

Attendee Name	Title	Status	Arrived
Erica Pezold	Mayor	Present	
Don Sedgwick	Mayor Pro Tempore	Present	
Janine Heft	Council Member	Present	
Bill Hunt	Council Member	Late	5:47 p.m.
Dave Wheeler	Council Member	Present	

PUBLIC COMMENTS

There were no public comments.

CITY COUNCIL STUDY SESSION ITEMS

1 City Manager's Proposed 2021-2023 Biennial Budget and Six-Year Capital Improvement Plan

Recommendation: That the City Council review and comment on the City Manager's Proposed 2021-2023 Biennial Budget and Six-Year Capital Improvement Plan.

Interim City Manager/Director of Public Services Rosenfield provided introductory remarks on the Proposed 2021-2023 Biennial Budget and Six-Year Capital Improvement Plan.

Finance Director Reyes provided a PowerPoint presentation and responded to Council requests for additional information.

Interim City Manager/Director of Public Services Rosenfield and Chief of Police Services Capt. Stiverson responded to Council requests for additional information.

Council Member Hunt arrived and joined the meeting at 5:47 p.m.

Deputy City Manager/City Clerk Au-Yeung, Deputy City Manager/Community Services Reynolds, Community Development Director Chantarangsu, and Interim City Manager/Director of Public Services Rosenfield provided PowerPoint presentations on the individual department budget proposals and responded to Council requests for additional information.

2 City Council Member Proposed Work Programs for the 2021-2023 Biennial Budget

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

Due to time constraints the City Council was unable to receive and file this report.

ADJOURNMENT

Mayor Pezold declared the meeting adjourned at 6:47 p.m.

Melissa Au-Yeung, City Clerk

ATTEST:

Erica Pezold, Mayor

Approved at meeting of May 25, 2021



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: Jennifer Lee
Assistant City Clerk
ISSUE: Approval of Minutes for May 11, 2021, Regular Meeting

RECOMMENDATION: That the City Council approve the Minutes for the May 11, 2021, Regular Meeting.

ATTACHMENTS:

- 210511 CC Minutes

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

**REGULAR MEETING
MINUTES
Tuesday, May 11, 2021**

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

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

INVOCATION: Council Member Hunt

PLEDGE OF ALLEGIANCE: Mayor Pro Tempore Sedgwick

ROLL CALL OF CITY COUNCIL MEMBERS

Attendee Name	Title	Status	Arrived
Erica Pezold	Mayor	Present	
Don Sedgwick	Mayor Pro Tempore	Present	
Janine Heft	Council Member	Present	
Bill Hunt	Council Member	Present	
Dave Wheeler	Council Member	Present	

1. PRESENTATIONS AND PROCLAMATIONS

1.1 Laguna Hills High School Student Liaison

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

1.2 2020 Laguna Hills Deputy of the Year

Recommendation: Council Member Hunt presented a Certificate of Recognition to Deputy Steven Gibson, 2020 Laguna Hills Deputy of the Year.

2. SCHEDULE OF FUTURE EVENTS

2.1 Schedule of Future Events

Recommendation: The Interim City Manager announced the upcoming City events for the months of May and June 2021.

3. PUBLIC COMMENTS

The following individuals submitted electronic public comments on non-agendized items that were received, forwarded to the Council prior to the meeting, and announced into the record by Assistant City Clerk Lee:

Mike Bland, Founding Father of Laguna Hills Team Darkhorse, submitted a letter thanking the City for their continued support for Team Darkhorse and included letters received by Team Darkhorse from the first three Commanding Officers of the 3/5 Battalion after Team Darkhorse was created.

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

Brian Ilg inquired about reinstatement of City's Adult Sports Leagues.

4. CONSENT CALENDAR

Motion to approve the Consent Calendar with Council Member Wheeler removing Item No. 4.7.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bill Hunt, Council Member
SECONDER:	Janine Heft, Council Member
AYES:	Erica Pezold, Mayor; Don Sedgwick, Mayor Pro Tempore; Janine Heft, Council Member; Bill Hunt, Council Member; Dave Wheeler, Council Member

4.1 Waive Reading in Full of all Ordinances and Resolutions on the Agenda

Recommendation: That the City Council waive reading in full of all ordinances and resolutions on the agenda and declare that said titles which appear on the public agenda shall be determined to have been read by title and further reading waived.

4.2 Approval of Minutes for April 27, 2021, Adjourned Regular Meeting

Recommendation: That the City Council approve the Minutes for the April 27, 2021, Adjourned Regular Meeting.

4.3 Ratification of May 11, 2021, Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from April 16, 2021, to April 29, 2021, in the amount of \$272,101.23.

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

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

4.5 Grant Application to OCTA for the Environmental Cleanup Program - Phase X Catch Basin Debris Gate Project, CIP No. 412-J

Recommendation: That the City Council approve the submission of a Grant Application to the Orange County Transportation Authority for the Measure M2 Environmental Cleanup Program for the Phase X Catch Basin Debris Gate Project and adopt Resolution No. 2021-05-11-1: "A Resolution of the City Council of the City of Laguna Hills, California, authorizing an Application for Funds for the Measure M2 Environmental Cleanup, Tier 1 Grant Program, under Orange County Local Transportation Ordinance No. 3 for the Phase X Catch Basin Debris Gate Project."

4.6 Submission of an Aerial Waste Waiver to the San Diego Regional Water Quality Control Board for Pollutant Discharges from the City's Fourth of July Fireworks Display and Adoption of a Categorical Exemption Determining that the Event is Exempt from Environmental Review Pursuant to Title 14, Chapter 3, Section 15304(E) of the California Code of Regulations.

Recommendation: That the City Council: 1) Direct staff to submit an Aerial Waste Waiver to the San Diego Regional Water Quality Control Board for pollutant discharges from the City's Fourth of July fireworks display; and 2) Adopt a Categorical Exemption for the event.

ITEMS REMOVED FROM THE CONSENT CALENDAR**4.7 Recreation Use of the Community Center and Sports Complex Hockey Rink**

Council Member Wheeler removed Item No. 4.7 from the Consent Calendar to request additional information.

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janine Heft, Council Member
SECONDER:	Bill Hunt, Council Member
AYES:	Erica Pezold, Mayor; Don Sedgwick, Mayor Pro Tempore; Janine Heft, Council Member; Bill Hunt, Council Member; Dave Wheeler, Council Member

5. PLANNING AGENCY

Mayor Pezold 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 7:35 p.m.

5.1. ROLL CALL OF PLANNING AGENCY MEMBERS

Attendee Name	Title	Status	Arrived
Erica Pezold	Chair	Present	
Don Sedgwick	Vice Chair	Present	
Janine Heft	Agency Member	Present	
Bill Hunt	Agency Member	Present	
Dave Wheeler	Agency Member	Present	

5.2. PUBLIC COMMENTS

There were no Planning Agency public comments on non-agendized items.

5.3. APPROVAL OF MINUTES**5.3.1 Approval of Minutes for April 27, 2021, Adjourned Regular Meeting**

Recommendation: That the Planning Agency approve the Minutes for the April 27, 2021, Adjourned Regular Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janine Heft, Agency Member
SECONDER:	Bill Hunt, Agency Member
AYES:	Erica Pezold, Chair; Don Sedgwick, Vice Chair; Janine Heft, Agency Member; Bill Hunt, Agency Member; Dave Wheeler, Agency Member

5.4. ADMINISTRATIVE REPORTS

There were no Planning Agency administrative reports.

5.5. PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency public hearings.

PLANNING AGENCY ADJOURNMENT

Chair Pezold adjourned the Planning Agency Meeting at 7:36 p.m. All Council Members were present in chamber.

6. CITY COUNCIL PUBLIC HEARINGS

6.1 Public Hearing on 2021 Weed, Rubbish, and Refuse Abatement

Recommendation: That the City Council continue the scheduled Public Hearing for the 2021 Weed, Rubbish, and Refuse Abatement Program to the regular City Council meeting to be held on May 25, 2021, at 7:00 pm, or as soon thereafter as possible.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Don Sedgwick, Mayor Pro Tempore
SECONDER:	Dave Wheeler, Council Member
AYES:	Erica Pezold, Mayor; Don Sedgwick, Mayor Pro Tempore; Janine Heft, Council Member; Bill Hunt, Council Member; Dave Wheeler, Council Member

7. ADMINISTRATIVE REPORTS

Item No. 7.2 was taken out of order on the Agenda by Mayor Pezold.

7.2. Deputy City Manager/Community Services Director

7.2.1 "LH" Letters on the Hillside Across from the Community Center.

Recommendation: That the City Council approve staff's proposed "LH" letters design project contest as described in this report.

Deputy City Manager/Community Services Director Reynolds reviewed the information provided in the staff report and responded to Council requests for additional information.

The following individuals addressed the City Council on this item:

Dawn Ford, a resident of Laguna Hills, spoke in favor of the project and expressed a desire to have a permanent solution constructed quickly.

Motion to approve staff's recommendation, direct staff to review successful projects in other cities and to feasibly expedite the process.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Don Sedgwick, Mayor Pro Tempore
SECONDER:	Janine Heft, Council Member
AYES:	Erica Pezold, Mayor; Don Sedgwick, Mayor Pro Tempore; Janine Heft, Council Member; Bill Hunt, Council Member; Dave Wheeler, Council Member

7.1. City Manager

7.1.1 City Manager's Proposed 2021-2023 Biennial Budget and Six-Year Capital Improvement Plan

Recommendation: That the City Council review and comment on the City Manager's Proposed 2021-2023 Biennial Budget and Six-Year Capital Improvement Plan.

Interim City Manager/Director of Public Services Rosenfield continued the PowerPoint presentation from the City Council Special Meeting.

Chief of Police Services Capt. Stiverson and Interim City Manager/Director of Public Services Rosenfield provided PowerPoint presentations on the individual department budget proposals and responded to Council requests for additional information.

Deputy City Manager/City Clerk Au-Yeung reviewed the City Council Member Proposed Work Programs for the 2021-2023 Biennial Budget.

Council Members reviewed and provided comments on the City Manager's Proposed 2021-2023 Biennial Budget and Six-Year Capital Improvement Plan.

8. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS

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

9. CITY COUNCIL MEMBER COMMITTEE REPORTS

Council Member Wheeler

Council Member Wheeler provided an update on the Association of California Cities – Orange County (ACC-OC) Executive Committee and South Orange County Watershed Management Area Executive Committee.

Council Member Heft

Council Member Heft provided an update on the Association of California Cities – Orange County (ACC-OC) Executive Committee.

10. CITY COUNCIL MEMBER COMMENTS

Council Member Hunt

Council Member Hunt requested the issue of creating a Planning Commission be agendized for a future meeting and received a second from Mayor Pezold.

Council Member Heft

Council Member Heft requested the issue of a vaccination status for our City be agendized for a future meeting and received a second from Council Member Wheeler.

Mayor Pro Tempore Sedgwick

Mayor Pro Tempore Sedgwick requested clarification on the Public Hearing for The Village at Laguna Hills project.

Council Member Hunt

Council Member Hunt provided comments regarding the Public Hearing for The Village at Laguna Hills project.

Mayor Pezold

Mayor Pezold expressed her appreciation for the City Council Members.

Mayor Pezold requested feedback from Council Members on a letter she will be sending along with a Certificate of Achievement to the LHHS graduating class of 2021.

Mayor Pezold requested the issue of creating an awareness event in October to highlight the opioid crisis that exists in Orange County be agendaized for a future meeting and received a second from Council Member Heft.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Pezold declared the meeting adjourned at 10:03 p.m.

Melissa Au-Yeung, City Clerk

ATTEST:

Erica Pezold, Mayor

Approved at meeting of May 25, 2021



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: Janice Reyes
Finance Director
ISSUE: Ratification of May 25, 2021, Warrant Register

RECOMMENDATION: That the City Council ratify the accompanying Warrant Register for the period from April 30, 2021, to May 13, 2021, in the amount of \$1,100,528.37.

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 April 30, 2021, to May 13, 2021, 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 - May 25, 2021
- Warrant Register, Payables Detail Report - May 25, 2021



City of Laguna Hills, CA

Warrant Register - May 25, 2021

By Check Number

Date Range: 04/30/2021 - 05/13/2021

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Regular				
8819208	B-0304	BEE MAN, THE	05/06/2021	625.00
8819209	B-0377	BIG TOP RENTALS	05/06/2021	1,445.14
8819210	B-0229	BSN SPORTS	05/06/2021	1,891.95
8819211	C-1144	CHARLES ABBOTT ASSOCIATES, INC	05/06/2021	41,009.15
8819212	C-1122	CROSSTOWN ELECTRICAL & DATA, INC.	05/06/2021	4,872.80
8819213	D-0541	DIAMOND ENVIRONMENTAL SERVICES	05/06/2021	2,883.39
8819214	D-0561	DOCU-TRUST	05/06/2021	75.00
8819215	E-0554	ECONOMICS, INC.	05/06/2021	4,608.51
8819216	G-0821	G2 CONSTRUCTION INC.	05/06/2021	12,500.00
8819217	H-0960	HR GREEN PACIFIC, INC.	05/06/2021	41,211.52
8819218	J-1088	J THAYER COMPANY, INC	05/06/2021	135.85
8819219	L-1206	LAGUNA HILLS HIGH SCHOOL	05/06/2021	4,000.00
8819220	N-1484	NICHOLS CONSULTING	05/06/2021	2,400.00
8819221	N-1474	NIEVES LANDSCAPE, INC.	05/06/2021	84,508.00
8819222	N-1475	NOLAN, PAUL, EMT-D	05/06/2021	718.80
8819223	Q-1716	QUADIENT LEASING USA, INC.	05/06/2021	530.22
8819224	R-1977	RJ ELECTRIC	05/06/2021	534.16
8819225	R-1946	RK ENGINEERING GROUP, INC.	05/06/2021	4,230.00
8819226	S-1949	SMART & FINAL	05/06/2021	176.50
8819227	T-2698	TPX COMMUNICATIONS	05/06/2021	546.72
8819228	U-2165	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA	05/06/2021	164.49
8819229	V-2224	VERIZON WIRELESS	05/06/2021	1,179.48
8819230	W-2377	WILLDAN ENGINEERING	05/06/2021	441.00
8819231	A-0365	AT&T - CALNET 3	05/13/2021	23.80
8819232	Z-CD-0297	BERSCHAUER, ROBERT	05/13/2021	3,125.38
8819233	B-0440	BUCKNAM INFRASTRUCTURE GROUP, INC.	05/13/2021	237.50
8819234	C-1144	CHARLES ABBOTT ASSOCIATES, INC	05/13/2021	163.15
8819235	C-0324	CITY OF MISSION VIEJO	05/13/2021	55,131.59
8819236	C-1139	COMPLETE OFFICE OF CALIFORNIA	05/13/2021	190.39
8819237	C-0023	COX COMMUNICATION	05/13/2021	195.86
8819238	C-1122	CROSSTOWN ELECTRICAL & DATA, INC.	05/13/2021	17,718.52
8819239	H-0829	HARTZOG & CRABILL, INC.	05/13/2021	6,143.78
8819240	Z-PS-0028	HIMELDA, ALVAREZ VAZQUEZ	05/13/2021	108.00
8819241	I-0942	IRVINE RANCH WATER DISTRICT	05/13/2021	134.73
8819242	J-1088	J THAYER COMPANY, INC	05/13/2021	36.83
8819243	J-1057	JAMEY CLARK, INC.	05/13/2021	4,676.00
8819244	K-1196	KELLY ASSOCIATES MANAGEMENT GROUP, LLC	05/13/2021	11,210.00
8819245	M-1388	MOBILE MINI, INC.	05/13/2021	82.97
8819246	M-1302	MOULTON NIGUEL WATER DISTRICT	05/13/2021	18,048.96
8819247	Z-CS-0364	NATIONAL CHARITY LEAGUE - LAGUNA NIGUEL	05/13/2021	27.50
8819248	N-1493	NEXUSTEK	05/13/2021	250.00
8819249	N-1474	NIEVES LANDSCAPE, INC.	05/13/2021	551.17
8819250	O-1575	ORANGE COUNTY REGISTER-FREEDOM CA. NEWSPAPER PARTNERSHIP	05/13/2021	3,124.40
8819251	C-1003	PARKING VIOLATIONS OC TREASURER-TAX COLLECTOR	05/13/2021	1,122.50
8819252	Z-CS-0365	QUAIL CREEK HOA	05/13/2021	420.00
8819253	R-1977	RJ ELECTRIC	05/13/2021	1,499.74
8819254	S-1902	SAN DIEGO GAS & ELECTRIC	05/13/2021	10,520.61
8819255	S-2296	SHUTE, MIHALY WEINBERGER LLP	05/13/2021	278.40
8819256	Z-CS-0190	SILVERADO HIGH SCHOOL	05/13/2021	500.00
8819257	S-2295	SOUTHERN COMPUTER WAREHOUSE	05/13/2021	1,459.93
8819258	S-2250	SPARKLETTS	05/13/2021	49.74
8819259	S-2201	SUNSET PROPERTY SERVICES JONSET CORPORATION	05/13/2021	14,440.79
8819260	P-1661	THE PIN CENTER	05/13/2021	455.00

Attachment: Warrant Register - May 25, 2021 (2448 : Warrant Register, May 25, 2021)

Warrant Register - May 25, 2021

Check Number	Vendor Number	Vendor Name
8819261	W-2302	THOMSON REUTERS - WEST
8819262	T-2702	TRIPEPI SMITH & ASSOCIATES, INC.
8819263	V-2249	US BANK VOYAGER FLEET SYSTEM
8819264	W-2337	WEST COAST ARBORISTS, INC.
8819265	W-2448	WEST GATE CONTRACTOR

Date Range: 04/30/2021 - 05/13/2021

Payment Date	Payment Amount
05/13/2021	279.94
05/13/2021	7,281.25
05/13/2021	555.88
05/13/2021	24,666.60
05/13/2021	7,500.00
Total Regular:	402,898.59

Attachment: Warrant Register - May 25, 2021 (2448 : Warrant Register, May 25, 2021)

Warrant Register - May 25, 2021

Date Range: 04/30/2021 - 05/13/2021

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Bank Draft				
DFT0001597	C-1007	OCSD LAW ENFORCEMENT CONTRACT, OC TREASURER-TAX	05/07/2021	691,449.71
DFT0001608	B-0276	BANK OF AMERICA VISA CARD	05/13/2021	651.21
DFT0001609	B-0276	BANK OF AMERICA VISA CARD	05/13/2021	1,688.26
DFT0001610	B-0276	BANK OF AMERICA VISA CARD	05/13/2021	1,021.96
DFT0001611	B-0276	BANK OF AMERICA VISA CARD	05/13/2021	884.77
DFT0001612	B-0276	BANK OF AMERICA VISA CARD	05/13/2021	1,933.87
Total Bank Draft:				697,629.78

Bank Code AP Bank Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	78	58	0.00	402,898.59
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	6	6	0.00	697,629.78
EFT's	0	0	0.00	0.00
	84	64	0.00	1,100,528.37

Attachment: Warrant Register - May 25, 2021 (2448 : Warrant Register, May 25, 2021)

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	78	58	0.00	402,898.59
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	6	6	0.00	697,629.78
EFT's	0	0	0.00	0.00
	84	64	0.00	1,100,528.37

Fund Summary

Fund	Name	Period	Amount
998	POOL	5/2021	1,100,528.37
			1,100,528.37



City of Laguna Hills, CA

Warrant Register - Payables Detail Report

By Fund

Payment Dates 04/30/2021 - 05/13/2021

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
Fund: 100 - GENERAL FUND					
05/06/2021	DOCU-TRUST	042938	Offsite Data Storage, Apr '21	100-155-700030	75.00
05/06/2021	LAGUNA HILLS HIGH SCHOOL	050621	2021 Grad Night Contribution	100-155-695000	4,000.00
05/06/2021	BEE MAN, THE	114021	Bee Removal, Public Services, Apr '21	100-355-720701	155.00
05/06/2021	BEE MAN, THE	114036	Bee Removal, Public Services, Apr '21	100-355-720701	315.00
05/06/2021	BEE MAN, THE	114038	Bee Removal, Public Services, Apr '21	100-355-720701	155.00
05/06/2021	TPX COMMUNICATIONS	142535365-0	Communications Expense, May '21	100-195-630000	546.72
05/06/2021	HR GREEN PACIFIC, INC.	142810	Building Services, Community Development, Mar '21	100-225-700000	19,220.00
05/06/2021	HR GREEN PACIFIC, INC.	142811	Plan Check, Community Development, Mar '21	100-225-700000	21,991.52
05/06/2021	J THAYER COMPANY, INC	1522476-0	Operating Supplies, Comm Ctr, Apr	100-310-622005	36.83
05/06/2021	J THAYER COMPANY, INC	1523199-0	Office Supplies, Comm Ctr, May '21	100-310-620500	43.64
05/06/2021	NOLAN, PAUL, EMT-D	21-05-01	Program Expense, 1/2 Marathon	100-310-695507	718.80
05/06/2021	G2 CONSTRUCTION INC.	210505-F	Retention Release CIP # 412-I	100-000-201001	12,500.00
05/06/2021	NICHOLS CONSULTING	21-9830403-01	Professional Services, General Government, Apr '21	100-155-700050	2,400.00
05/06/2021	SMART & FINAL	3831400008903	Operating Supplies, Apr '21	100-195-622000	25.78
05/06/2021	SMART & FINAL	3831400019703	Office & Operating Supplies, Apr '21	100-155-622000	56.21
05/06/2021	SMART & FINAL	3831400019703	Office & Operating Supplies, Apr '21	100-195-620000	84.53
05/06/2021	SMART & FINAL	3831400019703	Office & Operating Supplies, Apr '21	100-195-622000	18.97
05/06/2021	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA	420210375	Street Maintenance, Apr '21	100-355-720400	107.35
05/06/2021	CROSSTOWN ELECTRICAL & DATA,	4296-21-004	Traffic Signal Maintenance, Apr '21	100-355-720420	4,872.80
05/06/2021	RJ ELECTRIC	59631	Parks Contract Repair, Apr '21	100-355-720701	534.16
05/06/2021	CHARLES ABBOTT ASSOCIATES, INC	62487	Road Maintenance, Apr '21	100-355-720400	41,009.15
05/06/2021	NIEVES LANDSCAPE, INC.	69465	Monthly and Misc Landscape, Apr '21	100-355-720700	84,508.00
05/06/2021	BIG TOP RENTALS	90253	Operating Supplies, Apr '21	100-195-622000	1,445.14
05/06/2021	BSN SPORTS	911949995	Parks Contract Repair, Apr '21	100-355-720701	1,891.95
05/06/2021	VERIZON WIRELESS	9878451778	Communication Expense, Apr '21	100-195-630000	1,179.48
05/06/2021	SMART & FINAL	CM0000099	Office Supplies, Apr '21, CM #3831400020101	100-195-620000	(8.99)
05/06/2021	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA	dsb20202087	Street Maintenance, Apr '21	100-355-720400	57.14
05/06/2021	QUADIENT LEASING USA, INC.	N8842610	Lease - Mailing Equip, 2/28/21 - 5/27/21	100-195-641000	530.22
05/07/2021	OCSO LAW ENFORCEMENT CONTRACT, OC TREASURER-TAX	SH 59044	Law Enforcement Services, May '21	100-420-720800	691,449.71
05/13/2021	AT&T - CALNET 3	000016422839	Traffic Signal, Public Services, Apr '21	100-355-630000	23.80
05/13/2021	ORANGE COUNTY REGISTER-FREEDOM CA. NEWSPAPER	0000511354	Legal Advertising, Apr '21	100-000-223000	355.00
05/13/2021	ORANGE COUNTY REGISTER-FREEDOM CA. NEWSPAPER	0000511354	Legal Advertising, Apr '21	100-000-452000	(355.00)
05/13/2021	ORANGE COUNTY REGISTER-FREEDOM CA. NEWSPAPER	0000511354	Legal Advertising, Apr '21	100-000-452000	(2,769.40)
05/13/2021	ORANGE COUNTY REGISTER-FREEDOM CA. NEWSPAPER	0000511354	Legal Advertising, Apr '21	100-155-624001	3,124.40
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMDEV	Departmental Expenditure, Apr '21	100-000-120000	0.01
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMDEV	Departmental Expenditure, Apr '21	100-225-610000	100.00
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMDEV	Departmental Expenditure, Apr '21	100-225-611000	325.00
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMDEV	Departmental Expenditure, Apr '21	100-225-622000	192.00
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMDEV	Departmental Expenditure, Apr '21	100-225-626000	267.76
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMSVCS	Departmental Expenditure, Apr '21	100-195-622000	638.16
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMSVCS	Departmental Expenditure, Apr '21	100-195-940000	527.90
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMSVCS	Departmental Expenditure, Apr '21	100-310-620500	11.84
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMSVCS	Departmental Expenditure, Apr '21	100-310-695502	9.99

Attachment: Warrant Register, Payables Detail Report - May 25, 2021 (2448 : Warrant Register, May 25, 2021)

Warrant Register - Payables Detail Report

Payment Dates: 04/30/2021 - 05/13/2021

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMSVCS	Departmental Expenditure, Apr '21	100-310-695507	116.37
05/13/2021	BANK OF AMERICA VISA CARD	042021 GENGOV2	Departmental Expenditure, Apr '21	100-155-622000	96.32
05/13/2021	BANK OF AMERICA VISA CARD	042021 GENGOV2	Departmental Expenditure, Apr '21	100-155-626000	113.11
05/13/2021	BANK OF AMERICA VISA CARD	042021 GENGOV2	Departmental Expenditure, Apr '21	100-195-622000	441.78
05/13/2021	BANK OF AMERICA VISA CARD	042021 POLSVCS	Departmental Expenditure, Apr '21	100-420-622000	1,933.87
05/13/2021	BANK OF AMERICA VISA CARD	042021 PUBSVCS	Departmental Expenditure, Apr '21	100-355-611000	40.00
05/13/2021	BANK OF AMERICA VISA CARD	042021 PUBSVCS	Departmental Expenditure, Apr '21	100-355-646100	981.96
05/13/2021	COX COMMUNICATION	042821	WiFi, Community Center, Apr '21	100-195-630000	195.86
05/13/2021	IRVINE RANCH WATER DISTRICT	050421	Water Usage, Public Services, Apr '21	100-355-635000	134.73
05/13/2021	SAN DIEGO GAS & ELECTRIC	051321	Street Lights, Traffic Control, Apr '21	100-355-631400	10,520.61
05/13/2021	MOULTON NIGUEL WATER DISTRICT	051321	Water Usage, Public Services, Apr '21	100-355-635000	18,048.96
05/13/2021	THE PIN CENTER	0521002	Operating Supplies, May '21	100-420-622000	455.00
05/13/2021	SPARKLETTS	12194330 042821	Operating Supplies, Comm Ctr, Apr	100-310-622005	49.74
05/13/2021	SUNSET PROPERTY SERVICES JONSET CORPORATION	124552	Street Sweeping Services, Apr '21	100-355-720410	12,333.76
05/13/2021	J THAYER COMPANY, INC	1517611-0	Operating Supplies, Apr '21	100-310-622005	36.83
05/13/2021	WEST COAST ARBORISTS, INC.	171931	Tree Trimming Services, Apr '21	100-355-720702	24,666.60
05/13/2021	CITY OF MISSION VIEJO	20803	Animal Care Services, Apr-Jun '21	100-420-720401	55,131.59
05/13/2021	HARTZOG & CRABILL, INC.	21-0130	Traffic Signal Mgmt Services, Mar '21	100-355-700101	1,593.26
05/13/2021	HARTZOG & CRABILL, INC.	21-0135	Traffic Signal Mgmt Services, Mar '21	100-355-700101	725.00
05/13/2021	HARTZOG & CRABILL, INC.	21-0136	Traffic Sig Mgmt Svcs, CIP 168-K & 168-I, Mar '21	100-355-700101	3,013.02
05/13/2021	HARTZOG & CRABILL, INC.	21-0136	Traffic Sig Mgmt Svcs, CIP 168-K & 168-I, Mar '21	100-600-790600	812.50
05/13/2021	NEXUSTEK	238077	Professional Services, Software Support, Apr '21	100-195-720050	250.00
05/13/2021	WEST GATE CONTRACTOR	24	Graffiti Removal, Public Services, Apr '21	100-355-720500	7,500.00
05/13/2021	COMPLETE OFFICE OF CALIFORNIA	2559473-0	Computer Supplies, May '21	100-195-621000	190.39
05/13/2021	SHUTE, MIHALY WEINBERGER LLP	272278	Professional Services, Legal, Feb '21	100-155-700011	139.20
05/13/2021	SHUTE, MIHALY WEINBERGER LLP	272614	Professional Services, Legal, Mar '21	100-155-700011	139.20
05/13/2021	CROSTOWN ELECTRICAL & DATA,	3502 - 3550	Traffic Signal Maintenance, Apr '21	100-355-720420	17,718.52
05/13/2021	BUCKNAM INFRASTRUCTURE GROUP, INC.	361-01.15	City Engineer Services, Apr '21	100-355-700100	237.50
05/13/2021	RJ ELECTRIC	59642	Parks Contract Repair, May '21	100-355-720701	1,499.74
05/13/2021	TRIPEPI SMITH & ASSOCIATES, INC.	6230	Computer Consulting Services, Apr	100-195-700090	7,281.25
05/13/2021	CHARLES ABBOTT ASSOCIATES, INC	62487 - PARKS BILLING	Parks Contract Repair, Apr '21	100-355-720701	163.15
05/13/2021	NIEVES LANDSCAPE, INC.	69681	Monthly and Misc Landscape, Apr '21	100-355-720700	86.17
05/13/2021	NIEVES LANDSCAPE, INC.	69685	Monthly and Misc Landscape, Apr '21	100-355-720700	465.00
05/13/2021	JAMEY CLARK, INC.	72501	Graffiti Removal, Public Services, Apr '21	100-355-720500	376.00
05/13/2021	JAMEY CLARK, INC.	72503	Park Repairs, Public Services, Apr '21	100-355-720701	4,300.00
05/13/2021	THOMSON REUTERS - WEST	844270958	Subscription, City Clerk, Apr '21	100-155-626000	279.94
05/13/2021	US BANK VOYAGER FLEET SYSTEM	8693219192117 COMDE	Vehicle Fuel, Apr '21	100-225-613100	74.87
05/13/2021	US BANK VOYAGER FLEET SYSTEM	8693219272117 COMSV	Vehicle Fuel, Apr '21	100-310-613100	160.46
05/13/2021	US BANK VOYAGER FLEET SYSTEM	8693220322117 POLSVC	Vehicle Fuel, Apr '21	100-420-613100	56.20
05/13/2021	US BANK VOYAGER FLEET SYSTEM	8693220402117 PUBWK	Vehicle Fuel, Apr '21	100-355-613100	264.35
05/13/2021	MOBILE MINI, INC.	9010350629	Storage Rental, Community Center, 4/20 - 5/17/21	100-310-641000	82.97
05/13/2021	PARKING VIOLATIONS OC	APR 21	Parking Fee Surcharge, Apr '21	100-420-720823	1,122.50
05/13/2021	TREASURER-TAX COLLECTOR BERSCHAUER, ROBERT	CD-0681-USE-0042-2020	Refund, Permit Fees, R #7639	100-000-223000	3,125.38
05/13/2021	NATIONAL CHARITY LEAGUE - LAGUNA NIGUEL	FRD-0246	Refund, Facility Deposit, R #1032703.002	100-000-222000	500.00
05/13/2021	NATIONAL CHARITY LEAGUE - LAGUNA NIGUEL	FRD-0246	Refund, Facility Deposit, R #1032703.002	100-000-451100	(472.50)
05/13/2021	SILVERADO HIGH SCHOOL	FRD-0247	Refund, Facility Deposit, R #1034329.002	100-000-222000	500.00
05/13/2021	QUAIL CREEK HOA	FRF-0012	Refund, Facility Rental, R #1034117.002	100-000-451100	420.00
05/13/2021	SOUTHERN COMPUTER WAREHOUSE	IN-000684859	Computer Supplies, Mar '21	100-195-940000	1,459.93

Attachment: Warrant Register, Payables Detail Report - May 25, 2021 (2448 : Warrant Register, May 25, 2021)

Warrant Register - Payables Detail Report

Payment Dates: 04/30/2021 - 05/13/2021

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
05/13/2021	HIMELDA, ALVAREZ VAZQUEZ	PSV-0028	Refund, Citation #LH108791	100-000-460100	108.00
Fund 100 - GENERAL FUND Total:					1,071,839.66
Fund: 101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT					
05/06/2021	WILLDAN ENGINEERING	00620962	Consultant Services, VALH, Apr '21	101-000-223000	441.00
05/06/2021	WILLDAN ENGINEERING	00620962	Consultant Services, VALH, Apr '21	101-000-450000	(441.00)
05/06/2021	WILLDAN ENGINEERING	00620962	Consultant Services, VALH, Apr '21	101-225-700200	441.00
05/06/2021	RK ENGINEERING GROUP, INC.	210405	Traffic Study, Village at Laguna Hills, Apr '21	101-000-223000	4,230.00
05/06/2021	RK ENGINEERING GROUP, INC.	210405	Traffic Study, Village at Laguna Hills, Apr '21	101-000-450000	(4,230.00)
05/06/2021	RK ENGINEERING GROUP, INC.	210405	Traffic Study, Village at Laguna Hills, Apr '21	101-225-700101	4,230.00
05/13/2021	ORANGE COUNTY REGISTER-FREEDOM CA. NEWSPAPER	0000511354	Legal Advertising, Apr '21	101-000-223000	2,769.40
05/13/2021	KELLY ASSOCIATES MANAGEMENT GROUP, LLC	050321	Professional Services, Apr '21	101-000-223000	11,210.00
05/13/2021	KELLY ASSOCIATES MANAGEMENT GROUP, LLC	050321	Professional Services, Apr '21	101-000-450000	(11,210.00)
05/13/2021	KELLY ASSOCIATES MANAGEMENT GROUP, LLC	050321	Professional Services, Apr '21	101-225-700040	11,210.00
Fund 101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT Total:					18,650.40
Fund: 307 - C & D FORFEITED DEPOSITS					
05/06/2021	ECONOMICS, INC.	2017-2018.46	Professional Services, Recycling Program, Apr '21	307-355-700000	4,608.51
Fund 307 - C & D FORFEITED DEPOSITS Total:					4,608.51
Fund: 430 - CARES Act Assistance - State					
05/06/2021	DIAMOND ENVIRONMENTAL	0003230444	Contract Serv - Sanitation, Comm Ctr, May '21	430-420-721505	961.13
05/06/2021	DIAMOND ENVIRONMENTAL	0003230445	Contract Serv - Sanitation, Cabot Park, May '21	430-420-721505	961.13
05/06/2021	DIAMOND ENVIRONMENTAL	0003230446	Contract Serv - Sanitation, Civi Ctr, May '21	430-420-721505	961.13
05/06/2021	J THAYER COMPANY, INC	1512676-0	Supplies - Public Safety, COVID-19, Mar '21	430-420-622000	55.38
05/13/2021	BANK OF AMERICA VISA CARD	042021 COMSVCS	Departmental Expenditure, Apr '21	430-420-940000	384.00
05/13/2021	SUNSET PROPERTY SERVICES JONSET CORPORATION	124535	Contract Serv - Public Safety, COVID-19, Apr '21	430-420-720000	277.44
05/13/2021	SUNSET PROPERTY SERVICES JONSET CORPORATION	124553	Contract Serv - Public Safety, COVID-19, Apr '21	430-420-720000	1,829.59
Fund 430 - CARES Act Assistance - State Total:					5,429.80
Fund: 600 - CAPITAL IMPROVEMENT PROJECT					
05/13/2021	HARTZOG & CRABILL, INC.	21-0136	Traffic Sig Mgmt Svcs, CIP 168-K & 168-I, Mar '21	600-000-490100	(812.50)
05/13/2021	HARTZOG & CRABILL, INC.	21-0136	Traffic Sig Mgmt Svcs, CIP 168-K & 168-I, Mar '21	600-251-950168	812.50
Fund 600 - CAPITAL IMPROVEMENT PROJECT Total:					-
Grand Total:					1,100,528.37

Attachment: Warrant Register, Payables Detail Report - May 25, 2021 (2448 : Warrant Register, May 25, 2021)

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
100 - GENERAL FUND	1,071,839.66	1,071,839.66
101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT	18,650.40	18,650.40
307 - C & D FORFEITED DEPOSITS	4,608.51	4,608.51
430 - CARES Act Assistance - State	5,429.80	5,429.80
600 - CAPITAL IMPROVEMENT PROJECT	-	-
Grand Total:	1,100,528.37	1,100,528.37

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
100-000-120000	Accounts Receivable	0.01	0.01
100-000-201001	Accounts Payable - Retention	12,500.00	12,500.00
100-000-222000	Refundable Deposits	1,000.00	1,000.00
100-000-223000	Plan Application Deposit	3,480.38	3,480.38
100-000-451100	Recreation Fees-Reservation	(52.50)	(52.50)
100-000-452000	Plan Check Fee - Fee Base	(3,124.40)	(3,124.40)
100-000-460100	Parking Revenues	108.00	108.00
100-155-622000	Operating Supplies	152.53	152.53
100-155-624001	Advertising - Legal	3,124.40	3,124.40
100-155-626000	Subscriptions & Books	393.05	393.05
100-155-695000	CommunityAsstnc/PublicRelation	4,000.00	4,000.00
100-155-700011	Legal Services-Litigation	278.40	278.40
100-155-700030	Professional Svcs- City Clerk	75.00	75.00
100-155-700050	Professional Services- Financial	2,400.00	2,400.00
100-195-620000	Office Supplies	75.54	75.54
100-195-621000	Computer Supplies	190.39	190.39
100-195-622000	Operating Supplies	2,569.83	2,569.83
100-195-630000	Telephone & Communication	1,922.06	1,922.06
100-195-641000	Rent/Lease - Equipment	530.22	530.22
100-195-700090	Computer Consulting Services	7,281.25	7,281.25
100-195-720050	Contract Serv-Software Support	250.00	250.00
100-195-940000	Computer Hardware & Software	1,987.83	1,987.83
100-225-610000	Memberships and Dues Expense	100.00	100.00
100-225-611000	Training and Education	325.00	325.00
100-225-613100	Vehicle-Fuel	74.87	74.87
100-225-622000	Operating Supplies	192.00	192.00
100-225-626000	Subscriptions & Books	267.76	267.76
100-225-700000	Prof. Svcs - Building & Safety	41,211.52	41,211.52
100-310-613100	Vehicle-Fuel	160.46	160.46
100-310-620500	Office Supplies - Comm Ctr	55.48	55.48
100-310-622005	Operating Supplies Comm Ctr	123.40	123.40
100-310-641000	Rent/Lease - Equipment	82.97	82.97
100-310-695502	Special Needs Program	9.99	9.99
100-310-695507	Marathon 5k	835.17	835.17
100-355-611000	Training and Education	40.00	40.00
100-355-613100	Vehicle-Fuel	264.35	264.35
100-355-630000	Telephone & Communication	23.80	23.80
100-355-631400	Electric-Street Lights/Signals	10,520.61	10,520.61
100-355-635000	Utilities - Water	18,183.69	18,183.69
100-355-646100	Maint & Repairs - Vehicles	981.96	981.96
100-355-700100	City Engineer Services	237.50	237.50
100-355-700101	Traffic Engineer Services	5,331.28	5,331.28
100-355-720400	Street Maintenance	41,173.64	41,173.64
100-355-720410	Street Sweeping	12,333.76	12,333.76
100-355-720420	Traffic Signal Maintenance	22,591.32	22,591.32
100-355-720500	Graffiti Removal	7,876.00	7,876.00
100-355-720700	Landscape Maintenance Contract	85,059.17	85,059.17
100-355-720701	Parks Contract Repair	9,014.00	9,014.00

Attachment: Warrant Register, Payables Detail Report - May 25, 2021 (2448 : Warrant Register, May 25, 2021)

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
100-355-720702	Tree Maintenance	24,666.60	24,666.60
100-420-613100	Vehicle-Fuel	56.20	56.20
100-420-622000	Operating Supplies	2,388.87	2,388.87
100-420-720401	Animal Care & Shelter Services	55,131.59	55,131.59
100-420-720800	General Law Enforcement	691,449.71	691,449.71
100-420-720823	Parking Citation Processing	1,122.50	1,122.50
100-600-790600	Transfers Out - Capital Imprv	812.50	812.50
101-000-223000	Plan Application Deposit	18,650.40	18,650.40
101-000-450000	Planning Fees	(15,881.00)	(15,881.00)
101-225-700040	Consultant Services, Project	11,210.00	11,210.00
101-225-700101	Consultant Services, Traffic	4,230.00	4,230.00
101-225-700200	Consultant Services, Planning	441.00	441.00
307-355-700000	Professional Services	4,608.51	4,608.51
430-420-622000	Supplies - Public Safety, COVID-	55.38	55.38
430-420-720000	Contract Services - Public Safety,	2,107.03	2,107.03
430-420-721505	Contract Services-	2,883.39	2,883.39
430-420-940000	Computer Hard/Software- Public	384.00	384.00
600-000-490100	Transfer In- General Fund	(812.50)	(812.50)
600-251-950168	TrafficSignalImprovCoordination	812.50	812.50
Grand Total:		1,100,528.37	1,100,528.37

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	1,100,528.37	1,100,528.37
Grand Total:	1,100,528.37	1,100,528.37



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021

TO: Mayor and Council Members

FROM: Kenneth H. Rosenfield P.E.
Interim Director of Emergency Services /Interim City Manager

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

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

SUMMARY:

On March 18, 2020, the City Manager, acting in his capacity as Director of Emergency Services, proclaimed the existence of a local emergency relating to COVID-19 (the "coronavirus"), at which time the City Council was not in session. On March 24, 2020, during a special meeting the City Council ratified and confirmed the City Manager's proclamation declaring the existence of a local emergency. Since that time, the rate of infection and threat to public health and safety have not abated, as the number of cases continue to grow. As of May 6, 2021, there were more than 155 million worldwide cases of COVID-19, and 3.24 million deaths. Locally, there were 271,000 confirmed cases and 4,979 deaths in Orange County. Since then, the worldwide cases have increased to more than 165 million, and the worldwide deaths have increased to more than 3.42 million. County-wide, the number of confirmed cases remained steady at 271,000 and deaths have increased from 4,979 to 5,034. Pursuant to Laguna Hills Municipal Code ("LHMC") Section 2-32.060, the City Council must review the necessity for continuing the local emergency no less frequently than at every subsequent regular meeting of the City Council until the emergency is terminated. LHMC Section 2-32.150 further requires any rules and regulations, such as Executive Orders, issued by the Interim Director of

Continuation of Local Emergency

May 25, 2021

Page 2

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

BACKGROUND:

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

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

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

Continuation of Local Emergency

May 25, 2021

Page 3

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

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

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

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

Continuation of Local Emergency

May 25, 2021

Page 4

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

On December 3, 2020, Governor Newsom announced a new Regional Stay Home Order that will prohibit gatherings of any size, close operations except for critical infrastructure and retail, and require 100% masking and physical distancing. Orange County is part of the Southern California Region that includes the counties of Imperial, Inyo, Los Angeles, Mono, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, and Ventura. This Regional Stay Home Order will go into effect within 24 hours in regions with less than 15% ICU availability. The order will remain in effect for at least 3 weeks and, after that period, will be lifted when a region's projected ICU capacity meets or exceeds 15% based on a weekly assessment. On December 6, 2020, the Southern California Region was placed on a Regional Stay at Home Order that ended on January 25, 2021. County restrictions return to their assigned risk level tier. On March 14, 2021, the County of Orange was moved up from the risk factor of Widespread to be labeled with a risk factor of Substantial, was further moved up on March 31st to be labeled with a risk factor of Moderate and on May 19, 2021 the County moved up to be labeled with a risk factor of Minimal.

As of May 6, 2021, there were more than 155 million worldwide cases of COVID-19, and 3.24 million deaths. Locally, there were 271,000 confirmed cases and 4,979 deaths in Orange County. Between May 6, 2021, and the date of publication of this staff report (May 20, 2021), the worldwide cases have increased to more than 165 million and the worldwide deaths have increased to more than 3.42 million. County-wide cases have

Continuation of Local Emergency

May 25, 2021

Page 5

remained steady at 271,000 and county-wide deaths have increased from 4,979 to 5,034. These figures continue to grow on a daily basis. The rate of infection, potential impact to health care systems, and the threat to public health and safety have not abated. The state of local emergency continues to exist.

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

ATTACHMENTS:

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

PROCLAMATION NO. 2020-03-18-1

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

PROCLAIMED this 18th day of March 2020.


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

ATTEST:


Melissa Au-Yeung, City Clerk

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

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

(SEAL)


MELISSA AU-YEUNG, CITY CLERK



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021

TO: Mayor and Council Members

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

ISSUE: Residential Parking Permit Program and No Parking Zone for Street Sweeping Purposes on Rio Grande Avenue in the Ridgefield Residential Neighborhood South of Aliso Hills Drive

RECOMMENDATION: That the City Council: 1) Find and determine that the proposed permit parking controls are not subject to the California Environmental Quality Act pursuant to Sections 15060(C)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(C)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, Cal. Code of Regs, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly; and 2) Adopt a Resolution entitled, "A Resolution of the City Council of the City of Laguna Hills, California, establishing a residential parking permit area and a no parking zone during days and hours of street sweeping on Rio Grande Avenue in the Ridgefield residential neighborhood south of Aliso Hills Drive".

SUMMARY:

In 2015, residents requested implementation of parking controls in the Ridgefield residential neighborhood, south of Aliso Hills Drive along the streets of Sierra Bonita Drive, La Cienega Street, Los Cerros Drive and Rio Grande Avenue. In accordance with the Laguna Hills Municipal Code (LHMC), Staff sent two parking control surveys to the residents of the Ridgefield residential neighborhood to gauge their interest in parking controls. However, no consensus on parking controls receiving support from a two-thirds (67%) majority of the neighborhood (the threshold of support required by the LHMC) was met. Subsequently, a resident of the Ridgefield residential neighborhood

Rio Grande Avenue Parking Permit Program

May 25, 2021

Page 2

contacted Staff in August 2018 with a request to revisit the implementation of permit-based parking controls which would otherwise prohibit general overnight parking in their neighborhood on the streets of Sierra Bonita Drive, La Cienega Street and Los Cerros Drive. The resident submitted signed petitions representing a super-majority (67% or more) of the residents support the establishment of a Residential Parking Permit Program in their neighborhood which qualified the area, per the Municipal Code, for City Council consideration of this parking control that was approved at the April 13, 2021, meeting of the City Council. A resident on the adjacent street of Rio Grande Avenue in the Ridgefield residential neighborhood addressed the City Council at this meeting with a request to extend the permit parking limits to include Rio Grande Avenue. A petition form was provided to the resident following the meeting. The resident submitted the signed petition representing a super-majority of the residents support the establishment of a Residential Permit Parking Program on Rio Grande Avenue qualifying the area for City Council consideration of this parking control. Staff also recommends the establishment of a no parking zone during the days and hours of street sweeping in this area. Both parking controls are recommended for adoption per the attached Resolution.

BACKGROUND:

In 2015, residents requested implementation of parking controls in the Ridgefield residential neighborhood along the streets of Sierra Bonita Drive, La Cienega Street, Los Cerros Drive and Rio Grande Avenue. The residents were concerned with controlling overflow parking from other areas of the community. Based upon the resident's concerns, and in accordance with the LHMC, Staff sent a parking control survey to the residents of the Ridgefield residential neighborhood on June 24, 2015, providing a menu of parking control choices but did not receive an adequate response from the neighborhood. Staff re-surveyed the neighborhood on August 18, 2015. The response rate improved to 75% but no clear consensus on a choice of parking controls receiving support from a two-thirds (67%) majority of the neighborhood (the threshold of support required by the LHMC) was reached. Therefore, implementation of a permit parking program was not supported at that time. This matter was presented to the Traffic Commission on July 15, 2015.

Subsequently, a resident of the Ridgefield residential neighborhood contacted Staff in August 2018 with a request to revisit the implementation of permit-based parking controls which would otherwise prohibit general overnight parking in their neighborhood. Staff provided a petition form, as permitted by the LHMC, for the

Rio Grande Avenue Parking Permit Program

May 25, 2021

Page 3

resident to circulate by any resident of residential property abutting the proposed Residential Permit Parking Area. The area included the streets of Sierra Bonita Drive, La Cienega Street and Los Cerros Drive, all of which are public residential streets within the Ridgefield residential neighborhood south of Aliso Hills Drive. The resident submitted signed petitions representing a super-majority (67% or more) of the residents support the establishment of a Residential Parking Permit Program in their neighborhood which qualified the area, per the Municipal Code, for this program. The Traffic Commission recommended the approval of this program. The City Council approved this Residential Parking Permit Program at the April 13, 2021 meeting of the City Council.

A resident on the adjacent street of Rio Grande Avenue in the Ridgefield residential neighborhood addressed the City Council at the April 13, 2021, meeting of the City Council with a request to extend the permit parking limits to include Rio Grande Avenue. The City Council directed Staff to work directly with the resident and return the matter to the City Council. A petition form was provided to the resident following the meeting. The resident submitted the signed petition representing a super-majority of the residents support the establishment of a Residential Permit Parking Program on the entire length of both sides of Rio Grande Avenue from La Cienega Street to Talega Avenue, qualifying the area for City Council consideration of this parking control of no overnight parking and no parking during days and hours of street sweeping. There are 16 single family residences within the affected area. Please see attached Vicinity Map.

According to LHMC Chapter 11-24, Residential Permit Parking Program, permit parking can be established only if 67% or more of the affected residents support it. Based upon the petitions submitted by the resident, signatures for twelve (12) of the affected residences were obtained in support of a no overnight permit parking zone and of those signatures, ownership of eleven (11) residences were able to be verified resulting in support of 67% of the affected residences. No overnight parking would be permitted on Rio Grande Avenue between the hours of 10:00 p.m. and 6:00 a.m. without a parking permit. In addition to the establishment of a Permit Parking Zone, the petition stipulated, and Staff recommends, the establishment of no parking during the days and hours of street sweeping. This would occur on the second and fourth Wednesday of each month and the no parking control would be limited to a four-hour block of time.

The implementation of a Permit Parking Zone would also include the following provisions:

- One parking decal per each vehicle registered to the property address
- Four guest permits/placards

Rio Grande Avenue Parking Permit Program

May 25, 2021

Page 4

-
- Unlimited one-day special event permits upon request
 - An annual \$15.00 administrative fee per each parking decal

Staff notes that overflow community parking will likely move onto other streets in the adjacent neighborhoods meaning that this matter may return again for further evaluation.

CEQA FINDINGS:

The permit parking controls are not subject to the California Environmental Quality Act pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, Cal. Code of Regs, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

FISCAL IMPACT:

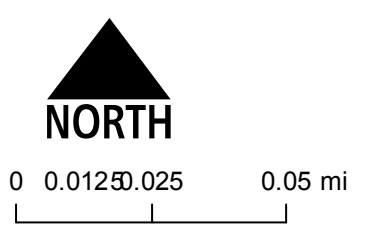
The Residential Parking Permit Program proposed for the residential neighborhood south of Aliso Hills Drive will require some administrative staff time, the printing of permit decals, and the posting of signs. The cost of the permit decals is expected to be recovered through an annual fee to the permit applicants of \$15 per decal. There is an estimated cost of \$500 for the installation of the legally required signs to implement both the Residential Parking Permit Area and No Parking Zone during the days and hours of street sweeping. Funds are available for this work in the FY 2020-2021 Public Works Maintenance budget.

ATTACHMENTS:

- Vicinity Map
- Proposed Resolution



Attachment: Vicinity Map (2440 : Rio Grande Avenue Parking Permit Program)



VICINITY MAP - RIO GRANDE AVE



RESOLUTION NO. 2021-05-25-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, ESTABLISHING A RESIDENTIAL PARKING PERMIT AREA AND A NO PARKING ZONE DURING DAYS AND HOURS OF STREET SWEEPING ON RIO GRANDE AVENUE IN THE RIDGEFIELD RESIDENTIAL NEIGHBORHOOD SOUTH OF ALISO HILLS DRIVE

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

WHEREAS, Vehicle Code Section 22507, subdivision (a), authorizes the City to establish preferential parking privileges on public streets and to adopt provisions that are reasonable and necessary to ensure the effectiveness of the preferential parking program; and

WHEREAS, Vehicle Code Section 22507, subdivision (b), authorizes the City to establish preferential parking permits for the benefit of designated groups on specified streets if the City determines that the use of the permits will not adversely affect parking conditions for residents and merchants in the area; and

WHEREAS, Chapter 11-24 of the Laguna Hills Municipal Code, entitled "Residential Parking Permit Program," establishes the City's residential parking permit program in order to regulate and effectively manage residential curb parking at locations at which a high demand for parking on residential streets has been determined by the City Council to be adverse to the health, safety, welfare, and interest of the adjoining residential property owners; and

WHEREAS, in addition the establishment of no parking zones during days and hours of street sweeping improves traffic circulation, community aesthetics, and furthers the City's goal of achieving improved water quality; and

WHEREAS, it has been determined by City staff that the establishment of a Residential Permit Parking Area and a No Parking Zone during days and hours of street sweeping on Rio Grande Avenue in the Ridgefield residential neighborhood south of Aliso Hills Drive, for the benefit of the residents in the neighborhood is necessary in order to alleviate adverse parking conditions in the area and to improve traffic circulation, community aesthetics, and to further the City's goal of achieving improved water quality; and

WHEREAS, pursuant to Vehicle Code Section 22507, the parking of any type of vehicle on certain streets or highways may be prohibited or restricted by a general law city, during all or certain hours of a day, where signs or markings giving adequate notice of such regulations have been placed.

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

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

SECTION 2. The high demand for parking on Rio Grande Avenue in the Ridgefield residential neighborhood south of Aliso Hills Drive, is hereby determined to be adverse to the health, safety, welfare, and interest of the adjoining residential property owners.

SECTION 3. In order to regulate and effectively manage residential curb parking at locations at which a high demand for parking on residential streets has been determined, a Residential Permit Parking Area consisting of no overnight parking between the hours of 10:00 p.m. and 6:00 a.m. without a parking permit is hereby established on both sides of the entire length of Rio Grande Avenue from La Cienega Street to Talega Avenue in the Ridgefield residential neighborhood south of Aliso Hills Drive for the benefit of the residents on this street.

SECTION 4. As determined by the Interim City Manager/Director of Public Services and the Traffic Commission, the City Council hereby finds that the use of the preferential Residential Parking Permit Program established herein will not adversely affect parking conditions for residents and merchants in the area.

SECTION 5. The Interim City Manager/Director of Public Services is authorized to establish rules and procedures, and to produce signs, forms, and other materials necessary, or appropriate, to implement the provisions of the Residential Parking Permit Program hereby established.

SECTION 6. The Residential Parking Permit Program authorized herein shall be subject to the following provisions:

- A. Applications for residential parking permit decals as authorized herein may only be made by residents of the following street: Rio Grande Avenue.
- B. Applications shall be the sole responsibility of the applicant and shall be filed with the City Engineer, or his designated representative.
- C. Each applicant must be 18 years of age or older.
- D. Each residential property will receive one permit parking decal per vehicle registered to a resident of the property.
- E. Permit parking decals shall only be issued for personal passenger vehicles including pick-up trucks under two-ton capacity.
- F. Construction or commercial vehicles shall not qualify for issuance of a parking permit decal.

- G. Any parking permit decal issued pursuant to this Residential Permit Parking Program to a resident shall be valid for one year and shall only be issued to the registered owner of the vehicle, so long as the person to whom the permit is issued owns the vehicle and resides within the established residential permit parking area.
- H. Permit parking decals are non-transferable.
- I. Permit parking shall be prohibited on days and hours of City street sweeping.
- J. Permit parking is subject to the City's established consecutive 72-hour parking prohibition. (See, LPMC Sections 11-12.040 and 11-12.070.)
- K. Applicants for permit parking decals shall pay to the City a \$15 annual administrative fee for each decal and/or replacement.
- L. Four (4) guest permit/placards issued per residence.
- M. Unlimited one-day special event permits issued upon request.
- N. A permit parking decal issued shall be permanently affixed to the left inside rear window of the vehicle for which it was issued.
- O. Guest or special event parking permit placards shall be displayed on the dashboard immediately above the steering wheel of the vehicle.

SECTION 7. Additionally, there is hereby established a No Parking Zone during the days and hours of street sweeping on Rio Grande Avenue in the Ridgefield residential neighborhood south of Aliso Hills Drive on the second and fourth Wednesday of each month between the hours of 8:00 a.m. to 12:00 noon.

SECTION 8. The Interim City Manager/Director of Public Services is hereby directed to and shall cause signs and/or markings to be placed giving adequate notice of the Residential Parking Permit Area and the No Parking Zone authorized and established herein.

SECTION 9. The City Council finds and determines that the Residential Parking Permit Area and No Parking Zone hereby established are not subject to the California Environmental Quality Act pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, Cal. Code of Regs, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

PASSED, APPROVED, AND ADOPTED this 25th day of May 2021.

ERICA PEZOLD, 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. 2021-05-25-X adopted by the City Council of the City of Laguna Hills, California, at a Regular Meeting thereof held on the 25th day of May 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

Attachment: Proposed Resolution (2440 : Rio Grande Avenue Parking Permit Program)



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021

TO: Mayor and Council Members

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

ISSUE: Authorization to Advertise for Bids for Citywide Pavement Rehabilitation, CIP No. 101-K, and Ridge Route Drive Pavement Resurfacing, CIP No. 188

RECOMMENDATION: That the City Council: 1) Find and determine the Citywide Pavement Rehabilitation, CIP No. 101-L, and Ridge Route Drive Pavement Resurfacing, CIP No. 188, (collectively, the Project) 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 Pavement Rehabilitation, CIP No. 101-L, and Ridge Route Drive Pavement Resurfacing, CIP No. 188, the Project.

SUMMARY:

On a biennial basis, the City implements a Capital Improvement Project to perform maintenance of a portion of the City's public street system. In anticipation of the approval of the Fiscal Year 2021-2022 Capital Improvement Program Budget, Staff has prepared the Plans and Specifications for Citywide Pavement Rehabilitation, CIP No. 101-L, and Ridge Route Drive Pavement Resurfacing, CIP No. 188, (collectively, the Project). The project will continue the City's commitment to maintain this infrastructure and will refurbish all local streets in Zone B, streets in Zone C not previously refurbished, all local streets in Zone F (shown on the attached vicinity maps) and, as well, resurface Ridge Route Drive from Moulton Parkway to Santa Vittoria Drive. A determination that the Project is exempt from CEQA, approval of the plans and specifications and

Authorization to Advertise for Bids CIP Nos. 101-K and 188

May 25, 2021

Page 2

authorization to advertise the Project for bids is requested.

BACKGROUND:

A proposed project in the Fiscal Year 2021-2022 Capital Improvement Program Budget is the Citywide Pavement Rehabilitation, CIP No. 101-K, and the Ridge Route Drive Pavement Resurfacing, CIP No. 188. On a biennial basis, the City implements a Capital Improvement Project to perform maintenance of a portion of the City's public street system. This project proposes to perform pavement maintenance, including asphalt concrete repairs, crack sealing and slurry seal, on selected residential streets in accordance with the City's Pavement Management Program (PMP) and the asphalt concrete overlay of Ridge Route Drive from Moulton Parkway to Santa Vittoria Drive, as a continuing effort to preserve these assets.

This project will include work on all streets in the City's PMP designated Zone B, Zone F, and the streets in Zone C not previously refurbished, and the resurfacing of Ridge Route Drive westerly of Moulton Parkway as shown on the three attached vicinity maps, and more particularly described in the Project Plans and Specifications.

Staff has completed the preparation of the Project Plans and Specifications which are on file in the office of the City Clerk and present on the dais. The Engineer's Estimate of the construction cost of the project is \$2,800,000. The bid schedule includes Base Bid 1 for street work in Zones B, C and F and Base Bid 2 for Ridge Route Drive. The sum of the two Base Bids will determine the lowest price bid. Additionally, two alternate bids are proposed including Alternate Bid 1 to convert the slurry seal of Mill Creek Drive in Zone F to an asphalt concrete overlay and Alternate Bid 2 to convert the specified slurry seal to a different specification of slurry seal to potentially reduce the project costs.

The City Council is requested to determine that the proposed project is exempt from CEQA, as described below, approve the Plans and Specifications and authorize the project for bids. It is anticipated this project will begin construction in early fall 2021.

CEQA FINDINGS:

Staff has reviewed the proposed Project for compliance with the California Environmental Quality Act (CEQA) and determined this Project 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). This exemption is applicable to the operation, permitting, or minor alteration to existing facilities involving a negligible

Authorization to Advertise for Bids CIP Nos. 101-K and 188

May 25, 2021

Page 3

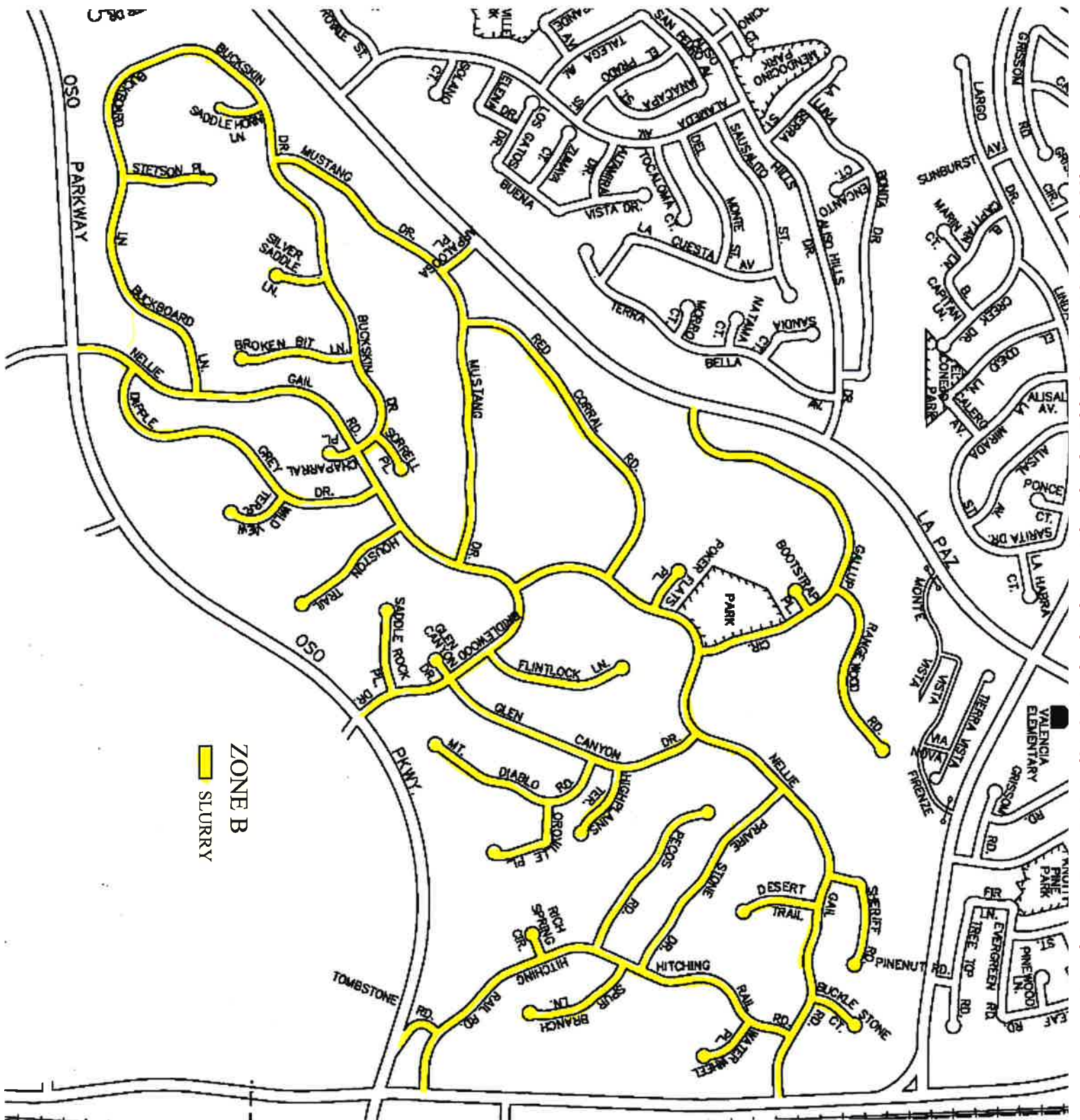
expansion, or no expansion of an existing use, and includes alterations to existing highways and streets, sidewalks, gutters, bicycle and pedestrian trail, and similar facilities. The proposed project involves pavement maintenance and related work without the expansion of existing capacity. Therefore, the project is exempt from CEQA.

FISCAL IMPACT:

The Project is included in the 2021-2022 Fiscal Year Capital Improvement Program Budget in the amount of \$2,900,000. The Project is funded through the proceeds of Gas Taxes and Road Maintenance and Rehabilitation Act (SB1) funding.

ATTACHMENTS:

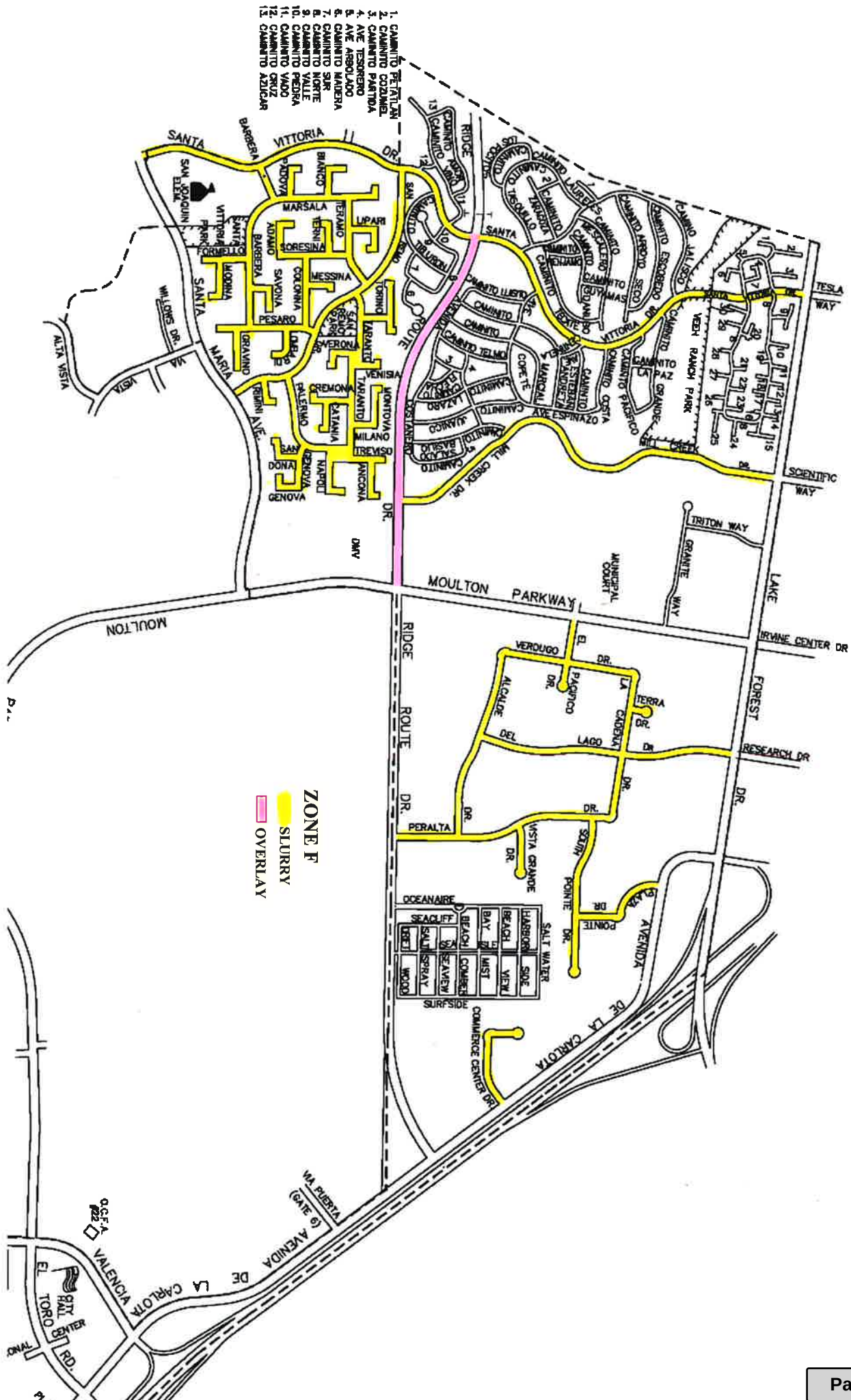
- Zone B Map
- Zone C Map
- Zone F Map



Attachment: Zone B Map (2446 : Authorization to Advertise for Bids CIP Nos. 101-K and 188)

ZONE C

 SLURRY





City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021

TO: Mayor and Council Members

FROM: Melissa Au-Yeung
Deputy City Manager

ISSUE: Civic Center Third Quarter Financial Report for Fiscal Year 2020-2021

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

SUMMARY:

This Civic Center Third Quarter Financial Report for Fiscal Year 2020-2021 is intended to provide the City Council with an overview of the Civic Center leasing operation finances as of March 31, 2021.

The abridged Balance Sheet and Income Statement summary for the Laguna Hills Civic Center leasing operation is in Tables 1 & 2. As of March 31, 2021, the balance sheet shows equity of \$6,598,568.

Table 1: Abridged Balance Sheet
As of March 31, 2021

ASSETS		
Total Current Assets	\$	287,212
Total Fixed Assets	\$	6,311,356
TOTAL ASSETS	\$	6,598,568
LIABILITY & EQUITY		
Total Current Liabilities	\$	74,893
Total Equity	\$	6,523,675
TOTAL LIABILITIES & EQUITY	\$	6,598,568

Civic Center Third Quarter Financial Report for FY 2020-2021

May 25, 2021

Page 2

**Table 2: Income Statement Summary
For the Period Ended March 31, 2021**

	Actuals	Budgeted	Variance
Total Income	\$ 451,904	\$ 521,654	\$ (69,750)
Total Expenses	\$ 418,180	\$ 434,093	\$ (15,913)
NET INCOME/(LOSS)	<u>\$ 33,724</u>	<u>\$ 87,561</u>	

As shown in Table 2, Essex Realty, the management company for the property, reported a net income of \$33,724 for the nine months of leasing activity from July 1, 2020, to March 31, 2021. Total Income Actuals came in at approximately \$70,000 under the budgeted amount, largely due to deferred or reduced rent granted to tenants especially impacted by the COVID-19 crises. After adding back contra rent revenue associated with the City's occupied spaces, the effective net income for the quarter is \$446,197.

A detailed Balance Sheet, Income Statement, and Check Register for the three months of the quarter have been provided as attachments to this report.

ATTACHMENTS:

- Balance Sheet for the Period Ending March 31, 2021
- Income Statement for the Period Ending March 31, 2021
- Check Register for January, February, and March 2021

Database: ESSEXREALTY
 ENTITY: 742

Standard Balance Sheet
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 1
 Date: 4/2/2021
 Time: 12:17 PM

Accrual

Report includes an open period. Entries are not final.

Mar 2021

ASSETS

CURRENT ASSETS

Cash - Operating	207,526.26
Cash - MMA	37,621.95

TOTAL CASH AND CASH EQUIVALENTS	245,148.21
--	-------------------

Accounts Receivable	13,060.58
Prepaid Insurance	29,003.10

NET ACCOUNTS RECEIVABLE	42,063.68
--------------------------------	------------------

TOTAL CURRENT ASSETS	287,211.89
-----------------------------	-------------------

FIXED ASSETS

Land	2,855,425.10
Building	3,344,613.52
Capital Improvements	10,032,769.34
Tenant Improvements	1,404,608.30
Lease Commissions	350,983.34
Accumulated Depreciation	(11,677,043.33)

TOTAL FIXED ASSETS	6,311,356.27
---------------------------	---------------------

TOTAL ASSETS	6,598,568.16
---------------------	---------------------

LIABILITIES & EQUITY

CURRENT LIABILITY

Prepaid Rent & CAM	12,050.72
Accrued Expenses	18,682.00
Security Deposits	44,160.25

TOTAL CURRENT LIABILITY	74,892.97
--------------------------------	------------------

LONG TERM LIABILITY

TOTAL LONG TERM LIABILITIES	0.00
------------------------------------	-------------

EQUITY

Current Yr Earnings	33,723.70
Distribution	(700,000.00)
Capital	6,064,688.39
Paid by Owner	8,940,638.49
Funds from Owner	1,686,863.71
Retained Earnings	(9,502,239.10)

TOTAL EQUITY	6,523,675.19
---------------------	---------------------

Attachment: Balance Sheet for the Period Ending March 31, 2021 (2457 : Civic Center Third Quarter Financial Report for FY 2020-2021)

Database: ESSEXREALTY
 ENTITY: 742

Standard Balance Sheet
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 2
 Date: 4/2/2021
 Time: 12:17 PM

Accrual

Report includes an open period. Entries are not final.

Mar 2021

TOTAL LIABILITIES & EQUITY

6,598,568.16

Attachment: Balance Sheet for the Period Ending March 31, 2021 (2457 : Civic Center Third Quarter Financial Report for FY 2020-2021)

Database: ESSEXREALTY
 ENTITY: 742

Income Statement
Income Statement
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 1
 Date: 4/2/2021
 Time: 12:17 PM

Accrual

Report includes an open period. Entries are not final.

	Current Period	Year-To-Date
	1 Month	9 Months
Thru:	Mar 2021	Mar 2021
INCOME		
RENTAL INCOME		
Rent	88,210.32	868,211.25
Deferred- Revenue	431.20	(6,468.00)
Contra Revenue	(45,830.40)	(412,473.60)
CAM Revenue	6,121.49	55,093.41
Contra CAM	(5,832.17)	(52,489.53)
TOTAL RENTAL INCOME	43,100.44	451,873.53
RECOVERY INCOME		
TOTAL RECOVERY INCOME	0.00	0.00
OTHER INCOME		
TOTAL OTHER INCOME	0.00	0.00
TOTAL INCOME	43,100.44	451,873.53

EXPENSES

DIRECT OPERATING EXPENSES

Security-Fire Alarms	245.00	5,920.00
Cleaning Contract-Janitor	4,291.00	36,604.56
Add'l Cleaning-DayPorter	3,824.82	33,240.68
Cleaning Supplies	533.28	5,921.33
Window Cleaning	0.00	4,136.00
Mgmt Fee-Agent	4,356.81	36,985.22
HVAC Contract Services	1,080.08	9,124.08
HVAC Repair/Maint	306.64	10,165.01
Elevator Contract Service	577.00	5,048.22
Waterproofing & Roofing	0.00	4,000.00
Painting	0.00	210.26
Plumbing Repairs/Supplies	301.57	1,405.28
Electrical Repair/Maint	0.00	310.01
Doors & Locks	0.00	176.96
Floor & Carpet Rpr/Maint	295.00	2,565.00
Pest Control	75.00	770.00
Misc Repair/Maint	0.00	3,921.27
Onsite Maint Personnel	418.59	16,083.03
Electricity-General	8,394.34	80,197.01
Gas	(10.05)	1,082.90
Water & Sewer	680.65	10,880.74
Property Telephone	122.73	1,315.76
Pkg Lot-Lighting	0.00	3,500.00
Pkg Lot-Sweeping	232.00	2,064.00
Landscaping Contract	2,400.00	21,600.00
Landscaping-Interior	329.00	3,210.32
Fountain Maintenance	150.00	1,375.00

Attachment: Income Statement for the Period Ending March 31, 2021 (2457 : Civic Center Third Quarter Financial Report for FY 2020-2021)

Database: ESSEXREALTY
 ENTITY: 742

Income Statement
Income Statement
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 2
 Date: 4/2/2021
 Time: 12:17 PM

Accrual

Report includes an open period. Entries are not final.

	Current Period	Year-To-Date
	1 Month	9 Months
Thru:	Mar 2021	Mar 2021
Insurance	8,264.48	74,380.31
Insurance - Earthquake	1,403.25	12,629.24
Real Estate Taxes	5,532.77	11,817.09
TOTAL DIRECT OPERATING EXPENSES	43,803.96	400,639.28
NET OPERATING INCOME	(703.52)	51,234.25
OTHER INCOME & EXPENSES		
Advertising & Promotion	0.00	2,413.83
Admin & Professional Exp.	50.00	1,055.00
Environmental Expense	0.00	189.00
Tenant Space Refurb	0.00	665.00
Repairs & Maint- Indirect	327.33	13,218.34
Interest Income	(1.68)	(30.62)
TOTAL OTHER INCOME & EXPENSES	375.65	17,510.55
NET INCOME/(LOSS)	(1,079.17)	33,723.70

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 1
Date: 2/4/2021
Time: 07:19 PM

01/21 Through 01/21

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
105807	1/4/2021	01/21	ELTORO	EL TORO WATER DISTRICT					
742		5502-0000	Water & Sewer	49540-121620	12/16/2020	1/11/2021	417.69	0.00	417.69
@	169922449540	11/13/20-12/11/20 Mtr 08956098							
						<i>Check Total:</i>	<i>417.69</i>	<i>0.00</i>	<i>417.69</i>
105808	1/4/2021	01/21	ELTORO	EL TORO WATER DISTRICT					
742		5502-0000	Water & Sewer	49548-121220	12/12/2020	1/11/2021	441.21	0.00	441.21
@	169922449548	11/13/20-12/11/20 Mtr 08188857							
						<i>Check Total:</i>	<i>441.21</i>	<i>0.00</i>	<i>441.21</i>
105809	1/4/2021	01/21	SCE	SOUTHERN CALIFORNIA EDISON					
742		5499-0000	Electricity-General	06934-122320	12/23/2020	1/11/2021	2,679.21	0.00	2,679.21
@	2270506934	11/21/20-12/22/20 Mtr 259000-050224							
						<i>Check Total:</i>	<i>2,679.21</i>	<i>0.00</i>	<i>2,679.21</i>
105810	1/4/2021	01/21	SCE	SOUTHERN CALIFORNIA EDISON					
742		5499-0000	Electricity-General	97749-122620	12/26/2020	1/14/2021	3,562.20	0.00	3,562.20
@	2265197749	11/23/20-12/23/20 Mtr 259000-050223							
						<i>Check Total:</i>	<i>3,562.20</i>	<i>0.00</i>	<i>3,562.20</i>
105811	1/5/2021	01/21	ATTCOR	ATT CORP					
742		5504-0000	Property Telephone	000015763039	12/15/2020	1/14/2021	132.81	0.00	132.81
@	9391060982	11/15/20-12/14/20 BAN 9391060982							
						<i>Check Total:</i>	<i>132.81</i>	<i>0.00</i>	<i>132.81</i>
105812	1/18/2021	01/21	COXCOM	COX COMMUNICATIONS					
742		5410-0000	HVAC Contract Services	11901-010521	1/5/2021	1/26/2021	95.00	0.00	95.00
@	0017601048511901	01/05/21-02/04/21 DSL for EMS							
						<i>Check Total:</i>	<i>95.00</i>	<i>0.00</i>	<i>95.00</i>
105813	1/18/2021	01/21	THEGAS	THE GAS COMPANY					
742		5500-0000	Gas	71474-010421	1/4/2021	1/27/2021	224.65	0.00	224.65
@	14430971474	12/02/20-01/04/21 Mtr 13001720							
						<i>Check Total:</i>	<i>224.65</i>	<i>0.00</i>	<i>224.65</i>

Attachment: Check Register for January, February, and March 2021 (2457 : Civic Center Third Quarter

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 2
Date: 2/4/2021
Time: 07:19 PM

01/21 Through 01/21

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
105814	1/20/2021	01/21	ESSEX	ESSEX REALTY MANAGEMENT INC					
742		5305-0000	Mgmt Fee-Agent	742-0121MF	1/1/2021	1/31/2021	4,033.00	0.00	4,033.00
@	01/21 Mgmt Fee								
						<i>Check Total:</i>	<i>4,033.00</i>	<i>0.00</i>	<i>4,033.00</i>
105815	1/20/2021	01/21	ABLEBU	CROWN BLDG MAINTENANCE CO INC dba					
742		5130-0000	Cleaning Contract-Janitor	M1450469-IN	12/22/2020	12/22/2020	3,975.73	0.00	3,975.73
@	111	12/20 Janitorial Svc.							
742		5160-0000	Cleaning Supplies	m1451057-in	12/22/2020	12/22/2020	610.39	0.00	610.39
@	111	12/20 Cleaning Supplies							
						<i>Check Total:</i>	<i>4,586.12</i>	<i>0.00</i>	<i>4,586.12</i>
105816	1/20/2021	01/21	AIRCO1	AIR CONTROL SYSTEMS INC					
742		5410-0000	HVAC Contract Services	INV-31356	12/28/2020	1/27/2021	2,758.00	0.00	2,758.00
@	A12407	10/20-12/20 HVAC Svc							
						<i>Check Total:</i>	<i>2,758.00</i>	<i>0.00</i>	<i>2,758.00</i>
105817	1/20/2021	01/21	CHRIS9	BAPPTRE LANDSCAPING INC DBA					
742		5510-0000	Pkg Lot-Lighting	INV-000754	10/5/2020	12/26/2020	1,750.00	0.00	1,750.00
@	Holiday Lighting Bal								
						<i>Check Total:</i>	<i>1,750.00</i>	<i>0.00</i>	<i>1,750.00</i>
105818	1/20/2021	01/21	FIRESA	THE BRETHREN INC dba					
742		5121-0000	Security-Fire Alarms	1081884	1/11/2021	2/10/2021	225.00	0.00	225.00
@	ACCT1965	01/21-03/21 FS Monitoring							
						<i>Check Total:</i>	<i>225.00</i>	<i>0.00</i>	<i>225.00</i>
105819	1/20/2021	01/21	LIVIN1	DONALD GILBERT dba					
742		5562-0000	Landscaping-Interior	T84549	12/20/2020	1/19/2021	329.00	0.00	329.00
@	01/21 Int Plant Svc								
742		5562-0000	Landscaping-Interior	T84600	1/8/2021	2/7/2021	74.19	0.00	74.19
@	3 Lobby underplantin gs								
						<i>Check Total:</i>	<i>403.19</i>	<i>0.00</i>	<i>403.19</i>
105820	1/20/2021	01/21	MASTE5	MASTERCARE PROTECTION & CLEANING					
742		5485-0000	Floor & Carpet Rpr/Maint	32753	1/18/2021	2/17/2021	855.00	0.00	855.00

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 3
Date: 2/4/2021
Time: 07:19 PM

01/21 Through 01/21

Check # Entity	Check Date P.O. Number Dept	Check Pd Account Number Reference	Vendor ID Account Name Description	Vendor Name	Invoice Number	Invoice Date	Due Date	Invoice Amount	Discount Amount	Check Amount
@	01/21-03/21	Carpet c	leaning							
							Check Total:	855.00	0.00	855.00
105821	1/20/2021	01/21	MERCH1	MERCHANTS BUILDING MAINTENANCE LLC						
742		5150-0000	Add'l Cleaning-DayPorter		611706	1/1/2021	1/1/2021	3,824.82	0.00	3,824.82
@	33013		01/21 Dayporter Svc							
							Check Total:	3,824.82	0.00	3,824.82
105822	1/20/2021	01/21	NIEVES	NIEVES LANDSCAPE INC						
742		5560-0000	Landscaping Contract		68926	1/4/2021	2/3/2021	2,400.00	0.00	2,400.00
@	01/21	Landscape Svc								
							Check Total:	2,400.00	0.00	2,400.00
105823	1/20/2021	01/21	PARAG1	SAN DIEGO SERVICES LLC dba						
742		5465-0000	Electrical Repair/Maint		174807-C	12/31/2020	1/30/2021	43.89	0.00	43.89
@	Inv 1635779	lighting suppl								
742		5495-0000	Onsite Maint Personnel		174857-C	12/31/2020	1/30/2021	2,323.91	0.00	2,323.91
@	12/20 Bldg Engineer	Svc								
							Check Total:	2,367.80	0.00	2,367.80
105824	1/20/2021	01/21	SKYLIN	CTJAMJT CORPORATION dba						
742		5490-0000	Pest Control		181822	1/11/2021	2/10/2021	75.00	0.00	75.00
@	01/21	Pest Control								
742		5490-0000	Pest Control		183940	1/11/2021	2/10/2021	95.00	0.00	95.00
@	Ste 150 Roach Svc ca	ll								
							Check Total:	170.00	0.00	170.00
105825	1/20/2021	01/21	SOUT39	JEFF ALEXANDER dba						
742		5565-0000	Fountain Maintenance		371-46	1/1/2021	1/31/2021	150.00	0.00	150.00
@	01/21	Fountain Svc.								
							Check Total:	150.00	0.00	150.00
105826	1/20/2021	01/21	TSCMCO	TSCM CORPORATION						
742		5525-0000	Pkg Lot-Sweeping		2121088	1/1/2021	1/31/2021	232.00	0.00	232.00
@	01/21	Sweeping Svc								

Attachment: Check Register for January, February, and March 2021 (2457 : Civic Center Third Quarter

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 4
Date: 2/4/2021
Time: 07:19 PM

01/21 Through 01/21

Check # Entity Dept	Check Date P.O. Number Reference	Check Pd Account Number	Vendor ID Account Number Description	Vendor Name Account Name	Invoice Number	Invoice Date	Due Date	Invoice Amount	Discount Amount	Check Amount
<i>Check Total:</i>								232.00	0.00	232.00
105827 742 @	1/21/2021 111	01/21 5130-0000	ABLEBU Cleaning Contract-Janitor 01/21 Janitorial Sv	CROWN BLDG MAINTENANCE CO INC dba	M1455472-IN	1/22/2021	1/22/2021	4,291.17	0.00	4,291.17
<i>Check Total:</i>								4,291.17	0.00	4,291.17
105828 742 @	1/28/2021 169922449540	01/21 5502-0000	ELTORO Water & Sewer 12/11/20-01/13/21 Mtr 08956098	EL TORO WATER DISTRICT	49540-011521	1/15/2021	2/16/2021	389.89	0.00	389.89
<i>Check Total:</i>								389.89	0.00	389.89
105829 742 @	1/28/2021 169922449542	01/21 5502-0000	ELTORO Water & Sewer 12/11/20-01/13/21 Crdt Adjmnt	EL TORO WATER DISTRICT	49542-011521	1/15/2021	2/16/2021	67.44	0.00	67.44
<i>Check Total:</i>								67.44	0.00	67.44
105830 742 @	1/28/2021 169922449548	01/21 5502-0000	ELTORO Water & Sewer 12/11/20-01/13/21 Mtr 08188857	EL TORO WATER DISTRICT	49548-011521	1/15/2021	2/16/2021	332.29	0.00	332.29
<i>Check Total:</i>								332.29	0.00	332.29
105831 742 @	1/28/2021 2270506934	01/21 5499-0000	SCE Electricity-General 12/22/20-01/23/21 Mtr 259000-050224	SOUTHERN CALIFORNIA EDISON	06934-012421	1/24/2021	2/12/2021	2,715.12	0.00	2,715.12
<i>Check Total:</i>								2,715.12	0.00	2,715.12
<i>CITY OF LAGUNA HILLS Total:</i>								39,103.61	0.00	39,103.61
<i>Grand Total:</i>								39,103.61	0.00	39,103.61

Attachment: Check Register for January, February, and March 2021 (2457 : Civic Center Third Quarter

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 1
Date: 3/3/2021
Time: 11:58 AM

02/21 Through 02/21

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
105832	2/5/2021	02/21	SCE	SOUTHERN CALIFORNIA EDISON					
742		5499-0000	Electricity-General	97749-012721	1/27/2021	2/16/2021	3,852.58	0.00	3,852.58
@	2265197749	12/23/20-01/25/21 Mtr 259000-050223							
						<i>Check Total:</i>	3,852.58	0.00	3,852.58
105833	2/21/2021	02/21	CITYLA	CITY OF LAGUNA HILLS					
742		5460-0000	Plumbing Repairs/Supplies	1-18-2021	1/18/2020	1/18/2020	900.00	0.00	900.00
@	Cares Act plumbing								
						<i>Check Total:</i>	900.00	0.00	900.00
105834	2/21/2021	02/21	ESSEX	ESSEX REALTY MANAGEMENT INC					
742		5305-0000	Mgmt Fee-Agent	742-0121MFR	1/31/2021	3/2/2021	123.70	0.00	123.70
@	01/21 Mgmt Fee Rec								
742		5305-0000	Mgmt Fee-Agent	742-0221MF	2/1/2021	3/3/2021	4,033.00	0.00	4,033.00
@	02/21 Mgmt Fee								
742		5305-0000	Mgmt Fee-Agent	742-1120MFR	11/30/2020	11/30/2020	561.28	0.00	561.28
@	11/20 Mgmt Fee Rec								
						<i>Check Total:</i>	4,717.98	0.00	4,717.98
105835	2/10/2021	02/21	ABLEBU	CROWN BLDG MAINTENANCE CO INC dba					
742		4800-0000	Tenant Reimbursements	M1456670-IN	1/28/2021	1/28/2021	207.00	0.00	207.00
@	111	Addl carpet cleaning Ste 220							
						<i>Check Total:</i>	207.00	0.00	207.00
105836	2/10/2021	02/21	FIRESA	THE BRETHERN INC dba					
742		5121-0000	Security-Fire Alarms	1082537	1/29/2021	2/28/2021	195.00	0.00	195.00
@	ACCT1965	01/21-03/21 Qtrly Insp							
						<i>Check Total:</i>	195.00	0.00	195.00
105837	2/10/2021	02/21	LIVIN1	DONALD GILBERT dba					
742		5562-0000	Landscaping-Interior	T84628	1/20/2021	2/19/2021	329.90	0.00	329.90
@	02/21 Int Plant Svc								
742		5562-0000	Landscaping-Interior	T84628	1/20/2021	2/19/2021	11.92	0.00	11.92
@	2 succulents								
						<i>Check Total:</i>	341.82	0.00	341.82

Attachment: Check Register for January, February, and March 2021 (2457 : Civic Center Third Quarter

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 2
Date: 3/3/2021
Time: 11:58 AM

02/21 Through 02/21

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
105838	2/10/2021	02/21	MERCH1	MERCHANTS BUILDING MAINTENANCE LLC					
742		5150-0000	Add'l Cleaning-DayPorter	614670	2/1/2021	2/1/2021	3,824.82	0.00	3,824.82
@	33013	02/21 Dayporter Svc							
						<i>Check Total:</i>	3,824.82	0.00	3,824.82
105839	2/10/2021	02/21	SOUT39	JEFF ALEXANDER dba					
742		5565-0000	Fountain Maintenance	371-40	7/1/2020	7/31/2020	150.00	0.00	150.00
@	07/20	Fountain Svc							
742		5565-0000	Fountain Maintenance	371-47	2/1/2021	3/3/2021	150.00	0.00	150.00
@	02/21	Fountain Svc							
						<i>Check Total:</i>	300.00	0.00	300.00
105840	2/10/2021	02/21	SSDSYS	SECURITY SIGNAL DEVICES INC dba					
742		7333-0000	Repairs & Maint- Indirect	R-00256599	1/8/2021	1/8/2021	327.33	0.00	327.33
@	348817	02/01/20-02/28/21 02/21 Sys Maint							
742		5121-0000	Security-Fire Alarms	R-00256599	1/8/2021	1/8/2021	100.00	0.00	100.00
@	348817	02/01/20-02/28/21 02/21 Sys Maint							
						<i>Check Total:</i>	427.33	0.00	427.33
105841	2/10/2021	02/21	TSCMCO	TSCM CORPORATION					
742		5525-0000	Pkg Lot-Sweeping	2021092	2/1/2021	3/3/2021	232.00	0.00	232.00
@	02/21	Sweeping Svc							
						<i>Check Total:</i>	232.00	0.00	232.00
105842	2/11/2021	02/21	THEGAS	THE GAS COMPANY					
742		5500-0000	Gas	71474-020421	2/4/2021	2/25/2021	297.83	0.00	297.83
@	14430971474	01/04/21-02/01/21 Mtr 13001720							
						<i>Check Total:</i>	297.83	0.00	297.83
105843	2/17/2021	02/21	AIRCO1	AIR CONTROL SYSTEMS INC					
742		5415-0000	HVAC Repair/Maint	INV-33638	1/30/2021	3/1/2021	948.03	0.00	948.03
@	A12407	zone air balancing							
						<i>Check Total:</i>	948.03	0.00	948.03
105844	2/17/2021	02/21	NIEVES	NIEVES LANDSCAPE INC					
742		5560-0000	Landscaping Contract	69148	2/1/2021	3/3/2021	2,400.00	0.00	2,400.00

Page: 3
Date: 3/3/2021
Time: 11:58 AM

Packet Pg. 73

Database: ESSEXREALTY
 ENTITY: 742

Check Register
 Essex Realty SaaS DB
 CITY OF LAGUNA HILLS

Page: 4
 Date: 3/3/2021
 Time: 11:58 AM

02/21 Through 02/21

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date	Due Date	Amount	Amount
Dept	Reference	Description						

Check Total: 2,370.00 0.00 2,370.00

CITY OF LAGUNA HILLS Total: 28,368.58 0.00 28,368.58

Grand Total: 28,368.58 0.00 28,368.58

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 1
Date: 4/2/2021
Time: 12:17 PM

03/21 Through 03/21

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
105850	3/3/2021	03/21	ELTORO	EL TORO WATER DISTRICT					
742		5502-0000	Water & Sewer	49540-021721	2/17/2021	3/16/2021	403.79	0.00	403.79
@	169922449540	01/13/21-02/10/21 Mtr 08956098							
						<i>Check Total:</i>	403.79	0.00	403.79
105851	3/3/2021	03/21	ELTORO	EL TORO WATER DISTRICT					
742		5502-0000	Water & Sewer	49542-021721	2/17/2021	3/16/2021	67.44	0.00	67.44
@	169922449542	01/13/21-02/10/21 Mtr 00036069							
						<i>Check Total:</i>	67.44	0.00	67.44
105852	3/3/2021	03/21	ELTORO	EL TORO WATER DISTRICT					
742		5502-0000	Water & Sewer	49548-021721	2/17/2021	3/16/2021	295.42	0.00	295.42
@	169922449548	01/13/21-02/10/21 Mtr 08188857							
						<i>Check Total:</i>	295.42	0.00	295.42
105853	3/3/2021	03/21	SCE	SOUTHERN CALIFORNIA EDISON					
742		5499-0000	Electricity-General	06934-022421	2/24/2021	3/15/2021	2,755.74	0.00	2,755.74
@	2270506934	01/23/21-02/23/21 Mtr 259000-050224							
						<i>Check Total:</i>	2,755.74	0.00	2,755.74
105854	3/3/2021	03/21	SCE	SOUTHERN CALIFORNIA EDISON					
742		5499-0000	Electricity-General	97749-022621	2/26/2021	3/17/2021	3,828.60	0.00	3,828.60
@	2265197749	01/25/21-02/24/21 Mtr 259000-050223							
						<i>Check Total:</i>	3,828.60	0.00	3,828.60
105855	3/8/2021	03/21	ATTCOR	ATT CORP					
742		5504-0000	Property Telephone	000015902935	1/15/2021	2/14/2021	135.99	0.00	135.99
@	9391060982	12/15/20-01/14/21 BAN 9391060982							
						<i>Check Total:</i>	135.99	0.00	135.99
105856	3/8/2021	03/21	ATTCOR	ATT CORP					
742		5504-0000	Property Telephone	000016048973	2/15/2021	3/24/2021	135.87	0.00	135.87
@	9391060982	01/15/21-02/14/21 BAN 9391060982							
						<i>Check Total:</i>	135.87	0.00	135.87

Attachment: Check Register for January, February, and March 2021 (2457 : Civic Center Third Quarter

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 2
Date: 4/2/2021
Time: 12:17 PM

03/21 Through 03/21

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
105857	3/11/2021	03/21	ESSEX	ESSEX REALTY MANAGEMENT INC					
742		5305-0000	Mgmt Fee-Agent	742-0321MF	3/1/2021	3/31/2021	4,033.00	0.00	4,033.00
@	03/21 Mgmt Fee								
						<i>Check Total:</i>	<i>4,033.00</i>	<i>0.00</i>	<i>4,033.00</i>
105858	3/11/2021	03/21	ABLEBU	CROWN BLDG MAINTENANCE CO INC dba					
742		5150-0000	Add'l Cleaning-DayPorter	M1460783-IN	2/22/2021	2/22/2021	195.00	0.00	195.00
@	111		Addl cleaning; blood						
742		5160-0000	Cleaning Supplies	M1462481-IN	2/26/2021	2/26/2021	533.28	0.00	533.28
@	111		02/21 cleaning supplies						
						<i>Check Total:</i>	<i>728.28</i>	<i>0.00</i>	<i>728.28</i>
105859	3/11/2021	03/21	AIRCO1	AIR CONTROL SYSTEMS INC					
742		5415-0000	HVAC Repair/Maint	INV-34939	2/23/2021	3/25/2021	306.64	0.00	306.64
@	A12407		Ste 200 svc call						
						<i>Check Total:</i>	<i>306.64</i>	<i>0.00</i>	<i>306.64</i>
105860	3/11/2021	03/21	LIVIN1	DONALD GILBERT dba					
742		5562-0000	Landscaping-Interior	T84704	2/20/2021	3/22/2021	329.00	0.00	329.00
@	03/21 Int Plant Svc								
						<i>Check Total:</i>	<i>329.00</i>	<i>0.00</i>	<i>329.00</i>
105861	3/11/2021	03/21	MERCH1	MERCHANTS BUILDING MAINTENANCE LLC					
742		5150-0000	Add'l Cleaning-DayPorter	618163	3/1/2021	3/1/2021	3,824.82	0.00	3,824.82
@	33013		03/21 Dayporter Svc						
						<i>Check Total:</i>	<i>3,824.82</i>	<i>0.00</i>	<i>3,824.82</i>
105862	3/11/2021	03/21	NIEVES	NIEVES LANDSCAPE INC					
742		5560-0000	Landscaping Contract	69296	3/1/2021	3/31/2021	2,400.00	0.00	2,400.00
@	03/21 Landscape Svc								
						<i>Check Total:</i>	<i>2,400.00</i>	<i>0.00</i>	<i>2,400.00</i>
105863	3/11/2021	03/21	SOUT39	JEFF ALEXANDER dba					
742		5565-0000	Fountain Maintenance	371-48	3/1/2021	3/31/2021	150.00	0.00	150.00
@	03/21 Fountain Svc.								

Attachment: Check Register for January, February, and March 2021 (2457 : Civic Center Third Quarter

Database: ESSEXREALTY
ENTITY: 742

Check Register
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 3
Date: 4/2/2021
Time: 12:17 PM

03/21 Through 03/21

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Due Date	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date		Amount	Amount	Amount
Dept	Reference	Description							
<i>Check Total:</i>							150.00	0.00	150.00
105864	3/11/2021	03/21	SSDSYS	SECURITY SIGNAL DEVICES INC dba					
742		7333-0000	Repairs & Maint- Indirect	R-00262951	2/10/2021	3/12/2021	327.33	0.00	327.33
@	03/21 Sys Maint								
742		5121-0000	Security-Fire Alarms	R-00262951	2/10/2021	3/12/2021	100.00	0.00	100.00
@	03/21 Sys Maint								
<i>Check Total:</i>							427.33	0.00	427.33
105865	3/15/2021	03/21	ESSEX	ESSEX REALTY MANAGEMENT INC					
742		5305-0000	Mgmt Fee-Agent	742-0221MFR	2/28/2021	2/28/2021	323.81	0.00	323.81
@	02/21 Mgmt Fee Rec								
<i>Check Total:</i>							323.81	0.00	323.81
105866	3/24/2021	03/21	PARAG1	SAN DIEGO SERVICES LLC dba					
742		5460-0000	Plumbing Repairs/Supplies	175304-C	2/28/2021	3/30/2021	167.77	0.00	167.77
@	Inv 4020745 plumbing supply								
742		5495-0000	Onsite Maint Personnel	175367-C	2/28/2021	3/30/2021	2,216.59	0.00	2,216.59
@	02/21 engineer svc								
742		5460-0000	Plumbing Repairs/Supplies	175304-C	2/28/2021	3/30/2021	133.80	0.00	133.80
@	Inv 4020745 plumbing supply								
<i>Check Total:</i>							2,518.16	0.00	2,518.16
105867	3/24/2021	03/21	SKYLIN	CTJAMJT CORPORATION dba					
742		5490-0000	Pest Control	187337	3/8/2021	4/7/2021	75.00	0.00	75.00
@	03/21 Pest Control								
<i>Check Total:</i>							75.00	0.00	75.00
105868	3/24/2021	03/21	TSCMCO	TSCM CORPORATION					
742		5525-0000	Pkg Lot-Sweeping	3021092	3/1/2021	3/31/2021	232.00	0.00	232.00
@	03/21 Sweeping Svc								
<i>Check Total:</i>							232.00	0.00	232.00
105869	3/24/2021	03/21	ATTCOR	ATT CORP					
742		5504-0000	Property Telephone	9391060982	3/15/2021	4/14/2021	135.87	0.00	135.87
@	9391060982	02/15/21-03/14/21	BAN 9391060982						

Database: ESSEXREALTY
 ENTITY: 742

Check Register
 Essex Realty SaaS DB
 CITY OF LAGUNA HILLS

Page: 4
 Date: 4/2/2021
 Time: 12:17 PM

03/21 Through 03/21

Check #	Check Date	Check Pd	Vendor ID	Vendor Name	Invoice	Invoice	Invoice	Discount	Check
Entity	P.O. Number	Account Number	Account Name	Invoice Number	Date	Due Date	Amount	Amount	Amount
Dept	Reference	Description							
<i>Check Total:</i>							135.87	0.00	135.87
105870	3/24/2021	03/21	COXCOM	COX COMMUNICATIONS					
742		5410-0000	HVAC Contract Services	11901-030521	3/5/2021	3/5/2021	88.08	0.00	88.08
@	0017601048511901	03/05/21-04/04/21	DSL for EMS						
<i>Check Total:</i>							88.08	0.00	88.08
105871	3/24/2021	03/21	THEGAS	THE GAS COMPANY					
742		5500-0000	Gas	71474-030821	3/8/2021	3/26/2021	147.95	0.00	147.95
@	14430971474	02/01/21-03/04/21	Mtr 13001720						
<i>Check Total:</i>							147.95	0.00	147.95
<i>CITY OF LAGUNA HILLS Total:</i>							23,342.79	0.00	23,342.79
<i>Grand Total:</i>							23,342.79	0.00	23,342.79



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: Janice Reyes
Finance Director
ISSUE: Third Quarter Financial & Treasurer's Report for Fiscal Year 2020-2021

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

SUMMARY:

The City of Laguna Hills Quarterly Financial Report for the Third Quarter of Fiscal Year 2020-2021 has been completed and is attached. The information presented in the Quarterly Financial Report provides the City Council, management, and the public with the results of the City's financial operations for the 2020-2021 Fiscal Year through March 31, 2021, on a modified accrual basis for all governmental funds. The total fund balance at the end of the third quarter for all governmental funds totaled \$10,202,215.

Significant deviations from budget are expected to materialize in the forthcoming final quarter of the fiscal year due to the COVID-19 pandemic and its significant impact on the economy, as reported to City Council at the recent Budget Study Session on May 11, 2021. At present, Staff is engaged in an in-depth analysis, reviewing and forecasting revenues and expenditures, as part of the Biennial Budget preparation process, which will conclude in June and include an updated year-end estimate for this 2020-2021 Fiscal Year.

The Quarterly Financial Report contains a condensed Treasurer's Investment Report as of March 31, 2021, as shown on Page 6 thereof. The City's total portfolio of \$10,806,858 at the end of the third quarter for all fund types is invested in authorized securities. The City's investment policy approved by City Council Resolution is the prevailing guideline

Third Quarter Financial & Treasurer's Report FY 2020-2021

May 25, 2021

Page 2

in managing investments.

ATTACHMENTS:

- Third Quarter Financial & Treasurer's Report for Fiscal Year 2020-2021



CITY OF LAGUNA HILLS

Quarterly Financial Report

Third Quarter, Fiscal Year 2020/2021

The following unaudited financial information summarizes the City's overall financial activity for the current fiscal year through March 31, 2021. Financial analysis for this report is provided for the General Fund, Capital Improvement Program, Debt Service, and other City governmental funds. This report is intended to provide the City Council and the public with a summary overview of the City's general fiscal condition through March 31, 2021.

A Summary of Funding Sources and Uses for the nine months ended March 31, 2021, is presented in the table below.

Summary of Funding Sources & Uses For the Nine Months Ended March 31, 2021

	YTD Actual (million)	Budget (million)	YTD % of Budget
<i>Funding Sources</i>	\$ 15,337,113	\$ 26,082,238	59%
<i>Funding Uses</i>	17,687,495	24,927,185	71%
<i>Net Change</i>	(\$2,350,382)	\$1,155,053	

The Comparative Statement of Operations for Governmental Funds, on page 3, shows the detail of the year-to-date actual financial activity in relation to the Amended Budget. Year-to-date financial activity for all governmental funds through March 31, 2021, reports expenditures exceeding revenues by approximately \$2.3 million, with the City receiving roughly \$15.3 million in total funding sources and incurring roughly \$17.7 million in total funding uses.

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

Interpreting the information presented herein requires consideration of the cash flow fluctuations of revenues and expenditures during the fiscal year. With three quarters of the fiscal year complete, total funding sources for all governmental funds was 59% of budget and funding uses was at 71% of budget. There are a number of revenue and expenditures items that would show significant deviation if a straight-line comparison was applied. In a straight-line approach, one would expect line items to approximate 75% of budget by the end of the quarter. However, the timing of many revenue and expenditure transactions do not occur at uniform times or at equal intervals over the course of the fiscal year. Hence, although the third quarter represents 75% of the fiscal year, not all line items will be at 75% of the budget.

Given the dynamic conditions of the pandemic and its impact on the economy, significant variances are expected to materialize in the proceeding final fourth quarter of the fiscal year 2020/21, most notably as shortfalls in sales tax revenue and transient occupancy tax revenues. The anticipated shortfalls in revenue will be partially offset by the expected reductions in total expenditure, as presented in the budget update to City Council at the most recent Budget Study Session on May 11, 2021. At present, staff continues to be engaged in in-depth analysis, reviewing and forecasting revenues and expenditures, as part of the Biennial Budget preparation process. Any updates to the fiscal year-end estimates for current FY 2020/21 will be included with the proposed 2021-2023 Biennial Budget at the public hearing in June 2021.

Funding Sources

The City's total funding sources comprise of general fund revenues, special fund revenues, and other financing sources. At the end of the third quarter, total funding sources were approximately \$15.3 million, or 59% of budget.

GENERAL FUND REVENUES

General Fund Revenues are utilized primarily to finance the City's general governmental activities. At quarter end, general fund revenues totaled \$13,154,437 or 57% of budget. Receipts of Property Tax came in at \$7,163,920, or 61% of budget. Intergovernmental Revenues, which includes sales tax revenue, were \$3,220,715, or 53%, of budget. The recording of these revenue sources comply with GASB 33 which addresses the timing of recognition of non-exchange transactions, e.g. taxes and fines. Revenues from non-exchange transactions, such as property and sales tax, received in the first two months of this fiscal year were accrued in the prior fiscal year. Franchise Tax from utility companies and Transient Occupancy Tax came in at \$851,028 or 32% of budget. These receipts lag at least a quarter and no accrual was made at quarter end. Revenues from Licenses & Permits, \$772,946, and Charges for Services, \$1,052,435, are dependent upon development activities and came in at 75% and 84% of budget, respectively. Fines and Forfeitures, which includes parking and vehicle fines, ended the quarter at 49% of budget, at \$93,393.

SPECIAL REVENUES AND GRANTS

Many of the Special Revenue funding sources are tied in with the City's Capital Improvement Plan. The receipts of funding sources for certain capital projects typically lag behind the spending on the projects, as the claims are applied for during construction or after project-completion. At the end of the third quarter, special revenues receipts totaled \$2,142,090, or 70% of budget.

OTHER FUNDING SOURCES

The City reported interest income of \$40,586, or 25% of budget, for the first nine months of the fiscal year.

Funding Uses

The City's total funding uses consist of the City's Operating Expenditures, outlay for the Capital Improvement Program, debt charges, and expenditures for Special Revenue related programs. At the end of the third quarter, total funding uses were approximately \$17.7 million, which was 71% of budget.

OPERATING EXPENDITURES

At the end of the third quarter, operating expenditures totaled roughly \$14.5 million, which represents 67% of the total operating budget. While total operating expenditures came in at 67% of budget, the spending level for Non-Departmental came in much higher at 90% of its budget, due to annual insurance premiums and IT maintenance contracts paid in full for the entire fiscal year, and Community Development came in at 88% of its budget, due to higher than anticipated development application activity that are recovered in application fee revenues.

CAPITAL IMPROVEMENT PROGRAM (CIP)

The purpose of the Capital Improvement Program is to systematically plan, schedule, and finance

The following table lists the YTD expenditures for capital projects by type as of March 31, 2021.

Capital Improvement Program	
For the 9 Months Ended, March 31, 2021	
Streets, Signals & Lighting	\$ 117,272
Flood Control & Water Quality	288,996
Public Facilities	412,458
Total	\$ 818,726

OTHER FUNDING USES

As of the end of the third quarter, payments for debt service totaled \$1,788,922. Use of Reserves totaled \$1,333 for claims expense; \$1,712 was spent on the senior mobility program, primarily funded by OCTA M2 SMP funds; \$76,192 of forfeited C&D deposits was spent toward the City's recycling program; CARES Act expenditures were \$528,058, plus the touchless public facility capital project of \$100,000 reported in with CIP expenditures.

**CITY OF LAGUNA HILLS
COMPARATIVE STATEMENT OF OPERATION - GOVERNMENTAL FUNDS
FOR THE 9 MONTHS ENDED, MARCH 31, 2021**

	FY 2020/21			FY 2019/20		
	Y-T-D ACTUAL	AMENDED BUDGET	YTD % of BUDGET	Y-T-D ACTUAL	AMENDED BUDGET	YTD % of BUDGET
FUNDING SOURCES						
General Fund Revenues						
Property Tax	\$ 7,163,920	\$ 11,704,415	61%	\$ 6,762,957	\$ 11,341,052	60%
Intergovernmental Revenues	3,220,715	6,050,338	53%	3,371,884	6,085,638	55%
Franchise & Transient Occupancy Tax	851,028	2,658,735	32%	1,140,356	2,593,887	44%
Licenses and Permits	772,946	1,031,000	75%	803,305	1,041,000	77%
Charges for Current Services	1,052,435	1,246,225	84%	794,116	2,322,590	34%
Fines & Forfeitures	93,393	190,000	49%	138,370	190,000	73%
Total General Fund Revenues	13,154,437	22,880,713	57%	13,010,987	23,574,167	55%
Special Revenue Funds						
Gas Tax - HUTA	465,793	700,000	67%	484,753	842,507	58%
Gas Tax -SB1 RMRA	334,983	550,000	61%	341,677	526,640	65%
Measure M2 Fair Share	400,739	628,798	64%	450,035	613,462	73%
Measure M2 - Competitive	-	-	-	-	200,000	0%
AB 2766 Fund	20,131	40,000	50%	19,699	40,000	49%
Proposition 68	-	200,000	0%	-	-	-
CDBG	-	-	-	-	70,000	0%
CASp	2,938	5,000	59%	1,667	5,000	0%
CARES Act	687,553	692,650	99%	-	-	-
Beverage Recycling Fund	-	8,500	0%	-	-	-
CR&R Recycling Fees	2,000	2,000	100%	2,000	2,000	100%
C&D Forfeited Deposits	45,906	35,000	131%	53,142	35,000	152%
Senior Mobility Program	25,641	38,091	67%	28,344	36,936	77%
Law Enforcement Grants	156,406	140,000	112%	154,043	140,000	110%
Total Special Revenue Funding	2,142,090	3,040,039	70%	1,535,360	2,511,545	61%
Other Funding Sources						
Insurance proceeds loss recovery	-	-	-	250,000	-	-
Interest Income	40,586	161,486	25%	161,775	150,000	108%
Total Other Funding Sources	40,586	161,486	-	411,775	150,000	-
TOTAL FUNDING SOURCES	\$ 15,337,113	\$ 26,082,238	59%	\$ 14,958,122	\$ 26,235,712	57%
FUNDING USES						
Operating Expenditures						
General Government	\$ 1,837,957	2,721,473	68%	\$ 1,736,416	\$ 2,713,895	64%
Non-Departmental	1,141,104	1,262,036	90%	1,112,103	1,303,887	85%
Community Development	1,443,336	1,639,977	88%	939,225	2,130,803	44%
Public Services	2,790,809	4,792,514	58%	3,173,775	4,661,974	68%
Community Services	804,689	2,212,855	36%	1,376,494	2,156,280	64%
Public Safety	6,454,658	8,910,462	72%	6,382,819	8,568,347	74%
Total Operating Expenditures	14,472,552	21,539,317	67%	14,720,832	21,535,186	68%
Capital Improvement Program	818,726	825,000	99%	2,669,485	4,020,336	66%
Other Funding Uses						
Debt Charges	1,788,922	1,788,921	100%	1,804,922	1,804,921	100%
Use of Reserves	1,333	50,000	3%	6,400	50,000	13%
Special Revenue Fund Expenditures						
AB2766	-	35,000	0%	-	70,000	0%
CASp	-	5,000	0%	-	5,000	0%
CARES Act	528,058	539,664	98%	-	-	-
Senior Mobility Program	1,712	64,904	3%	9,264	64,272	14%
Beverage Recycling	-	8,500	0%	2,550	21,757	12%
CR&R Recycling Fund	-	2,879	0%	-	2,879	0%
Forfeited C&D Deposits	76,192	68,000	112%	58,201	68,000	86%
Water Conservation	-	-	-	3,110	-	-
Total Other Funding Uses	2,396,217	2,562,868	93%	1,884,447	2,086,829	90%
TOTAL FUNDING USES	\$ 17,687,495	\$ 24,927,185	71%	\$ 19,274,764	\$ 27,642,351	70%
NET CHANGE IN FUND BALANCE	\$ (2,350,382)	\$ 1,155,053		\$ (4,316,642)	\$ (1,406,639)	

Attachment: Third Quarter Financial & Treasurer's Report for Fiscal Year 2020-2021 (2449 : Third Quarter Financial & Treasurer's Report FY

CITY OF LAGUNA HILLS
ABRIDGED BALANCE SHEET - GOVERNMENTAL FUNDS (UNAUDITED)
MARCH 31, 2021

ASSETS

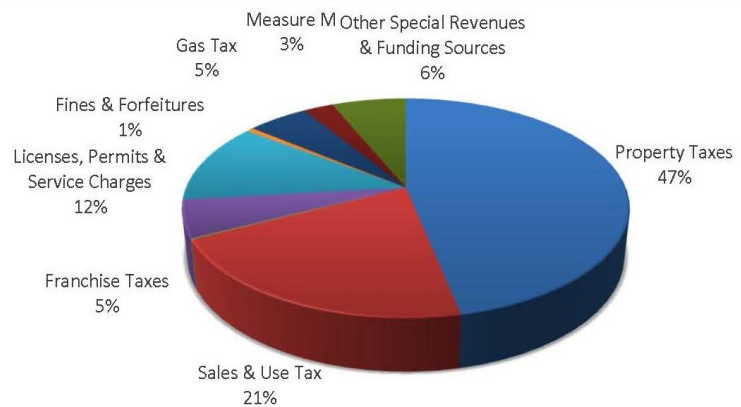
Cash and investments	\$ 10,561,710
Receivables:	
Accounts	167,814
Interest	9,647
Due from other governments	200,000
Prepaid items	108,159

Total assets**\$ 11,047,330****LIABILITIES AND FUND BALANCES****Liabilities:**

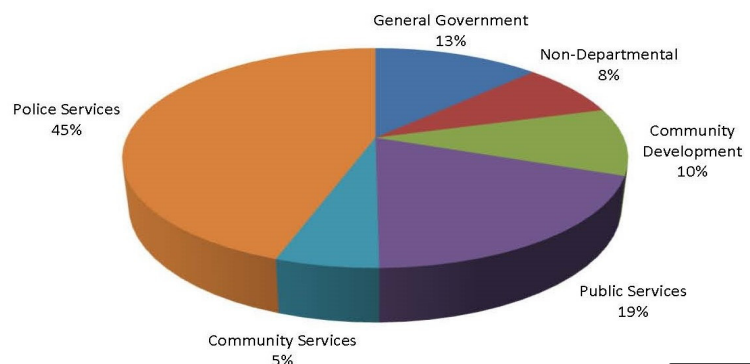
Accounts payable	\$ 210,271
Refundable deposits	528,990
Deferred revenue	97,954
Trust accounts	7,901
Total liabilities	845,115

Fund balances:**10,202,215****Total liabilities and fund balances****\$ 11,047,330****REVENUES**

**General Fund &
Special Revenue Funds
FY 2020/21,
As of 03/31/2021**



**OPERATING
EXPENDITURES
FY 2020/21,
As of 03/31/21**



Below is a snapshot of the City's fund balance as of March 31, 2021. At the end of the third quarter of the current fiscal year, the City's total fund balance for its governmental funds stood at \$10,202,215. Additionally, an abridged balance sheet, which summarizes the City's assets and liabilities, is included on page 4 and reconciles the fund balance at quarter end. City-managed short-term idle funds, as well as debt service funds, are invested in approved securities.

CITY OF LAGUNA HILLS

GOVERNMENTAL FUNDS

STATEMENT OF WORKING FUNDS (UNAUDITED)

AS OF MARCH 31, 2021

Fund Balance

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

Net Change in Fund Balance, as of March 31, 2021	<u>(2,350,382)</u>
--	--------------------

Total Fund Balance, as of March 31, 2021	\$ <u>10,202,215</u>
---	-----------------------------

Disposition of Working Funds

Total Cash and Demand Deposits	\$ 2,121,810
Total Investments	8,439,901
Total Cash and Investments	<u>10,561,710</u>
Receivables Net of Liabilities	<u>(359,496)</u>

Total Fund Balance, as of March 31, 2021	\$ <u>10,202,215</u>
---	-----------------------------

The Quarter End Financial Management Report for the Third Quarter of Fiscal Year 2020-21 is hereby submitted. The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. To the best of our knowledge and belief, the above information is reported in a manner that presents fairly the financial position and results of operation of the Governmental Funds of the City of Laguna Hills as of March 31, 2021.

TREASURER'S INVESTMENT REPORT - ALL FUNDS (CONDENSED)
FOR THE THIRD QUARTER ENDED MARCH 31, 2021

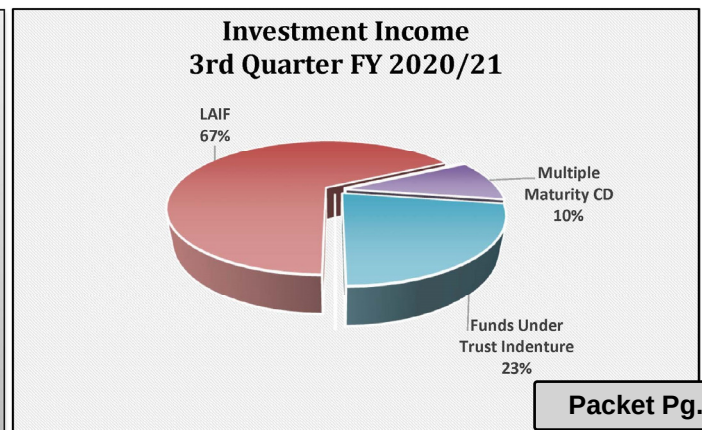
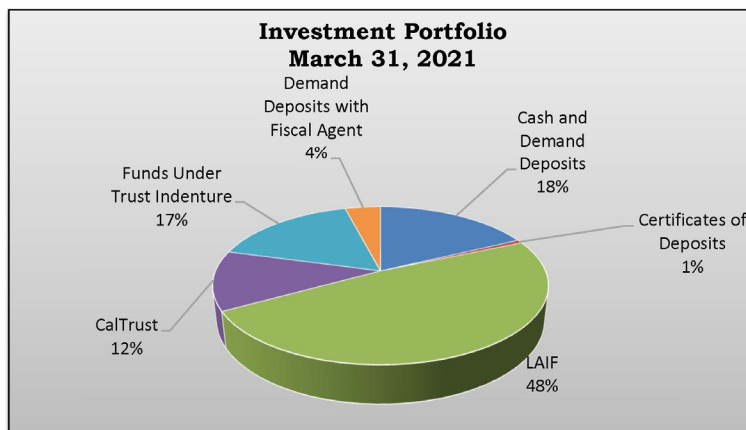
Cash and Investments by Type	Beginning Book Value	Deposits	Withdrawals	Ending Book Value	3rd Quarter Interest Income
Cash on Hand	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -
Demand Deposits	858,770	8,316,413	7,249,406	1,925,777	-
Certificates of Deposits	-	-	-	-	-
Multiple Maturity Certificates of Deposits	70,502	-	-	70,502	869
State Treasurer's Investment Fund (LAIF)	7,729,381	7,512	2,500,000	5,236,893	5,934
Investment Trust of CA (CalTRUST)	1,325,061	53	69	1,325,045	(16)
Debt Service Funds Under Trust Indenture	1,815,080	1,675,821	1,683,441	1,807,460	1,980
Demand Deposits with Custodial Agent	393,866	364,745	319,431	439,180	5
TOTAL	\$ 12,194,660	\$ 10,364,544	\$ 11,752,346	\$ 10,806,858	\$ 8,772

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

The following is the summary of the cash and investments as of March 31, 2021, compared with the same period of the previous fiscal year:

	March 31, 2021	March 31, 2020
Cash on hand	\$ 2,000	\$ 2,000
Pooled Deposits:		
Demand Deposits	2,364,958	1,970,123
Certificates of Deposits	70,502	320,502
Total Pooled Deposits	2,435,460	2,290,625
Pooled Investments:		
Local Agency Investment Fund	5,236,893	4,912,122
Investment Trust of California	1,325,045	1,316,856
Restricted Cash and Investments:		
Local Agency Investment Fund	1,807,359	1,814,604
Demand Deposits	101	1,845
Total Cash and Investments	\$ 10,806,858	\$ 10,338,052

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





City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021

TO: Mayor and Council Members

FROM: Melissa Au-Yeung
Deputy City Manager

ISSUE: Approval of Fiscal Year 2021-2022 Law Enforcement Services Agreement with the County of Orange

RECOMMENDATION: That the City Council approve the Fiscal Year 2021-2022 Law Enforcement Services Agreement between the County of Orange and the City of Laguna Hills and authorize the Mayor to execute the Agreement.

SUMMARY:

The Fiscal Year 2021-2022 Law Enforcement Services Agreement with the County of Orange will provide the City with a police services complement of 29.01 full-time equivalent employees, including shared staffing with the cities of Laguna Woods and Aliso Viejo. The total cost of the Agreement is \$9,007,546, representing an 8.29% increase over the final adjusted FY 2020-2021 contract total. Two notable changes to the Agreement contributing to the increase include the addition of a Crime Prevention Specialist position, totaling \$116,002, as well as an annual proposed reduction of vacancy credits of approximately \$50,000. Staff recommends the City Council approve the Agreement and authorize the Mayor execute the Agreement.

BACKGROUND:

The FY 2021-2022 Final Estimate Contract Detail (attached) includes OCSD's cost projections for the FY 2021-2022 Law Enforcement Agreement with the County of Orange. The total cost of the Agreement is \$9,007,546, which represents an 8.29%, or \$689,354, increase over the final adjusted FY 2020-2021 contract total.

Approval of 2021-2022 Law Enforcement Agreement

May 25, 2021

Page 2

Contract Enhancements

There are two notable enhancements included in the FY 2021-2022 Final Estimate Contract Detail. The first enhancement is the addition of a Crime Prevention Specialist at a total cost of \$116,002. The goal of crime prevention is the deterrence and reduction of crime through active community efforts, including disseminating information to residents and local businesses to increase awareness. Secondly, the FY 2021-2022 Agreement includes a reduction of vacancy credits totaling approximately \$50,000, which is anticipated to be an annual cost until the accrued vacancy credits are exhausted.

Salaries and Benefits

Salaries will increase by 4.21% and benefits will increase by 5.46%, representing a combined increase of \$286,914 over the FY 2020-2021 Agreement. Approximately \$99,000 of the increase is attributed to the addition of the Crime Prevention Specialist position. The remaining increase is largely attributed to labor agreements between the County of Orange and various labor groups, as well as contribution increases to enhanced defined benefit retirement plans provided to both sworn and unsworn personnel.

Overtime

The overtime cost for the year is projected to be \$625,632, representing a 2.50%, or \$15,251, increase over the previous fiscal year. Overtime amounts are based on a historic three-year average of actual usage and reconciled at the end of the fiscal year based on actual usage. Any overage will be billed to the City and any underutilization will be credited to the City.

Services & Supplies

The majority of Services & Supplies is comprised of liability insurance, which is charged per position for both direct purchase positions and regionally shared positions. The remainder of the costs include Education & Professional reimbursements, as well as all necessary ticket books, forms, and office supplies. Services & Supplies will increase by 28.50%, or \$55,910, over the previous fiscal year.

Indirect Costs

Indirect Costs are comprised of Overhead Costs and Training Costs. The City pays three

Approval of 2021-2022 Law Enforcement Agreement

May 25, 2021

Page 3

separate overhead costs: Departmental, Division, and County Wide Cost Allocation Plan (CWCAP). Together, these costs represent an increase of \$131,202. Departmental overhead is the allocation of administrative and technical support function costs that provide direct services to OCSD, including, but not limited to, the Financial/Administrative Services Unit, Professional Standards Division, and Community Programs Division. Division overhead costs are associated with the various Memorandum of Understanding between the County of Orange and various labor groups for sworn and civilian personnel. CWCAP amounts include costs for County-provided services such as County Counsel, Accounting and Payroll, and depreciation of equipment.

Approval of the Agreement as presented is recommended.

FISCAL IMPACT:

The total FY 2021-2022 cost of the proposed OCSD Agreement of \$9,007,546 is included in the upcoming Biennial Budget. It is noted that the total cost of the Agreement represents approximately 41% of estimated General Fund revenues for FY 2021-2022.

ATTACHMENTS:

- FY 2021-2022 Final Estimate Contract Detail
- Proposed FY 2021-2022 Law Enforcement Services Agreement

CITY OF LAGUNA HILLS

FISCAL YEAR 2021-22

FINAL

April 22, 2021

Share: Four (4) Sergeants with AV, LW (1/3 AV, 1/3 LH, 1/3 LW)

Add: One (1) Crime Prevention Specialist
Decrease: Estimated Vacancy Credity by \$50,000

			SALARIES & EMPLOYEE BENEFITS				INDIRECT COSTS								
NO	DIRECT PURCHASE POSITIONS		SALARY	OVERTIME	BENEFITS	POST PAY	SERVICES & SUPPLIES	TRANSP.	DEPT. OH	DIV. OH	TRAINING	COUNTY OH	OTHER	REVENUE	TOTAL
1	Captain		196,154	0	193,375	0	5,947	0	7,887	24,112	4,241	3,845	0	0	435
1	Administrative Sergeant		148,916	0	153,038	14,250	5,947	0	7,887	27,285	4,241	3,198	0	0	364
1.33	Patrol Sergeant		198,058	0	203,542	18,953	7,910	0	10,490	36,289	5,641	4,253	0	0	485
2	Investigator		262,044	0	272,800	23,584	11,894	0	15,774	134,286	8,482	5,598	0	0	734
15	DS II Patrol		1,800,900	0	1,869,930	121,155	89,205	0	118,305	436,770	63,615	37,665	0	0	4,537
1	DS II Motorcycle		123,060	0	126,759	8,077	5,947	0	7,887	29,118	4,241	2,570	0	0	307
1	DS II - School Resource Officer		120,060	0	124,662	8,077	5,947	0	7,887	29,118	4,241	2,511	0	0	302
22.33	Subtotal Safety		\$2,849,192	\$0	\$2,944,106	\$194,096	\$132,797	\$0	\$176,117	\$716,978	\$94,702	\$59,640	\$0	\$0	\$7,167
2	Community Services Officer		113,254	0	80,256	0	11,894	0	15,774	54,570	0	2,220	0	0	277
1	Crime Prevention Specialist		59,612	0	39,311	0	5,947	0	7,887	2,077	0	1,168	0	0	116
3	Subtotal Professional		\$172,866	\$0	\$119,567	\$0	\$17,841	\$0	\$23,661	\$56,647	\$0	\$3,388	\$0	\$0	\$393
25.33	TOTAL STAFF		\$3,022,058	\$0	\$3,063,673	\$194,096	\$150,638	\$0	\$199,778	\$773,625	\$94,702	\$63,028	\$0	\$0	\$7,561
REGIONAL / SHARED STAFF															
0.6	Traffic - Sergeant	6.37%	8,295	1,025	7,166	544	253	389	301	572	162	191	0	0	18
4	Traffic - Deputy Sheriff II	6.37%	35,394	7,535	33,713	2,056	1,684	4,054	2,008	3,816	1,080	882	0	0	92
2	Traffic - Investigative Assistant	6.37%	8,665	154	6,964	0	757	0	1,004	1,490	0	173	0	0	19
1	Traffic - Office Specialist	6.37%	3,413	40	2,145	0	379	0	502	745	0	68	0	0	7
0.3	Auto Theft - Sergeant	5.69%	3,709	459	3,204	243	104	174	135	256	72	85	0	0	8
2	Auto Theft - Investigator	5.69%	15,563	1,611	14,949	1,342	691	1,629	898	1,706	483	319	0	0	39
1	Auto Theft - Investigative Assistant	5.69%	3,823	60	3,099	0	339	0	449	666	0	76	0	0	8
1	Auto Theft - Office Specialist	5.69%	3,031	0	1,909	0	339	0	449	666	0	59	0	0	6
1	DET Sergeant	3.03%	4,752	1,203	4,608	431	176	0	239	1,427	128	125	0	0	13
1	DET Investigator	3.03%	4,117	1,322	4,093	357	176	0	239	1,427	128	114	0	0	11
2	Courts - Investigative Assistant	9.75%	13,546	1,153	10,957	0	1,160	118	1,538	405	0	288	0	0	29
1	Motorcycle Sergeant + MDC	4.00%	6,284	85	6,131	570	303	698	315	600	170	140	194	0	15
16.90	Subtotal		\$110,592	\$14,647	\$98,938	\$5,543	\$6,361	\$7,062	\$8,077	\$13,776	\$2,223	\$2,520	\$194	\$0	\$269

Attachment: FY 2021-2022 Final Estimate Contract Detail (2455 : Approval of 2021-2022 Law Enforcement

CITY OF LAGUNA HILLS
FISCAL YEAR 2021-22

FINAL

April 22, 2021

Share: Four (4) Sergeants with AV, LW (1/3 AV, 1/3 LH, 1/3 LW)

Add: One (1) Crime Prevention Specialist
Decrease: Estimated Vacancy Credity by \$50,000

		SALARIES & EMPLOYEE BENEFITS				INDIRECT COSTS							REVENUE	TOTAL
NO	ADDITIONAL COSTS/REVENUE	SALARY	OVERTIME	BENEFITS	POST PAY	SERVICES & SUPPLIES	TRANSP.	DEPT. OH	DIV. OH	TRAINING	COUNTY OH	OTHER		
	Overtime		611,236	43,647							11,980			666,
	Estimate: Vacancy Credit											(351,003)		(351,
	Annual Leave (Pay Downs & Termination Pay)											81,975		81,
	AB109 (2011 Public Safety Realignment)												(4,968)	(4,
	Contract Administration											24,608		24,
	Data Line					5,625								5,
4	E-Citation											13,645		13,
	Enhanced Helicopter Response Services						20,658							20,
	Facility Lease					43,938								43,
	Holiday Pay: Comp & Straight Time											126,447		126,
	Integrated Law & Justice Agency of Orange County											2,679		2,
	MDC - Acquisition													
17.33	MDC - Recurring Cost											63,891		63,
	Patrol Training Cost Allocation (FTB)									114,523				114,
	Patrol Video System (PVS) - Acquisition													
11.33	Patrol Video System (PVS) - Recurring Costs											35,705		35,
	Premium Pay											112,850		112,
	Retirement Rate Discount (Expenses for Interest and Issuance)			3,577										3,
	Retirement Rate Discount (Gross)			(114,263)										(114,
	Revenue/False Alarms												(12,750)	(12,
	Revenue/Training Reimbursement												(798)	(
	Revenue/Restitution Reimbursement												(220)	(
	Services & Supplies					45,549								45,
	Transportation - Vehicle Fuel, Mileage Interest and Maint., etc.						297,483							297,
	Subtotal	\$0	\$611,236	(\$67,038)	\$0	\$95,112	\$318,141	\$0	\$0	\$114,523	\$11,980	\$110,797	(\$18,736)	\$1,176,
	FY 2021-22 - FINAL CONTRACT TOTAL	\$3,132,650	\$625,883	\$3,095,573	\$199,639	\$252,111	\$325,203	\$207,855	\$787,401	\$211,448	\$77,528	\$110,991	(\$18,736)	\$9,007,
	FY 2020-21 - FINAL CONTRACT TOTAL	\$3,006,133	\$610,632	\$2,935,176	\$191,932	\$196,201	\$309,935	\$197,608	\$669,038	\$202,968	\$83,416	(\$57,991)	(\$26,856)	\$8,318,
		4.21%	2.50%	5.46%	4.02%	28.50%	4.93%	5.19%	17.69%	4.18%	-7.06%	-291.39%	-30.24%	8,
		\$126,517	\$15,251	\$160,397	\$7,707	\$55,910	\$15,268	\$10,247	\$118,363	\$8,480	(\$5,888)	\$168,982	\$8,120	\$689,

Attachment: FY 2021-2022 Final Estimate Contract Detail (2455 : Approval of 2021-2022 Law Enforcement

1 **AGREEMENT**
2 **BETWEEN THE**
3 **CITY OF LAGUNA HILLS**
4 **AND THE**
5 **COUNTY OF ORANGE**
6

7 **THIS AGREEMENT** is entered into this First day of May 2021, which
8 date is enumerated for purposes of reference only, by and between the CITY OF
9 LAGUNA HILLS, hereinafter referred to as "CITY", and the COUNTY OF ORANGE, a
10 political subdivision of the State of California, hereinafter referred to as "COUNTY".

11 **WITNESSETH:**

12 **WHEREAS**, CITY wishes to contract with COUNTY for law enforcement
13 services; and

14 **WHEREAS**, COUNTY is agreeable to the rendering of such services, as
15 authorized in Government Code Sections 51301 and 55632, on the terms and
16 conditions hereinafter set forth,

17 **NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:**

18 //

19 //

20 //

21 //

22 //

23 //

24 //

25 //

26 //

27 //

28 //

TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
A. TERM.....	3
B. OPTIONAL TERMINATION OR EXTENSION	3
C. REGULAR SERVICES BY COUNTY.....	3
D. ENHANCED AND SUPPLEMENTAL SERVICES BY COUNTY.....	6
E. PATROL VIDEO SYSTEMS.....	9
F. LICENSING SERVICES BY CITY.....	10
G. PAYMENT.....	10
H. NOTICES.....	14
I. STATUS OF COUNTY....	14
J. STATE AUDIT.....	15
K. ALTERATION OF TERMS.....	15
L. INDEMNIFICATION.....	15
M. TRAFFIC VIOLATOR APPREHENSION PROGRAM.....	17
N. MOBILE DATA COMPUTERS.....	20
O. E-CITATION UNITS.....	21
SIGNATURE PAGE.....	23
Attachment A:	Regular Services by County
Attachment B:	City Ordinances
Attachment C:	Payment
Attachment D:	County Billing Policy
Attachment E:	Forfeited and Seized Asset Policy
Attachment F:	TVAP Resolution
Attachment G:	TVAP Form
//	
//	
//	

1 **A. TERM:**

2 The term of this Agreement shall commence July 1, 2021 and terminate
3 June 30, 2022 unless earlier terminated by either party or extended in the
4 manner set forth herein.

5 **B. OPTIONAL TERMINATION OR EXTENSION:**

- 6 1. COUNTY or CITY may terminate this Agreement, without cause, upon
7 one-hundred and eighty (180) days written notice to the other party.
- 8 2. If COUNTY and CITY have not entered into a written agreement by
9 June 30, 2022 for COUNTY to provide to CITY, during all or part of the
10 period between July 1, 2022 and June 30, 2023, law enforcement services
11 similar to those specified herein, then SHERIFF, on behalf of COUNTY, and
12 CITY's Manager, on behalf of CITY, are authorized to execute a written
13 amendment to this Agreement that provides as follows and does not
14 materially alter other terms of the Agreement: SHERIFF shall continue to
15 provide to CITY all or a designated part of the law enforcement services
16 specified herein, for a specified time period between July 1, 2022 and
17 August 31, 2022 and CITY shall pay COUNTY the full costs of providing
18 such services. Such full costs may be greater than those listed herein for
19 the period July 1, 2021 through June 30, 2022. SHERIFF and CITY
20 Manager shall file copies of any such amendments to this Agreement with
21 the Clerk of COUNTY's Board of Supervisors and CITY's Clerk.

22 **C. REGULAR SERVICES BY COUNTY:**

- 23 1. COUNTY, through its Sheriff-Coroner and deputies, officers and employees,
24 hereinafter referred to as "SHERIFF", shall render to CITY law enforcement
25 services as hereinafter provided. Such services shall include the
26 enforcement of lawful State statutes and lawful municipal ordinances of
27 CITY other than licensing ordinances.

28 //

C. REGULAR SERVICES BY COUNTY: (Continued)

2. The night, day and evening patrol and supervisory shifts will be established by SHERIFF. Personnel of each shift may work varying and different times and may be deployed to other shifts when, in the opinion of SHERIFF and CITY Manager, the need arises. Any long-term shift deployment change will be reported to CITY's Council.
3. The level of service, other than for licensing, to be provided by the COUNTY for the period July 1, 2021 through June 30, 2022, is set forth in Attachment A and incorporated herein by this reference.
4. For any service listed in Attachment A of this Agreement that is provided to CITY at less than 100% of a full-time SHERIFF position, COUNTY retains the option to terminate such service in the event the other city or cities that contract for the balance of the time of the employee providing the service no longer pay(s) for such service and CITY does not request the Agreement be amended to pay 100% of the cost of the employee providing such service. The Maximum Obligation of CITY set forth in Subsection G-2 will be adjusted accordingly.
5. All services contracted for in this Agreement may not be operational on the precise date specified in this Agreement. In those instances, SHERIFF shall notify CITY Manager of the date or dates such service or services are to be implemented. COUNTY shall reduce the monthly charges to CITY, based on the actual date of implementation of the service or services. Charges shall be reduced on the next monthly billing tendered in accordance with Subsection G-3 of this Agreement.

//

//

//

//

C. REGULAR SERVICES BY COUNTY: (Continued)

6. During emergencies, such as mutual aid situations, SHERIFF will attempt to leave in CITY the Captain in charge of CITY Police Services. If SHERIFF determines that the Captain is needed elsewhere, SHERIFF will notify CITY's Manager within four (4) hours. SHERIFF will return Captain to CITY as soon as possible once the emergency situation is under control.
7. With respect to the licensing ordinances of CITY listed in Attachment B hereto, which is incorporated herein by this reference, SHERIFF shall receive applications for CITY licenses pursuant to said ordinances and complete investigations relating to such applications. Said investigations shall be forwarded to CITY Manager. COUNTY shall not provide any advisory, administrative, hearing or litigation attorney support or services related to licensing. COUNTY shall not provide any administrative or investigatory services related to the licensing ordinances listed in Attachment B hereto, except the investigations relating to initial applications for which this subsection provides.
8. With the limitations set forth below, SHERIFF, on behalf of COUNTY, and CITY Manager, on behalf of CITY, are authorized to execute written amendments to this Agreement to increase or decrease the level of service set forth in Attachment A, when SHERIFF and CITY Manager mutually agree that such increase or decrease in the level of service is appropriate. Any such amendment to the Agreement shall concomitantly increase or decrease the cost of services payable by CITY set forth in Attachment C and incorporated herein by this reference and the Maximum Obligation of CITY set forth in Subsection G-2, in accordance with the current year's COUNTY law enforcement cost study. SHERIFF and CITY Manager shall file copies of any such amendments to this Agreement with the Clerk of COUNTY's Board of Supervisors and CITY's Clerk. Amendments to this

1 **C. REGULAR SERVICES BY COUNTY: (Continued)**

2 Agreement executed by SHERIFF and CITY Manager may not, in the
3 aggregate, increase or decrease the cost of services payable by CITY by
4 more than one percent (1%) of the total cost originally set forth in
5 Attachment C and the Maximum Obligation originally set forth in
6 Subsection G-2. Prior approval by COUNTY's Board of Supervisors and
7 CITY's Council is required before execution of any amendment that brings
8 the aggregate total of changes in costs payable by CITY to more than one
9 percent (1%) of the total cost originally set forth in Attachment C and the
10 Maximum Obligation originally set forth in Subsection G-2 of this
11 Agreement.

12 **D. ENHANCED AND SUPPLEMENTAL SERVICES BY COUNTY:**

- 13 1. Enhanced services for events on CITY property. At the request of CITY,
14 through its City Manager, SHERIFF may provide enhanced law
15 enforcement services for functions, such as community events, conducted
16 on property that is owned, leased or operated by CITY. SHERIFF shall
17 determine personnel and equipment needed for such enhanced services.
18 To the extent the services provided at such events are at a level greater
19 than that specified in Attachment A of this Agreement, CITY shall reimburse
20 COUNTY for such additional services, at an amount computed by
21 SHERIFF, based on the current year's COUNTY law enforcement cost
22 study. The cost of these enhanced services shall be in addition to the
23 Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement.
24 SHERIFF shall bill CITY immediately after each such event.
- 25 2. Supplemental services for occasional events operated by private individuals
26 and entities on non-CITY property. At the request of CITY, through its City
27 Manager, and within the limitations set forth in this Subsection D-2,
28 SHERIFF may provide supplemental law enforcement services to preserve

D. ENHANCED AND SUPPLEMENTAL SERVICES BY COUNTY: (Continued)

the peace at special events or occurrences that occur on an occasional basis and are operated by private individuals or private entities on non-CITY property. SHERIFF shall determine personnel and equipment needed for such supplemental services, and will provide such supplemental services only if SHERIFF is able to do so without reducing the normal and regular ongoing services that SHERIFF otherwise would provide to CITY pursuant to this Agreement. Such supplemental services shall be provided only by regularly appointed full-time peace officers, at rates of pay governed by a Memorandum of Understanding between COUNTY and the bargaining unit representing the peace officers providing the services. Such supplemental services shall include only law enforcement duties and shall not include services authorized to be provided by a private patrol operator, as defined in Section 7582.1 of the Business and Professions Code. Law enforcement support functions, including, but not limited to, clerical functions and forensic science services, may be performed by non-peace officer personnel if the services do not involve patrol or keeping the peace and are incidental to the provision of law enforcement services. CITY shall reimburse COUNTY its full, actual costs of providing such supplemental services at an amount computed by SHERIFF, based on the current year's COUNTY law enforcement cost study. The cost of these supplemental services shall be in addition to the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement. SHERIFF shall bill CITY immediately after each such event.

3. Supplemental services for events operated by public entities on non-CITY property. At the request of CITY, through its City Manager, and within the limitations set forth in this Subsection D-3, SHERIFF may provide supplemental law enforcement services to preserve the peace at special

D. ENHANCED AND SUPPLEMENTAL SERVICES BY COUNTY: (Continued)

events or occurrences that occur on an occasional basis and are operated by public entities on non-CITY property. SHERIFF shall determine personnel and equipment needed for such supplemental services, and will provide such supplemental services only if SHERIFF is able to do so without reducing services that SHERIFF otherwise would provide to CITY pursuant to this Agreement. CITY shall reimburse COUNTY its full, actual costs of providing such supplemental services at an amount computed by SHERIFF, based on the current year's COUNTY law enforcement cost study. The cost of these supplemental services shall be in addition to the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement. SHERIFF shall bill CITY immediately after each such event.

4. Notwithstanding the foregoing, CITY, through its permit process, may utilize the services of the Sheriff at events, for which CITY issues permits, that are operated by private individuals or entities or public entities. SHERIFF shall determine personnel and equipment needed for said events. If said events are in addition to the level of services listed in Attachment A of this Agreement, CITY shall reimburse COUNTY for such additional services at an amount computed by SHERIFF, based upon the current year's COUNTY law enforcement cost study. The cost of these services shall be in addition to the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement. Sheriff shall bill City immediately after said services are rendered.

5. In accordance with Government Code Section 51350, COUNTY has adopted Board Resolution 89-1160 which identifies Countywide services, including but not limited to helicopter response. SHERIFF through this contract provides enhanced helicopter response services. The cost of enhanced helicopter response services is included in the cost of services

D. ENHANCED AND SUPPLEMENTAL SERVICES BY COUNTY: (Continued)

set forth in Attachment C and in the Maximum Obligation of CITY set forth in Subsection G-2. COUNTY shall not charge any additional amounts for enhanced helicopter services after the cost of services set forth in Attachment C and in the Maximum Obligation set forth in Subsection G-2 has been established without written notification to the CITY.

E. PATROL VIDEO SYSTEMS:

1. As part of the law enforcement services to be provided to CITY, COUNTY has provided, or will provide, patrol video systems (hereinafter called "PVS") that are or will be mounted in patrol vehicles designated by COUNTY for use within CITY service area.
2. SHERIFF has the exclusive right to use said PVS for law enforcement services related to this Agreement.
3. CITY shall pay COUNTY the full costs to COUNTY of a) the acquisition and installation of Patrol Video Systems that are or will be mounted in patrol vehicles assigned to CITY, and b) recurring costs, as deemed necessary by COUNTY, including the costs of maintenance and contributions to a fund for replacement and upgrade of such PVS when they become functionally or technologically obsolete.

The costs to be paid by CITY for recurring costs, including maintenance and replacement/upgrade of PVS, are included in the costs set forth in Attachment C and the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement unless CITY has already paid such costs. CITY shall not be charged additional amounts for maintenance or replacement/upgrade of said PVS during the period July 1, 2021 through June 30, 2022.

4. If, following the initial acquisition of PVS referenced above, CITY requires PVS for additional patrol cars designated for use in the CITY service area, COUNTY will purchase said additional PVS. Upon demand by COUNTY,

E. PATROL VIDEO SYSTEMS: (Continued)

CITY will pay to COUNTY a) the full costs of acquisition and installation of said additional PVS, and b) the full recurring costs for said PVS, as deemed necessary by COUNTY, including the costs of maintenance, and contributions to a fund for replacement and upgrade of such PVS when they become functionally or technologically obsolete. Said costs related to additional PVS are not included in, and are in addition to, the costs set forth in Attachment C and the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement.

5. County will replace and/or upgrade PVS as needed. The costs of replacing/upgrading PVS shall be paid by COUNTY from the replacement/upgrade funds to be paid by CITY in accordance with the foregoing. CITY shall not be charged any additional charge to replace or upgrade PVS.

F. LICENSING SERVICES BY CITY:

Upon receipt from COUNTY of investigations of applications for licenses referred to in Subsection C-7 of this Agreement, CITY Manager shall determine whether to grant or deny the licenses and will issue the licenses or notify the applicants of denial. CITY shall provide all attorney services related to the granting, denial, revocation and administration of said licenses and the enforcement of CITY ordinances pertaining to said licenses.

G. PAYMENT:

1. Pursuant to Government Code Section 51350, CITY agrees to pay to COUNTY the full costs of performing the services mutually agreed upon in this Agreement. The costs of services include salaries, wages, benefits, mileage, services, supplies, equipment, and divisional, departmental and COUNTY General overhead.

//

G. PAYMENT: (Continued)

2. Unless the level of service set forth in Attachment A is increased or decreased by mutual agreement of the parties, or CITY is required to pay for increases as set forth in Subsection G-4, the Maximum Obligation of CITY for services, other than Licensing Services, set forth in Attachment A of this Agreement, to be provided by the COUNTY for the period July 1, 2021 through June 30, 2022, shall be \$9,007,546 as set forth in Attachment C.

The overtime costs included in the Agreement are only an estimate. SHERIFF shall notify CITY of actual overtime worked during each fiscal year. If actual overtime worked is above or below budgeted amounts, billings will be adjusted accordingly at the end of the fiscal year. Actual overtime costs may exceed CITY's Maximum Obligation.

3. COUNTY shall invoice CITY monthly. During the period July 1, 2021 through June 30, 2022, said invoices will require payment by CITY of one-twelfth (1/12) of the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement, as said Maximum Obligation may have been increased or decreased pursuant to mutual agreement of the parties. In addition, if a determination is made that increases described in Subsection G-4 must be paid, COUNTY thereafter shall include the pro-rata charges for such increases in its monthly invoices to CITY for the balance of the period between July 1, 2021 and June 30, 2022.

4a. At the time this Agreement is executed, there may be unresolved issues pertaining to potential changes in salaries and benefits for COUNTY employees. The costs of such potential changes are not included in the Fiscal Year 2021-22 cost set forth in Attachment C nor in the Fiscal Year 2021-22 Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement. If the changes result in the COUNTY incurring or becoming

G. PAYMENT: (Continued)

obligated to pay for increased costs for or on account of personnel whose costs are included in the calculations of costs charged to CITY hereunder, CITY shall pay COUNTY, in addition to the Maximum Obligation set forth in Subsection G-2 of this Agreement, the full costs of said increases to the extent such increases are attributable to work performed by such personnel after July 1, 2021, and CITY's Maximum Obligation hereunder shall be deemed to have increased accordingly. CITY shall pay COUNTY in full for such increases on a pro-rata basis over the portion of the period between July 1, 2021 and June 30, 2022 remaining after COUNTY notifies CITY that increases are payable. If the changes result in the COUNTY incurring or becoming obligated to pay for decreased costs for or on account of personnel whose costs are included in the calculations of costs charged to CITY hereunder, COUNTY shall reduce the amount owed by the CITY to the extent such decreases are attributable to work performed by such personnel during the period July 1, 2021 through June 30, 2022, and CITY's Maximum Obligation hereunder shall be deemed to have decreased accordingly. COUNTY shall reduce required payment by CITY in full for such decreases on a pro-rata basis over the portion of the period between July 1, 2021 and June 30, 2022 remaining after COUNTY notifies CITY that the Maximum Obligation has decreased.

4b.If CITY is required to pay for increases as set forth in Subsection G-4a above, COUNTY, at the request of CITY, will thereafter reduce the level of service to be provided to CITY as set forth in Attachment A of this Agreement to a level that will make the Maximum Obligation of CITY hereunder for the period July 1, 2021 through June 30, 2022 an amount specified by CITY that is equivalent to or higher or lower than the Maximum Obligation set forth in Subsection G-2 for said period at the time this

1 **G. PAYMENT: (Continued)**

2 Agreement originally was executed. The purpose of such adjustment of
3 service levels will be to give CITY the option of keeping its Maximum
4 Obligation hereunder at the pre-increase level or at any other higher or
5 lower level specified by CITY. In the event of such reduction in level of
6 service and adjustment of costs, the parties shall execute an amendment to
7 this Agreement so providing. Decisions about how to reduce the level of
8 service provided to CITY shall be made by SHERIFF with the approval of
9 CITY.

- 10 5. CITY shall pay COUNTY in accordance with COUNTY Board of
11 Supervisors' approved County Billing Policy, which is attached hereto as
12 Attachment D and incorporated herein by this reference.
- 13 6. COUNTY shall charge CITY late payment penalties in accordance with
14 County Billing Policy.
- 15 7. As payment for the Licensing Services described in Subsection C-7 of this
16 Agreement, COUNTY shall retain all fees paid by applicants for licenses
17 pursuant to CITY ordinances listed in Attachment B hereto. Retention of
18 said fees by COUNTY shall constitute payment in full to COUNTY for costs
19 incurred by COUNTY in performing the functions related to licensing
20 described in Subsection C-7; provided, however, that if any of said fees are
21 waived or reduced by CITY, CITY shall pay to COUNTY the difference
22 between the amount of fees retained by COUNTY and the fees that were
23 set forth in the ordinances listed in Attachment B at the time this Agreement
24 was executed. If CITY increases the fee schedule for the licensing
25 ordinances set forth in Attachment B, either party shall have the right to
26 seek amendment of this Agreement with respect to the division of the
27 increased fees between CITY and COUNTY.

28 //

G. PAYMENT: (Continued)

8. Fees generated or collected by SHERIFF contract personnel for copying of documents related to the services provided in this Agreement will be at COUNTY-established rates and will be credited to CITY on an annual basis.
9. Narcotic asset forfeitures will be handled pursuant to Attachment E hereto, which is incorporated herein by this reference.

H. NOTICES:

1. Except for the notices provided for in Subsection 2 of this Section, all notices authorized or required by this Agreement shall be effective when written and deposited in the United States mail, first class postage prepaid and addressed as follows:

CITY: ATTN: CITY MANAGER

24035 EL TORO ROAD

LAGUNA HILLS, CA 92653

COUNTY: ATTN: LAW ENFORCEMENT CONTRACT MANAGER

SHERIFF-CORONER DEPARTMENT

320 NORTH FLOWER STREET, SUITE 108

SANTA ANA, CA 92703

2. Termination notices shall be effective when written and deposited in the United States mail, certified, return receipt requested and addressed as above.

I. STATUS OF COUNTY:

COUNTY is, and at all times shall be deemed to be, an independent contractor. Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between CITY and COUNTY or any of COUNTY's agents or employees. COUNTY and its SHERIFF shall retain all authority for rendition of services, standards of performance, control of personnel, and other matters incident to the performance of services by

1 **I. STATUS OF COUNTY:** (Continued)

2 COUNTY pursuant to this Agreement. COUNTY, its agents and employees
3 shall not be entitled to any rights or privileges of CITY employees and shall not
4 be considered in any manner to be CITY employees.

5 **J. STATE AUDIT:**

6 Pursuant to Government Code Section 8546.7, CITY and COUNTY shall be
7 subject to examination and audit by the State Auditor for a period of three (3)
8 years after final payment by CITY to COUNTY under this Agreement. CITY
9 and COUNTY shall retain all records relating to the performance of this
10 Agreement for said three-year period, except that those records pertaining to
11 any audit then in progress, or to any claims or litigation, shall be retained
12 beyond said three-year period, until final resolution of said audit, claim or
13 litigation.

14 **K. ALTERATION OF TERMS:**

15 This Agreement fully expresses all understanding of CITY and COUNTY with
16 respect to the subject matter of this Agreement and shall constitute the total
17 Agreement between the parties for these purposes. No addition to, or
18 alteration of, the terms of this Agreement shall be valid unless made in writing,
19 formally approved and executed by duly authorized agents of both parties.

20 **L. INDEMNIFICATION:**

21 1. COUNTY, its officers, agents, employees, subcontractors and independent
22 contractors shall not be deemed to have assumed any liability for the
23 negligence or any other act or omission of CITY or any of its officers,
24 agents, employees, subcontractors or independent contractors, or for any
25 dangerous or defective condition of any public street or work or property of
26 CITY, or for any illegality or unconstitutionality of CITY's municipal
27 ordinances. CITY shall indemnify and hold harmless COUNTY and its
28 elected and appointed officials, officers, agents, employees, subcontractors

1 **L. INDEMNIFICATION: (Continued)**

2 and independent contractors from any claim, demand or liability whatsoever
3 based or asserted upon the condition of any public street or work or
4 property of CITY, or upon the illegality or unconstitutionality of any municipal
5 ordinance of CITY that SHERIFF has enforced, or upon any act or omission
6 of CITY, or its elected and appointed officials, officers, agents, employees,
7 subcontractors or independent contractors related to this Agreement,
8 including, but not limited to, any act or omission related to the maintenance
9 or condition of any vehicle or motorcycle that is owned or possessed by
10 CITY and used by COUNTY personnel in the performance of this
11 Agreement, for property damage, bodily injury or death or any other element
12 of damage of any kind or nature, and CITY shall defend, at its expense
13 including attorney fees, and with counsel approved in writing by COUNTY,
14 COUNTY and its elected and appointed officials, officers, agents,
15 employees, subcontractors and independent contractors in any legal action
16 or claim of any kind based or asserted upon such condition of public street
17 or work or property, or illegality or unconstitutionality of a municipal
18 ordinance, or alleged acts or omissions. If judgment is entered against
19 CITY and COUNTY by a court of competent jurisdiction because of the
20 concurrent active negligence of either party, CITY and COUNTY agree that
21 liability will be apportioned as determined by the court. Neither party shall
22 request a jury apportionment.

- 23 2. COUNTY shall indemnify and hold harmless CITY and its elected and
24 appointed officials, officers, agents, employees, subcontractors and
25 independent contractors from any claim, demand or liability whatsoever
26 based or asserted upon any act or omission of COUNTY or its elected and
27 appointed officials, officers, agents, employees, subcontractors or
28 independent contractors related to this Agreement, for property damage,

1 **L. INDEMNIFICATION: (Continued)**

2 bodily injury or death or any other element of damage of any kind or nature,
3 and COUNTY shall defend, at its expense, including attorney fees, and with
4 counsel approved in writing by CITY, CITY and its elected and appointed
5 officials, officers, agents, employees, subcontractors and independent
6 contractors in any legal action or claim of any kind based or asserted upon
7 such alleged acts or omissions.

8 **M. TRAFFIC VIOLATOR APPREHENSION PROGRAM:**

9 1. COUNTY has established a Traffic Violator Apprehension Program [“the
10 Program”], which is operated by SHERIFF, and is designed to reduce
11 vehicle accidents caused by unlicensed drivers and drivers whose licenses
12 are suspended and to educate the public about the requirements of the
13 Vehicle Code and related safety issues with regard to driver licensing,
14 vehicle registration, vehicle operation, and vehicle parking. The Program
15 operates throughout the unincorporated areas of the COUNTY and in the
16 cities that contract with COUNTY for SHERIFF’s law enforcement services,
17 without regard to jurisdictional boundaries, because an area-wide approach
18 to reduction of traffic accidents and driver education is most effective in
19 preventing traffic accidents. In order for CITY to participate in the Program,
20 CITY has adopted fees pursuant to Vehicle Code Section 22850.5, in the
21 same amount as approved by COUNTY, as set forth in the resolution that is
22 attached hereto as Attachment F and incorporated into this Agreement by
23 reference [hereinafter referred to as a “TVAP resolution”], and has directed
24 that the revenue from such fee be used for the Program. CITY’s
25 participation in the Program may be terminated at any time by rescission or
26 amendment of the TVAP resolution that is attached hereto as Attachment F.
27 In the event CITY 1) amends said TVAP resolution, or rescinds said TVAP
28 resolution and adopts a new TVAP resolution pertaining to the above-

M. TRAFFIC VIOLATOR APPREHENSION PROGRAM: (Continued)

referenced fees and the Program, and 2) remains a participant in the Program thereafter, CITY's Manager, on behalf of CITY, and SHERIFF, on behalf of COUNTY, have authority to execute an amendment of this Agreement to substitute CITY's amended or new TVAP resolution for Attachment F hereto, as long as said amendment to this Agreement does not materially change any other provision of this Agreement. As COUNTY updates its fees for the Program periodically, COUNTY will provide written notice to CITY of the updated fees. CITY'S participation in the Program will terminate if CITY determines not to adopt the updated fees for the Program.

2. COUNTY will make available for review, at the request of CITY, all financial data related to the Program as may be requested by CITY.

3. Fee revenue generated by COUNTY and participating cities will be used to fund the following positions, which will be assigned to the Program:

- Ten one hundredths of one (0.10) Sergeant
(8 hours per two-week pay period)
- One (1) Staff Specialist
(80 hours per two-week pay period)
- One (1) Office Specialist
(80 hours per two-week pay period)

4. Fee revenue generated by CITY may be used to reimburse CITY for expenditures for equipment and/or supplies directly in support of the Program. In order for an expenditure for equipment and/or supplies to be eligible for reimbursement, CITY shall submit a request for and obtain pre-approval of the expenditure by using the form as shown in Attachment G. The request shall be submitted within the budget schedule established by SHERIFF. SHERIFF shall approve the expenditure only if both of the following conditions are satisfied: 1) there are sufficient Program funds,

M. TRAFFIC VIOLATOR APPREHENSION PROGRAM: (Continued)

attributable to revenue generated by CITY's fee, to pay for the requested purchase, and 2) CITY will use the equipment and/or supplies, during their entire useful life, only for purposes authorized by its TVAP resolution in effect at the time of purchase.

In the event that CITY terminates its participation in the Program, CITY agrees that the equipment purchased by CITY and reimbursed by Program funds will continue to be used, during the remainder of its useful life, exclusively for the purposes authorized by CITY's TVAP resolution in effect at the time of purchase.

5. In the event the fees adopted by COUNTY, CITY and other participating jurisdictions are not adequate to continue operation of the Program at the level at which it operated previously, COUNTY, at the option of CITY, will reduce the level of Program service to be provided to CITY or will continue to provide the existing level of Program services. COUNTY will charge CITY the cost of any Program operations that exceed the revenue generated by fees. Such charges shall be in addition to the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement. The amount of any revenue shortfall charged to CITY will be determined, at the time the revenue shortfall is experienced, according to CITY's share of Program services rendered. In the event of a reduction in level of Program service, termination of Program service or adjustment of costs, the parties shall execute an amendment to this Agreement so providing. Decisions about how to reduce the level of Program service provided to CITY shall be made by SHERIFF with the approval of CITY.

//

//

//

N. MOBILE DATA COMPUTERS:

1. As part of the law enforcement services to be provided to CITY, COUNTY has provided, or will provide, mobile data computers (hereinafter called "MDCs") that are or will be mounted in patrol vehicles and motorcycles, designated by COUNTY for use within CITY limits.
2. SHERIFF has the exclusive right to use said MDCs for law enforcement services related to this Agreement.
3. CITY shall pay COUNTY the full costs to COUNTY of a) the acquisition and installation of MDCs that are or will be mounted in patrol vehicles and motorcycles assigned to CITY, and b) recurring costs, as deemed necessary by COUNTY, including the costs of maintenance and contributions to a fund for replacement and upgrade of such MDCs when they become functionally or technologically obsolete.

The costs to be paid by CITY for recurring costs, including maintenance and replacement/upgrade of MDCs, are included in the costs set forth in Attachment C and the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement unless CITY has already paid such costs. CITY shall not be charged additional amounts for maintenance or replacement/upgrade of said MDCs during the period July 1, 2021 through June 30, 2022.

4. If, following the initial acquisition of MDCs referenced above, CITY requires MDCs for additional patrol cars or motorcycles designated for use in the CITY, or for CITY Emergency Operations Center, COUNTY will purchase said additional MDCs. Upon demand by COUNTY, CITY will pay to COUNTY a) the full costs of acquisition and installation of said additional MDCs, and b) the full recurring costs for said MDCs, as deemed necessary by COUNTY, including the costs of maintenance, and contributions to a fund for replacement and upgrade of such MDCs when they become functionally or technologically obsolete. Said costs related to additional

N. MOBILE DATA COMPUTERS (Continued)

MDCs are not included in, and are in addition to, the costs set forth in Attachment C and the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement.

5. COUNTY will replace and/or upgrade MDCs as needed. The costs of replacing/upgrading MDCs shall be paid by COUNTY from the replacement/upgrade funds to be paid by CITY in accordance with the foregoing. CITY shall not be charged any additional charge to replace or upgrade MDCs.

O. E-CITATION UNITS:

1. As part of the law enforcement services to be provided to CITY, COUNTY has provided, or will provide, E-Citation units designated by COUNTY for use within CITY limits.
2. SHERIFF has the exclusive right to use said E-Citation units for law enforcement services related to this Agreement.
3. CITY shall pay COUNTY the full costs to COUNTY of a) the acquisition of E-Citation units that are assigned to CITY, and b) recurring costs, as deemed necessary by COUNTY, including the costs of maintenance and contributions to a fund for replacement and upgrade of such E-Citation units when they become functionally or technologically obsolete.

The costs to be paid by CITY for recurring costs, including maintenance and replacement/upgrade of E-Citation units, are included in the costs set forth in Attachment C and the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement unless CITY has already paid such costs. CITY shall not be charged additional amounts for maintenance or replacement/upgrade of said E-Citation units during the period July 1, 2021 through June 30, 2022.

//

O. E-CITATION UNITS: (Continued)

4. If, following the initial acquisition of E-Citation units referenced above, CITY requires additional E-Citation units designated for use in CITY, COUNTY will purchase said additional E-Citation units. Upon demand by COUNTY, CITY will pay to COUNTY a) the full costs of acquisition of said additional E-Citation units, and b) the full recurring costs for said E-Citation units, as deemed necessary by COUNTY, including the costs of maintenance, and contributions to a fund for replacement and upgrade of such E-Citation units when they become functionally or technologically obsolete. Said costs related to additional E-Citation units are not included in, and are in addition to, the costs set forth in Attachment C and the Maximum Obligation of CITY set forth in Subsection G-2 of this Agreement.
5. COUNTY will replace and/or upgrade E-Citation units as needed. The costs of replacing/upgrading E-Citation units shall be paid by COUNTY from the replacement/ upgrade funds to be paid by CITY in accordance with the foregoing. CITY shall not be charged any additional charge to replace or upgrade E-Citation units.

//

//

//

//

//

//

//

//

//

//

//

1 **IN WITNESS WHEREOF**, the parties have executed the AGREEMENT
 2 in the County of Orange, State of California.

3 DATED: _____

4 CITY OF LAGUNA HILLS

5 ATTEST: _____
 6 City Clerk

7 BY: _____
 8 Mayor

9 APPROVED AS TO FORM:

10 BY: _____
 11 City Attorney

12 DATED: _____

13 COUNTY OF ORANGE

14 BY: _____
 15 Chairman of the Board of Supervisors
 16 County of Orange, California

17 SIGNED AND CERTIFIED THAT A COPY OF THIS
 18 AGREEMENT HAS BEEN DELIVERED TO THE CHAIR
 19 OF THE BOARD PER G.C. Sec. 25103, Reso 79-1535
 20 Attest:

21 _____
 22 Robin Stieler
 23 Clerk of the Board
 24 County of Orange, California

25 APPROVED AS TO FORM:
 26 Office of the County Counsel
 27 County of Orange, California

28 BY: Nicole Olsen
 Deputy

DATED: 4/27/21

**ORANGE COUNTY SHERIFF-CORONER
FY 2021-22 LAW ENFORCEMENT CONTRACT
CITY OF LAGUNA HILLS
"REGULAR SERVICES BY COUNTY"
(Subsection C-3)**

LEVEL OF SERVICE PROVIDED BY SHERIFF:

Title	Detail	Quantity	Frequency
MANAGEMENT:			
Captain		1.00	
SUPERVISION:			
Sergeant	Patrol	1.00	80 hrs./ per two wk. pay period
Sergeant	Patrol	0.33	26.40 hrs./per two wk. pay period
Sergeant	Administrative	1.00	80 hrs./ per two wk. pay period
INVESTIGATION SERVICES:			
Investigator		2.00	each, 80 hrs./ per two wk. pay period
PATROL AND TRAFFIC SERVICES*:			
Deputy Sheriff II -Patrol	Patrol	15.00	each, 80 hrs./ per two wk. pay period
Deputy Sheriff II -Motor	Traffic	1.00	80 hrs./ per two wk. pay period
ADDITIONAL SERVICES*:			
Deputy Sheriff II	School Resource Officer	1.00	80 hrs./ per two wk. pay period
Community Services Officer	Parking Control	2.00	each, 80 hrs./ per two wk. pay period
Crime Prevention Specialist	Crime Prevention	1.00	80 hrs./ per two wk. pay period
TOTAL		25.33	

* Deployment to be determined by SHERIFF in cooperation with CITY Manager

REGIONAL / SHARED STAFF:

Title	Regional Team	Quantity	% Allocation
TRAFFIC:			
Sergeant	Traffic	0.60	6.37%
Deputy Sheriff II	Traffic	4.00	6.37%
Investigative Assistant	Traffic	2.00	6.37%
Office Specialist	Traffic	1.00	6.37%
AUTO THEFT:			
Sergeant	Auto Theft	0.30	5.69%
Investigator	Auto Theft	2.00	5.69%
Investigative Assistant	Auto Theft	1.00	5.69%
Office Specialist	Auto Theft	1.00	5.69%
DET:			
Sergeant	DET	1.00	3.03%
Investigator	DET	1.00	3.03%
COURTS:			
Investigative Assistant	Courts	2.00	9.75%
MOTORCYCLE (shared Supervision):			
Sergeant	Motorcycle Supervision	1.00	4.00%
TOTAL		16.90	

ATTACHMENT B

CITY OF LAGUNA HILLS

ORDINANCE NO. 92-6

LICENSING

BINGO GAME

BINGO OFFICIAL

DANCE INSTRUCTOR (NUDE)

DANCE STUDIO (NUDE)

ESCORT

ESCORT BUREAU

FIGURE MODEL (NUDE)

FIGURE MODEL STUDIO (NUDE)

GUN DEALER

INTERLOCUTRIX (NUDE)

INTRODUCTORY SERVICE

JUNK COLLECTOR

JUNK DEALER

MASSAGE PARLOR (Includes FBI Fees)

MASSAGIST (Includes FBI Fees)

PEDDLER

POOL ROOM

PUBLIC DANCE

RAP SESSION (NUDE)

SECONDHAND DEALER (Pawnbroker)

TAXICAB STAND

5/9/17

Attachment: Proposed FY 2021-2022 Law Enforcement Services Agreement (2455 : Approval of 2021-2022 Law Enforcement Agreement)

**ORANGE COUNTY SHERIFF-CORONER
FY 2021-22 LAW ENFORCEMENT CONTRACT
CITY OF LAGUNA HILLS**

**"PAYMENT"
(Subsection G-2)**

COST OF SERVICES PROVIDED BY SHERIFF (Subsection G-2):

Title	Detail	Quantity	Cost of Service (each)	Cost of Service Total
MANAGEMENT:				
Captain		1.00	\$ 435,561	\$ 435,561
SUPERVISION:				
Sergeant	Patrol	1.00	\$ 364,762	\$ 364,762
Sergeant	Patrol	0.33	\$ 364,762	\$ 120,374
Sergeant	Administrative	1.00	\$ 364,762	\$ 364,762
INVESTIGATION SERVICES:				
Investigator		2.00	\$ 367,231	\$ 734,462
PATROL AND TRAFFIC SERVICES:				
Deputy Sheriff II -Patrol	Patrol	15.00	\$ 302,503	\$ 4,537,545
Deputy Sheriff II -Motor	Traffic	1.00	\$ 307,659	\$ 307,659
ADDITIONAL SERVICES:				
Deputy Sheriff II	School Resource Officer	1.00	\$ 302,503	\$ 302,503
Community Services Officer	Parking Control	2.00	\$ 138,984	\$ 277,968
Crime Prevention Specialist	Crime Prevention	1.00	\$ 116,002	\$ 116,002
TOTAL POSITIONS		25.33		\$ 7,561,598

REGIONAL / SHARED STAFF:

Title	Regional Team	Quantity	% Allocation	Cost \$
TRAFFIC:				
Sergeant	Traffic	0.60	6.37%	\$ 18,898
Deputy Sheriff II	Traffic	4.00	6.37%	\$ 92,222
Investigative Assistant	Traffic	2.00	6.37%	\$ 19,207
Office Specialist	Traffic	1.00	6.37%	\$ 7,292
AUTO THEFT:				
Sergeant	Auto Theft	0.30	5.69%	\$ 8,441
Investigator	Auto Theft	2.00	5.69%	\$ 39,191
Investigative Assistant	Auto Theft	1.00	5.69%	\$ 8,512
Office Specialist	Auto Theft	1.00	5.69%	\$ 6,453
DET:				
Sergeant	DET	1.00	3.03%	\$ 13,089
Investigator	DET	1.00	3.03%	\$ 11,973
COURTS:				
Investigative Assistant	Courts	2.00	9.75%	\$ 29,165
MOTORCYCLE (shared Supervision):				
Sergeant	Motorcycle Supervision	1.00	4.00%	\$ 15,490
TOTAL REGIONAL/SHARED		16.90		\$ 269,933

OTHER CHARGES AND CREDITS (Subsection G-2):

OTHER CHARGES:

Other Charges include: Annual leave paydowns and apportionment of cost of leave balances paid at end of employment; contract administration; data line charges; enhanced helicopter response services; E-Citation recurring costs for four (4) units; facility lease; holiday pay; Integrated Law & Justice of Orange County fees; Mobile Data Computer (MDC) recurring cost for seventeen and a third (17.33) units; overtime; patrol training cost allocation; Patrol Video System (PVS) recurring cost for eleven and a third (11.33) units; premium pay for bilingual staff, on-call pay, education incentive pay; services and supplies; and transportation charges.

CREDITS:

Credits include: AB109 (2011 Public Safety Realignment); estimated vacancy credits; false alarm fees; reimbursement for training and miscellaneous programs; and retirement rate discount for FY 2021-22; reimbursement for restitution.

TOTAL OTHER CHARGES AND CREDITS	\$ 1,176,015
TOTAL COST OF SERVICES (Subsection G-2)	\$ 9,007,545

ATTACHMENT D

COUNTY BILLING POLICY
APPROVED BY BOARD MINUTE ORDER DATED OCTOBER 27, 1992

I. POLICY

All County agencies/departments/districts (County) governed by the Board of Supervisors shall bill contracting entities for materials and/or services provided under contract in accordance with the following standardized billing and collection policy. Billing frequency is dependent on whether the contract is a fixed price or actual cost contract. Payment due date is designed to be both responsive to the County's cash flow needs and reasonable enough as to not require special processing by the contracting entity. If payments are not received by the required due dates, a late payment fee shall be computed and billed to the contracting entity in accordance with the requirements of this procedure.

Nothing herein shall affect the liability, including pre-judgment interest, of the contracting party for services or materials in as much as this is a policy to enact standard billing practices.

II. DEFINITIONS

- A. Contract for the purposes of this policy - A contract is a formal written agreement, a purchase order from the contracting entity, or any other acceptable mutual understanding between the contracting parties.
- B. Received by the County - The phrase "received by the County", as used in Section VI of this policy, refers to the date a payment is received by the County. It is defined as the date the payment is in the County's possession. It is not the date the payment is posted or deposited by the County.

III. FIXED PRICE CONTRACTS

- A. Fixed Price (One-Time/Non-Recurring Contracts) - Invoices that represent a billing for a one-time, non-recurring provision of materials and/or services shall be issued no later than five (5) working days after delivery by the County of the materials and/or services. Examples of such one-time, non-recurring provision of materials and/or services might be a city contracting with the Sheriff for security service at a parade or sporting event; or, a city purchasing a computer listing containing certain city-requested data. Payment due date shall be invoice date plus 30 days.
- B. Fixed Price (Ongoing/Recurring Contracts) - Invoices that represent a billing for an ongoing, recurring provision of materials and/or services shall be issued according to the following frequency:
 - 1. Annual Billings that total \$10,000 or less per 12-month period shall be billed via one (1) annual invoice. Annual invoices will be issued for each 12-month period of the contract, or portions thereof. Invoices shall be issued no later than five working days after the beginning of each 12-month period. Payment due date shall be invoice date plus 30 days.

2. Quarterly Billings that are greater than \$10,000 but not more than \$200,000 per 12-month period, shall be billed in quarterly installments. Quarterly invoices will be issued representing the contract amount for each 12-month period of the contract, or portions thereof, prorated into four (4) installments. Invoices shall be issued no later than 30 days after the beginning of each quarter. Payment due date shall be 60 days after the beginning of each calendar quarter.
3. Monthly Billings that are greater than \$200,000 per 12-month period shall be billed in monthly installments. Monthly invoices will be issued representing the contract amount for each 12-month period of the contract, or portions thereof, prorated into 12 installments. Invoices shall be issued on or before the first day of each service month. Payment due date shall be 30 days after the beginning of each service month.

An example of a fixed price contract for ongoing, recurring provision of materials and/or services might be a city contracting with the Sheriff for law enforcement services.

IV. ACTUAL COST CONTRACTS

- A. Actual Cost (One-Time/Non-Recurring Contracts) - Invoices that represent a billing for a one-time, non-recurring provision of materials and/or services shall be issued after delivery by the County of the materials and/or services and no later than 15 days after actual cost data is available. Payment due date shall be invoice date plus 30 days.
- B. Actual Cost (Ongoing/Recurring Contracts) - Invoices that represent a billing for an ongoing, recurring provision of materials and/or services shall be issued on a monthly basis and shall represent the cost of materials and/or services provided to the contracting entity during the previous calendar month. Such invoices shall be issued no later than 15 days after the close of the monthly billing period. If the County agency/department/district does not utilize a monthly billing cycle, the invoice shall be issued no later than 15 days after actual cost data is available. Payment due date shall be invoice date plus 30 days.

Examples of actual cost contracts for the ongoing, recurring provision of materials and/or services might be a city contracting with the County for communications equipment repair or waste disposal at a County landfill.

V. PAYMENT DUE DATES

Notwithstanding the provisions of Sections II and III above, payment due date shall be at least invoice date plus 30 days. If the County is late in issuing an invoice, the contracting entity would always have at least invoice date plus 30 days to pay. If the County is early in issuing an invoice, the contracting entity would still have a payment due date of either 60 days after the beginning of the quarter (quarterly invoices) or 30 days after the beginning of the service month (monthly invoices).

(EXAMPLES: An invoice for October service, dated and issued October 8 (late) would have a payment due date of November 7. An invoice for August service, dated and issued July 20 (early) would have a payment due date of August 30.)

VI. LATE CHARGES

The late payment of any invoiced amount by a contracting entity will cause the County to incur costs not contemplated by the County/contracting entity agreement, the exact amount of such cost will be extremely difficult to ascertain. Such costs include, but are not limited to, costs such as administrative follow-up and processing of delinquent notices, increased accounting costs, etc.

Late charges will be assessed in the following situations:

- Over-the-counter payments will be assessed a late charge if any payment is not received by the County by the payment due date.
- Payments transmitted to the County via the U.S. Mail that have the payer's postage meter mark will be assessed a late charge if any payment is not received by the County by the payment due date plus one day.
- Payments transmitted to the County via the U.S. Mail that have a U.S. Post Office postmark dated after the payment due date will be assessed a late charge.

The late charge assessed in each of these situations shall be three-quarters of one percent (0.75%) of the payment due and unpaid plus \$100.00 for late payments made within 30 days of the payment due date. An additional charge of three-quarters of one percent (0.75%) of said payment shall be added for each additional 30-day period that the payment remains unpaid. Late charges shall be added to the payment and invoiced to the contracting entity in accordance with this policy.

VII. COLLECTIONS

Any invoice remaining unpaid 90 days after the invoice date shall be referred to the Auditor-Controller for subsequent collection action, such as deduction from contracting entity moneys on deposit with the County Treasurer in accordance with Government Code Section 907 and any other applicable provision of law. Non-payment of invoices and applicable late charges will constitute a breach of contract for which the County retains all legal remedies including termination of the contract.

VIII. DISCOUNT FOR EARLY PAYMENT

Any payment received by the County from a contracting entity 20 days or more before the payment due date shall be entitled to a discount of one-quarter of one percent (0.25%). If the contracting entity takes a discount, and the payment is received by the County less than 20 days before the payment due date, County staff shall immediately notify the contracting entity by telephone that the discount should not have been taken and that the balance is due by the original payment due date.

If the balance is not received by the County in accordance with the dates as specified in Section VII, applicable late charges shall be calculated on the balance due.

IX. DEFERRED REVENUE

At fiscal year end, any portion of revenue invoiced (not necessarily received) during the fiscal year being closed out that represents charges or prepayment for materials and/or services for the upcoming fiscal year shall be reclassified from a revenue account to a deferred revenue account (liability). In the new fiscal year the deferred revenue shall be reclassified to a revenue account. (EXAMPLE: On June 1, 19X1, a city is invoiced \$48,000 which represents charges for the 12-month period June 1, 19X1 to May 31, 19X2. The amount to be reclassified to deferred revenue would be \$44,000, representing 11/12ths of the total amount. In July 19X1, the \$44,000 would be reclassified to revenue.) Reclassification entries shall be made by Auditor-Controller Agency Accounting units, or for those agencies/departments/districts without such a unit, the agency/department/district shall notify the Auditor-Controller of the amounts to be reclassified.

X. COST RECOVERY

All County agencies/department/districts shall include all costs of providing contracted services in contract rates. Including all direct costs, allocated indirect costs such as departmental and County (CWCAP) overhead, and cost of capital financing.

XI. EXISTING CONTRACTS

Billing terms and provisions contained in existing contracting entity agreements (existing as of the date this policy is approved by the Board of Supervisors) shall remain in effect for the life of the contract. However, when these existing contracts are renegotiated, they shall contain the billing provisions as set forth in this policy.

XII. DEVIATIONS FROM POLICY

Deviations from this policy shall be approved by the Board of Supervisors. Proposed deviations by agencies/departments/districts shall be submitted to the CEO for concurrence in advance of filing an Agenda Item Transmittal (AIT) with the Clerk of the Board. The CEO, or his/her designee, shall advise the agency/department/district of approval or disapproval of the proposed deviations. If a County agency/department/district submits a contract to the Board of Supervisors for approval, and the billing provisions in the contract deviate from this policy, the agency/department/district shall specifically advise the Board of Supervisors in the AIT of the deviation, the reason for the deviation, and of the CEO's recommendation relative thereto.

ATTACHMENT E

POLICY FOR DISTRIBUTION OF FORFEITED AND SEIZED ASSETS**BACKGROUND**

The Orange County Sheriff's Department provides contract law enforcement services to cities in Orange County. Because of the increased likelihood that contracted patrol or investigation personnel may become involved in significant narcotic seizures, which could affect law enforcement services provided by the Sheriff's Department to contract cities, the following policy is in effect.

CONTRACTED PATROL AND INVESTIGATION OFFICERS

When assets (cash or property) are seized in CITY by contracted patrol or investigation personnel, and subsequently forfeited to COUNTY's Sheriff Department, hereinafter referred to as "SHERIFF", the forfeited assets shall be shared with CITY as set forth below, for the purpose of augmenting law enforcement services in CITY, subject to guidelines by the forfeiting agency of such sharing and use of forfeited assets. A portion of forfeited assets may be retained by SHERIFF, to pay for departmental expenses not recovered through law enforcement contracts.

In such cases, pursuant to the forfeiting agency's guidelines, SHERIFF shall apply to the forfeiting agency for the return of a share of assets. In his application, SHERIFF shall specify the percentage of shared assets returned to SHERIFF that will be used to augment law enforcement services in CITY and the use of said assets by CITY.

In those cases in which assets are seized within CITY by personnel assigned to CITY pursuant to this Agreement, without the involvement of other law enforcement personnel, and in which the seizure is a result solely of activities self-initiated by SHERIFF personnel assigned to CITY or initiated by said personnel in response to calls for service within CITY, SHERIFF shall apply to have all of the assets used to augment CITY law enforcement services.

In those cases in which SHERIFF personnel assigned to CITY pursuant to this Agreement play an ancillary role in a seizure or in which other law enforcement personnel are involved in a seizure, SHERIFF shall determine the percentage of the total forfeited assets for which he will apply to augment CITY's law enforcement services. This determination will be based on the circumstances of the seizure, including the pro-rata involvement of all personnel, including those assigned to CITY.

Each seizure will be evaluated on an individual and independent basis, and said evaluations will be available for review to CITY's manager. Examples of those incidents which would be evaluated as set forth in this section include situations in which a contract patrol deputy provides uniformed backup at a SHERIFF's Narcotic Bureau search warrant location or in which contract investigators participate in the service of a search warrant that was initiated by non-contract law enforcement personnel.

Assets (cash or property) that are returned to SHERIFF by the forfeiting agency with the understanding that they will be used to augment CITY law enforcement services shall be used by CITY and SHERIFF only for such purposes. If the forfeiting agency attaches additional or more specific conditions to the use of said assets, CITY and SHERIFF shall also abide by those conditions. SHERIFF and CITY's manager shall determine the specific use of said assets within the conditions imposed by the forfeiting agency.

ATTACHMENT F

RESOLUTION NO. 2000-06-13-1

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LAGUNA HILLS, CALIFORNIA,
ESTABLISHING A COST RECOVERY FEE
RELATED TO VEHICLE IMPOUNDS

WHEREAS, the Orange County Sheriff-Coroner (hereinafter "the Sheriff") has instituted a Traffic Violator Apprehension Program designed to reduce vehicle accidents caused by unlicensed drivers and drivers whose licenses are suspended and to educate the public about the requirements of the Vehicle Code and related safety issues with regard to driver licensing, vehicle registration, vehicle operation, and vehicle parking; and

WHEREAS, the Sheriff operates said Traffic Violator Apprehension Program in the unincorporated areas of Orange County and in the Cities in Orange County that contract for the Sheriff's law enforcement services, including this City; and

WHEREAS, the operation of the Traffic Violator Apprehension Program on an area-wide basis, without regard to jurisdictional boundaries between the County and the cities, serves the public purposes of the City of Laguna Hills because drivers routinely cross jurisdictional boundaries, making an area-wide approach to reduction of traffic accidents and driver education most effective in preventing traffic accidents in all participating jurisdictions; and

WHEREAS, the Orange County Board of Supervisors already has adopted fees for the unincorporated areas of the County that are identical to those described herein; and

WHEREAS, the Orange County Board of Supervisors has directed the establishment in the County Treasury of an interest-earning, budgeted special revenue fund, called "the Traffic Violator Fund" and designated as Fund No. 13B, to be controlled by the Sheriff; and

WHEREAS, the Orange County Board of Supervisors has directed that the proceeds of the County fees that are identical to the fees described herein be deposited in the Traffic Violator Fund; and

WHEREAS, the Orange County Board of Supervisors has directed that the Traffic Violator Fund be used exclusively for the Traffic Violator Apprehension Program operated by the Sheriff in the unincorporated areas of Orange County and the cities that contract for the Sheriff's law enforcement services; and

WHEREAS, the Orange County Board of Supervisors has directed that permissible expenditures from the Traffic Violator Fund include, but are not limited to,

the costs of personnel who perform duties for the Traffic Violator Apprehension Program and the purchase and maintenance of equipment, materials, and supplies utilized in the Traffic Violator Apprehension Program; and

WHEREAS, the Orange County Board of Supervisors has directed that until further order of that Board, the balance remaining in the Traffic Violator Fund at the close of any fiscal year shall be carried forward and accumulated in said Fund for the above-described purposes; and

WHEREAS, the Sheriff has advised this Council of his plans to seek adoption, by the City Councils of each of the other cities that contract for the Sheriff's law enforcement services, of fees identical to those described herein, to be used for the Traffic Violator Apprehension Program; and

WHEREAS, the Sheriff impounds numerous and various vehicles removed from highways, public property, or private property in this city during the normal course of duty; and

WHEREAS, the Sheriff impounds said vehicles pursuant to his authority under the California Vehicle Code as follows:

Vehicle Code Section and Impound Ground

- 14602.6 Suspended, revoked or unlicensed driver/ 30-day hold
- 22661 (a) Unattended vehicle on bridge
- 22651 (d) Vehicle blocking driveway
- 22651 (e) Vehicle blocking fire hydrant
- 22651 (f) Vehicle blocking freeway
- 22651 (h) (1) Driver arrested
- 22651 (h) (2) Order of suspension or revocation pursuant to section 13388
- 22651 (i) (1) Multiple parking citations
- 22661 (j) Lack of vehicle registration
- 22651 (k) Parking over seventy-two hours
- 22651 (l) Parking in a construction zone
- 22651 (m) Violation of special events restriction
- 22651 (n) No parking zone
- 22651 (o) (1) Delinquent vehicle registration
- 22651 (p) Driver unlicensed or license suspended
- 22651 (r) Vehicle blocking another vehicle
- 22651 (t) Notice to appear/illegal amber lights
- 22655.3 Removal for investigation
(fleeing in violation of Section 2800.1 or 2800.2)
- 22655.5 (b) Vehicle is evidence of crime
- 22669 Abandoned vehicle:

WHEREAS, Vehicle Code section 22850.5 authorizes this Council, by resolution, to establish a fee equal to the administrative costs relating to the removal, impound, storage, or release of properly impounded vehicles; and

WHEREAS, the Sheriff is proposing adoption of the following fees pursuant to Vehicle Code section 22850.5:

(a) \$152.00 when a vehicle is impounded pursuant to or on account of violation of Vehicle Code section 14602.6, which relates to the licensing status of the driver, and

(b) \$50.00 when a vehicle is impounded pursuant to or on account of violation of any of the other Vehicle Code provisions listed above;

WHEREAS, a cost study conducted by the Sheriff shows that the administrative costs relating to the removal, impound, storage, or release of vehicles properly impounded pursuant to or on account of violation of Vehicle Code Section exceed \$152.00 per impound; and

WHEREAS, a cost study conducted by the Sheriff shows that the administrative costs relating to the removal, impound, storage or release of vehicles properly impounded pursuant to or on account of violations of the other Vehicle Code provisions listed above exceed \$50.00 per impound; and

WHEREAS, the above-described difference in costs is attributable to the additional costs of ascertaining the licensing status of the driver and complying with the complex requirements of Vehicle Code section 14602.6; and

WHEREAS, persons whose vehicles are impounded, rather than the public as a whole, should bear the administrative costs of processing such impounds; and

WHEREAS, Vehicle Code section 22850.5 imposes the following restrictions on the imposition of an administrative fee:

(a) The fee may only be imposed on the registered owner or the agents of that owner and may not include any vehicle towed under an abatement program or sold at a lien sale pursuant to Sections 3068.1 to 3074, inclusive of, and Section 22851 of, the Civil Code unless the sale is sufficient in amount to pay the lien holder's total charges and proper administrative costs; and

(b) The fee may not be imposed for any hearing or appeal relating to the removal, impound, storage, or release of a vehicle unless that hearing or appeal was requested in writing by the registered or legal owner of the vehicle or an agent of that registered or legal owner, and the fee may be imposed only upon the person requesting that hearing or appeal; and

WHEREAS, it also is unfair to impose the administrative fee authorized by Vehicle Code Section 22850.6 in the following circumstances: (1) when the vehicle was left because it became inoperable while being driven, if the owner makes good faith attempts promptly to remove the vehicle from a location where it is not permitted, (2) when the vehicle was stolen, (3) when the vehicle was left by an ill or injured driver, and (4) when it is demonstrated to the satisfaction of the Sheriff or his designee that neither the registered owner of the vehicle nor his agent, if any, was at fault in creating the circumstances leading to the impounding of the vehicle; and

WHEREAS, a public hearing pertaining to said proposed new fees was held by the Orange County Board of Supervisors on March 28, 2000.

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

SECTION 1. That this Council finds, in accordance with California Public Resources Code Section 21080 (b) (8), that the charges listed herein below are only for the purposes of meeting operating expenses and are, therefore, exempt from compliance with the Californian Environmental Quality Act.

SECTION 2. That on July 1, 2000, the administrative fees indicated below shall become effective for the removal, impound, storage or release of vehicles properly impounded after removal from locations in this city in accordance with or on account of violation of the provisions of the Vehicle Code listed below.

(a) A fee of \$152.00 for each impound of a vehicle in accordance with or on account of violation of Vehicle Code section 14602.6, and

(b) A fee of \$50.00 for each impound of a vehicle in accordance with or on account of violation of Vehicle Code section

22651 (a),
 22651 (d),
 22651 (e),
 22651 (f),
 22651 (h) (1),
 22651 (h) (2),
 22651 (i) (1),
 22651 (j),
 22651 (k),
 22651 (l),
 22651 (m),
 22651 (n),
 22651 (o) (1),
 22651 (p),

22651 (r),
22651 (t),
22655.3,
22655.5 (b), or
22669.

SECTION 3. That the Sheriff is authorized to collect said fees, on behalf of this city, at the time of release of vehicles that are subject to the fees.

SECTION 4. That said fees shall only be imposed on the registered owner or the agent of the owner of the impounded vehicle and shall not include any vehicle towed under an abatement program or sold at a lien sale pursuant to Sections 3068.1 to 3074, inclusive, of, and Section 22851 of, the Civil Code unless the sale is sufficient in amount to pay the lien holder's total charges and proper administrative costs.

SECTION 5. That said fees shall not be imposed for any hearing or appeal relating to the removal, impound, storage, or release of a vehicle unless that hearing or appeal was requested in writing by the registered or legal owner of the vehicle or an agent of that registered or legal owner, and such fees, if otherwise applicable, shall be imposed only upon the person requesting that hearing or appeal.

SECTION 6. That said fees shall not be imposed in any of the following circumstances: (a) when the vehicle was left because it become inoperable while being driven, if the owner made good faith attempts promptly to remove the vehicle from a location where it was not permitted; (b) when the vehicle was stolen; (c) when the vehicle was left by an ill or injured driver; or (d) when it is demonstrated to the satisfaction of the Sheriff or his designee that neither the registered owner of the vehicle nor his agent, if any, was at fault in creating the circumstances leading to the impounding of the vehicle.

SECTION 7. That at Sheriff headquarters or at any Sheriff substation, a registered owner or an agent of a registered owner who believes he/she/it is exempt from either of said fees in accordance with any of the above-listed criteria may apply in writing for a waiver of the fee and shall present such supporting information or documentation as the Sheriff may request.

SECTION 8. That upon presentation of a written application for waiver of either of said fees, together with such supporting documentation as the Sheriff may request, the Sheriff shall determine promptly whether the applicant meets the above-listed criteria for waiver of the fee, and if so, shall waive the fee.

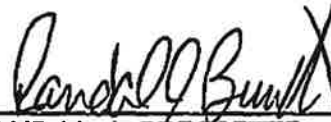
SECTION 9. That until further order of this Council, the Sheriff is directed to deposit the proceeds of the fees established by this Resolution in the above-described Traffic Violator Fund in the County Treasury, to be used exclusively for the Traffic Violator Apprehension operated by the Sheriff in the unincorporated

areas of Orange County and the cities in Orange County that contract for the Sheriff's law enforcement services.

SECTION 10. That expenditures of said fee proceeds from the Traffic Violator Fund may include, but are not limited to, the costs of personnel who perform duties for the Traffic Violator Apprehension Program, and the purchase and maintenance of equipment, materials and supplies utilized in the Traffic Violator Apprehension Program.

SECTION 11. That until further order of this Council, the Orange County Board of Supervisors is authorized to carry forward in the Traffic Violator Fund and accumulate any balance of proceeds of fees imposed by this Resolution that is remaining at the end of a fiscal year, as long as such fee proceeds will be used for the purposes recited herein.

PASSED, APPROVED, AND ADOPTED this 13th day of June 2000.



RANDAL J. BRESSETTE, MAYOR PRO TEMPORE

ATTEST:


MARY A. CARLSON, CITY CLERK

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

I, Mary A. Carlson, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No.2000-
06-13-1 adopted by the City Council of the City of Laguna Hills, California, at a Regular
Meeting thereof held on the 13th day of June 2000, by the following vote:

AYES: Council Members Greengold, Scott, Songstad,
 And Mayor Pro Tempore Bressette

NOES: None

ABSENT: Mayor Lautenschlager

ABSTAIN: None

(SEAL)


MARY A. CARLSON, CITY CLERK

**ORANGE COUNTY SHERIFF-CORONER
TRAFFIC VIOLATOR APPREHENSION PROGRAM**

REQUEST	CONTRACT CITY	
Participating City Request to Purchase From the TVA in FY	Date	
<u>QUANTITY</u>	<u>ITEM DESCRIPTION</u>	<u>APPLICABILITY TO TVA PROGRAM</u>
		<u>ESTIMATED COST</u>
CERTIFICATION THE CITY CERTIFIES THAT THE EQUIPMENT PURCHASED BY CITY AND TO BE REIMBURSED BY PROGRAM FUNDS WILL BE USED FOR ITS ENTIRE USEFUL LIFE EXCLUSIVELY FOR THE PURPOSES OF THE TRAFFIC VIOLATOR APPREHENSION PROGRAM CITY MANAGER REQUEST: Printed Name _____ DATE _____ Signature: _____		
APPROVALS ORANGE COUNTY SHERIFF-CORONER DEPARTMENT		
<u>Recommended For Approval</u> CITY POLICE SERVICES CHIEF	MANAGER – TVA PROGRAM	

OCSD
BUDGET
USE ONLY



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Chair and Agency Members
FROM: Jennifer Lee
Assistant City Clerk
ISSUE: Approval of Minutes for May 11, 2021, Regular Meeting

RECOMMENDATION: That the Planning Agency approve the Minutes for the May 11, 2021, Regular Meeting.

ATTACHMENTS:

- 210511 PA Minutes

ITEMS REMOVED FROM THE CONSENT CALENDAR**4.7 Recreation Use of the Community Center and Sports Complex Hockey Rink**

Council Member Wheeler removed Item No. 4.7 from the Consent Calendar to request additional information.

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janine Heft, Council Member
SECONDER:	Bill Hunt, Council Member
AYES:	Erica Pezold, Mayor; Don Sedgwick, Mayor Pro Tempore; Janine Heft, Council Member; Bill Hunt, Council Member; Dave Wheeler, Council Member

5. PLANNING AGENCY

Mayor Pezold 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 7:35 p.m.

5.1. ROLL CALL OF PLANNING AGENCY MEMBERS

Attendee Name	Title	Status	Arrived
Erica Pezold	Chair	Present	
Don Sedgwick	Vice Chair	Present	
Janine Heft	Agency Member	Present	
Bill Hunt	Agency Member	Present	
Dave Wheeler	Agency Member	Present	

5.2. PUBLIC COMMENTS

There were no Planning Agency public comments on non-agendized items.

5.3. APPROVAL OF MINUTES**5.3.1 Approval of Minutes for April 27, 2021, Adjourned Regular Meeting**

Recommendation: That the Planning Agency approve the Minutes for the April 27, 2021, Adjourned Regular Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janine Heft, Agency Member
SECONDER:	Bill Hunt, Agency Member
AYES:	Erica Pezold, Chair; Don Sedgwick, Vice Chair; Janine Heft, Agency Member; Bill Hunt, Agency Member; Dave Wheeler, Agency Member

5.4. ADMINISTRATIVE REPORTS

There were no Planning Agency administrative reports.

5.5. PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency public hearings.

PLANNING AGENCY ADJOURNMENT

Chair Pezold adjourned the Planning Agency Meeting at 7:36 p.m. All Council Members were present in chamber.

6. CITY COUNCIL PUBLIC HEARINGS

6.1 Public Hearing on 2021 Weed, Rubbish, and Refuse Abatement

Recommendation: That the City Council continue the scheduled Public Hearing for the 2021 Weed, Rubbish, and Refuse Abatement Program to the regular City Council meeting to be held on May 25, 2021, at 7:00 pm, or as soon thereafter as possible.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Don Sedgwick, Mayor Pro Tempore
SECONDER:	Dave Wheeler, Council Member
AYES:	Erica Pezold, Mayor; Don Sedgwick, Mayor Pro Tempore; Janine Heft, Council Member; Bill Hunt, Council Member; Dave Wheeler, Council Member

7. ADMINISTRATIVE REPORTS

Item No. 7.2 was taken out of order on the Agenda by Mayor Pezold.

7.2. Deputy City Manager/Community Services Director

7.2.1 "LH" Letters on the Hillside Across from the Community Center.



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: Kenneth H. Rosenfield P.E.
Interim City Manager/Director of Public Services
ISSUE: Public Hearing on 2021 Weed, Rubbish, and Refuse Abatement

RECOMMENDATION: That the City Council: 1) Conduct a Public Hearing, receive and consider all objections; and 2) Adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, issuing an abatement order and authorizing the Interim City Manager/Director of Public Services to commence enforcing weed, rubbish, and refuse abatement against specified parcels of land."

SUMMARY:

This is the time and place rescheduled for the first Public Hearing for the Annual Weed Abatement Program. This matter was continued from the regular City Council meeting of May 11, 2021. The Public Services Department requests the City Council conduct the required Public Hearing, receive public testimony, and adopt a Resolution issuing an abatement order authorizing the Interim City Manager/Director of Public Services to abate and remove all weeds, rubbish, refuse and/or dirt on specified parcels in the City of Laguna Hills.

BACKGROUND:

On April 13, 2021, the City Council adopted Resolution No. 2021-04-13-2, thereby commencing the Weed Abatement Program for 2021 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

Public Hearing on 2021 Weed, Rubbish, and Refuse Abatement

May 25, 2021

Page 2

property in the City as identified and described in the 2021 Weed Abatement List, as submitted on April 13, 2021, 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.

Resolution No. 2021-04-13-2 commenced the 2021 Weed Abatement Program by declaring the weeds, rubbish, refuse, and/or dirt on parcels identified in the 2021 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 2021 Weed Abatement List and advising them to remove any and all weeds, rubbish, refuse, and/or dirt that, when dry, become a fire hazard.

On April 14, 2021, the City mailed the legally required notice to destroy weeds and remove rubbish, refuse, and/or dirt to all affected property owners identified on the 2021 Weed Abatement List. The notice provided that if the public nuisance is not abated and removed by the owners of the parcels of land, such nuisances will be abated and removed by City authorities in accordance with the abatement procedures set forth in Government Code Section 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 constitute a lien upon such parcel or lands until paid.

Pursuant to the April 14, 2021, mailed notice, affected property owners have been given until May 31, 2021, to abate and remove the weeds, rubbish, refuse and/or dirt on their property at their sole cost and expense. The notice further provided that the City Council will hear and consider all property owner objections and protests to the proposed public nuisance abatement as part of a Public Hearing process to have been conducted on May 11, 2021, at 7:00 p.m. or as soon thereafter as possible. Notice of this public hearing was mailed to the property owners in a timely manner. However, due to an error in scheduling the publishing and posting of public notice of this Public Hearing, the noticing was not timely completed as required by law. Accordingly, this matter was continued from the regular City Council meeting of May 11, 2021. The rescheduling of the Public Hearing allowed the necessary time for Staff to publish, post and re-mail the Public Hearing Notice as required by law. As of the time of this writing, City Staff has observed some of the property owners have begun to take steps to clear the weeds on their property.

Public Hearing on 2021 Weed, Rubbish, and Refuse Abatement

May 25, 2021

Page 3

The City Council is requested to open the Public Hearing, receive and consider public testimony, and adopt a Resolution allowing or overruling any objections, authorizing the Interim City Manager/Director of Public Services to abate and remove the weeds, rubbish, refuse, and/or dirt on the parcels identified and described on the 2021 Weed Abatement List, and report in writing to the City Council on July 13, 2021, regarding the cost of abatement. Any objections by the property owners liable to be assessed for the costs of abatement will be heard by the City Council on July 13, 2021. Pursuant to the State law, upon issuance of the abatement order through the adoption of the attached Resolution, the City Council acquires jurisdiction to proceed and perform the work of removal.

FISCAL IMPACT:

The 2020/2021 Fiscal Year Budget for the Annual Weed Abatement Program is \$51,000. Privately owned parcels abated by the City contractor shall each be assessed an administrative fee in addition to the cost to clear the respective parcels. These costs are anticipated to be within the funds available.

ATTACHMENTS:

- Proposed Resolution

RESOLUTION NO. 2021-05-25-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, ISSUING AN ABATEMENT ORDER AND AUTHORIZING THE INTERIM CITY MANAGER/DIRECTOR OF PUBLIC SERVICES TO COMMENCE ENFORCING WEED, RUBBISH, AND REFUSE ABATEMENT AGAINST SPECIFIED PARCELS OF LAND

WHEREAS, on April 13, 2021, the City Council adopted Resolution No. 2021-04-13-2, thereby commencing the Weed Abatement Program for 2021 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 2021 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. 2021-04-13-2 commenced the 2021 Weed Abatement Program by declaring the weeds, rubbish, refuse and/or dirt on specified parcels of land identified in the 2021 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 2021 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 14, 2021, the City mailed the legally required notice to destroy weeds and remove rubbish, refuse, and dirt; 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, 2021, 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 will 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 25, 2021; and,

WHEREAS, during the May 25, 2021, Public Hearing, the City Council 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 2021 Weed Abatement List.

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

SECTION 1. After hearing all objections and protests during the Public Hearing, the City Council hereby determines not to allow any objections.

SECTION 2. Pursuant to Government Code Section 39560 *et seq.*, the City Council hereby issues an abatement order and authorizes the Interim City Manager/Director of Public Services 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 2021 Weed Abatement List.

SECTION 3. By adoption of this Resolution, the City Council hereby acquires jurisdiction to proceed and perform the work of weed, rubbish, refuse, and/or dirt removal on specified parcels, pursuant to Government Code Section 39569.

SECTION 4. 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 2021 Weed Abatement List. Such assessments against the respective parcels of land shall constitute a lien.

SECTION 5. The Interim City Manager/Director of Public Services shall keep an account of the cost of abatement on each separate parcel of land where removal work is performed and shall submit to the City Council for confirmation an itemized written report showing such abatement costs. Pursuant to Government Code section 39575, a copy of the report shall be posted for at least three (3) days prior to its submission to the City Council on or near the City Council Chamber doors, with a notice of the time of submission. Pursuant to Government Code section 39576, such report shall be submitted to the City Council on July 13, 2021, which date shall be fixed for receiving and considering the report and during such time the City Council shall hear it with any objections of the property owners liable to be assessed for the abatement.

SECTION 6. The decision of the City Council to issue this abatement order is final.

PASSED, APPROVED, AND ADOPTED this 25th day of May 2021.

ERICA PEZOLD, 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.
2021-05-25-X adopted by the City Council of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 25th day of May 2021, by the following vote:

AYES:--

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

Attachment: Proposed Resolution (2453 : Public Hearing on 2021 Weed, Rubbish, and Refuse Abatement)



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: Kenneth H. Rosenfield P.E.
Interim City Manager/Director of Public Services
ISSUE: El Toro Road Bus Shelter Bench Options

RECOMMENDATION: That the City Council select an alternative bus shelter bench for CIP No. 517, El Toro Road Eastbound Farside Paseo de Valencia Bus Stop and Shelter Passenger Amenity Improvements Project.

SUMMARY:

On March 23, 2021, the City Council awarded the contract for CIP No. 517, El Toro Road Eastbound Farside Paseo de Valencia Bus Stop and Shelter Passenger Amenity Improvements to OCLA Construction & Engineering, Inc. in the amount of \$33,600.00. In accordance with a request by City Council at that time, additional bus shelter bench options have been developed and are herein provided for City Council consideration, in lieu of the QCP Dot Seating Bench units within the Bus Shelter. A change in this bench specification will not have a significant cost to the project. Staff recommends four (4) QCP Dot Seating Benches be installed outside of the bus shelter per plan, as included in the bid documents to provide additional seating for passengers.

BACKGROUND:

City Council awarded the contract for the El Toro Road Eastbound Farside Paseo de Valencia Bus Stop and Shelter Passenger Amenity Improvements to OCLA Construction & Engineering, Inc. on March 23, 2021. At the same time, the City Council expressed a desire to potentially change the seating options under the bus shelter and directed Staff to return with bench options.

El Toro Road Bus Shelter Bench Options

May 25, 2021

Page 2

In accordance with this request, additional bus shelter bench options are herein provided for City Council consideration in lieu of the QCP Dot Seating Bench under the bus shelter as were included in the bid documents. The five alternative options provided for City Council consideration include:

1. QCP 84" Victoria Bench
2. QCP 79" Adenville Bench
3. Brasco 96" Pedestal Bench
4. Tolar Manufacturing 96" SFBEN-01 Bench
5. Tolar Manufacturing 96" SFBEN-25 Bench

Attached are the original bus shelter site plan and photos of the bus shelter bench alternatives for installation under the bus shelter. Regardless of the selection of an alternate bench to be installed within the bus shelter, Staff recommends four (4) QCP Dot Seating Benches be installed per plan, as included in the bid documents, outside of the bus stop shelter to provide additional seating for passengers.

FISCAL IMPACT:

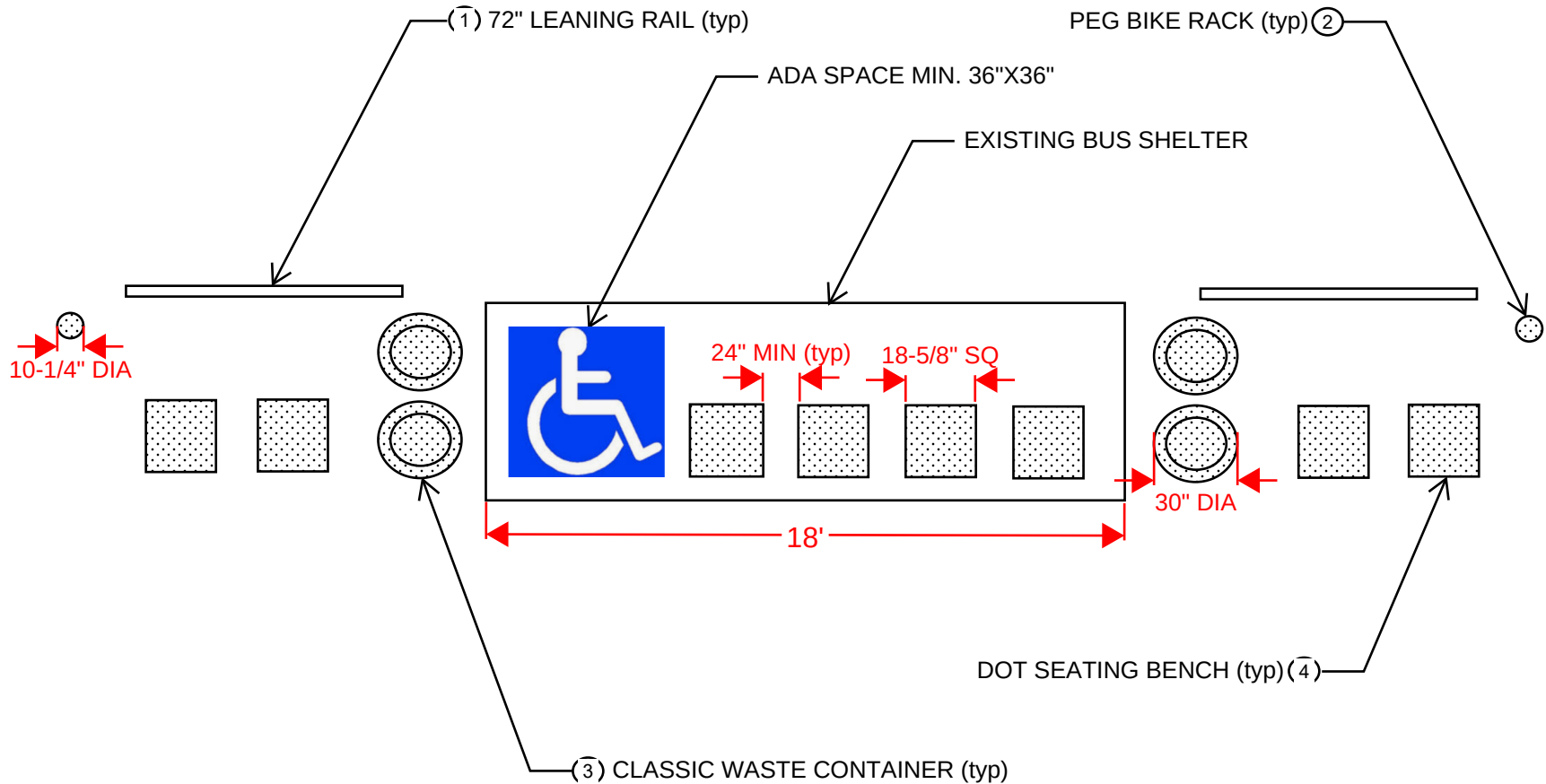
The contract for CIP No. 517, El Toro Road Eastbound farside Paseo de Valencia Bus Stop and Shelter Improvements was awarded in the amount of \$33,600. The cost for a change in the seating arrangements within the bus shelter is dependent upon the bench selected and ranges from zero to approximately \$1,500. This cost is not significant and can be absorbed in the project budget.

ATTACHMENTS:

- Bus Shelter Site Plan
- Bus Shelter Bench Options



BUS SHELTER LAYOUT PLAN

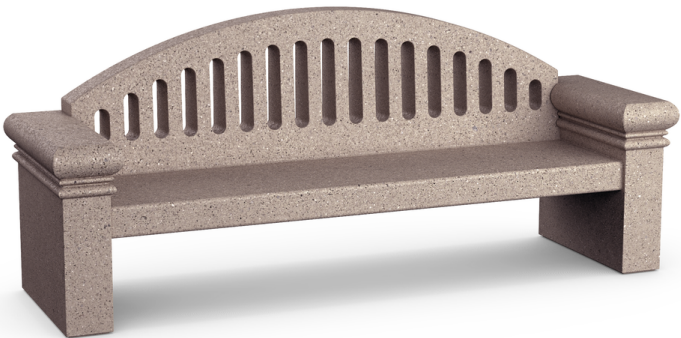


LEGEND

- ① BRASCO 72" LEANING RAIL. SEE APPENDIX C FOR PRODUCT INFO.
- ② QCP PEG BIKE RACK. SEE APPENDIX C FOR PRODUCT INFO.
- ③ QCP CLASSIC WASTE CONTAINER. SEE APPENDIX C FOR PRODUCT INFO.
- ④ QCP DOT SEATING BENCH. SEE APPENDIX C FOR PRODUCT INFO.



BUS SHELTER BENCH OPTIONS



QCP 84" VICTORIA BENCH



QCP DOT SEATING BENCH



QCP 79" ADENVILLE BENCH



BUS SHELTER BENCH OPTIONS

7.1.1.b



TOLAR 96" SFBEN-01 BENCH



BRASCO 96" PEDESTAL BENCH



TOLAR 96" SFBEN-25 BENCH

Attachment: Bus Shelter Bench Options (2456 : El Toro Road Bus Shelter Bench Options)



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: David Reynolds
Deputy City Manager
ISSUE: 2021 Fourth of July Celebration

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

SUMMARY:

The City Council, at the April 13, 2021, meeting, approved the Fireworks Display Agreement with Fireworks and Stage FX America, Inc., for this year's 4th of July celebration. Staff also communicated to the City Council, at this meeting, that it would bring back another report to address the other activities that will be offered at this event. Overall, Orange County is moving in the right direction in terms of its COVID-19 metrics and is now in the Yellow Tier of the State's Blueprint for a Safer Economy. However, it is still unclear how the State will handle large gathering guidelines in the next several months. Consequently, Staff is recommending a reduced level of activities for this year's event. The purpose of this report is to update the City Council on Staff's recommendation for the planned activities, in addition to the firework display, for this year's 4th of July event. This report also addresses the potential need for large gathering mitigation measures associated with COVID-19 health rules.

BACKGROUND:

At its April 13, 2021, meeting, the City Council approved a Fireworks Display Agreement with Fireworks and Stage FX America, Inc., for the 2021 4th of July Celebration. At that meeting, Staff also conveyed to City Council that another report would be brought back to the City Council to address the feasibility of conducting other traditional activities at

this year's 4th of July celebration, along with large gathering control measures that may be needed to address COVID-19 health measures.

The County of Orange's COVID-19 metrics have been improving and the County has moved into the Yellow Tier of the State's Blueprint for a Safer Economy. Large gatherings, however, within the Yellow Tier, are still limited to no more than 100 people. But this may change on June 15, 2021. Governor Newsom announced the June 15, 2021, milestone date as the date when the State may move away from the Blueprint for a Safer Economy and reopen industries. Specifically, as stated in a California Department of Public Health (CDPH) memo, dated April 6, 2021:

"On June 15, all industries across the State can return to usual operations with common-sense risk reduction measures such as masking and vaccinations. All sectors listed in the current Blueprint Activities and Business Tiers Chart may return to usual operations in compliance with ETS/Cal OSHA and other statewide agency guidelines and standards with limited public health restrictions, such as masking, testing, and testing or vaccination verification requirements for large-scale higher-risk events."

However, there is still some uncertainty on what type of large gathering guidelines will be in place on and after June 15, 2021, as a large gathering may not be considered a "usual operation" from the State's perspective. It is Staff's opinion that there will be some form of large gathering restrictions; therefore, Staff is recommending a conservative approach to this year's 4th of July event by not scheduling some of the traditional activities such as the carnival rides, vendor and information booths, games and bouncy houses, and live music. Further, Staff recommends that the overall duration of the event be shortened as described below.

In regards to measures to control the crowds that attend the firework display, it is Staff's opinion that any measures beyond the OC Sheriff's standard practice to secure public safety at the event is not necessary. Staff and OC Sheriff personnel are not responsible for mitigating the number of individuals that attend this year's event. We do not believe there is a need to implement attendance control measures such as fencing the fields, managing admittance, and/or painting the fields with marks to designate social distancing spacing. Such actions would be impractical, difficult to enforce, may not be necessary after June 15, and the City may receive negative feedback from the public if such actions are implemented. After June 15, the City will need to rely on the

2021 Fourth of July Celebration

May 25, 2021

Page 3

“common-sense risk reduction measures” by the public that may be in attendance at this year’s event.

The following is Staff’s recommendation for the 4th of July celebration for this year.

1. Reduce the hours of the event. This special event is typically held from 4:00 p.m. to 9:30 p.m. It is proposed that this year’s event begin at 6:30 p.m. and end at the conclusion of the fireworks display, estimated at 9:30 p.m.
2. Open Grounds. The Community Center and Sports Complex grounds (i.e. soccer fields and town green) will be open to the public.
3. Parking. All Community Center and High School parking lots will be open to the public and will not be monitored for access as past events. In addition, the no parking signs along Paseo de Valencia will be bagged to allow temporary parking. Staff will not issue VIP parking passes this year to maximize parking for the public. However, if desired, Staff will arrange for designated parking for the City Council members. Community Center Dr. will be closed before the firework display at the entrance from Alicia Pkwy. and the gate will be closed at the High School parking lot.
4. Food Trucks. Food trucks will be available to the public beginning at 6:30 p.m. to provide self-pay refreshments.
5. Portable Sanitation Equipment. Portable restrooms and hand washing stations will be rented and available to the public.
6. Sound System. A sound system will be rented to amplify the synchronized music with the fireworks display. Also, this system will be used for announcements before the fireworks display and may also be used to play recorded music tracks during the event.
7. Announcements/National Anthem. The sound system will be available for the Mayor to address the public and introduce City Council members. Also, Staff is in the process of scheduling a singer to sing the National Anthem before the firework display begins. If a singer can’t be scheduled a pre-recorded version of the National Anthem will be played.
8. Firework Display. The fireworks will begin shortly after 9:00 p.m. and the duration of the show is 18 minutes.

2021 Fourth of July Celebration

May 25, 2021

Page 4

-
9. Staffing. A standard complement of Staff will be present at the event.

FISCAL IMPACT:

The revised proposed budget for the 2021 4th of July event is \$38,950 which includes a fireworks budget of \$26,500 and a reduced overall budget for this year's event due to the elimination of carnival rides, games, and vendor booths.

The original budget for the 2020 event, for comparative purposes, was \$58,450.



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021

TO: Mayor and Council Members

FROM: Dan Meehan
Community Services Superintendent

ISSUE: Proposals Received for the 2021 City-Wide Holiday Decorations Program

RECOMMENDATION: That the City Council receive and review the Staff presentation and recommendations regarding proposals received for the 2021 Citywide Holiday Lighting and Decorations Program and provide input and direction.

SUMMARY:

In accordance with the proposed 2021-2022 Fiscal Year Budget for holiday lighting and decorations, Staff solicited informal bid proposals from four holiday lighting vendors for this program. Two proposals were received by the City by the due date established by Staff. Following a review of the proposed scopes of work submitted by each vendor, and in consideration of the budget, Staff recommends that The Christmas Kings (TCK) be selected for this year's holiday lighting and decorations contract. This will require an agreement to be drafted with TCK and brought back to the City Council in the near term for its approval. At this time, however, Staff is requesting input and direction from the City Council to ensure that TCK's proposed decoration plan and scope of work meets with the City Council's goals, objectives, and expectations for this year's holiday lighting and decorations program.

BACKGROUND:

A. Compliance with Procurement Code.

The proposed 2021-2022 Fiscal Year Budget includes \$100,000 for a citywide holiday lighting and decoration Program. In preparation for the implementation of this

Proposals Received for the 2021 Citywide Holiday Decorations Program

May 25, 2021

Page 2

program, Staff solicited informal proposals from qualified vendors to identify a scope of work and budget that would be satisfactory to the City. Although the estimated total cost of this program would typically require the City to follow the competitive formal bidding procurement procedure set forth in Laguna Hills Municipal Code (LHMC) Section 3-08.090, these formal bid requirements and procedures may be waived at the discretion of the Purchasing Officer or City Council when one or more of the listed exemptions apply. In this case, Staff followed an informal bid procedure for a number of reasons. Based on the nature of the project, an “apples to apples” price comparison cannot be made when reviewing proposals. Each vendor that submits a proposal will list different décor pieces, both in style and total quantity of decorations to be displayed. Follow-up is required to confirm deliverables and to confirm quantities and pricing comparisons is difficult in this case. Additionally, contracts for community support and entertainment services are exempt for the City's competitive formal bidding regulations, pursuant to LHMC 3-08.110(L), subsections (10) and (11). As such, Staff followed the informal procedures set forth in Section 3-08.080 of the LHMC for this procurement.

B. Vendor Proposals Received.

Staff contacted four prospective vendors requesting informal customized proposals from them for this year's holiday decorations. Two of the four vendors that were contacted by Staff submitted a holiday lighting proposal by the required deadline. The vendors that submitted a proposal and the total cost for each of the proposals received are listed below.

- The Christmas Kings (TCK): \$99,710
- St. Nick's: \$107,140

Both qualified vendors included a light show in their proposals. TCK's proposal, however, included far more décor pieces at the Community Center and at the five entry monuments in the City, provided the lowest bid, and is the only vendor providing a proposal that is within the City's proposed budget. TCK also included in their proposal a decoration to acknowledge the City's upcoming 30th anniversary of incorporation. Attached to this Staff report are both of the vendor's proposals for the Council's review.

It is Staff's recommendation to prepare a contract with TCK for this year's holiday lighting and decorations. An agreement will be drafted with TCK and returned to the City Council in the near term for approval by the City Council. At this time, however, Staff is requesting input and direction from the City Council to ensure that TCK's

Proposals Received for the 2021 Citywide Holiday Decorations Program

May 25, 2021

Page 3

proposed decoration plan and scope of work meets with the City Council's goals, objectives, and expectations for this year's holiday lighting and decorations program.

C. TCK's Proposed Decoration Plan and Scope of Work.

The following is a breakdown of TCK's proposed holiday lighting and decoration plan and scope of work:

1. Community Center (25555 Alicia Pkwy)
 - a. Lights around building roofline
 - b. Christmas tree in lobby area with garland on stair railing with wreath
 - c. Wreath and other decorations on windows at Community Center main entrance
 - d. Decorations on top of pillars at PDV/Alicia Community Center sidewalk entrance
 - e. Lights in the plaza area and adjacent to Alicia Pkwy to include wrapping of tree trunks and limbs. Lights in canopy of trees adjacent to Alicia Pkwy
 - f. Lights in bushes and palms adjacent to Community Center building
2. El Toro Median and Monuments
 - a. Lights around twelve (12) palm trees with uplights
 - b. Decorations on top of each monument pillar
3. Five (5) Laguna Hills Entry Monuments Decorated
 - a. Entry monument locations:
 - i. 1. Lake Forest/Moulton
 - ii. 2. Alicia/5 freeway
 - iii. 3. La Paz/5 freeway
 - iv. 4. Oso/Cabot

-
- v. 5. Moulton/Nellie Gail Rd.
- b. Decorations shall include the following at each monument
 - i. Garland and lights on entry monument signs
 - ii. Garland and lights on fence structures in entry monuments
 - iii. Lights in bushes in front and in back of entry monuments
 - iv. Lights wrapped around tree trunk and limbs of trees located in close proximity to entry monument
 - v. Lights and/or lit decorations added to tree canopies
- 4. Lane closures and the rental of a boom lift for installation of lights in tree canopies at five entry monuments and at the Community Center is required.
 - 5. Proposal to include a light show synchronized to music at the Community Center plaza area with acknowledgement of the City's 30th Anniversary included in the show.
 - 6. All decorations will need to be installed no later than December 1, 2021. Approved contract shall reflect this deadline.
 - 7. A mock-up of all decorations for each location is required.

FISCAL IMPACT:

The proposed budget for the holiday lighting and decoration plan is \$100,000 as is included in the proposed Fiscal Year 2021-2022 Budget. Total cost for TCK's proposed 2021 holiday decoration plan is \$99,710.

ATTACHMENTS:

- Proposals

The Christmas **KINGS**

Attachment: Proposals (2451 : Proposals Received for the

We Proudly Present

CITY OF LAGUNA HILLS

Packet Pg. 153



The Christmas Kings

7.2.2.a

About Us

The Christmas Kings is an elite full service holiday lighting company that provides:

Design, Creation, Integration, Installation, Service, Removal, Shipping & Logistics, and Storage.

Our mission is to provide unmatched customer service, exceed expectations and to build lasting relationships with our clients while holding safety and cleanliness as a core value.

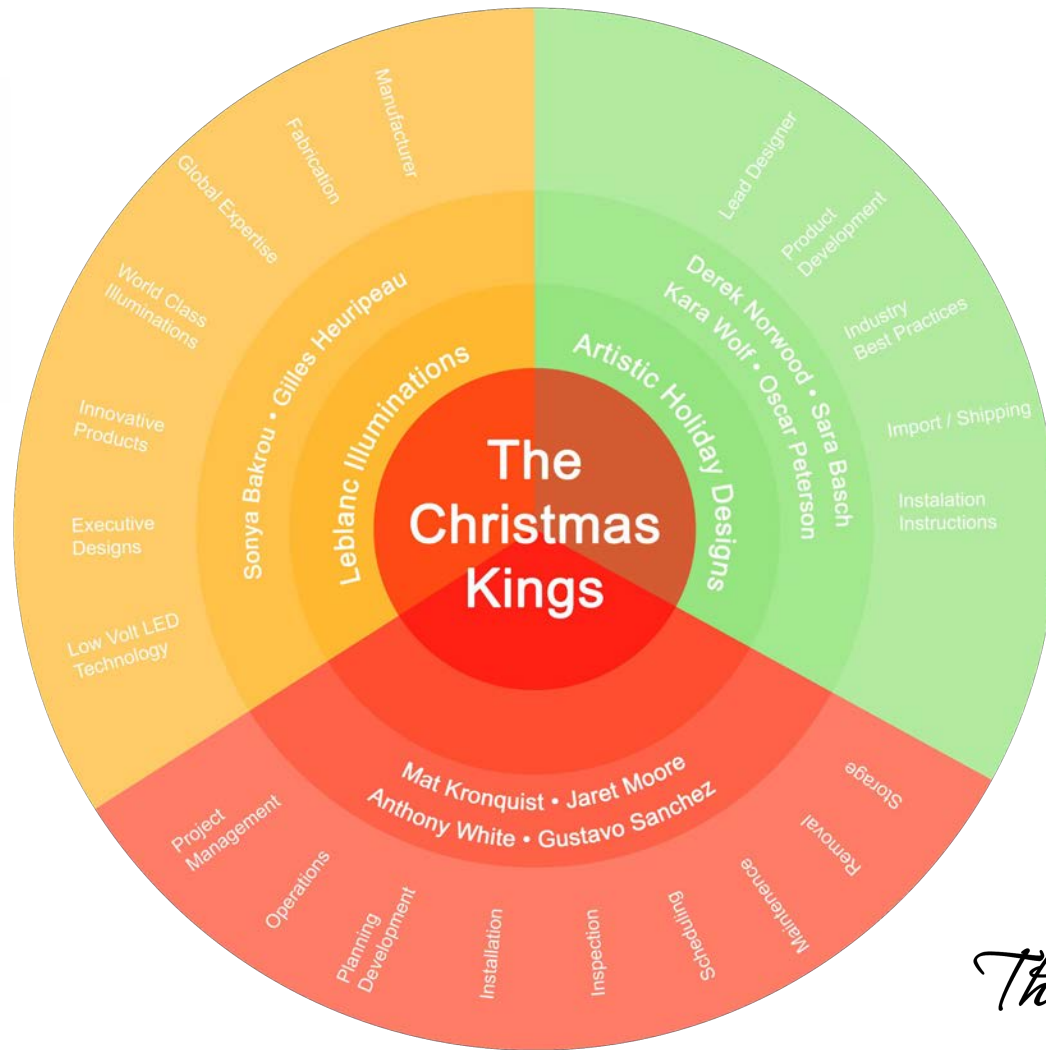
We service: Lifestyle Centers & Shopping Centers, Municipalities & City Scapes, Hotels & Casinos, and much more....

You can depend on The Christmas Kings to make your holidays bright & hassle free.



Attachment: Proposals (2451 : Proposals Received for the

Manufacturer



Design Firm

7.2.2.a

Artistic
Holiday Designs

Project Management



Attachment: Proposals (2451 : Proposals Received for the

Our Work



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

S

The Christmas KI

Packet Pg. 156



Our Work



TheChristmasKIS

Attachment: Proposals (2451 : Proposals Received for the

Beverly Hills BOLD

Custom design and fabrication,
from Concept to Reality

Unique Photo Opportunity at
the Historic Beverly Hills sign

Designed by Artistic Holiday
Designs

32' Wide Royal Ribbon Arch

16' Tall Custom Made
Walk-Through Gift Box

33' Tall by 42' Wide Willow
Tree placed in Beverly Cannon
Gardens

The Christmas Kings provided
Installation, Service, Removal,
Shipping, Logistics, Repair, and
Client Communications

Project cost \$167,000.00



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

AMAZE Light Festival

Project Details:
The Christmas Kings Designed & Operated a Light Festival this season in Norco, CA.

Over 45,000 Patrons visited the event in its first year of operation.

Over 100 lit 3D Decor Pieces placed throughout the 3-Acre Venue.

56' Tall Smart Pixel RGB Show Tree & (4) 25' Tall Smart Pixel RGB Light Trees fully customized to light show with music.

50+ Trees wrapped and programmed to custom light show.

Skating Rink, Food Trucks, VIP Tent, Pictures with Santa, Blow up Competition Course, Vendors, Letters to Santa Area.



Victoria Gardens Outdoor Mall

Project Details:
60 Trees wrapped with Smart
Pixel RGB light strands
programmed to custom Light
Show with Music

800 feet of Building Lighting
with Smart Pixel RGB C9 lights
programmed to custom Light
Show

Three 6' round RGB Spheres lit
with RGB Smart Pixel lights
programmed to Light Show

14' Tall by 6' Deep Walk-Thru
Passage Noel Ornament

Project Total: \$145,000



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

Packet Pg. 160

Temecula Promenade Mall

Project Details:
Interior Santa Set Photo-opp with
25' custom decorated Christmas
Tree

30+ Hanging light curtains and
inflatable ornaments from 50'
height ceiling down center of Mall

35' Christmas Tree installed in
Fountain programmed to Light
Show

8 Snow machines, 5 Palm Trees, 2
Gobo Projectors, 8 Olive Trees, and
35' Christmas Tree programmed to
Light show with Music that played
every hour on weekend nights

47 Crape Myrtles lit with custom
made Light Rods

5 Entrances to Mall decorated with
6' Decor Pieces, Garland and lit
Trees

Project Total: \$172,000



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

Packet Pg. 161

THE BLOC LA

Project Details:

Custom lit Walk-Thru 33' Tall
Polygon Tree with smart pixel
RGB lights

Custom lit Walk-Thru 16' Tall by
16' Long Ornament with smart
pixel RGB lights

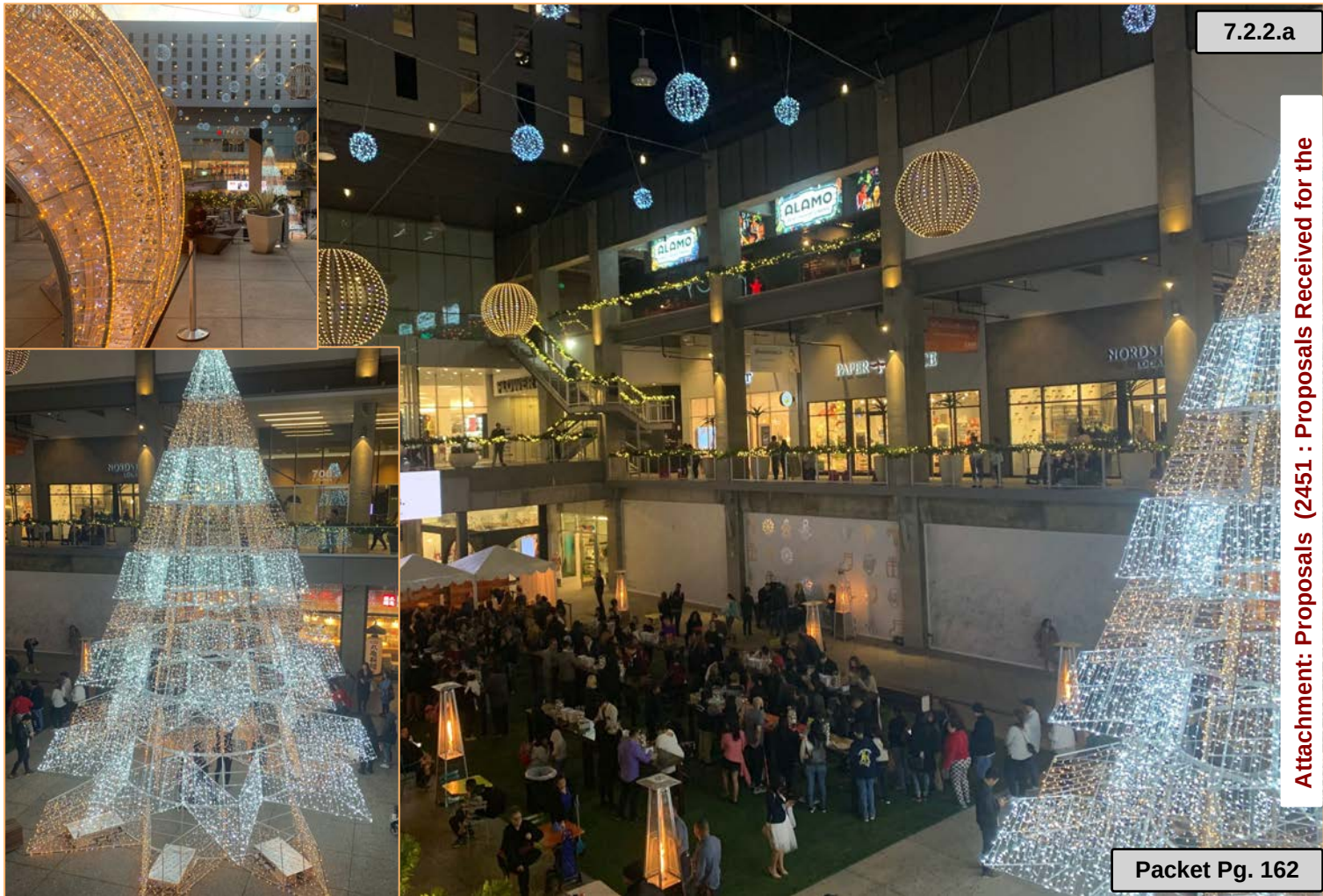
Five 6' round RGB Smart Pixel
Spheres hanging 40' above
courtyard

(25) 3' and 4' Pure White
Spheres hanging 50' above
courtyard

Hundreds of feet of Garland
installed on railings all the way
around courtyard

Polygon Tree, Ornament, and
Spheres programmed to custom
made Light Show with Music

Project Total: \$175,000



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

Packet Pg. 162

THE PARK Casino & Resort Las Vegas

28' Tall gold glittering Royal Ribbon Tree installed by 80' tall Dancer Statue and in front of T-Mobile Arena

23' Wide Royal Ribbon Arch installed by Waterfall Feature along Las Vegas Blvd

2 Custom made Arches at entry to The Park wrapped with warm/pure twinkling lights, 4.5' Red 3D Ornaments at the base of each Arch

Photo Opps:

10' Tall 3D Snowman

10' Tall 3D Teddy Bear

13' Long by 5' Wide Sit-in Sleigh

11' Tall lit Santa Chair

(14) 6' Tall 3D Majestic Gold Decor Pieces spread throughout The Park planter beds

Two 20' Tall decorated Christmas Trees placed on Stages

12 Trees wrapped with RGB lights

Project Total: \$150,000



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

Packet Pg. 163

LAGUNA HILLS COMMUNITY CENTER

Alternating Red-White LED C9 bulbs around full perimeter of Community Center Building

6' Pre-Lit Wreath with 48" Red Bow mounted above main entry doors
Wreath has to be suspended from above beams because current anchors in metal frame are loose

Two 7.5' Tall Pandora Snowflakes with animated LED Drip Lights mounted on windows to left and right of main entrance

Installation of Royal Ribbon Arch in front of Community Center Building with two 3' 3D Gift Boxes. Royal Ribbon Arch is 32' wide, 13' tall, 5.6' deep, lit with a warm/pure mixture of LED twinkling lights.

Pure white lights in bushes and small palm trees in front of building. Red mini lights in fronds of small palm trees.



COURTYARD

Branch wrap Trunks and Major Limbs of Trees by and in Courtyard area with matching Pure LED mini lights. Pure White lights on Bushes and small trees up against Community Center with Red LED mini lights in small tree canopies.

7.2.2.a



Attachment: Proposals (2451 : Proposals Received for the

Packet Pg. 165

COMMUNITY CENTER ADDITIONAL LIGHTING

We are proposing to light up most of the Trees and Bushes in the Courtyard with Pure White and Red LED mini lights to match the Community Center Building Lights and Decor Pieces mixed throughout the City.



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

CORNER PILLARS

PASEO DE VALENCIA AND
ALICIA PKWY

Two 7.5' Tall Red Ornaments
Pre-Lit with twinkling LED lights
sitting on top of big Pillars by stairway

Two 4.5' Tall White Ornaments
Pre-Lit with twinkling LED lights
sitting on top of smaller Pillars

CORNER MONUMENT PILLARS

7.2.2.a



Attachment: Proposals (2451 : Proposals Received for the

EL TORO CENTER MEDIANS

Spiral wrap Palm Trees in center island with Pure White Twinkling LED mini lights at 4" spacing up approx. 25' high

Two 30 watt Uplights on each Palm Tree lighting up Palm Fronds

Place a 4.5' Tall 3D Lit Ornament / Present boxes at top of ALL 8 PILLARS

*Note: There are two medians that look like this, both will be lit and decorated the same

EL TORO - CENTER MEDIANS

7.2.2.a



Attachment: Proposals (2451 : Proposals Received for the

LAGUNA HILLS CITY MONUMENTS

Wrap trunk and major limbs of Trees behind Monument Signs with LED Pure White mini lights at 4" spacing between wraps approx. 15' high

LED Twinkle Starbursts in all Tree Canopies on the bottom portions

LED Lit Garland across top of each Monument Sign with Red Bows

Bushes in front of and behind Monument Signs lit with Pure White LED Twinkle lights - Ground cover as applicable

Flood lights in the canopies to get light higher into the foliage.



7.2.2.a



Attachment: Proposals (2451 : Proposals Received for the

LIGHT SHOW ADD ON

FEATURES

RGB LED LIGHTS THAT DANCE TO
MUSIC AND SYNCHRONIZED
TOGETHER TO CREATE AN
IMMERSIVE INTERACTIVE LIGHT
SHOW

8 branch wrapped trees with micro
RGB LED lights approx. 15' high

400' RGB C9 LED roof line lights

2 x 18' tall trees of lights with 1200
RGB LED micro lights each

2 x 14' tall trees of lights with 800
RGB LED micro lights each

10 x 50 watt RGB LED flood lights on
the building facade

4 BOSCOYO coro prop spinners to be
located on pillars of entrance

3 songs - synchronized lights to
music



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

LIGHT SHOW EXAMPLES



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the



Packet Pg. 171

LIGHT SHOW EXAMPLES



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

LIGHT SHOW
EXAMPLES
VIDEO LINKS

Got This Feeling
<https://vimeo.com/259792135>

Uptown Funk
<https://vimeo.com/259791445>

Feels
<https://vimeo.com/261728153>



7.2.2.a



Attachment: Proposals (2451 : Proposals Received for the

LIGHT SHOW EXAMPLES

7.2.2.a



Attachment: Proposals (2451 : Proposals Received for the

LIGHT SHOW EXAMPLES

7.2.2.a



Attachment: Proposals (2451 : Proposals Received for the

LIVE PHOTOS OF
PROPOSED DECOR
FOR 2020



7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the



Packet Pg. 176

Pricing Breakdown Lights and Decor Rental

Community Center

Community Center Perimeter Red/White LED C9 lights

- 1 6' Wreath with 48" Red Bow above Community Center Main Entrance
- 2 7.5' Pandora Snowflakes above Community Center Entrances
- 1 Set of Lit Garland & 48" Wreath on 2nd Story Balcony and down stairs in Lobby
- 1 Royal Ribbon Arch installed in Courtyard
- 2 3' 3D Gift Boxes beside Royal Ribbon Arch in Courtyard
- 2 7.5' Tall Pre-Lit 3D Red Ornaments on Corner Monument Pillars
- 2 4.5' Tall Pre-Lit 3D Silver Ornaments on Corner Monument Pillars
- 30 Trees and Bushes in front of Community Center Building and along Alicia Pkwy

Sub-Total for Community Center Area: \$50,350

El Toro Center Medians

- 12 Spiral Wrapped Palm Trees along El Toro with Pure White Twinkle LED mini lights
- 2 Uplights on each Palm Tree to light up Palm Fronds
- 8 4.5' Tall Pre-Lit 3D Ornaments & Gift boxes on top of El Toro Monument Pillars

Subtotal for El Toro Center Medians: \$21,960

Entry Monuments

- 5 Laguna Hills Monument Signs with Pre-Lit Garland across Top
- 18 Branch Wrap Trees with Starbursts in the lower Canopies at Entry Monument Signs & Red flood lights throughout the canopies of several large statement trees

Subtotal for City Entry Monuments: \$16,550

LIGHT SHOW ADD ON:

- 8 trees wrapped in RGB LED lights
- 400' C9 RGB LED roof lines
- 2 x 18' RGB trees of lights
- 2 x 14' RGB trees of lights
- 4 Boscoyo Spinners
- Happy 30th year anniversary GOBO on the building
- Speaker system for audio in the courtyard for light show

Sub-Total for Light show add on: \$10,850

TOTAL FOR 2021 - \$ 99,710.00

The Christmas Kings

TERMS:

*50% Deposit due at time of job approval, 50% final payment due before December 15th

*All product provided as seasonal rental

*Customer must provide pre-checked and working Power Outlet (with bubble cover) at each lighting location. TCK can not run power across sidewalks or more that 50' from Outlet

*Price includes installation, any service calls with a 24-48 response time, and removal of all product in early January. All takedowns done between January 2nd - 20th (Weather Permitting)

*Customer must have landscape company change any nearby sprinklers to lights and decor to come on only during daylight hours when lights are off

*All lights on buildings and trees will be installed after October 1st, all greenery and decor will be installed by December 1st.

*All trees must be trimmed by September

Payment Terms:

50% Due upon Signing of Contract (Net 30) = \$ 49,855.00

50% Due on November 15th (Net 30) = \$ 49,855.00

7.2.2.a

Attachment: Proposals (2451 : Proposals Received for the

Packet Pg. 177

Thank You!

We look forward to bringing your idea to life!

DISCLOSURE: all renderings and visions are IP of TCK and is not to be disclosed to any persons outside of City of Laguna Hills and its partners.

Designs are free of charge but must not be distributed to others.

Proposal magically designed for...

City of Laguna Hills

Holiday Lighting Proposal

Awesome prepared by...
Daniel Christenson
521 E. 1st Street
Long Beach, CA 90802
(425) 877-3262
Daniel@St-Nicks.com



5/18/2021

Dear Friends at City of Laguna Hills,

St. Nick's is excited to submit this holiday décor proposal that is assured to brighten and add holiday spirit to Laguna Hills. We appreciate the opportunity to partner with you this season. Other amazing clients, such as City of Newport Beach, The Pike Outlets, the City of Carson, The Music Center in Downtown Los Angeles, and many others have trusted St. Nick's with their holiday lighting and décor.

There are many good reasons why our clients continue to utilize our services year after year, which not only includes our innovation capabilities but also our nod to professionalism. We appreciate the complexities and intricacies involved with large scale projects. We are confident that our technical abilities combined with our focused attention to detail will meet and exceed all your expectations. Our design plan includes many visual delights as you'll see flipping through the pages of this proposal.

We appreciate the trust you will be placing in St. Nick's should you award us the contract. Rest assured we have invested a great deal of time into planning and execution of our designs. Our team includes structural engineers, sound technicians, and our cadre of experts to ensure that our unique plans can be implemented within your budget and time frames. St. Nick's has high standards for quality products and energy-efficient LED lighting. We strive hard to ensure that the continuing of St. Nick's service will be as easy as possible for the staff. In fact, we truly hope that by moving beyond just lights and decorations, we will make your jobs easier and help you continue to shine time after time.

Thank you for sharing the holidays with us,



Daniel Christenson, Account Executive



Company Profile

Wade Francis:	Chief Financial Officer
Brenda Sheridan:	Operations Director
Stephanie Escobar:	Creative Director
Daniel Christenson:	Account Executive
Bret Green, PE, PMP:	Structural Engineer
Cesar Torres:	Warehouse Director
Felipe Hernandez:	Warehouse Supervisor
Alonso Salazar:	Senior Installer
Carlos Vasquez:	Senior Installer
Alex Lopez:	Senior Installer

- Founded 1998 business, dba St. Nick's (23 years)
- T&G Global, LLC (CA)
- Tax ID #68-0636192
- 14 full-time employees, 30-45 seasonal staff
- B-General Building Contractor #990427
- Certified Small Business Supplier #1626660
- County of Los Angeles Small Business Enterprise (LSBE) Vendor #16942501
- Business Address: 521 E. 1st Street, Long Beach, CA 90802
- Telephone: (562) 438-0017
- Fax: (562) 437-4242
- Contact Name: Daniel Christenson, Account Executive
- Website: www.St-Nicks.com

Leadership



NICHOLAS ADAMS
Founder
Designer
Legal Compliance



FRANKIE MORALES
Chief Executive Officer
Business Development
Customer Service



References

Long Beach Convention & Visitors Bureau: 2019-2021

Jeff Forney, VP Marketing

(562) 495-8348, jefff@longbeachcvb.org

Project name: City Hall, Port, Performing Arts Center

Record-breaking 100-FT custom red lighted marquee bow at top the Performing Arts Center. Several 12FT lighted and decorated Christmas trees for City Hall, the Port, and inside the Performing Arts Center. Lighted reindeer and penguins displayed throughout multiple locations.



City of Carson: 2020-2021

Adrian Reynosa, Community Center Manager

801 E. Carson Street, Carson, CA 90745

(310) 835-0212, ext. 1771, areynosa@carson.ca.us

10FT giant lighted red bow, custom 20FT "Happy Holidays" lighted sign, 760FT of perimeter C9 lights on top of City Hall. 30FT lighted and decorated red/ gold live Christmas tree with LED star tree topper in front of City Hall.



City of Newport Beach: 2016-2021

Brason Alexander, Recreation Supervisor

(949) 644-3150, balexander@newportbeachca.gov

Project name: City Hall and Marina Park Holidays

20FT lighted and decorated gold Christmas tree outside Marina Park, along with several 9FT trees inside Marina Park and City Hall. 18FT lighted/decorated garland wrapped around 5 qty. 20FT poles in front of City Hall.



City of Laguna Hills

2021 Holiday Mood Board

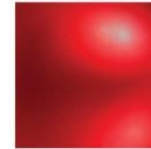
7.2.2.a



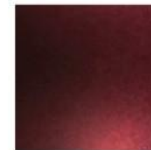
Gold



Champagne



Red



Burgundy

Traditional Ornament Package

Gold, Champagne, Red with a splash of Burgundy. Shiny Gold Metallic Bows with Gold/Red Florals.



Community Center Lobby

7.2.2.a



- ☐ **\$12,890** – 16FT Tree Decorated with Ornaments & Florals.
Red/Gold Gifts Under the Tree.
- ☐ **\$250/ea.** – 9FT Decorated Garland on Handrail (Qty. 10)
- ☐ **\$450** – 4FT Decorated Wreath with Gold Bow

Attachment: Proposals (2451 : Proposals Received for the 2021 Citywide Holiday



Packet Pg. 184

Community Center



- ☐ **\$950 – 7FT Decorated Wreath** with Gold Bow and lighted with warm white LED lights.



Community Center Holiday Light Show

7.2.2.a



- ☐ **\$23,000** – 35FT Long **walk-through Light Tunnel** synchronized to music to dance with the community center tree creating and unforgettable interactive holiday experience. **Tunnel is 14'x14'x35'.**
- ☐ **\$36,000** – 30 FT **RGB Mega Tree** dancing light show to music.



Courtyard Entrance



- ☐ **\$2,300/ea. – 5FT Lighted Red Bows** atop pillars at entrance to welcome guest to the Community Center light show. Will stand out during the day with bold red color and LEDs will illuminate at night (Qty. 2).



El Toro Medians



- ☐ **\$400/ea.** - Candy Cane Wrapped Palm Trees (Qty. 12)
- ☐ **\$550/ea.** - 5FT Lighted and Decorated Wreaths (Qty. 16)



City Entrances

7.2.2.a



- ☐ **\$2,750/ea.** – 8FT LED Lighted Red Bow illuminating the city entrance monument signs (Qty. 5).

Attachment: Proposals (2451 : Proposals Received for the 2021 Citywide Holiday



Pricing

Description	Location	Quantity	Price Per	Price
16FT Tree with Gift Boxes	Community Center - Indoor	1	\$ 12,890	\$ 12,890
9FT Decorated Garland	Community Center - Indoor	10	\$ 250	\$ 2,500
4FT Decorated Wreaths	Community Center - Indoor	1	\$ 450	\$ 450
7FT Decorated Wreath	Community Center - Outdoor	1	\$ 950	\$ 950
RGB Light Show Tunnel	Community Center - Outdoor	1	\$ 23,000	\$ 23,000
30FT RGB Mega Tree	Community Center - Outdoor	1	\$ 36,000	\$ 36,000
5FT Lighted Red Bows	Community Center Courtyard Entrance	2	\$ 2,300	\$ 4,600
Candy Cane Tree Wraps	El Toro Median	12	\$ 350	\$ 4,200
5FT Decorated Wreaths	El Toro Median	16	\$ 550	\$ 8,800
8FT Lighted Red Bows	City Entrances	5	\$ 2,750	\$ 13,750
			Total	\$ 107,140



City of Carson



30FT Live Tree with Red, White & Silver Ornaments
LED Mini Light Palm Tree Wraps with RGB up-lights
10FT LED Red Bow
20FT "Happy Holidays" LED Lighted Custom Sign
2FT LED Animated Snowfall Tree Topper

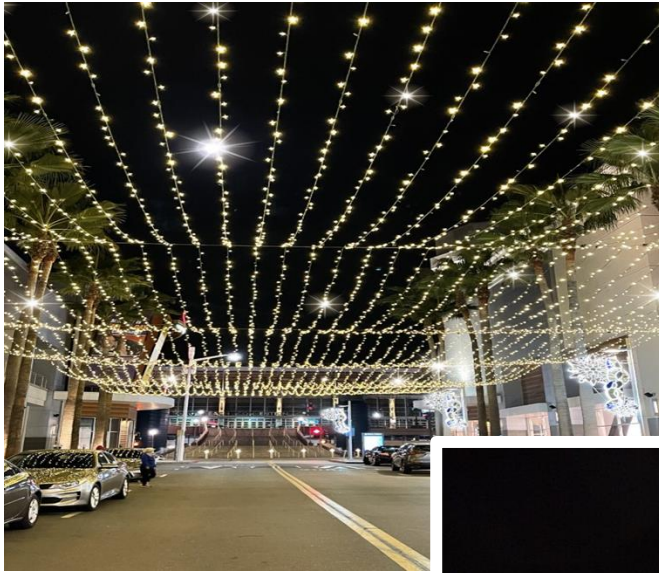


City of Commerce



12FT White & Blue LED Walkthrough Ornament
26FT RGB Christmas Tree
15FT Lighted Santa Sleigh with White LED Reindeer





60FT Mini Light Canopy with Swag
7FT Lighted Snowflake Pole Mounts

The Pike Outlets

Long Beach, CA



30FT Frame Tree with Warm White Mini Lights –
Red, White & Silver Ornaments
4FT LED Red Ribbon Tree Topper





Pacific City

Huntington Beach, CA



Installation, Removal, Refurbishment and Storage of all Christmas Décor



Let's Do This!

Contact: Dan Meehan | dmeehan@lagunahillsca.gov | (949) 707-2686

Project Date: November 2021

Installation Address: 25555 Alicia Parkway, Laguna Hills, CA 92653

Required Insurance: Additional Insured Certificate for \$350

This quote is valid for 30 days. To execute installation, please initial each additional option and sign below.
Final agreement to follow.

St. Nick's and his elves thanks you for partnering with us!



Daniel Christenson, Account Executive

Authorized Signer

Printed Name

Date





City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: May 25, 2021
TO: Mayor and Council Members
FROM: Janine Heft
Council Member
ISSUE: Digital Vaccine Verification and Support for Assembly Bill 327, as Amended

RECOMMENDATION: Council Member Heft recommends that the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, supporting the Orange County Board of Supervisors' decision to pause development of a digital vaccine verification and supporting California Assembly Bill 327, as amended."

SUMMARY:

Pursuant to City Council Policy No. 120, Council Member Heft wishes to bring up for City Council discussion the adoption of a Resolution supporting the Orange County Board of Supervisors' decision to pause development of a digital vaccine verification, as well as supporting California Assembly Bill 327 (AB 327), as amended.

Specifically, AB 327 would prohibit State agencies and local governments from adopting or enforcing any order, ordinance, policy, regulation or rule that requires, as a condition of receiving service or entering a location, an individual to provide documentation regarding the individual's vaccination status for COVID-19 vaccines. Additionally, AB 327 prohibits any public or private entity receiving State funds from requiring members of the public to provide, as a condition of receiving services or entering a location, documentation regarding vaccination status for COVID-19 vaccines.

ATTACHMENTS:

Digital Vaccine Verification and Support for Assembly Bill 327

May 25, 2021

Page 2

-
- Assembly Bill 327
 - Proposed Resolution

AMENDED IN ASSEMBLY APRIL 14, 2021

CALIFORNIA LEGISLATURE—2021–22 REGULAR SESSION

ASSEMBLY BILL

No. 327

Introduced by Assembly Member Kiley

January 26, 2021

An act to ~~amend Section 8586.5 of~~ *add Chapter 3.28 (commencing with Section 6218.8) to Division 7 of Title 1 of the Government Code, relating to state government: privacy.*

LEGISLATIVE COUNSEL'S DIGEST

AB 327, as amended, Kiley. ~~California Cybersecurity Integration Center: representatives: California Privacy Protection Agency. COVID-19 vaccination status: prohibition on required disclosure.~~

Existing law regulates the disclosure of personal information related to, among others, social security numbers, business records, drivers license numbers, medical information, and credit reporting information. Existing law prohibits discrimination against a person on certain characteristics, including, among others, disability, medical condition, and genetic information, as specified. Existing law also prohibits compelling a person in any state, county, city, or other local civil, criminal, administrative, legislative, or other proceedings to identify or provide identifying characteristics that would identify any individual who is the subject of an HIV test, except as specified.

Existing federal law, the Federal Food, Drug, and Cosmetic Act, authorizes the United States Secretary of Health and Human Services to authorize the introduction into interstate commerce of a drug, device, or biological product, including, among others, a vaccine, intended for use in an actual or potential emergency if the Secretary has made a declaration that the circumstances exist justifying that authorization

on the basis of a determination by the Secretary that there is a public health emergency, or a significant potential for a public health emergency, as specified. On February 4, 2020, the Secretary determined there was such a public health emergency involving the novel coronavirus that causes the illness Coronavirus Disease 2019 (COVID-19). On the basis of that determination, the Secretary on March 27, 2020, declared that circumstances exist justifying the authorization of emergency use of drugs and biological products during the COVID-19 pandemic. Since December 11, 2020, the federal Food and Drug Administration, under authority delegated to it by the Secretary, has issued emergency use authorizations for 3 vaccines for the prevention of COVID-19.

This bill would prohibit state agencies, local governments, and any other state governmental authority from adopting or enforcing any order, ordinance, policy, regulation, rule, or similar measure that requires an individual to provide, as a condition of receiving any service or entering any place, documentation regarding the individual's vaccination status for any COVID-19 vaccine administered under an emergency use authorization. By prohibiting local governments from adopting or enforcing such measures, this bill would impose a state-mandated local program.

The bill would prohibit any public or private entity that receives or is awarded state funds through any means, as specified, from requiring a member of the public to provide, as a condition of receipt of any service or entrance to any place, documentation regarding the person's vaccination status for any COVID-19 vaccine administered under an emergency use authorization.

The bill would make related findings and declarations.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

~~Existing law establishes the California Cybersecurity Integration Center (Cal-CSIC) within the Office of Emergency Services, the primary mission of which is to reduce the likelihood and severity of cyber incidents that could damage California's economy, its critical~~

infrastructure, or computer networks in the state. Existing law requires Cal-CSIC to be comprised of representatives from, among others, the Office of Emergency Services, the Office of Information Security in the Department of Technology, the State Threat Assessment Center, the Department of the California Highway Patrol, the Military Department, the Office of the Attorney General, the California Health and Human Services Agency, and the California Utilities Emergency Association.

Existing law, the California Consumer Privacy Act of 2018, grants a consumer various rights with regard to the consumer's personal information retained by a business. Existing law, the California Privacy Rights Act of 2020, an initiative measure, establishes the California Privacy Protection Agency to implement and enforce the California Consumer Privacy Act. Existing law requires the agency to perform specified functions, including cooperating with other agencies with jurisdiction over privacy laws and with data processing authorities in the state to ensure consistent application of privacy protections.

This bill would add the California Privacy Protection Agency as one of the organizations whose representatives comprise the California Cybersecurity Integration Center.

This bill would declare that its provisions further the purposes and intent of the California Privacy Rights Act of 2020.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: ~~no~~ yes.

The people of the State of California do enact as follows:

- 1 SECTION 1. The Legislature finds and declares the following:
- 2 (a) The Federal Food, Drug, and Cosmetic Act provision
- 3 authorizing the emergency use authorization of vaccines expressly
- 4 recognizes that each individual has "the option to accept or refuse
- 5 administration of the product" under an emergency use
- 6 authorization.
- 7 (b) As of April 8, 2021, California has administered over 21
- 8 million COVID-19 vaccines.
- 9 (c) Vaccination status is private health information and no
- 10 governmental entity should compel disclosure.
- 11 (d) The United States Constitution does not authorize the federal
- 12 government to mandate nationwide vaccine passports for
- 13 COVID-19.

SEC. 2. Chapter 3.28 (commencing with Section 6218.8) is added to Division 7 of Title 1 of the Government Code, to read:

*CHAPTER 3.28. PROHIBITIONS ON COVID-19 VACCINATION
STATUS DISCLOSURE REQUIREMENTS*

6218.8. (a) State agencies, local governments, and any other governmental authority shall not adopt or enforce any order, ordinance, policy, regulation, rule, or similar measure that requires an individual to provide as a condition of receiving any service or entering any place, documentation regarding the individual's vaccination status for any COVID-19 vaccine administered under an emergency use authorization.

(b) Any public or private entity that receives or is awarded state funds through any means, including, but not limited to, grants, contracts, or loans, shall not require a member of the public to provide, as a condition of receipt of any service or entrance to any place, documentation regarding the person's vaccination status for any COVID-19 vaccine administered under an emergency use authorization.

SEC. 3. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

~~SECTION 1. Section 8586.5 of the Government Code is amended to read:~~

~~8586.5. (a) The Office of Emergency Services shall establish and lead the California Cybersecurity Integration Center. The California Cybersecurity Integration Center's primary mission is to reduce the likelihood and severity of cyber incidents that could damage California's economy, its critical infrastructure, or public and private sector computer networks in our state. The California Cybersecurity Integration Center shall serve as the central organizing hub of state government's cybersecurity activities and coordinate information sharing with local, state, and federal agencies, tribal governments, utilities and other service providers, academic institutions, and nongovernmental organizations. The California Cybersecurity Integration Center shall be comprised of representatives from the following organizations:~~

1 ~~(1) The Office of Emergency Services.~~
2 ~~(2) The Office of Information Security.~~
3 ~~(3) The State Threat Assessment Center.~~
4 ~~(4) The Department of the California Highway Patrol.~~
5 ~~(5) The Military Department.~~
6 ~~(6) The Office of the Attorney General.~~
7 ~~(7) The California Health and Human Services Agency.~~
8 ~~(8) The California Utilities Emergency Association.~~
9 ~~(9) The California Privacy Protection Agency.~~
10 ~~(10) The California State University.~~
11 ~~(11) The University of California.~~
12 ~~(12) The California Community Colleges.~~
13 ~~(13) The United States Department of Homeland Security.~~
14 ~~(14) The United States Federal Bureau of Investigation.~~
15 ~~(15) The United States Secret Service.~~
16 ~~(16) The United States Coast Guard.~~
17 ~~(17) Other members as designated by the Director of Emergency~~
18 ~~Services.~~

19 ~~(b) The California Cybersecurity Integration Center shall operate~~
20 ~~in close coordination with the California State Threat Assessment~~
21 ~~System and the United States Department of Homeland Security~~
22 ~~— National Cybersecurity and Communications Integration Center,~~
23 ~~including sharing cyber threat information that is received from~~
24 ~~utilities, academic institutions, private companies, and other~~
25 ~~appropriate sources. The California Cybersecurity Integration~~
26 ~~Center shall provide warnings of cyberattacks to government~~
27 ~~agencies and nongovernmental partners, coordinate information~~
28 ~~sharing among these entities, assess risks to critical infrastructure~~
29 ~~and information technology networks, prioritize cyber threats and~~
30 ~~support public and private sector partners in protecting their~~
31 ~~vulnerable infrastructure and information technology networks,~~
32 ~~enable cross-sector coordination and sharing of recommended best~~
33 ~~practices and security measures, and support cybersecurity~~
34 ~~assessments, audits, and accountability programs that are required~~
35 ~~by state law to protect the information technology networks of~~
36 ~~California's agencies and departments.~~

37 ~~(c) The California Cybersecurity Integration Center shall~~
38 ~~develop a statewide cybersecurity strategy, informed by~~
39 ~~recommendations from the California Task Force on Cybersecurity~~
40 ~~and in accordance with state and federal requirements, standards,~~

1 and best practices. The cybersecurity strategy shall be developed
2 to improve how cyber threats are identified, understood, and shared
3 in order to reduce threats to California government, businesses,
4 and consumers. The strategy shall also strengthen cyber emergency
5 preparedness and response, standardize implementation of data
6 protection measures, enhance digital forensics and cyber
7 investigative capabilities, deepen expertise among California's
8 workforce of cybersecurity professionals, and expand cybersecurity
9 awareness and public education.

10 (d) The California Cybersecurity Integration Center shall
11 establish a Cyber Incident Response Team to serve as California's
12 primary unit to lead cyber threat detection, reporting, and response
13 in coordination with public and private entities across the state.
14 This team shall also assist law enforcement agencies with primary
15 jurisdiction for cyber-related criminal investigations and agencies
16 responsible for advancing information security within state
17 government. This team shall be comprised of personnel from
18 agencies, departments, and organizations represented in the
19 California Cybersecurity Integration Center.

20 (e) Information sharing by the California Cybersecurity
21 Integration Center shall be conducted in a manner that protects the
22 privacy and civil liberties of individuals, safeguards sensitive
23 information, preserves business confidentiality, and enables public
24 officials to detect, investigate, respond to, and prevent cyberattacks
25 that threaten public health and safety, economic stability, and
26 national security.

27 SEC. 2. The Legislature finds and declares that this act furthers
28 the purposes and intent of the California Privacy Rights Act of
29 2020 by ensuring consumers' rights, including the constitutional
30 right to privacy, are protected in the California Cybersecurity
31 Integration Center's planning as it aims to reduce the likelihood
32 and severity of cyber incidents in the state.

RESOLUTION NO. 2021-05-25-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, SUPPORTING THE ORANGE COUNTY BOARD OF SUPERVISORS' DECISION TO PAUSE DEVELOPMENT OF A DIGITAL VACCINE VERIFICATION AND SUPPORTING CALIFORNIA ASSEMBLY BILL 327, AS AMENDED

WHEREAS, on February 4, 2020, the Secretary of Health and Human Services ("HHS"), pursuant to Section 564 of the Federal Food, Drug and Cosmetic Act, determined there was a public health emergency involving the novel coronavirus that causes the illness Coronavirus Disease 2019 ("COVID-19"); and

WHEREAS, since December 11, 2020, the Federal Food and Drug Administration ("FDA"), under authority delegated to it by the Secretary of HHS, has issued emergency use authorizations for three (3) vaccines for the prevention of COVID-19; and

WHEREAS, California Assembly Bill No. 327 ("AB 327"), as amended, has been introduced in the California Assembly and, if adopted into law, would add Chapter 3.28 (commencing with Section 6218.8) to Division 7 of Title I of the Government Code, prohibiting state agencies, local governments, and any other state governmental authority from adopting or enforcing any order, ordinance, policy, regulation, rule, or similar measure that requires an individual to provide, as a condition of receiving any service or entering any place, documentation regarding the individual's vaccination status for any COVID-19 vaccine administered under an emergency use authorization; and

WHEREAS, AB 327 would prohibit any public or private entity that receives or is awarded state funds through any means, as specified, from requiring a member of the public to provide, as a condition of receipt of any service or entrance to any place, documentation regarding the person's vaccination status for any COVID-19 vaccine administered under an emergency use authorization; and

WHEREAS, in the face of significant public outcry and opposition, a super majority of the Orange County Board of Supervisors voted on May 11, 2021 to immediately halt the development of a COVID-19 digital vaccine passport, digital vaccine verification or QR code; and

WHEREAS, more specifically, on the motion of Chairman Do, seconded by Supervisor Wagner, by a vote of 4 to 1, with Supervisor Foley voting no, the Orange County Board of Supervisors voted on May 11, 2021, to provide direction to pause the development of a COVID-19 digital vaccine verification or QR code for the Othena Application and to use the CDC white card as an individual's record of vaccination.

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

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

SECTION 2. The City Council does hereby support AB 327, as amended.

SECTION 3. The City Council does hereby oppose any effort by the Orange County Board of Supervisors to develop, implement, and/or enact a COVID-19 digital vaccine passport, digital vaccine verification or proof of vaccination, and supports the Orange County Board of Supervisors decision on May 11, 2021, to immediately halt the development of a COVID-19 digital vaccine verification or QR code.

SECTION 4. The City Council does hereby support further efforts on the part of the Orange County Board of Supervisors to assure the residents of Orange County that a COVID-19 digital vaccine passport or proof of vaccination will not be forced on them and to halt further efforts to develop digital proof of vaccine records.

SECTION 5. The City Council finds the adoption of this resolution is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 6. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting the resolution.

PASSED, APPROVED, AND ADOPTED this 25th day of May 2021.

ERICA PEZOLD, MAYOR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, Deputy City Manager/City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2021-05-25-X adopted by the City Council of the City of Laguna Hills, California, at a Regular Meeting thereof held on the 25th day of May 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK