



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

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### **REGULAR MEETING AGENDA Tuesday, May 12, 2020 – 7:00 PM (Closed Session at 6:00 PM when scheduled)**

**Janine Heft, Mayor**

**Erica Pezold, Mayor Pro Tempore  
Don Sedgwick, Council Member**

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

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

**NOTICE REGARDING CORONAVIRUS (COVID-19):** 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. The live stream of the meeting may be viewed online at <http://lagunahillsca.igm2.com/Citizens/Default.aspx>. If you wish to attend the Council meeting in person, the City Council Chambers 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 washing your hands often, refrain from handshakes and maintain social distance of six feet between individuals.

**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 12, 2020, Council meeting, to please submit your comments by email to be read aloud at the meeting by the City Clerk. Email comments must be submitted to the City Clerk at [publiccomments@lagunahillsCA.gov](mailto:publiccomments@lagunahillsCA.gov). All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting. Electronic comments on agenda items for the May 12, 2020, Council meeting may only be submitted via email and comments via text and social media (Facebook, Twitter, etc.) will not be accepted.

**Reading of Public Comments:** The City Clerk shall read all email comments, provided that the reading shall not exceed three (3) minutes, or such other times as the Council may provide, consistent with the time limit for speakers at a Council meeting. The email comments submitted shall become part of the record of the Council meeting.

### **GENERAL BUSINESS - CONVENING AT 7:00 PM**

#### **CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE: COUNCIL MEMBER SEDGWICK****INVOCATION****ROLL CALL OF CITY COUNCIL MEMBERS****1. PRESENTATIONS AND PROCLAMATIONS****2. PUBLIC COMMENTS**

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

**3. CONSENT CALENDAR**

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

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

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

**3.2 Approval of Minutes for March 10, 2020, Special Meeting**

**Recommendation:** That the City Council approve the Minutes for the March 10, 2020, Special Meeting.

**3.3 Approval of Minutes for March 10, 2020, Regular Meeting**

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

**3.4 Approval of Minutes for March 24, 2020, Special Meeting**

**Recommendation:** That the City Council approve the Minutes for the March 24, 2020, Special Meeting.

**3.5 Approval of Minutes for April 7, 2020, Special Meeting**

**Recommendation:** That the City Council approve the Minutes for the April 7, 2020, Special Meeting.

**3.6 Approval of Minutes for April 9, 2020, Special Meeting**

**Recommendation:** That the City Council approve the Minutes for the April 9, 2020, Special Meeting.

**3.7 Approval of Minutes for April 21, 2020, Special Meeting**

**Recommendation:** That the City Council approve the Minutes for the April 21, 2020, Special Meeting.

**3.8 Approval of Minutes for April 25, 2020, Special Meeting**

**Recommendation:** That the City Council approve the Minutes for the April 25, 2020, Special Meeting.

**3.9 Approval of Minutes for April 28, 2020, Special Meeting**

**Recommendation:** That the City Council approve the Minutes for the April 28, 2020, Special Meeting.

**3.10 Approval of Minutes for May 5, 2020, Special Meeting**

**Recommendation:** That the City Council approve the Minutes for the May 5, 2020, Special Meeting.

**3.11 Ratification of May 12, 2020, Warrant Register**

**Recommendation:** That the City Council ratify the accompanying Warrant Register for the period from April 3, 2020, to April 30, 2020, in the amount of \$1,432,617.93.

**3.12 Third Quarter Financial & Treasurer's Report for Fiscal Year 2019/2020**

**Recommendation:** That the City Council receive and file the Third Quarter Financial and Treasurer's Report for Fiscal Year 2019/2020.

**3.13 Civic Center Third Quarter Financial Report for Fiscal Year 2019/2020**

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

**3.14 Amendment No. 3 to Citywide Tree Maintenance Services Agreement with West Coast Arborists, Inc.**

**Recommendation:** That the City Council: (1) Waive competitive formal bidding requirements and procedures set forth in the City of Laguna Hills Municipal Code (LHMC) Section 3-08.090 pursuant to the exceptions set forth in LHMC Sections 3-08.110(D), (I) and (J), for approval of the proposed Amendment No. 3 to the Citywide Tree Maintenance Services Agreement with West Coast Arborists, Inc.; (2) Approve the proposed Amendment No. 3 to the Citywide Tree Maintenance Services Agreement with West Coast Arborists, Inc., extending the term of the Agreement for one year through June 30, 2021; and 3) Authorize the Mayor to sign the attached Amendment No. 3.

**3.15 Grant Application to OCTA for the Environmental Cleanup Program - Phase IX Catch Basin Debris Gate Project, CIP No. 412-I**

**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 IX Catch Basin Debris Gate Project and adopt a Resolution entitled: "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 IX Catch Basin Debris Gate Project."

**3.16 Resolution Adopting a List of Street Maintenance Projects for Fiscal Year 2020-2021 Funded By SB 1: the Road Repair and Accountability Act of 2017**

**Recommendation:** That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, adopting a list of street maintenance projects for Fiscal Year 2020-2021 funded by SB1: The Road Repair and Accountability Act of 2017."

**3.17 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 the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus.

**3.18 Approval of Resolutions Related to the November 3, 2020, General Municipal Election**

**Recommendation:** That the City Council adopt the following Resolutions entitled:

1) "A Resolution of the City Council of the City of Laguna Hills, California, calling for the holding of a General Municipal Election to be held on Tuesday, November 3, 2020, for the election of certain officers as required by the provisions of the laws of the State of California relating to General Law Cities;" and

2) "A Resolution of the City Council of the City of Laguna Hills, California, requesting the Board of Supervisors of the County of Orange to consolidate a General Municipal Election to be held on November 3, 2020, with the Statewide General Election to be held on the same date pursuant to Section 10403 of the Elections Code;" and

3) "A Resolution of the City Council of the City of Laguna Hills, California, adopting regulations for candidates for elective office pertaining to Candidates' Statements submitted to the voters at an election to be held on Tuesday, November 3, 2020."

**ITEMS REMOVED FROM THE CONSENT CALENDAR**

**4. PLANNING AGENCY**

**4.1. ROLL CALL OF PLANNING AGENCY MEMBERS**

**4.2. PUBLIC COMMENTS**

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

**4.3. APPROVAL OF MINUTES**

**4.3.1 Approval of Minutes for March 10, 2020, Regular Meeting**

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

**4.4. ADMINISTRATIVE REPORTS****4.5. PLANNING AGENCY PUBLIC HEARINGS****PLANNING AGENCY ADJOURNMENT****5. CITY COUNCIL PUBLIC HEARINGS****5.1 Public Hearing on 2020 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 Assistant City Manager/Director of Public Services to commence enforcing weed, rubbish, and refuse abatement against specified parcels of land."

**6. ADMINISTRATIVE REPORTS****6.1. City Manager****6.1.1 COVID-19 Local Emergency - City Manager's Status Report**

**Recommendation:** That the City Council receive an oral report from the City Manager and approve a letter to the Orange County Board of Supervisors regarding COVID-19 Economic Recovery.

**6.2. Finance Director****6.2.1 Financial Update - Fiscal Year 2019/2020 Year-End Projections**

**Recommendation:** That the City Council receive and file the financial update for the Fiscal Year 2019/2020 year-end projections.

**6.3. Community Development Director****6.3.1 Appeal of the City's Draft Regional Housing Needs Assessment (RHNA) for the Sixth Cycle Housing Element**

**Recommendation:** That the City Council take no action concerning an appeal of the City's Draft Regional Housing Needs Assessment (RHNA) for the Sixth Cycle Housing Element.

**6.4. Deputy City Manager/Community Services Director**

**6.4.1 2020 Fourth of July Event**

**Recommendation:** That the City Council cancel the City of Laguna Hills' 2020 4th of July Event as outlined in Option 1 of this staff report.

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

**8. CITY COUNCIL MEMBER COMMENTS**

**ADJOURNMENT**

The next Regular Meeting of the City Council/Planning Agency will be May 26, 2020, 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 8, 2020, at 5:00 pm.



\_\_\_\_\_  
**City Clerk**

\_\_\_\_\_  
**May 8, 2020**

**Date**

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

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

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



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Melissa Au-Yeung  
Deputy City Manager  
**ISSUE:** Approval of Minutes for March 10, 2020, Special Meeting

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**RECOMMENDATION:** That the City Council approve the Minutes for the March 10, 2020, Special Meeting.

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**ATTACHMENTS:**

- 200310 CC Special Minutes

**CITY OF LAGUNA HILLS  
CITY COUNCIL**

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**SPECIAL MEETING  
MINUTES  
Tuesday, March 10, 2020**

**CALL TO ORDER**

The meeting was called to order at 5:48 p.m. by Mayor Heft.

**ROLL CALL OF CITY COUNCIL MEMBERS**

| Attendee Name         | Title             | Status  | Arrived  |
|-----------------------|-------------------|---------|----------|
| Janine Heft           | Mayor             | Present |          |
| Erica Pezold          | Mayor Pro Tempore | Present |          |
| Dore J. Gilbert, M.D. | Council Member    | Late    | 5:52p.m. |
| Don Sedgwick          | Council Member    | Present |          |
| Dave Wheeler          | Council Member    | Present |          |

**PUBLIC COMMENTS**

There were no public comments.

**COMMISSION INTERVIEWS**

**Commission Interviews**

**Recommendation:** That the City Council interview applicant(s) for the Traffic Commission and appoint one person to a partial term to fill the Unscheduled Vacancy on the Traffic Commission.

The City Council conducted an interview of 1 applicant for the unscheduled vacancy on the Traffic Commission.

Motion to appoint Manuel Hernandez to a partial term to fill the unscheduled vacancy on the Traffic Commission.

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

**ADJOURNMENT**

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 6:04 p.m.

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Melissa Au-Yeung, City Clerk

ATTEST:

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Janine Heft, Mayor

Approved at meeting of May 12, 2020



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Jennifer Lee  
Assistant City Clerk  
**ISSUE:** Approval of Minutes for March 10, 2020, Regular Meeting

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**RECOMMENDATION:** That the City Council approve the Minutes for the March 10, 2020, Regular Meeting.

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**ATTACHMENTS:**

- 200310 CC Minutes

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

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**REGULAR MEETING  
MINUTES  
Tuesday, March 10, 2020**

**CLOSED SESSION - CONVENING AT 6:00 PM**

**CALL TO ORDER**

The meeting was called to order at 6:07 p.m. by Mayor Heft.

**ROLL CALL OF CITY COUNCIL MEMBERS**

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

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

**A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Pursuant to Government Code Section 54956.9

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) and paragraph (1) of subdivision (e) of Government Code Section 54956.9: (1 potential case).

**PUBLIC COMMENT ON CLOSED SESSION ITEM(S)**

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

**ADJOURN TO CITY COUNCIL CONFERENCE ROOM**

**CONVENE INTO CLOSED SESSION**

The City Council convened into closed session to consider the matter(s) listed above.

**RECONVENE TO CITY COUNCIL CHAMBERS**

**RECESS**



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

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

**PLEDGE OF ALLEGIANCE: COUNCIL MEMBER WHEELER****ROLL CALL OF CITY COUNCIL MEMBERS**

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

**CLOSED SESSION REPORT**

City Attorney Simonian stated that there was no reportable action taken as a result of the closed session meeting.

**1. PRESENTATIONS AND PROCLAMATIONS****1.1 Lomarena Elementary School Student Liaison**

**Recommendation:** The City Council received an oral report from the Lomarena Elementary School Student Liaison Sebastian Gutierrez.

**1.2 Laguna Hills High School Student Liaison**

**Recommendation:** Laguna Hills High School Student Liaison Lauren Shulman was not available at the meeting to provide a report.

**1.3 Orange County Human Relations Council Annual Report**

**Recommendation:** The City Council received an oral presentation from Kenneth Inouye, Board of Directors Vice President with the Orange County Human Relations Council.

**2. PUBLIC COMMENTS**

There were no public comments.

### 3. CONSENT CALENDAR

Motion to approve the Consent Calendar with Mayor Pro Tempore Pezold removing Item No. 3.5.

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

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

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

#### 3.2 Approval of Minutes for February 11, 2020, Regular Meeting

**Recommendation:** That the City Council approve the Minutes for the February 11, 2020, Regular Meeting.

#### 3.3 Ratification of Warrant Register for March 10, 2020, City Council Meeting

**Recommendation:** That the City Council ratify the accompanying Warrant Register for the period from January 31, 2020, to February 27, 2020, in the amount of \$736,129.42.

#### 3.4 Second Quarter Financial & Treasurer's Report for Fiscal Year 2019/2020

**Recommendation:** That the City Council receive and file the Second Quarter Financial and Treasurer's Report for Fiscal Year 2019/2020.

#### 3.6 Progress Payment No. 4, Final, for Citywide Pavement Rehabilitation Project, CIP No. 101-K

**Recommendation:** That the City Council approve Progress Payment No. 4, Final, in the net amount of \$263,824.50, to R.J. Noble Company for the Citywide Pavement Rehabilitation Project, CIP No. 101-K, and authorize the filing of the

Notice of Completion and Subsequent Release of Retention in 35 days, if no liens have been filed.

### **3.7 Authorization to Go to Bid for the Community Center HVAC and Roof Replacement Project, CIP No. 513B**

**Recommendation:** That the City Council approve the plans and specifications and authorize the advertisement for bids of the Community Center HVAC and Roof Replacement Project, CIP No. 513B.

## **ITEMS REMOVED FROM THE CONSENT CALENDAR**

### **3.5 2020 Volunteer Connection Day and Arbor Day Recognition**

**Recommendation:** That the City Council receive and file the report, and authorize the Mayor to sign the attached Arbor Day Proclamation as required by the Arbor Day Foundation for the Tree City USA Certification.

Mayor Pro Tempore Pezold removed Item No. 3.5 to thank staff for their work efforts.

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

## **4. PLANNING AGENCY**

Mayor Heft recessed the City Council Meeting, and acting in capacity as Chair, called the Regular Meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:14 p.m.

### **4.1. ROLL CALL OF PLANNING AGENCY MEMBERS**

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

#### 4.2. PUBLIC COMMENTS

There were no Planning Agency public comments.

#### 4.3. APPROVAL OF MINUTES

##### 4.3.1 Approval of Minutes for February 11, 2020, Regular Meeting

**Recommendation:** That the Planning Agency approve the Minutes for the February 11, 2020, Regular Meeting.

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

#### 4.4. ADMINISTRATIVE REPORTS

There were no Planning Agency administrative reports.

#### 4.5. PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency public hearings.

#### PLANNING AGENCY ADJOURNMENT

Mayor Heft reconvened the City Council Meeting at 7:14 p.m. All Council Members were present.

#### 5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council public hearings.

#### 6. ADMINISTRATIVE REPORTS

##### 6.1. City Manager

The City Manager gave no administrative reports.

**6.2. Deputy City Manager/City Clerk****6.2.1 Establishing of a Legislative Prayer Policy for Invocations to be Administered at the Beginning of City Council Meetings**

**Recommendation:** That the City Council adopt Resolution No. 2020-03-10-1: "A Resolution of the City Council of the City of Laguna Hills, California, establishing a Legislative Prayer Policy for Invocations to be administered at the beginning of meetings of the City Council."

Deputy City Manager/City Clerk Au-Yeung reviewed the information provided in the staff report and responded to Council requests for additional information.

|                  |                                                                                                                          |
|------------------|--------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [4 TO 0]</b>                                                                                                 |
| <b>MOVER:</b>    | Janine Heft, Mayor                                                                                                       |
| <b>SECONDER:</b> | Don Sedgwick, Council Member                                                                                             |
| <b>AYES:</b>     | Janine Heft, Mayor; Erica Pezold, Mayor Pro Tempore; Dore J. Gilbert, M.D., Council Member; Don Sedgwick, Council Member |
| <b>ABSTAIN:</b>  | Dave Wheeler, Council Member                                                                                             |

**6.3. Deputy City Manager/Community Services Director****6.3.1 Decorations for the 2020 Holiday Season**

**Recommendation:** That the City Council approve staff's recommendation for 2020 holiday season decorations as described in the staff report and direct staff to request quotes from vendors.

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

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

**6.3.2 Movies in the Park**

**Recommendation:** That the City Council approve staff's recommended option 3 in the staff report to offer two movie events in the Town Green area at the Community Center and Sports Complex during fiscal year 2020/2021.

Community Services Superintendent Meehan reviewed the information provided in the staff report and responded to Council requests for additional information.

Motion to have one movie at Cabot Park and one movie at the Laguna Hills Community Center and Sports Complex on a pilot basis.

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

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

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

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

Council Member Wheeler gave kudos to the Public Services Department for their quick response to an issue raised by a constituent.

**Mayor Heft**

Mayor Heft reported that she attended the Government Leader's Prayer Breakfast on March 8, 2020. She further reported that she attended the first meeting of the Orange County Drowning Prevention Task Force.

**ADJOURNMENT**

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 7:45 p.m.

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Melissa Au-Yeung, City Clerk

ATTEST:

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Janine Heft, Mayor

Approved at meeting of May 12, 2020



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Melissa Au-Yeung  
Deputy City Manager  
**ISSUE:** Approval of Minutes for March 24, 2020, Special Meeting

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**RECOMMENDATION:** That the City Council approve the Minutes for the March 24, 2020, Special Meeting.

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**ATTACHMENTS:**

- 200324 CC Special Minutes



**CITY OF LAGUNA HILLS  
CITY COUNCIL**

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**SPECIAL MEETING  
MINUTES  
Tuesday, March 24, 2020**

**CALL TO ORDER**

The meeting was called to order at 5:06 p.m. by Mayor Heft.

**PLEDGE OF ALLEGIANCE: MAYOR HEFT**

**ROLL CALL OF CITY COUNCIL MEMBERS**

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

**PUBLIC COMMENTS**

There were no public comments.

**RATIFICATION OF THE EXISTENCE OF A LOCAL EMERGENCY**

**Proposed Resolution Ratifying the Existence of a Local Emergency Related to the Anticipated Spread of the Novel COVID-19 Virus**

**Recommendation:** That the City Council adopt Resolution No. 2020-03-24-1: "A Resolution of the City Council of the City of Laguna Hills, California, ratifying the existence of a local emergency related to the anticipated spread of the novel COVID-19 virus."

City Attorney Simonian reviewed the information provided in the staff report and responded to Council requests for additional information.

Chief of Police Services Stiverson responded to Council requests for additional information.

City Manager White responded to Council requests for additional information.

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

## ADJOURNMENT

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 5:19 p.m.

---

Melissa Au-Yeung, City Clerk

ATTEST:

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Janine Heft, Mayor

Approved at meeting of May 12, 2020



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Melissa Au-Yeung  
Deputy City Manager  
**ISSUE:** Approval of Minutes for April 7, 2020, Special Meeting

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**RECOMMENDATION:** That the City Council approve the Minutes for the April 7, 2020, Special Meeting.

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**ATTACHMENTS:**

- 200407 CC Special Minutes

**CITY OF LAGUNA HILLS  
CITY COUNCIL**

**SPECIAL MEETING  
MINUTES  
Tuesday, April 7, 2020**

**CALL TO ORDER**

The meeting was called to order at 5:01 p.m. by Mayor Heft.

**PLEDGE OF ALLEGIANCE: MAYOR HEFT**

**ROLL CALL OF CITY COUNCIL MEMBERS**

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

**PUBLIC COMMENTS**

There were no public comments.

**REVIEW AND CONFIRMATION OF LOCAL EMERGENCY**

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

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

City Attorney Simonian reviewed the information provided in the staff report.

City Manager White responded to Council requests for additional information.

Deputy City Manager/Community Services Director Reynolds responded to Council requests for additional information.

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

## ADJOURNMENT

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 5:20 p.m.

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Melissa Au-Yeung, City Clerk

ATTEST:

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Janine Heft, Mayor

Approved at meeting of May 12, 2020



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Melissa Au-Yeung  
Deputy City Manager  
**ISSUE:** Approval of Minutes for April 9, 2020, Special Meeting

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**RECOMMENDATION:** That the City Council approve the Minutes for the April 9, 2020, Special Meeting.

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**ATTACHMENTS:**

- 200409 CC Special Minutes

**CITY OF LAGUNA HILLS  
CITY COUNCIL**

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**SPECIAL MEETING  
MINUTES  
Thursday, April 9, 2020**

**CALL TO ORDER**

The meeting was called to order at 7:04 p.m. by Mayor Heft.

**PLEDGE OF ALLEGIANCE: COUNCIL MEMBER SEDGWICK**

**ROLL CALL OF CITY COUNCIL MEMBERS**

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

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

**A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Pursuant to Government Code Section 54956.9

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

**PUBLIC COMMENTS**

There were no public comments prior to adjournment into closed session.

**ADJOURN TO CITY COUNCIL CONFERENCE ROOM OR COUNCIL CHAMBER**

**CONVENE INTO CLOSED SESSION**

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

**RECONVENE TO CITY COUNCIL CHAMBERS**

The City Council reconvened the City Council Meeting at 8:33 p.m. Mayor Heft, Mayor Pro Tempore Pezold and Council Member Sedgwick were present. Council Members Gilbert and Wheeler were present via teleconference.

**PUBLIC COMMENTS**

Cynthia Cantrelle, a resident of Mission Viejo voiced her concerns regarding the opportunity for homeless people living with coronavirus coming to Laguna Hills.

**CLOSED SESSION REPORT****A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Pursuant to Government Code Section 54956.9

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

City Attorney Simonian stated that the City Council convened into closed session this evening pursuant to the authorities listed on the Agenda. City Attorney Simonian further stated that the City Council voted unanimously to initiate litigation and retain special litigation counsel for the purpose of seeking a court order to halt the improper conversion of the Laguna Hills Inn for the purpose of a temporary shelter for COVID-19 positive patients.

**ADJOURNMENT**

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 8:38 p.m.

---

Melissa Au-Yeung, City Clerk

ATTEST:

---

Janine Heft, Mayor

Approved at meeting of May 12, 2020

Attachment: 200409 CC Special Minutes (2100 : Approval of Minutes for April 9, 2020, Special Meeting)





# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Melissa Au-Yeung  
Deputy City Manager  
**ISSUE:** Approval of Minutes for April 21, 2020, Special Meeting

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**RECOMMENDATION:** That the City Council approve the Minutes for the April 21, 2020, Special Meeting.

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**ATTACHMENTS:**

- 200421 CC Special Minutes

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

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**SPECIAL MEETING  
MINUTES  
Tuesday, April 21, 2020**

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE: MAYOR PRO TEMPORE PEZOLD**

**ROLL CALL OF CITY COUNCIL MEMBERS**

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

**1. PRESENTATIONS AND PROCLAMATIONS**

There were no presentations or proclamations.

**2. PUBLIC COMMENTS**

The following public comments were received via email and read into the record by Deputy City Manager/City Clerk Au-Yeung:

Denise Legters, a resident of Laguna Hills, expressed the need for affordable and supportive housing in Laguna Hills and her support of the use of the Laguna Hills Inn to aid the COVID-19 crisis.

Karen Nichols, a resident of Laguna Hills, expressed the need for affordable and supportive housing in Laguna Hills and her support of the use of the Laguna Hills Inn to aid the COVID-19 crisis.

Rona and Rob Henry, residents of Laguna Woods, expressed the need for affordable and supportive housing in Laguna Hills and their support of the use of the Laguna Hills Inn to aid the COVID-19 crisis.

**3. CONSENT CALENDAR**

Mayor Heft spoke regarding the City's Fourth of July event.

Motion to approve the Consent Calendar.

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

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

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

**3.2 Ratification of April 21, 2020, Warrant Register**

**Recommendation:** That the City Council ratify the accompanying Warrant Register for the period from February 28, 2020, to April 2, 2020, in the amount of \$2,232,214.98.

**3.3 Progress Payment No. 1 for Water Quality Improvement Catch Basin Debris Gate Project, CIP No. 412H**

**Recommendation:** That the City Council approve Progress Payment No. 1, in the net amount of \$153,223.60, to G2 Construction, Inc., for the Water Quality Improvement Catch Basin Debris Gate Project, CIP No. 412H.

**3.4 Initiation of the 2020 Weed Abatement Program**

**Recommendation:** That the City Council adopt Resolution No. 2020-04-21-1: "A Resolution of the City Council of the City of Laguna Hills, California, declaring weeds and rubbish on specified private property to be a public nuisance, commencing public proceedings, and setting a Public Hearing for May 12, 2020."

### **3.5 Award of the Citywide Weed Abatement Maintenance Services Agreement**

**Recommendation:** That the City Council award the Citywide Weed Abatement Maintenance Services Agreement to Specialty Mowing Services, Inc., in the low bid amount of \$44,800.00, reject all other bids, and authorize the Mayor to sign the Agreement.

### **3.6 El Toro Road Bus Stop Improvements - Schedule of Construction**

**Recommendation:** That the City Council acknowledge the proposed revised construction schedule for the El Toro Road Bus Stop Improvements, OCTA Project Number 19-LHLL-STS-3931.

### **3.7 2019 General Plan Annual Progress Report**

**Recommendation:** That the City Council: 1) Receive and file the report; and 2) Direct staff to forward the 2019 General Plan Annual Progress Report and Housing Element Annual Progress Report-Housing Implementation to the State of California Department of Housing and Community Development (HCD).

### **3.8 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.

## **ITEMS REMOVED FROM CONSENT CALENDAR**

There were no items removed from the Consent Calendar.

## **4. PLANNING AGENCY**

The City Council did not convene into a Planning Agency meeting.

**5. CITY COUNCIL PUBLIC HEARINGS**

There were no City Council public hearings.

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

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

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

City Manager White reviewed the information provided in the staff report and responded to Council requests for additional information.

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

**6.1.2 Resolution Designating the City Manager as an Authorized Agent of the City of Laguna Hills for Federal Emergency Management Agency Public Assistance Grants**

**Recommendation:** That the City Council approve and adopt the California Governor's Office of Emergency Services Designation of Applicant's Agent Resolution for Non-State Agencies designating the City Manager as an authorized agent to act on behalf of the City of Laguna Hills for the purpose of obtaining public assistance grants from the Federal Emergency Management Agency.

City Manager White reviewed the information provided in the staff report.

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

### 6.1.3 Recreational Facilities in City Parks

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

City Manager White provided an oral report and responded to Council requests for additional information.

## 6.2. Assistant City Manager/Public Services Director

### 6.2.1 Award of Contract for Community Center HVAC and Roof Replacement Project, CIP No. 513-B

**Recommendation:** That the City Council award the contract for Community Center HVAC and Roof Replacement Project, CIP No. 513-B to West Gate Contractor, in the low bid amount of \$348,300.000, reject all other bids, and authorize the Mayor to sign the construction contract.

Assistant City Manager/Public Services Director Rosenfield acknowledged a Hot Envelope Memo issued for the item, reviewed the information provided in the staff report and responded to Council requests for additional information.

|                  |                                                                                                                                                  |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                                                                                                      |
| <b>MOVER:</b>    | Don Sedgwick, Council Member                                                                                                                     |
| <b>SECONDER:</b> | Erica Pezold, Mayor Pro Tempore                                                                                                                  |
| <b>AYES:</b>     | Janine Heft, Mayor, Erica Pezold, Mayor Pro Tempore, Dore J. Gilbert, Council Member, Don Sedgwick, Council Member, Dave Wheeler, Council Member |

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

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

**8. CITY COUNCIL COMMENTS****Mayor Heft**

Mayor Heft expressed her happiness to see the traffic light go up at Moulton Parkway and Alicia Parkway.

Mayor Heft reported that the former Commander of the 3/5 Dark Horse Battalion, LtCol Geoffry M. Hollopeter passed away on April 3, 2020.

**9. CLOSED SESSION****ANNOUNCEMENT OF CLOSED SESSION ITEM****A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9 Name of Case: City of Laguna Hills, BFE Asset Partners, LLC, GJC Properties 8 LP, Sukin & Rosenfeld, LLC, and Erik M. Block vs. Elite Hospitality, Inc., County of Orange, Board of Supervisors of the County of Orange, Orange County Healthcare Agency, et al.; Orange County Superior Court; Case No. 30-2020-01139345-CU-MC-CJC.

**PUBLIC COMMENT ON CLOSED SESSION ITEM**

Karen Liftin, a resident of Laguna Hills, expressed her concerns regarding the use of the Laguna Hills Inn to aid the COVID-19 crisis.

Cynthia Cantrelle, a resident of Mission Viejo, expressed her concerns regarding the use of the Laguna Hills Inn to aid the COVID-19 crisis.

Robin Jochims, a resident of Laguna Hills, expressed her concerns regarding the use of the Laguna Hills Inn to aid the COVID-19 crisis.

**ADJOURN CITY COUNCIL CHAMBER****CONVENE INTO CLOSED SESSION**

The City Council convened into Closed Session to consider the matter listed above.

**RECONVENE TO CITY COUNCIL CHAMBER**

The City Council reconvened the City Council Meeting at 8:16 p.m. Mayor Heft, Mayor Pro Tempore Pezold and Council Member Sedgwick were present. Council Members Gilbert and Wheeler were present via teleconference.

## **CLOSED SESSION REPORT**

### **A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Pursuant to Government Code Section 54956.9

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

City Attorney Simonian stated that the City Council convened into closed session this evening pursuant to the authorities listed on the Agenda. There was no reportable action taken.

## **ADJOURNMENT**

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 8:17 p.m.

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Melissa Au-Yeung, City Clerk

ATTEST:

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Janine Heft, Mayor

Approved at meeting of May 12, 2020





# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Melissa Au-Yeung  
Deputy City Manager  
**ISSUE:** Approval of Minutes for April 25, 2020, Special Meeting

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**RECOMMENDATION:** That the City Council approve the Minutes for the April 25, 2020, Special Meeting.

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**ATTACHMENTS:**

- 200425 CC Special Minutes

**CITY OF LAGUNA HILLS  
CITY COUNCIL**

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**SPECIAL MEETING  
MINUTES  
Saturday, April 25, 2020**

**CALL TO ORDER**

The meeting was called to order at 12:04 p.m. by Mayor Heft.

**PLEDGE OF ALLEGIANCE: COUNCIL MEMBER SEDGWICK**

**ROLL CALL OF CITY COUNCIL MEMBERS**

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

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

**A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9  
Name of Case: City of Laguna Hills, BFE Asset Partners, LLC, GJC Properties 8 LP, Sukin & Rosenfeld, LLC, and Erik M. Block vs. Elite Hospitality, Inc., County of Orange, Board of Supervisors of the County of Orange, Orange County Healthcare Agency, et al.; Orange County Superior Court; Case No. 30-2020-01139345-CU-MC-CJC.

**PUBLIC COMMENT ON CLOSED SESSION ITEM(S)**

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

**ADJOURN TO CITY COUNCIL CONFERENCE ROOM OR COUNCIL CHAMBER**

**CONVENE INTO CLOSED SESSION**

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

**RECONVENE TO CITY COUNCIL CHAMBER**

The City Council reconvened the City Council Meeting at 1:57 p.m. Mayor Heft, Mayor Pro Tempore Pezold and Council Member Sedgwick were present. Council Members Gilbert and Wheeler were present via teleconference.

## **CLOSED SESSION REPORT**

### **A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9 Name of Case: City of Laguna Hills, BFE Asset Partners, LLC, GJC Properties 8 LP, Sukin & Rosenfeld, LLC, and Erik M. Block vs. Elite Hospitality, Inc., County of Orange, Board of Supervisors of the County of Orange, Orange County Healthcare Agency, et al.; Orange County Superior Court; Case No. 30-2020-01139345-CU-MC-CJC.

City Attorney Simonian stated that the City Council convened into closed session this evening pursuant to the authorities listed on the Agenda. There was no reportable action taken.

## **ADJOURNMENT**

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 1:58 p.m.

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Melissa Au-Yeung, City Clerk

ATTEST:

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Janine Heft, Mayor

Approved at meeting of May 12, 2020



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Melissa Au-Yeung  
Deputy City Manager  
**ISSUE:** Approval of Minutes for April 28, 2020, Special Meeting

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**RECOMMENDATION:** That the City Council approve the Minutes for the April 28, 2020, Special Meeting.

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**ATTACHMENTS:**

- 200428 CC Special Minutes

**CITY OF LAGUNA HILLS  
CITY COUNCIL**

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**SPECIAL MEETING  
MINUTES  
Tuesday, April 28, 2020**

**CALL TO ORDER**

The meeting was called to order at 5:04 p.m. by Mayor Heft.

**PLEDGE OF ALLEGIANCE: MAYOR PRO TEMPORE PEZOLD**

**ROLL CALL OF CITY COUNCIL MEMBERS**

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

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

**A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9  
Name of Case: City of Laguna Hills, BFE Asset Partners, LLC, GJC Properties 8 LP, Sukin & Rosenfeld, LLC, and Erik M. Block vs. Elite Hospitality, Inc., County of Orange, Board of Supervisors of the County of Orange, Orange County Healthcare Agency, et al.; Orange County Superior Court; Case No. 30-2020-01139345-CU-MC-CJC.

**PUBLIC COMMENT ON CLOSED SESSION ITEM(S)**

Robin Jochims, a resident of Laguna Hills, expressed her views regarding the closed session item.

**ADJOURN TO CITY COUNCIL CONFERENCE ROOM OR COUNCIL CHAMBER**

**CONVENE INTO CLOSED SESSION**

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

**RECONVENE TO CITY COUNCIL CHAMBER**

The City Council reconvened the City Council Meeting at 5:37 p.m. Mayor Heft and Mayor Pro Tempore Pezold were present. Council Members Gilbert, Sedgwick, and Wheeler were present via teleconference.

### **CLOSED SESSION REPORT**

City Attorney Simonian stated that the City Council convened into closed session this evening pursuant to the authorities listed on the Agenda. There was no reportable action taken.

### **ADJOURNMENT**

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 5:38p.m.

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Melissa Au-Yeung, City Clerk

ATTEST:

---

Janine Heft, Mayor

Approved at meeting of May 12, 2020



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Melissa Au-Yeung  
Deputy City Manager  
**ISSUE:** Approval of Minutes for May 5, 2020, Special Meeting

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**RECOMMENDATION:** That the City Council approve the Minutes for the May 5, 2020, Special Meeting.

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**ATTACHMENTS:**

- 200505 CC Special Minutes

**CITY OF LAGUNA HILLS  
CITY COUNCIL**

**SPECIAL MEETING  
MINUTES  
Tuesday, May 5, 2020**

**CALL TO ORDER**

The meeting was called to order at 5:01 p.m. by Mayor Heft.

**PLEDGE OF ALLEGIANCE: MAYOR HEFT**

**ROLL CALL OF CITY COUNCIL MEMBERS**

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

**PUBLIC COMMENTS**

There were no public comments.

**REVIEW AND CONFIRMATION OF LOCAL EMERGENCY**

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

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

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



Council Member Gilbert left the meeting at 5:09 p.m.

Mayor Heft requested that the Council direct City staff to prepare a letter of support to the Board of Supervisors and request that the County reopen the business community as soon as possible.

Motion to request that City Council direct City staff to prepare a letter of support to the Board of Supervisors for the Mayor's signature requesting that the County reopen the business community as soon as possible and direct the City Manager to return a draft copy of the letter to the next regularly scheduled City Council meeting on May 12, 2020.

|                  |                                                                                                                       |
|------------------|-----------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [4 TO 0]</b>                                                                                              |
| <b>MOVER:</b>    | Janine Heft, Mayor                                                                                                    |
| <b>SECONDER:</b> | Dave Wheeler, Council Member                                                                                          |
| <b>AYES:</b>     | Janine Heft, Mayor; Erica Pezold, Mayor Pro Tempore;<br>Don Sedgwick, Council Member; Dave Wheeler, Council<br>Member |
| <b>ABSENT:</b>   | Dore J. Gilbert, M.D., Council Member                                                                                 |

#### ADJOURNMENT

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 5:28 p.m.

---

Melissa Au-Yeung, City Clerk

ATTEST:

---

Janine Heft, Mayor

Approved at meeting of May 12, 2020



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

---

**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Janice Reyes  
Finance Director  
**ISSUE:** Ratification of May 12, 2020, Warrant Register

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**RECOMMENDATION:** That the City Council ratify the accompanying Warrant Register for the period from April 3, 2020, to April 30, 2020, in the amount of \$1,432,617.93.

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#### **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 3, 2020, to April 30, 2020, is being presented for ratification by the City Council. Payments have been reviewed and approved by the appropriate departmental staff. The Director of Finance certifies to the accuracy of the attached register and to the availability of monies for payment thereof.

#### **ATTACHMENTS:**

- Warrant Register - May 12, 2020
- Warrant Register, Payables Detail Report - May 12, 2020



City of Laguna Hills, CA

# Warrant Register - May 12, 2020

By Check Number

Date Range: 04/03/2020 - 04/30/2020

| Check Number          | Vendor Number | Vendor Name                                      | Payment Date | Payment Amount |
|-----------------------|---------------|--------------------------------------------------|--------------|----------------|
| Payment Type: Regular |               |                                                  |              |                |
| 8817700               | C-0023        | COX COMMUNICATION                                | 04/03/2020   | 211.81         |
| 8817701               | M-1302        | MOULTON NIGUEL WATER DISTRICT                    | 04/03/2020   | 220.00         |
| 8817702               | S-2267        | SINTA DESIGN                                     | 04/03/2020   | 1,365.00       |
| 8817703               | T-2698        | TPX COMMUNICATIONS                               | 04/03/2020   | 537.24         |
| 8817704               | A-0138        | ALL CITY MANAGEMENT, INC.                        | 04/09/2020   | 2,529.60       |
| 8817705               | Z-CS-0243     | BECKER, STEPHAN                                  | 04/09/2020   | 250.00         |
| 8817706               | C-1177        | CANON FINANCIAL SERVICES, INC.                   | 04/09/2020   | 851.26         |
| 8817707               | C-1144        | CHARLES ABBOTT ASSOCIATES, INC                   | 04/09/2020   | 17,213.28      |
| 8817708               | C-1176        | COMPUTER SERVICE CO.                             | 04/09/2020   | 4,872.80       |
| 8817709               | C-0429        | COOPERATIVE PERSONNEL SERVICES                   | 04/09/2020   | 199.00         |
| 8817710               | C-0358        | CSMFO                                            | 04/09/2020   | 110.00         |
| 8817711               | Z-CS-0244     | DICKENSON, KATHRYN                               | 04/09/2020   | 500.00         |
| 8817712               | E-0504        | EL TORO WATER DISTRICT                           | 04/09/2020   | 8,107.34       |
| 8817713               | H-0804        | HINDERLITER, DE LLAMAS & ASSOC., INC.            | 04/09/2020   | 2,864.61       |
| 8817714               | H-0960        | HR GREEN PACIFIC, INC.                           | 04/09/2020   | 45,506.14      |
| 8817715               | I-0960        | IRV SEAVER MOTORCYCLES                           | 04/09/2020   | 1,857.32       |
| 8817716               | I-0942        | IRVINE RANCH WATER DISTRICT                      | 04/09/2020   | 91.13          |
| 8817717               | Z-CS-0242     | JOHNSTON, EMMA                                   | 04/09/2020   | 500.00         |
| 8817718               | J-1082        | JONES DAY                                        | 04/09/2020   | 975.00         |
| 8817719               | Z-CS-0241     | LEONDES, EMELIANO                                | 04/09/2020   | 250.00         |
| 8817720               | Z-CS-0240     | MULKIN, JORDAN                                   | 04/09/2020   | 1,010.00       |
| 8817721               | O-1546        | OFFICE SOLUTIONS                                 | 04/09/2020   | 43.39          |
| 8817722               | Z-CS-0239     | PEREZ, DULCE                                     | 04/09/2020   | 500.00         |
| 8817723               | P-1829        | PEST OPTIONS, INC.                               | 04/09/2020   | 225.00         |
| 8817724               | R-1881        | R.E.S.S.                                         | 04/09/2020   | 161.63         |
| 8817725               | R-1855        | RICHARD FISHER ASSOCIATES                        | 04/09/2020   | 9,928.54       |
| 8817726               | R-1946        | RK ENGINEERING GROUP, INC.                       | 04/09/2020   | 17,740.00      |
| 8817727               | S-1902        | SAN DIEGO GAS & ELECTRIC                         | 04/09/2020   | 9,969.90       |
| 8817728               | S-1904        | SOUTHERN CALIFORNIA EDISON                       | 04/09/2020   | 951.66         |
| 8817729               | S-2201        | SUNSET PROPERTY SERVICES JONSET CORPORATION      | 04/09/2020   | 11,237.43      |
| 8817730               | W-2302        | THOMSON REUTERS - WEST                           | 04/09/2020   | 251.52         |
| 8817731               | U-2165        | UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA | 04/09/2020   | 176.74         |
| 8817732               | V-2249        | US BANK VOYAGER FLEET SYSTEM                     | 04/09/2020   | 775.66         |
| 8817733               | Z-CS-0110     | WATANABE, YUMI                                   | 04/09/2020   | 250.00         |
| 8817734               | W-2337        | WEST COAST ARBORISTS, INC.                       | 04/09/2020   | 655.80         |
| 8817735               | W-2448        | WEST GATE CONTRACTOR                             | 04/09/2020   | 18,765.00      |
| 8817736               | W-2439        | WESTAMERICA COMMUNICATIONS, INC                  | 04/09/2020   | 8,176.00       |
| 8817737               | W-2389        | WOLFE ENGINEERING & DESIGN                       | 04/09/2020   | 10,480.00      |
| 8817738               | G-0863        | GREGG MAEDO + ASSOCIATES, INC                    | 04/13/2020   | 5,000.00       |
| 8817739               | P-1837        | PRAXIS INFECTIOUS DISEASES                       | 04/13/2020   | 1,650.00       |
| 8817740               | A-0374        | ACTIVE NETWORK, LLC                              | 04/16/2020   | 10,437.10      |
| 8817741               | A-0359        | ANDERSON PENNA PARTNERS, INC.                    | 04/16/2020   | 10,590.50      |
| 8817742               | A-0365        | AT&T - CALNET 3                                  | 04/16/2020   | 21.04          |
| 8817743               | Z-CS-0245     | BEAVERS, JULIA                                   | 04/16/2020   | 29.75          |
| 8817744               | Z-CS-0246     | BRAGG, DON                                       | 04/16/2020   | 28.90          |
| 8817745               | Z-CS-0247     | BRAGG, SHAUNA                                    | 04/16/2020   | 28.90          |
| 8817746               | B-0440        | BUCKNAM INFRASTRUCTURE GROUP, INC.               | 04/16/2020   | 749.50         |
| 8817747               | C-1133        | CALIFORNIA YELLOW CAB                            | 04/16/2020   | 476.00         |
| 8817748               | C-1179        | CANON SOLUTIONS AMERICA                          | 04/16/2020   | 162.00         |
| 8817749               | C-1022        | CDW GOVERNMENT, INC.                             | 04/16/2020   | 113.36         |
| 8817750               | Z-CS-0248     | CHEN, ANNE                                       | 04/16/2020   | 28.90          |
| 8817751               | C-1139        | COMPLETE OFFICE OF CALIFORNIA                    | 04/16/2020   | 139.00         |

Attachment: Warrant Register - May 12, 2020 (2114 : Warrant Register, May 12, 2020)

## Warrant Register - May 12, 2020

Date Range: 04/03/2020 - 04/30/2020

| Check Number | Vendor Number | Vendor Name                        | Payment Date | Payment Amount |
|--------------|---------------|------------------------------------|--------------|----------------|
| 8817752      | C-1176        | COMPUTER SERVICE CO.               | 04/16/2020   | 5,059.69       |
| 8817753      | C-0023        | COX COMMUNICATION                  | 04/16/2020   | 195.86         |
| 8817754      | Z-CS-0249     | CRANE, KIM                         | 04/16/2020   | 76.50          |
| 8817755      | Z-CS-0250     | CRUZ, DELA                         | 04/16/2020   | 76.50          |
| 8817756      | Z-CS-0251     | DENGATE, CAT                       | 04/16/2020   | 80.00          |
| 8817757      | Z-CS-0252     | DENNY, MADELYN                     | 04/16/2020   | 34.00          |
| 8817758      | Z-CS-0253     | DURAN, SASZHA                      | 04/16/2020   | 29.75          |
| 8817759      | Z-CD-0247     | DURHAM, ROBERT                     | 04/16/2020   | 1,000.00       |
| 8817760      | E-0554        | ECONOMICS, INC.                    | 04/16/2020   | 9,555.75       |
| 8817761      | Z-CS-0254     | FONTANILLA, RON                    | 04/16/2020   | 27.20          |
| 8817762      | Z-CS-0255     | FRIEDL, CLAIRE                     | 04/16/2020   | 13.60          |
| 8817763      | Z-CS-0256     | FRIEDL, GRACE                      | 04/16/2020   | 28.90          |
| 8817764      | Z-CS-0257     | FRIEDL, LUKE                       | 04/16/2020   | 28.90          |
| 8817765      | Z-CS-0258     | FRIEDL, MICHAEL                    | 04/16/2020   | 28.90          |
| 8817766      | Z-CS-0259     | GILBERT, ALLAN F                   | 04/16/2020   | 34.00          |
| 8817767      | Z-CS-0260     | GILEK, FRANCES                     | 04/16/2020   | 25.50          |
| 8817768      | Z-CS-0261     | GILEK, JIM                         | 04/16/2020   | 25.50          |
| 8817769      | H-0829        | HARTZOG & CRABILL, INC.            | 04/16/2020   | 3,389.50       |
| 8817770      | Z-CS-0262     | ITO, DANNY                         | 04/16/2020   | 27.00          |
| 8817771      | Z-CS-0263     | ITO, SYLVIA                        | 04/16/2020   | 32.00          |
| 8817772      | J-1057        | JAMEY CLARK, INC.                  | 04/16/2020   | 376.00         |
| 8817773      | Z-CS-0264     | JUAREZ-SAMAYOA, JORGE              | 04/16/2020   | 76.50          |
| 8817774      | Z-CS-0265     | LUKES, JIM                         | 04/16/2020   | 27.20          |
| 8817775      | Z-CS-0266     | LUKES, REBECCA                     | 04/16/2020   | 27.20          |
| 8817776      | Z-CS-0267     | MCMASTERS, KAREN                   | 04/16/2020   | 27.20          |
| 8817777      | Z-CS-0268     | MEDINA, MARTA                      | 04/16/2020   | 76.50          |
| 8817778      | N-1474        | NIEVES LANDSCAPE, INC.             | 04/16/2020   | 1,026.93       |
| 8817779      | O-1500        | ORANGE COUNTY REGISTER             | 04/16/2020   | 72.40          |
| 8817780      | P-1809        | PACIFIC COAST RACE TIMING          | 04/16/2020   | 1,170.00       |
| 8817781      | Z-CS-0269     | PETTIGREW, BAYLEIGH                | 04/16/2020   | 76.50          |
| 8817782      | Z-CS-0270     | POLATSCHEK, ED                     | 04/16/2020   | 76.50          |
| 8817783      | P-1832        | PRINTEX PRINTING AND GRAPHICS INC. | 04/16/2020   | 129.30         |
| 8817784      | Z-CS-0271     | PULVER, LINDA                      | 04/16/2020   | 76.50          |
| 8817785      | Z-CD-0248     | RAGNAR EVENTS, LLC                 | 04/16/2020   | 428.13         |
| 8817786      | R-1830        | RALPHS GROCERY COMPANY             | 04/16/2020   | 39.81          |
| 8817787      | Z-CS-0292     | REIGN BODY FUEL                    | 04/16/2020   | 350.00         |
| 8817788      | Z-CS-0293     | RENEWAL BY ANDERSEN                | 04/16/2020   | 350.00         |
| 8817789      | Z-CS-0272     | RODRIGUEZ, MARY-LOU                | 04/16/2020   | 32.30          |
| 8817790      | Z-CS-0273     | ROGERS, ROBIN                      | 04/16/2020   | 76.50          |
| 8817791      | Z-CS-0274     | ROSENBERG, ALAN                    | 04/16/2020   | 80.00          |
| 8817792      | Z-CS-0294     | RUN TO REMEMBER LOS ANGELES        | 04/16/2020   | 350.00         |
| 8817793      | Z-CS-0275     | SCHWARTZ, MICHAEL                  | 04/16/2020   | 28.50          |
| 8817794      | Z-CS-0276     | SHEAN, ANDREW                      | 04/16/2020   | 14.40          |
| 8817795      | Z-CS-0277     | SHEAN, AVA                         | 04/16/2020   | 30.60          |
| 8817796      | Z-CS-0278     | SHEAN, JAMES                       | 04/16/2020   | 14.40          |
| 8817797      | Z-CS-0279     | SHEAN, JAY                         | 04/16/2020   | 85.50          |
| 8817798      | Z-CS-0280     | SHEAN, OWEN                        | 04/16/2020   | 30.60          |
| 8817799      | Z-CS-0281     | SKINNER, KAYLA                     | 04/16/2020   | 32.00          |
| 8817800      | Z-CS-0282     | SKINNER, NICOLE                    | 04/16/2020   | 32.00          |
| 8817801      | Z-CS-0283     | SKINNER, RICHARD                   | 04/16/2020   | 32.00          |
| 8817802      | Z-CS-0284     | SKINNER, SHARON                    | 04/16/2020   | 32.00          |
| 8817803      | S-1949        | SMART & FINAL                      | 04/16/2020   | 186.39         |
| 8817804      | S-1904        | SOUTHERN CALIFORNIA EDISON         | 04/16/2020   | 3,933.81       |
| 8817805      | Z-CS-0285     | STRAND, DOROTHY                    | 04/16/2020   | 32.00          |
| 8817806      | Z-CS-0286     | TORRES, JERRY                      | 04/16/2020   | 34.00          |
| 8817807      | Z-CS-0287     | TROCCOLI, SINTA                    | 04/16/2020   | 76.50          |
| 8817808      | Z-CS-0288     | TROCCOLI, TONY                     | 04/16/2020   | 76.50          |
| 8817809      | T-2656        | TYLER TECHNOLOGIES, INC.           | 04/16/2020   | 335.02         |
| 8817810      | V-2224        | VERIZON WIRELESS                   | 04/16/2020   | 1,319.29       |
| 8817811      | Z-CS-0289     | VO, XUANMAI                        | 04/16/2020   | 80.00          |
| 8817812      | W-2337        | WEST COAST ARBORISTS, INC.         | 04/16/2020   | 1,395.00       |

Attachment: Warrant Register - May 12, 2020 (2114 : Warrant Register, May 12, 2020)

## Warrant Register - May 12, 2020

| Check Number | Vendor Number | Vendor Name                                     |
|--------------|---------------|-------------------------------------------------|
| 8817813      | Z-CS-0290     | ZAMOREZ, ARTESIA                                |
| 8817814      | Z-CS-0291     | ZAMOREZ, MANUEL                                 |
| 8817815      | E-0605        | EALY, EARL DWAYNE                               |
| 8817816      | M-1599        | DR. MAYER                                       |
| 8817817      |               | **Void**                                        |
| 8817818      | Z-CD-0249     | AVALON ROOFING INC                              |
| 8817819      | B-0437        | BRINKS, INCORPORATED                            |
| 8817820      | C-1177        | CANON FINANCIAL SERVICES, INC.                  |
| 8817821      | C-1068        | CITY OF ALISO VIEJO                             |
| 8817822      | C-0060        | COUNTY OF ORANGE\PF&RD FINANCIAL SERVICES       |
| 8817823      | C-0023        | COX COMMUNICATION                               |
| 8817824      | Z-CD-0250     | DREAMSCAPES BY M G R INC                        |
| 8817825      | Z-CD-0186     | GUARDIAN ROOFS                                  |
| 8817826      | Z-CD-0251     | HOYT ROOFS INC                                  |
| 8817827      | Z-CD-0147     | JIM MURRAY ROOFING INC.                         |
| 8817828      | G-0709        | JOE A. GONSALVES & SON                          |
| 8817829      | K-1196        | KELLY ASSOCIATES MANAGEMENT GROUP, LLC          |
| 8817830      | M-1515        | MONACH, KIMBERLYN                               |
| 8817831      | N-1442        | NATIONAL CONSTRUCTION RENTALS                   |
| 8817832      | N-1487        | NUVIS LANDSCAPE ARCHITECTURE                    |
| 8817833      | O-1546        | OFFICE SOLUTIONS                                |
| 8817834      | P-1834        | PLACEWORKS, INC.                                |
| 8817835      | R-1975        | RAHE ELECTRIC                                   |
| 8817836      | R-1855        | RICHARD FISHER ASSOCIATES                       |
| 8817837      | S-1902        | SAN DIEGO GAS & ELECTRIC                        |
| 8817838      | S-1904        | SOUTHERN CALIFORNIA EDISON                      |
| 8817839      | S-2250        | SPARKLETTES                                     |
| 8817840      | Z-CD-0252     | TIMELESS POOLS                                  |
| 8817841      | A-0365        | AT&T - CALNET 3                                 |
| 8817842      | A-0374        | ACTIVE NETWORK, LLC                             |
| 8817843      | Z-CS-0296     | ARAMBULA, DANIEL                                |
| 8817844      | Z-CS-0301     | ARBOLEDA, PATRICIA                              |
| 8817845      | Z-CS-0013     | ARMENTA, VIOLETA                                |
| 8817846      | B-0441        | BLUEBEAM, INC.                                  |
| 8817847      | C-0361        | COAST RECREATION, INC.                          |
| 8817848      | C-1191        | COMMUNICATIONS CHGS- LAW ENF - COUNTY OF ORANGE |
| 8817849      | C-0023        | COX COMMUNICATION                               |
| 8817850      | D-0461        | DATA TICKET, INC.                               |
| 8817851      | Z-CD-0253     | FELLERS, BILL                                   |
| 8817852      | Z-CS-0295     | ISBERTO, KIMBERLY                               |
| 8817853      | Z-CS-0298     | JARMIE, CLIFF                                   |
| 8817854      | Z-CS-0079     | MCCLELLAN, ANN-MARIE                            |
| 8817855      | N-1474        | NIEVES LANDSCAPE, INC.                          |
| 8817856      | P-1838        | PAPE' MATERIAL HANDLING INC.                    |
| 8817857      | Z-CS-0300     | RAYES, CLAUDIA                                  |
| 8817858      | Z-CS-0109     | ROBERTS, STAN                                   |
| 8817859      | R-1813        | RPW SERVICES, INC.                              |
| 8817860      | S-2197        | SAFECHECKS                                      |
| 8817861      | Z-CS-0299     | SOBERANIS, ANDRES                               |
| 8817862      | S-1904        | SOUTHERN CALIFORNIA EDISON                      |
| 8817863      | T-2042        | TRAUMA INTERVENTION PROGRAMS                    |
| 8817864      | Z-CS-0297     | VARGAS, KEILY                                   |
| 8817865      | Z-CS-0033     | VU, LAN                                         |

Date Range: 04/03/2020 - 04/30/2020

| Payment Date          | Payment Amount    |
|-----------------------|-------------------|
| 04/16/2020            | 27.20             |
| 04/16/2020            | 27.20             |
| 04/16/2020            | 350.00            |
| 04/22/2020            | 5,000.00          |
| 04/23/2020            | 0.00              |
| 04/23/2020            | 330.00            |
| 04/23/2020            | 146.48            |
| 04/23/2020            | 1,751.36          |
| 04/23/2020            | 197,294.54        |
| 04/23/2020            | 52,688.66         |
| 04/23/2020            | 946.31            |
| 04/23/2020            | 500.00            |
| 04/23/2020            | 158.36            |
| 04/23/2020            | 100.00            |
| 04/23/2020            | 1,890.00          |
| 04/23/2020            | 2,900.00          |
| 04/23/2020            | 9,013.75          |
| 04/23/2020            | 2,301.50          |
| 04/23/2020            | 1,969.04          |
| 04/23/2020            | 2,000.00          |
| 04/23/2020            | 251.57            |
| 04/23/2020            | 21,926.28         |
| 04/23/2020            | 3,850.00          |
| 04/23/2020            | 2,750.00          |
| 04/23/2020            | 27,871.05         |
| 04/23/2020            | 9,887.71          |
| 04/23/2020            | 78.86             |
| 04/23/2020            | 500.00            |
| 04/23/2020            | 218.76            |
| 04/30/2020            | 24,343.19         |
| 04/30/2020            | 500.00            |
| 04/30/2020            | 250.00            |
| 04/30/2020            | 250.00            |
| 04/30/2020            | 693.00            |
| 04/30/2020            | 495.98            |
| 04/30/2020            | 3,314.00          |
| 04/30/2020            | 402.31            |
| 04/30/2020            | 34.76             |
| 04/30/2020            | 300.00            |
| 04/30/2020            | 500.00            |
| 04/30/2020            | 500.00            |
| 04/30/2020            | 500.00            |
| 04/30/2020            | 86,674.00         |
| 04/30/2020            | 1,806.79          |
| 04/30/2020            | 250.00            |
| 04/30/2020            | 500.00            |
| 04/30/2020            | 1,560.00          |
| 04/30/2020            | 523.12            |
| 04/30/2020            | 250.00            |
| 04/30/2020            | 333.59            |
| 04/30/2020            | 910.32            |
| 04/30/2020            | 250.00            |
| 04/30/2020            | 250.00            |
| <b>Total Regular:</b> | <b>714,399.47</b> |

Attachment: Warrant Register - May 12, 2020 (2114 : Warrant Register, May 12, 2020)

## Warrant Register - May 12, 2020

Date Range: 04/03/2020 - 04/30/2020

| Check Number                    | Vendor Number | Vendor Name                                     | Payment Date | Payment Amount    |
|---------------------------------|---------------|-------------------------------------------------|--------------|-------------------|
| <b>Payment Type: Bank Draft</b> |               |                                                 |              |                   |
| DFT0001196                      | C-1007        | OCSD LAW ENFORCEMENT CONTRACT, OC TREASURER-TAX | 04/17/2020   | 699,790.37        |
| DFT0001197                      | B-0276        | BANK OF AMERICA VISA CARD                       | 04/15/2020   | 4,990.37          |
| DFT0001198                      | B-0276        | BANK OF AMERICA VISA CARD                       | 04/15/2020   | 10,639.50         |
| DFT0001199                      | B-0276        | BANK OF AMERICA VISA CARD                       | 04/15/2020   | 2,151.08          |
| DFT0001200                      | B-0276        | BANK OF AMERICA VISA CARD                       | 04/15/2020   | 647.14            |
| <b>Total Bank Draft:</b>        |               |                                                 |              | <b>718,218.46</b> |

## Bank Code AP Bank Summary

| Payment Type   | Payable<br>Count | Payment<br>Count | Discount    | Payment             |
|----------------|------------------|------------------|-------------|---------------------|
| Regular Checks | 194              | 165              | 0.00        | 714,399.47          |
| Manual Checks  | 0                | 0                | 0.00        | 0.00                |
| Voided Checks  | 0                | 1                | 0.00        | 0.00                |
| Bank Drafts    | 5                | 5                | 0.00        | 718,218.46          |
| EFT's          | 0                | 0                | 0.00        | 0.00                |
|                | <b>199</b>       | <b>172</b>       | <b>0.00</b> | <b>1,432,617.93</b> |

### All Bank Codes Check Summary

| Payment Type   | Payable<br>Count | Payment<br>Count | Discount    | Payment             |
|----------------|------------------|------------------|-------------|---------------------|
| Regular Checks | 194              | 165              | 0.00        | 714,399.47          |
| Manual Checks  | 0                | 0                | 0.00        | 0.00                |
| Voided Checks  | 0                | 1                | 0.00        | 0.00                |
| Bank Drafts    | 5                | 5                | 0.00        | 718,218.46          |
| EFT's          | 0                | 0                | 0.00        | 0.00                |
|                | <b>199</b>       | <b>172</b>       | <b>0.00</b> | <b>1,432,617.93</b> |

### Fund Summary

| Fund | Name | Period | Amount              |
|------|------|--------|---------------------|
| 998  | POOL | 4/2020 | 1,432,617.93        |
|      |      |        | <b>1,432,617.93</b> |



City of Laguna Hills, CA

# Warrant Register - Payables Detail Report

By Fund

Payment Dates 04/03/2020 - 04/30/2020

| Payment Date                    | Vendor Name                                      | Payable Number | Description (Payable)                             | Account Number | Amount     |
|---------------------------------|--------------------------------------------------|----------------|---------------------------------------------------|----------------|------------|
| <b>Fund: 100 - GENERAL FUND</b> |                                                  |                |                                                   |                |            |
| 04/03/2020                      | COX COMMUNICATION                                | 031920         | Cable, City Hall, Mar '20                         | 100-195-630000 | 32.19      |
| 04/03/2020                      | COX COMMUNICATION                                | 032020         | WiFi, City Hall, Mar '20                          | 100-195-630000 | 179.62     |
| 04/03/2020                      | MOULTON NIGUEL WATER DISTRICT                    | 040320         | Water Usage, Public Services, Mar                 | 100-355-635000 | 220.00     |
| 04/03/2020                      | TPX COMMUNICATIONS                               | 127957368-0    | Communications Expense, Apr '20                   | 100-195-630000 | 537.24     |
| 04/03/2020                      | SINTA DESIGN                                     | lhbm_031920    | 1/2 Marathon Expense, Community Services          | 100-310-695507 | 1,365.00   |
| 04/09/2020                      | HINDERLITER, DE LLAMAS & ASSOC., INC.            | 0033267-IN     | Sales Tax 1st Qtr, Audit Sales Tax 3rd Qtr        | 100-155-700052 | 2,864.61   |
| 04/09/2020                      | CSMFO                                            | 040320         | Membership Dues, 2020                             | 100-155-610000 | 110.00     |
| 04/09/2020                      | SOUTHERN CALIFORNIA EDISON                       | 040720         | Street Lights, Traffic Control, Mar '20           | 100-355-631000 | 258.85     |
| 04/09/2020                      | SAN DIEGO GAS & ELECTRIC                         | 040720         | Street Lights, Traffic Control, Mar '20           | 100-355-631400 | 9,969.90   |
| 04/09/2020                      | SOUTHERN CALIFORNIA EDISON                       | 040720         | Street Lights, Traffic Control, Mar '20           | 100-355-631400 | 327.31     |
| 04/09/2020                      | SOUTHERN CALIFORNIA EDISON                       | 040720         | Street Lights, Traffic Control, Mar '20           | 100-355-631900 | 365.50     |
| 04/09/2020                      | IRVINE RANCH WATER DISTRICT                      | 040720         | Water Usage, Public Services, Mar                 | 100-355-635000 | 91.13      |
| 04/09/2020                      | EL TORO WATER DISTRICT                           | 040720         | Water Usage, Public Services, Mar                 | 100-355-635000 | 8,107.34   |
| 04/09/2020                      | WEST GATE CONTRACTOR                             | 11             | Graffiti Removal, Public Services, Mar '20        | 100-355-720500 | 18,765.00  |
| 04/09/2020                      | COOPERATIVE PERSONNEL SERVICES                   | 114856         | Training & Education, Mar '20                     | 100-155-611000 | 199.00     |
| 04/09/2020                      | SUNSET PROPERTY SERVICES JONSET CORPORATION      | 120411         | Street Sweeping Services, Mar '20                 | 100-355-720410 | 77.01      |
| 04/09/2020                      | SUNSET PROPERTY SERVICES JONSET CORPORATION      | 120420         | Street Sweeping Services, Mar '20                 | 100-355-720410 | 11,160.42  |
| 04/09/2020                      | HR GREEN PACIFIC, INC.                           | 134076         | Building Services, Community Development, Feb '20 | 100-225-700000 | 25,650.00  |
| 04/09/2020                      | HR GREEN PACIFIC, INC.                           | 134077         | Plan Check, Community Development, Feb '20        | 100-225-700000 | 19,856.14  |
| 04/09/2020                      | WEST COAST ARBORISTS, INC.                       | 158767         | Tree Trimming Services, Mar '20                   | 100-355-720702 | 655.80     |
| 04/09/2020                      | RK ENGINEERING GROUP, INC.                       | 200311         | Engineering Services, Mar '20                     | 100-225-700200 | 8,350.00   |
| 04/09/2020                      | RK ENGINEERING GROUP, INC.                       | 200311         | Engineering Services, Mar '20                     | 100-355-700101 | 7,230.00   |
| 04/09/2020                      | RK ENGINEERING GROUP, INC.                       | 200312         | Engineering Services, Mar '20                     | 100-000-223000 | 2,160.00   |
| 04/09/2020                      | RK ENGINEERING GROUP, INC.                       | 200312         | Engineering Services, Mar '20                     | 100-000-452000 | (2,160.00) |
| 04/09/2020                      | RK ENGINEERING GROUP, INC.                       | 200312         | Engineering Services, Mar '20                     | 100-225-700201 | 2,160.00   |
| 04/09/2020                      | IRV SEAVER MOTORCYCLES                           | 20200665       | Motorcycle Maintenance, Police Svcs, Apr '20      | 100-420-646100 | 1,857.32   |
| 04/09/2020                      | CANON FINANCIAL SERVICES, INC.                   | 21233462       | Lease - Copier, Community Center, Mar '20         | 100-195-641200 | 279.86     |
| 04/09/2020                      | CANON FINANCIAL SERVICES, INC.                   | 21233463       | Lease - Copier, City Hall, Mar '20                | 100-195-641200 | 253.58     |
| 04/09/2020                      | CANON FINANCIAL SERVICES, INC.                   | 21233464       | Lease - Copier, New Admin Copier, Mar '20         | 100-195-641200 | 317.82     |
| 04/09/2020                      | UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA | 320200362      | Street Maintenance, Mar '20                       | 100-355-720400 | 125.50     |
| 04/09/2020                      | WOLFE ENGINEERING & DESIGN                       | 3268           | Engineering Services,                             | 100-600-790600 | 8,280.00   |
| 04/09/2020                      | WOLFE ENGINEERING & DESIGN                       | 3269           | Engineering Services, Mar '20                     | 100-600-790600 | 2,200.00   |
| 04/09/2020                      | WESTAMERICA COMMUNICATIONS, INC                  | 333608         | City Views, Winter 2019 Issue                     | 100-155-695000 | 8,176.00   |
| 04/09/2020                      | JONES DAY                                        | 33366496       | Professional Services, Feb '20                    | 100-155-700012 | 468.75     |
| 04/09/2020                      | JONES DAY                                        | 33366497       | Professional Services, Feb '20                    | 100-155-700012 | 506.25     |
| 04/09/2020                      | PEST OPTIONS, INC.                               | 346614         | Rodent Control, Public Services, Apr '20          | 100-355-720700 | 225.00     |
| 04/09/2020                      | COMPUTER SERVICE CO.                             | 3917-20-003    | Traffic Signal Maintenance, Mar '20               | 100-355-720420 | 4,872.80   |
| 04/09/2020                      | RICHARD FISHER ASSOCIATES                        | 4325           | Professional Services, Public Services, Mar '20   | 100-355-720700 | 145.00     |
| 04/09/2020                      | RICHARD FISHER ASSOCIATES                        | 4325           | Professional Services, Public Services, Mar '20   | 100-600-790600 | 9,515.00   |

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## Warrant Register - Payables Detail Report

Payment Dates: 04/03/2020 - 04/30/2020

| Payment Date | Vendor Name                                      | Payable Number       | Description (Payable)                           | Account Number | Amount    |
|--------------|--------------------------------------------------|----------------------|-------------------------------------------------|----------------|-----------|
| 04/09/2020   | RICHARD FISHER ASSOCIATES                        | 4325                 | Professional Services, Public Services, Mar '20 | 100-600-790600 | 6.04      |
| 04/09/2020   | RICHARD FISHER ASSOCIATES                        | 4325                 | Professional Services, Public Services, Mar '20 | 100-600-790600 | 262.50    |
| 04/09/2020   | CHARLES ABBOTT ASSOCIATES, INC                   | 60875                | Road Maintenance, Mar '20                       | 100-355-720400 | 17,213.28 |
| 04/09/2020   | ALL CITY MANAGEMENT, INC.                        | 67765                | Crossing Guard Services, 3/8/20 - 3/21/20       | 100-420-720822 | 2,529.60  |
| 04/09/2020   | R.E.S.S.                                         | 71130                | Flag Replacement, Community                     | 100-195-622000 | 161.63    |
| 04/09/2020   | THOMSON REUTERS - WEST                           | 842065605            | Subscription, City Clerk, Mar '20               | 100-155-626000 | 251.52    |
| 04/09/2020   | US BANK VOYAGER FLEET SYSTEM                     | 869321901013 GENGOV: | Vehicle Fuel, Mar '20                           | 100-155-613100 | 145.05    |
| 04/09/2020   | US BANK VOYAGER FLEET SYSTEM                     | 869321919013 COMDEV  | Vehicle Fuel, Mar '20                           | 100-225-613100 | 121.10    |
| 04/09/2020   | US BANK VOYAGER FLEET SYSTEM                     | 869322032013 POLSVCS | Vehicle Fuel, Mar '20                           | 100-420-613100 | 143.90    |
| 04/09/2020   | US BANK VOYAGER FLEET SYSTEM                     | 869322040013 PUBSVCS | Vehicle Fuel, Mar '20                           | 100-355-613100 | 365.61    |
| 04/09/2020   | UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA | dsb20191542          | Street Maintenance, Mar '20                     | 100-355-720400 | 51.24     |
| 04/09/2020   | WATANABE, YUMI                                   | FRDCOV-0007          | Refund, Facility Deposit, R #1033078.002        | 100-000-222000 | 250.00    |
| 04/09/2020   | PEREZ, DULCE                                     | FRDCOV-0008          | Refund, Facility Deposit, R #1033575.002        | 100-000-222000 | 500.00    |
| 04/09/2020   | MULKIN, JORDAN                                   | FRDCOV-0009          | Refund, Facility Deposit, R #1032767.002        | 100-000-222000 | 500.00    |
| 04/09/2020   | LEONDES, EMELIANO                                | FRDCOV-0010          | Refund, Facility Deposit, R #1033993.002        | 100-000-222000 | 250.00    |
| 04/09/2020   | JOHNSTON, EMMA                                   | FRDCOV-0011          | Refund, Facility Deposit, R #1034237.002        | 100-000-222000 | 500.00    |
| 04/09/2020   | BECKER, STEPHAN                                  | FRDCOV-0012          | Refund, Facility Deposit, R #1034264.002        | 100-000-222000 | 250.00    |
| 04/09/2020   | DICKENSON, KATHRYN                               | FRDCOV-0013          | Refund, Facility Deposit, R #1034228.002        | 100-000-222000 | 500.00    |
| 04/09/2020   | MULKIN, JORDAN                                   | FRFCOV-0003          | Refund, Facility Rental, R #1032767.002         | 100-000-451100 | 510.00    |
| 04/09/2020   | OFFICE SOLUTIONS                                 | I-01725827           | Operating Supplies, Mar '20                     | 100-195-622000 | 43.39     |
| 04/13/2020   | GREGG MAEDO + ASSOCIATES, INC                    | 041020               | Legal Services, Apr '20                         | 100-155-700011 | 5,000.00  |
| 04/13/2020   | PRAXIS INFECTIOUS DISEASES                       | PI-10                | Legal Services, Apr '20                         | 100-155-700011 | 1,650.00  |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 COMDEV        | Departmental Expenditure, Mar '20               | 100-225-610000 | 875.00    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 COMDEV        | Departmental Expenditure, Mar '20               | 100-225-611000 | 388.99    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 COMDEV        | Departmental Expenditure, Mar '20               | 100-225-626000 | 887.09    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 COMSVCS       | Departmental Expenditure, Mar '20               | 100-195-720050 | 810.17    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 COMSVCS       | Departmental Expenditure, Mar '20               | 100-310-620500 | 24.62     |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 COMSVCS       | Departmental Expenditure, Mar '20               | 100-310-622005 | 48.76     |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 COMSVCS       | Departmental Expenditure, Mar '20               | 100-310-646100 | 182.92    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 COMSVCS       | Departmental Expenditure, Mar '20               | 100-310-695502 | 137.85    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 COMSVCS       | Departmental Expenditure, Mar '20               | 100-310-695507 | 2,908.73  |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 GENGOV1       | Departmental Expenditure, Mar '20               | 100-155-612000 | (100.23)  |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 GENGOV1       | Departmental Expenditure, Mar '20               | 100-155-612002 | 4,649.56  |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 GENGOV1       | Departmental Expenditure, Mar '20               | 100-155-620000 | 135.37    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 GENGOV1       | Departmental Expenditure, Mar '20               | 100-155-622000 | 257.19    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 GENGOV1       | Departmental Expenditure, Mar '20               | 100-155-626000 | 48.48     |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 POLSVCS       | Departmental Expenditure, Mar '20               | 100-000-120000 | (6.00)    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 POLSVCS       | Departmental Expenditure, Mar '20               | 100-420-611000 | 160.00    |
| 04/15/2020   | BANK OF AMERICA VISA CARD                        | 032020 POLSVCS       | Departmental Expenditure, Mar '20               | 100-420-622000 | 31.52     |
| 04/16/2020   | AT&T - CALNET 3                                  | 000014567811         | Traffic Signal, Public Services, Mar            | 100-355-630000 | 21.04     |
| 04/16/2020   | RALPHS GROCERY COMPANY                           | 0220118047           | Program Expense, Comm Svcs, Mar                 | 100-310-622005 | 39.81     |
| 04/16/2020   | EALY, EARL DWAYNE                                | 022520               | Office Supplies, Feb '20                        | 100-155-620000 | 350.00    |
| 04/16/2020   | TYLER TECHNOLOGIES, INC.                         | 025-289635           | Software Support, Energov Annual Maintenance    | 100-195-720050 | 335.02    |
| 04/16/2020   | ORANGE COUNTY REGISTER                           | 032720               | Subscription, Comm Ctr, 04/24/20 - 05/22/20     | 100-310-626000 | 72.40     |
| 04/16/2020   | COX COMMUNICATION                                | 032820               | WiFi Community Center, Mar '20                  | 100-195-630000 | 195.86    |
| 04/16/2020   | SOUTHERN CALIFORNIA EDISON                       | 041420               | Street Lights, Traffic Control, Apr '20         | 100-355-631900 | 16.35     |
| 04/16/2020   | SOUTHERN CALIFORNIA EDISON                       | 041420a              | Street Lights, Traffic Control, Mar '20         | 100-355-631000 | 35.98     |
| 04/16/2020   | SOUTHERN CALIFORNIA EDISON                       | 041420a              | Street Lights, Traffic Control, Mar '20         | 100-355-631900 | 3,881.48  |

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Payment Dates: 04/03/2020 - 04/30/2020

| Payment Date | Vendor Name                                     | Payable Number         | Description (Payable)                            | Account Number | Amount     |
|--------------|-------------------------------------------------|------------------------|--------------------------------------------------|----------------|------------|
| 04/16/2020   | WEST COAST ARBORISTS, INC.                      | 159026                 | Tree Trimming Services, Mar '20                  | 100-355-720702 | 1,395.00   |
| 04/16/2020   | PACIFIC COAST RACE TIMING                       | 1635                   | Program Expense, 1/2 Marathon                    | 100-310-695507 | 1,170.00   |
| 04/16/2020   | HARTZOG & CRABILL, INC.                         | 20-0208                | Traffic Signal Mgmt Services, Mar '20            | 100-355-700101 | 400.00     |
| 04/16/2020   | HARTZOG & CRABILL, INC.                         | 20-0223                | Traffic Signal Mgmt Services, Mar '20            | 100-355-700101 | 2,702.00   |
| 04/16/2020   | HARTZOG & CRABILL, INC.                         | 20-0223                | Traffic Signal Mgmt Services, Mar '20            | 100-600-790600 | 287.50     |
| 04/16/2020   | COMPLETE OFFICE OF CALIFORNIA                   | 2438363-0              | Computer Supplies, Apr '20                       | 100-195-621000 | 139.00     |
| 04/16/2020   | COMPUTER SERVICE CO.                            | 3057 - 3078            | Traffic Signal Maintenance, Mar '20              | 100-355-720420 | 5,059.69   |
| 04/16/2020   | BUCKNAM INFRASTRUCTURE GROUP, INC.              | 361-01.06              | City Engineer Services, Mar '20                  | 100-355-700100 | 382.50     |
| 04/16/2020   | BUCKNAM INFRASTRUCTURE GROUP, INC.              | 361-02.03              | City Engineer Services, Mar '20                  | 100-355-700100 | 367.00     |
| 04/16/2020   | SMART & FINAL                                   | 3831400053986          | Operating Supplies, Mar '20                      | 100-195-622000 | 18.47      |
| 04/16/2020   | SMART & FINAL                                   | 3831400058120          | Office & Operating Supplies, Mar '20             | 100-155-622000 | 40.74      |
| 04/16/2020   | SMART & FINAL                                   | 3831400058120          | Office & Operating Supplies, Mar '20             | 100-195-620000 | 60.09      |
| 04/16/2020   | SMART & FINAL                                   | 3831400058120          | Office & Operating Supplies, Mar '20             | 100-195-622000 | 25.95      |
| 04/16/2020   | SMART & FINAL                                   | 3831400058251          | Program Supplies, Com Svcs, Mar '20              | 100-310-622500 | 41.14      |
| 04/16/2020   | CANON SOLUTIONS AMERICA                         | 4032408739             | Copier Usage, Community Services, 2/29 - 3/30/20 | 100-195-641200 | 162.00     |
| 04/16/2020   | NIEVES LANDSCAPE, INC.                          | 67289                  | Monthly and Misc Landscape, Apr '20              | 100-355-720700 | 770.60     |
| 04/16/2020   | NIEVES LANDSCAPE, INC.                          | 67290                  | Monthly and Misc Landscape, Apr '20              | 100-355-720700 | 155.28     |
| 04/16/2020   | NIEVES LANDSCAPE, INC.                          | 67291                  | Monthly and Misc Landscape, Apr '20              | 100-355-720700 | 101.05     |
| 04/16/2020   | JAMEY CLARK, INC.                               | 71793                  | Graffiti Removal, Public Services, Mar '20       | 100-355-720500 | 376.00     |
| 04/16/2020   | ANDERSON PENNA PARTNERS, INC.                   | 8185                   | Inspection Services, Mar '20                     | 100-355-700255 | 10,590.50  |
| 04/16/2020   | VERIZON WIRELESS                                | 9851267334             | Communication Expense, Mar '20                   | 100-000-120000 | 57.29      |
| 04/16/2020   | VERIZON WIRELESS                                | 9851267334             | Communication Expense, Mar '20                   | 100-195-630000 | 1,262.00   |
| 04/16/2020   | ACTIVE NETWORK, LLC                             | AN658194_03-30-20      | Refunds, 03/16-03/29                             | 100-000-120003 | 8,623.75   |
| 04/16/2020   | ACTIVE NETWORK, LLC                             | AN658194_03-30-20      | Refunds, 03/16-03/29                             | 100-000-222000 | 500.00     |
| 04/16/2020   | ACTIVE NETWORK, LLC                             | AN658912_03-30-20      | ActiveNet Fees, Billing Period 03/16-03/29       | 100-195-720050 | 50.57      |
| 04/16/2020   | DURHAM, ROBERT                                  | CD-0556-ENC-10-19-0064 | Refund, Permit Fees, R #5462                     | 100-000-220444 | 1,000.00   |
| 04/16/2020   | RAGNAR EVENTS, LLC                              | CD-0557-ENC-02-20-0081 | Refund, Permit Fees, R #6391                     | 100-000-444000 | 428.13     |
| 04/16/2020   | ACTIVE NETWORK, LLC                             | CDG190094-202002       | Digital Media Marketing, Race, Feb               | 100-310-695507 | 1,262.78   |
| 04/16/2020   | CDW GOVERNMENT, INC.                            | XJT8093                | Computer Hardware, Gen Gov, Mar                  | 100-195-940000 | 113.36     |
| 04/17/2020   | OCSO LAW ENFORCEMENT CONTRACT, OC TREASURER-TAX | SH 56044               | Law Enforcement Services, Apr '20                | 100-420-720800 | 699,790.37 |
| 04/22/2020   | DR. MAYER                                       | 042220                 | Legal Services, Apr '20                          | 100-155-700011 | 5,000.00   |
| 04/23/2020   | AT&T - CALNET 3                                 | 000014573347           | Alarm, Com Ctr & City Hall Lines, Apr '20        | 100-195-630000 | 137.36     |
| 04/23/2020   | AT&T - CALNET 3                                 | 000014573347           | Alarm, Com Ctr & City Hall Lines, Apr '20        | 100-310-630100 | 81.40      |
| 04/23/2020   | RAHE ELECTRIC                                   | 01-20-clh              | Parks Contract Repair, Mar '20                   | 100-355-720701 | 3,850.00   |
| 04/23/2020   | COX COMMUNICATION                               | 040520                 | T-1 Line, Apr '20                                | 100-195-630000 | 851.31     |
| 04/23/2020   | COX COMMUNICATION                               | 040720                 | Traffic Signal, Apr '20                          | 100-195-630000 | 95.00      |
| 04/23/2020   | COUNTY OF ORANGE\PF&RD FINANCIAL SERVICES       | 042220                 | Remittance, Carits, Moulton Fees, Jan - Mar '20  | 100-000-221003 | 13,974.72  |
| 04/23/2020   | COUNTY OF ORANGE\PF&RD FINANCIAL SERVICES       | 042220                 | Remittance, Carits, Moulton Fees, Jan - Mar '20  | 100-000-221004 | 38,713.94  |
| 04/23/2020   | SAN DIEGO GAS & ELECTRIC                        | 042220                 | Street Lights, Traffic Control, Com Ctr, Mar '20 | 100-310-631100 | 6,164.39   |
| 04/23/2020   | SOUTHERN CALIFORNIA EDISON                      | 042220                 | Street Lights, Traffic Control, Mar-Apr '20      | 100-355-631000 | 138.94     |
| 04/23/2020   | SAN DIEGO GAS & ELECTRIC                        | 042220                 | Street Lights, Traffic Control, Com Ctr, Mar '20 | 100-355-631000 | 5,043.60   |
| 04/23/2020   | SOUTHERN CALIFORNIA EDISON                      | 042220                 | Street Lights, Traffic Control, Mar-Apr '20      | 100-355-631400 | 9,748.77   |
| 04/23/2020   | SAN DIEGO GAS & ELECTRIC                        | 042220                 | Street Lights, Traffic Control, Com Ctr, Mar '20 | 100-355-631400 | 13,299.08  |
| 04/23/2020   | SAN DIEGO GAS & ELECTRIC                        | 042220                 | Street Lights, Traffic Control, Com Ctr, Mar '20 | 100-355-631900 | 3,363.98   |
| 04/23/2020   | BRINKS, INCORPORATED                            | 11105565               | Courier Fee, Armored Transport, Apr '20          | 100-155-625000 | 146.48     |

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| Payment Date | Vendor Name                    | Payable Number         | Description (Payable)                                     | Account Number | Amount     |
|--------------|--------------------------------|------------------------|-----------------------------------------------------------|----------------|------------|
| 04/23/2020   | SPARKLETTS                     | 12194330 040120        | Operating Supplies, Comm Ctr, Mar                         | 100-310-622005 | 78.86      |
| 04/23/2020   | JOE A. GONSALVES & SON         | 158176                 | Legislative Services, May '20                             | 100-155-700020 | 2,900.00   |
| 04/23/2020   | CITY OF ALISO VIEJO            | 2020-1276              | Cost Share, Alicia Pkwy Rehab, CIP                        | 100-600-790600 | 197,294.54 |
| 04/23/2020   | CANON FINANCIAL SERVICES, INC. | 21347648               | 101-K<br>Lease - Copier, Com Ctr, 04/01/20 -              | 100-195-641200 | 279.86     |
| 04/23/2020   | CANON FINANCIAL SERVICES, INC. | 21347649               | 04/30/20<br>Lease - Copier, City Hall, 04/01/20 -         | 100-195-641200 | 253.83     |
| 04/23/2020   | CANON FINANCIAL SERVICES, INC. | 21347650               | 04/30/20<br>Lease - Copier, New Admin -                   | 100-195-641200 | 1,217.67   |
| 04/23/2020   | NUVIS LANDSCAPE ARCHITECTURE   | 23852                  | 04/01/20 - 04/30/20<br>Plan Check Fee, ActivCare, Jan '20 | 100-000-223000 | 200.00     |
| 04/23/2020   | NUVIS LANDSCAPE ARCHITECTURE   | 23852                  | Plan Check Fee, ActivCare, Jan '20                        | 100-000-452000 | (200.00)   |
| 04/23/2020   | NUVIS LANDSCAPE ARCHITECTURE   | 23852                  | Plan Check Fee, ActivCare, Jan '20                        | 100-225-700201 | 200.00     |
| 04/23/2020   | NUVIS LANDSCAPE ARCHITECTURE   | 23919                  | Plan Check Fee, ActivCare, Feb '20                        | 100-000-223000 | 1,800.00   |
| 04/23/2020   | NUVIS LANDSCAPE ARCHITECTURE   | 23919                  | Plan Check Fee, ActivCare, Feb '20                        | 100-000-452000 | (1,800.00) |
| 04/23/2020   | NUVIS LANDSCAPE ARCHITECTURE   | 23919                  | Plan Check Fee, ActivCare, Feb '20                        | 100-225-700201 | 1,800.00   |
| 04/23/2020   | RICHARD FISHER ASSOCIATES      | 4323                   | Professional Services, Com Dev, Feb                       | 100-000-223000 | 2,335.87   |
| 04/23/2020   | RICHARD FISHER ASSOCIATES      | 4323                   | '20<br>Professional Services, Com Dev, Feb                | 100-000-452000 | (2,335.87) |
| 04/23/2020   | RICHARD FISHER ASSOCIATES      | 4323                   | '20<br>Professional Services, Com Dev, Feb                | 100-225-700201 | 2,335.87   |
| 04/23/2020   | RICHARD FISHER ASSOCIATES      | 4327                   | '20<br>Professional Services, Com Dev, Mar                | 100-000-223000 | 414.13     |
| 04/23/2020   | RICHARD FISHER ASSOCIATES      | 4327                   | '20<br>Professional Services, Com Dev, Mar                | 100-000-452000 | (414.13)   |
| 04/23/2020   | RICHARD FISHER ASSOCIATES      | 4327                   | '20<br>Professional Services, Com Dev, Mar                | 100-225-700201 | 414.13     |
| 04/23/2020   | JIM MURRAY ROOFING INC.        | CD-0558-BLDR-0323-202  | Refund, C&D Deposit, R #6303                              | 100-000-227001 | 1,890.00   |
| 04/23/2020   | GUARDIAN ROOFS                 | CD-0559-BLDR-0214-201  | Refund, Permit Fees, R #5538                              | 100-000-221011 | 1.00       |
| 04/23/2020   | GUARDIAN ROOFS                 | CD-0559-BLDR-0214-201  | Refund, Permit Fees, R #5538                              | 100-000-221012 | 4.00       |
| 04/23/2020   | GUARDIAN ROOFS                 | CD-0559-BLDR-0214-201  | Refund, Permit Fees, R #5538                              | 100-000-442000 | 153.36     |
| 04/23/2020   | AVALON ROOFING INC             | CD-0560-RF-4-19-18305  | Refund, C&D Deposit, R #3830                              | 100-000-227001 | 330.00     |
| 04/23/2020   | DREAMSCAPES BY M G R INC       | CD-0561-POOLR-0007-20  | Refund, Pool Bond, R #4791                                | 100-000-228001 | 500.00     |
| 04/23/2020   | HOYT ROOFS INC                 | CD-0562-BLDR-0249-201  | Refund, C&D Deposit, R #5745                              | 100-000-227001 | 100.00     |
| 04/23/2020   | TIMELESS POOLS                 | CD-0563-SP-4-19-18345  | Refund, Pool Bond, R #3917                                | 100-000-228001 | 500.00     |
| 04/23/2020   | OFFICE SOLUTIONS               | I-01744350             | Office Supplies, Apr '20                                  | 100-195-620000 | 211.31     |
| 04/23/2020   | OFFICE SOLUTIONS               | I-1744757              | Office Supplies, Apr '20                                  | 100-195-620000 | 40.26      |
| 04/30/2020   | COX COMMUNICATION              | 041820                 | T-1 Line, Apr '20                                         | 100-195-630000 | 402.31     |
| 04/30/2020   | SOUTHERN CALIFORNIA EDISON     | 042920                 | Street Lights, Traffic Control, Apr '20                   | 100-355-631900 | 333.59     |
| 04/30/2020   | SAFECHECKS                     | 0537989                | Printing, Finance Forms, Apr '20                          | 100-155-623000 | 523.12     |
| 04/30/2020   | BLUEBEAM, INC.                 | 1294950                | Electronic Plan Review Software, Apr                      | 100-195-720050 | 693.00     |
| 04/30/2020   | COAST RECREATION, INC.         | 13446                  | '20<br>Parks Contract Repair, Apr '20                     | 100-355-720701 | 495.98     |
| 04/30/2020   | TRAUMA INTERVENTION PROGRAMS   | 1850                   | Community Program, TIP, 4/1/20 -                          | 100-420-720821 | 910.32     |
| 04/30/2020   | RPW SERVICES, INC.             | 19274                  | 6/30/20<br>Rodent Control, Public Services, Apr           | 100-355-720700 | 1,560.00   |
| 04/30/2020   | PAPE' MATERIAL HANDLING INC.   | 541489                 | '20<br>Maintenance & Repairs, Oct '19                     | 100-310-646100 | 1,806.79   |
| 04/30/2020   | NIEVES LANDSCAPE, INC.         | 67195                  | Monthly and Misc Landscape, Apr '20                       | 100-355-720700 | 86,674.00  |
| 04/30/2020   | FELLERS, BILL                  | CD-0564-RES-12-18-1767 | Refund, C&D Deposit, R #3918                              | 100-000-227001 | 300.00     |
| 04/30/2020   | ISBERTO, KIMBERLY              | FRDCOV-0014            | Refund, Facility Deposit, R                               | 100-000-222000 | 500.00     |
| 04/30/2020   | ARAMBULA, DANIEL               | FRDCOV-0015            | #1034293.002<br>Refund, Facility Deposit, R               | 100-000-222000 | 500.00     |
| 04/30/2020   | VARGAS, KEILY                  | FRDCOV-0016            | #1033544.002<br>Refund, Facility Deposit, R               | 100-000-222000 | 250.00     |
| 04/30/2020   | JARMIE, CLIFF                  | FRDCOV-0017            | #1034294.002<br>Refund, Facility Deposit, R               | 100-000-222000 | 500.00     |
| 04/30/2020   | SOBERANIS, ANDRES              | FRDCOV-0018            | #1033339.002<br>Refund, Facility Deposit, R               | 100-000-222000 | 250.00     |
| 04/30/2020   | RAYES, CLAUDIA                 | FRDCOV-0019            | #1034227.002<br>Refund, Facility Deposit, R               | 100-000-222000 | 250.00     |
|              |                                |                        | #1034016.002                                              |                |            |

Attachment: Warrant Register, Payables Detail Report - May 12, 2020 (2114 : Warrant Register, May 12, 2020)

## Warrant Register - Payables Detail Report

Payment Dates: 04/03/2020 - 04/30/2020

| Payment Date                          | Vendor Name                                     | Payable Number | Description (Payable)                            | Account Number | Amount              |
|---------------------------------------|-------------------------------------------------|----------------|--------------------------------------------------|----------------|---------------------|
| 04/30/2020                            | ARBOLEDA, PATRICIA                              | FRDCOV-0020    | Refund, Facility Deposit, R #1034069.002         | 100-000-222000 | 250.00              |
| 04/30/2020                            | VU, LAN                                         | FRDCOV-0021    | Refund, Facility Deposit, R #1032956.002         | 100-000-222000 | 250.00              |
| 04/30/2020                            | MCCLELLAN, ANN-MARIE                            | FRDCOV-0022    | Refund, Facility Deposit, R #1033024.002         | 100-000-222000 | 500.00              |
| 04/30/2020                            | ARMENTA, VIOLETA                                | FRDCOV-0023    | Refund, Facility Deposit, R #1034205.002         | 100-000-222000 | 250.00              |
| 04/30/2020                            | ROBERTS, STAN                                   | FRDCOV-0024    | Refund, Facility Deposit, R #1033175.002         | 100-000-222000 | 500.00              |
| 04/30/2020                            | DATA TICKET, INC.                               | JULYTKTSTK (A) | Shipping Costs - Parking Citation Equip, Aug '19 | 100-420-720823 | 34.76               |
| 04/30/2020                            | COMMUNICATIONS CHGS- LAW ENF - COUNTY OF ORANGE | SC12116        | Communications Charges, 4/1/20 - 6/30/20         | 100-420-646000 | 3,314.00            |
| <b>Fund 100 - GENERAL FUND Total:</b> |                                                 |                |                                                  |                | <b>1,352,842.05</b> |

**Fund: 101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT**

|                                                                     |                                        |        |                                                |                |                  |
|---------------------------------------------------------------------|----------------------------------------|--------|------------------------------------------------|----------------|------------------|
| 04/23/2020                                                          | KELLY ASSOCIATES MANAGEMENT GROUP, LLC | 040120 | Professional Services, Mar '20                 | 101-000-223000 | 9,013.75         |
| 04/23/2020                                                          | KELLY ASSOCIATES MANAGEMENT GROUP, LLC | 040120 | Professional Services, Mar '20                 | 101-000-450000 | (9,013.75)       |
| 04/23/2020                                                          | KELLY ASSOCIATES MANAGEMENT GROUP, LLC | 040120 | Professional Services, Mar '20                 | 101-225-700040 | 9,013.75         |
| 04/23/2020                                                          | PLACEWORKS, INC.                       | 71619  | Prof Services, Village at LH Expenses, Mar '20 | 101-000-223000 | 19,632.55        |
| 04/23/2020                                                          | PLACEWORKS, INC.                       | 71619  | Prof Services, Village at LH Expenses, Mar '20 | 101-000-450000 | (19,632.55)      |
| 04/23/2020                                                          | PLACEWORKS, INC.                       | 71619  | Prof Services, Village at LH Expenses, Mar '20 | 101-225-700200 | 19,632.55        |
| 04/23/2020                                                          | PLACEWORKS, INC.                       | 71822  | Prof Services, Village at LH Expenses, Mar '20 | 101-000-223000 | 2,293.73         |
| 04/23/2020                                                          | PLACEWORKS, INC.                       | 71822  | Prof Services, Village at LH Expenses, Mar '20 | 101-000-450000 | (2,293.73)       |
| 04/23/2020                                                          | PLACEWORKS, INC.                       | 71822  | Prof Services, Village at LH Expenses, Mar '20 | 101-225-700200 | 2,293.73         |
| <b>Fund 101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT Total:</b> |                                        |        |                                                |                | <b>30,940.03</b> |

**Fund: 221 - SENIOR MOBILITY PROGRAM**

|                                                  |                       |         |                                  |                |               |
|--------------------------------------------------|-----------------------|---------|----------------------------------|----------------|---------------|
| 04/16/2020                                       | CALIFORNIA YELLOW CAB | 3406020 | Senior Mobility Program, Mar '20 | 221-310-720000 | 476.00        |
| <b>Fund 221 - SENIOR MOBILITY PROGRAM Total:</b> |                       |         |                                  |                | <b>476.00</b> |

**Fund: 307 - C & D FORFEITED DEPOSITS**

|                                                       |                 |              |                                                   |                |                 |
|-------------------------------------------------------|-----------------|--------------|---------------------------------------------------|----------------|-----------------|
| 04/16/2020                                            | ECONOMICS, INC. | 2017-2018.33 | Professional Services, Recycling Program, Mar '20 | 307-355-700000 | 9,555.75        |
| <b>Fund 307 - C &amp; D FORFEITED DEPOSITS Total:</b> |                 |              |                                                   |                | <b>9,555.75</b> |

**Fund: 401 - PUBLIC ART FUND**

|                                          |                   |        |                                                  |                |                 |
|------------------------------------------|-------------------|--------|--------------------------------------------------|----------------|-----------------|
| 04/23/2020                               | MONACH, KIMBERLYN | 032320 | Professional Services, Public Art, Jan - Mar '20 | 401-310-700000 | 2,301.50        |
| <b>Fund 401 - PUBLIC ART FUND Total:</b> |                   |        |                                                  |                | <b>2,301.50</b> |

**Fund: 430 - LOCAL EMERGENCY - COVID-19**

|            |                                    |                |                                             |                |          |
|------------|------------------------------------|----------------|---------------------------------------------|----------------|----------|
| 04/15/2020 | BANK OF AMERICA VISA CARD          | 032020 COMSVCS | Departmental Expenditure, Mar '20           | 430-420-940000 | 6,526.45 |
| 04/15/2020 | BANK OF AMERICA VISA CARD          | 032020 POLSVCS | Departmental Expenditure, Mar '20           | 430-420-622000 | 461.62   |
| 04/16/2020 | PRINTEX PRINTING AND GRAPHICS INC. | 20596 (1)      | Printing Services, Public Safety, Apr       | 430-420-623000 | 129.30   |
| 04/16/2020 | BEAVERS, JULIA                     | CSPCOV5k-001   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 29.75    |
| 04/16/2020 | BRAGG, DON                         | CSPCOV5k-002   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 28.90    |
| 04/16/2020 | BRAGG, SHAUNA                      | CSPCOV5k-003   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 28.90    |
| 04/16/2020 | CHEN, ANNE                         | CSPCOV5k-004   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 28.90    |
| 04/16/2020 | CRANE, KIM                         | CSPCOV5k-005   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 76.50    |

Attachment: Warrant Register, Payables Detail Report - May 12, 2020 (2114 : Warrant Register, May 12, 2020)

## Warrant Register - Payables Detail Report

Payment Dates: 04/03/2020 - 04/30/2020

| Payment Date | Vendor Name           | Payable Number | Description (Payable)                       | Account Number | Amount |
|--------------|-----------------------|----------------|---------------------------------------------|----------------|--------|
| 04/16/2020   | CRUZ, DELA            | CSPCOV5k-006   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 76.50  |
| 04/16/2020   | DENGATE, CAT          | CSPCOV5k-007   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 80.00  |
| 04/16/2020   | DENNY, MADELYN        | CSPCOV5k-008   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 34.00  |
| 04/16/2020   | DURAN, SASZHA         | CSPCOV5k-009   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 29.75  |
| 04/16/2020   | FONTANILLA, RON       | CSPCOV5k-010   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 27.20  |
| 04/16/2020   | FRIEDL, CLAIRE        | CSPCOV5k-011   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 13.60  |
| 04/16/2020   | FRIEDL, GRACE         | CSPCOV5k-012   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 28.90  |
| 04/16/2020   | FRIEDL, LUKE          | CSPCOV5k-013   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 28.90  |
| 04/16/2020   | FRIEDL, MICHAEL       | CSPCOV5k-014   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 28.90  |
| 04/16/2020   | GILBERT, ALLAN F      | CSPCOV5k-015   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 34.00  |
| 04/16/2020   | GILEK, FRANCES        | CSPCOV5k-016   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 25.50  |
| 04/16/2020   | GILEK, JIM            | CSPCOV5k-017   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 25.50  |
| 04/16/2020   | ITO, DANNY            | CSPCOV5k-018   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 27.00  |
| 04/16/2020   | ITO, SYLVIA           | CSPCOV5k-019   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 32.00  |
| 04/16/2020   | JUAREZ-SAMAYOA, JORGE | CSPCOV5k-020   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 76.50  |
| 04/16/2020   | LUKES, JIM            | CSPCOV5k-021   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 27.20  |
| 04/16/2020   | LUKES, REBECCA        | CSPCOV5k-022   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 27.20  |
| 04/16/2020   | MCMASTERS, KAREN      | CSPCOV5k-023   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 27.20  |
| 04/16/2020   | MEDINA, MARTA         | CSPCOV5k-024   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 76.50  |
| 04/16/2020   | PETTIGREW, BAYLEIGH   | CSPCOV5k-025   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 76.50  |
| 04/16/2020   | POLATSCHEK, ED        | CSPCOV5k-026   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 76.50  |
| 04/16/2020   | PULVER, LINDA         | CSPCOV5k-027   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 76.50  |
| 04/16/2020   | RODRIGUEZ, MARY-LOU   | CSPCOV5k-028   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 32.30  |
| 04/16/2020   | ROGERS, ROBIN         | CSPCOV5k-029   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 76.50  |
| 04/16/2020   | ROSENBERG, ALAN       | CSPCOV5k-030   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 80.00  |
| 04/16/2020   | SCHWARTZ, MICHAEL     | CSPCOV5k-031   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 28.50  |
| 04/16/2020   | SHEAN, ANDREW         | CSPCOV5k-032   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 14.40  |
| 04/16/2020   | SHEAN, AVA            | CSPCOV5k-033   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 30.60  |
| 04/16/2020   | SHEAN, JAMES          | CSPCOV5k-034   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 14.40  |
| 04/16/2020   | SHEAN, JAY            | CSPCOV5k-035   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 85.50  |
| 04/16/2020   | SHEAN, OWEN           | CSPCOV5k-036   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 30.60  |
| 04/16/2020   | SKINNER, KAYLA        | CSPCOV5k-037   | Registration Refund, 2020 Memorial Day Race | 430-310-695507 | 32.00  |

Attachment: Warrant Register, Payables Detail Report - May 12, 2020 (2114 : Warrant Register, May 12, 2020)



## Warrant Register - Payables Detail Report

Payment Dates: 04/03/2020 - 04/30/2020

| Payment Date                                         | Vendor Name                   | Payable Number | Description (Payable)                           | Account Number | Amount              |
|------------------------------------------------------|-------------------------------|----------------|-------------------------------------------------|----------------|---------------------|
| 04/16/2020                                           | SKINNER, NICOLE               | CSPCOV5k-038   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 32.00               |
| 04/16/2020                                           | SKINNER, RICHARD              | CSPCOV5k-039   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 32.00               |
| 04/16/2020                                           | SKINNER, SHARON               | CSPCOV5k-040   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 32.00               |
| 04/16/2020                                           | STRAND, DOROTHY               | CSPCOV5k-041   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 32.00               |
| 04/16/2020                                           | TORRES, JERRY                 | CSPCOV5k-042   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 34.00               |
| 04/16/2020                                           | TROCCOLI, SINTA               | CSPCOV5k-043   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 76.50               |
| 04/16/2020                                           | TROCCOLI, TONY                | CSPCOV5k-044   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 76.50               |
| 04/16/2020                                           | VO, XUANMAI                   | CSPCOV5k-045   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 80.00               |
| 04/16/2020                                           | ZAMOREZ, ARTESIA              | CSPCOV5k-046   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 27.20               |
| 04/16/2020                                           | ZAMOREZ, MANUEL               | CSPCOV5k-047   | Registration Refund, 2020 Memorial Day Race     | 430-310-695507 | 27.20               |
| 04/16/2020                                           | REIGN BODY FUEL               | CSPCOV5k-048   | Expo Booth Refund, Half Marathon                | 430-310-695507 | 350.00              |
| 04/16/2020                                           | RENEWAL BY ANDERSEN           | CSPCOV5k-049   | Family Expo Refund, Half Marathon               | 430-310-695507 | 350.00              |
| 04/16/2020                                           | RUN TO REMEMBER LOS ANGELES   | CSPCOV5k-050   | Expo Booth Refund, Half Marathon                | 430-310-695507 | 350.00              |
| 04/23/2020                                           | NATIONAL CONSTRUCTION RENTALS | 5692624        | Contract Services, Public Safety, Mar '20       | 430-420-720000 | 1,969.04            |
| 04/30/2020                                           | ACTIVE NETWORK, LLC           | 1000135555     | Race Event Cancellation - Refund                | 430-310-695507 | 24,343.19           |
| <b>Fund 430 - LOCAL EMERGENCY - COVID-19 Total:</b>  |                               |                |                                                 |                | <b>36,502.60</b>    |
| <b>Fund: 600 - CAPITAL IMPROVEMENT PROJECT</b>       |                               |                |                                                 |                |                     |
| 04/09/2020                                           | WOLFE ENGINEERING & DESIGN    | 3268           | Engineering Services,                           | 600-000-490100 | (8,280.00)          |
| 04/09/2020                                           | WOLFE ENGINEERING & DESIGN    | 3268           | Engineering Services,                           | 600-251-950101 | 8,280.00            |
| 04/09/2020                                           | WOLFE ENGINEERING & DESIGN    | 3269           | Engineering Services, Mar '20                   | 600-000-490100 | (2,200.00)          |
| 04/09/2020                                           | WOLFE ENGINEERING & DESIGN    | 3269           | Engineering Services, Mar '20                   | 600-251-950101 | 2,200.00            |
| 04/09/2020                                           | RICHARD FISHER ASSOCIATES     | 4325           | Professional Services, Public Services, Mar '20 | 600-000-490100 | (262.50)            |
| 04/09/2020                                           | RICHARD FISHER ASSOCIATES     | 4325           | Professional Services, Public Services, Mar '20 | 600-000-490100 | (6.04)              |
| 04/09/2020                                           | RICHARD FISHER ASSOCIATES     | 4325           | Professional Services, Public Services, Mar '20 | 600-000-490100 | (9,515.00)          |
| 04/09/2020                                           | RICHARD FISHER ASSOCIATES     | 4325           | Professional Services, Public Services, Mar '20 | 600-252-950237 | 262.50              |
| 04/09/2020                                           | RICHARD FISHER ASSOCIATES     | 4325           | Professional Services, Public Services, Mar '20 | 600-255-950514 | 6.04                |
| 04/09/2020                                           | RICHARD FISHER ASSOCIATES     | 4325           | Professional Services, Public Services, Mar '20 | 600-255-950514 | 9,515.00            |
| 04/16/2020                                           | HARTZOG & CRABILL, INC.       | 20-0223        | Traffic Signal Mgmt Services, Mar '20           | 600-000-490100 | (287.50)            |
| 04/16/2020                                           | HARTZOG & CRABILL, INC.       | 20-0223        | Traffic Signal Mgmt Services, Mar '20           | 600-251-950168 | 287.50              |
| 04/23/2020                                           | CITY OF ALISO VIEJO           | 2020-1276      | Cost Share, Alicia Pkwy Rehab, CIP 101-K        | 600-000-490100 | (197,294.54)        |
| 04/23/2020                                           | CITY OF ALISO VIEJO           | 2020-1276      | Cost Share, Alicia Pkwy Rehab, CIP 101-K        | 600-251-950101 | 197,294.54          |
| <b>Fund 600 - CAPITAL IMPROVEMENT PROJECT Total:</b> |                               |                |                                                 |                | <b>0.00</b>         |
| <b>Grand Total:</b>                                  |                               |                |                                                 |                | <b>1,432,617.93</b> |

Attachment: Warrant Register, Payables Detail Report - May 12, 2020 (2114 : Warrant Register, May 12, 2020)

## Report Summary

## Fund Summary

| Fund                                             | Expense Amount      | Payment Amount      |
|--------------------------------------------------|---------------------|---------------------|
| 100 - GENERAL FUND                               | 1,352,842.05        | 1,352,842.05        |
| 101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT | 30,940.03           | 30,940.03           |
| 221 - SENIOR MOBILITY PROGRAM                    | 476.00              | 476.00              |
| 307 - C & D FORFEITED DEPOSITS                   | 9,555.75            | 9,555.75            |
| 401 - PUBLIC ART FUND                            | 2,301.50            | 2,301.50            |
| 430 - LOCAL EMERGENCY - COVID-19                 | 36,502.60           | 36,502.60           |
| 600 - CAPITAL IMPROVEMENT PROJECT                | 0.00                | 0.00                |
| <b>Grand Total:</b>                              | <b>1,432,617.93</b> | <b>1,432,617.93</b> |

## Account Summary

| Account Number | Account Name                        | Expense Amount | Payment Amount |
|----------------|-------------------------------------|----------------|----------------|
| 100-000-120000 | Accounts Receivable                 | 51.29          | 51.29          |
| 100-000-120003 | Accounts Receivable- Rec Fees       | 8,623.75       | 8,623.75       |
| 100-000-220444 | EncroachmentGrading                 | 1,000.00       | 1,000.00       |
| 100-000-221003 | MOULTON                             | 13,974.72      | 13,974.72      |
| 100-000-221004 | Carits                              | 38,713.94      | 38,713.94      |
| 100-000-221011 | Building Standards Fee              | 1.00           | 1.00           |
| 100-000-221012 | SB1186 ADA CASp Fees                | 4.00           | 4.00           |
| 100-000-222000 | Refundable Deposits                 | 7,250.00       | 7,250.00       |
| 100-000-223000 | Plan Application Deposit            | 6,910.00       | 6,910.00       |
| 100-000-227001 | SecurityDeposit-WasteRecycling      | 2,620.00       | 2,620.00       |
| 100-000-228001 | Swimming Pool Bonds                 | 1,000.00       | 1,000.00       |
| 100-000-442000 | Building Related Permits            | 153.36         | 153.36         |
| 100-000-444000 | Encroachment Permit                 | 428.13         | 428.13         |
| 100-000-451100 | Recreation Fees-Reservation         | 510.00         | 510.00         |
| 100-000-452000 | Plan Check Fee - Fee Base           | (6,910.00)     | (6,910.00)     |
| 100-155-610000 | Memberships and Dues Expense        | 110.00         | 110.00         |
| 100-155-611000 | Training and Education              | 199.00         | 199.00         |
| 100-155-612000 | Travel, Conferences & Meetings      | (100.23)       | (100.23)       |
| 100-155-612002 | Travel - ACC-OC                     | 4,649.56       | 4,649.56       |
| 100-155-613100 | Vehicle-Fuel                        | 145.05         | 145.05         |
| 100-155-620000 | Office Supplies                     | 485.37         | 485.37         |
| 100-155-622000 | Operating Supplies                  | 297.93         | 297.93         |
| 100-155-623000 | Printing                            | 523.12         | 523.12         |
| 100-155-625000 | Postage & Delivery                  | 146.48         | 146.48         |
| 100-155-626000 | Subscriptions & Books               | 300.00         | 300.00         |
| 100-155-695000 | CommunityAsstnc/PublicRelation      | 8,176.00       | 8,176.00       |
| 100-155-700011 | Legal Services-Litigation           | 11,650.00      | 11,650.00      |
| 100-155-700012 | Legal Services-Litigation OC Cities | 975.00         | 975.00         |
| 100-155-700020 | Professional Services - Legislative | 2,900.00       | 2,900.00       |
| 100-155-700052 | Compliance Audit Services - Sales   | 2,864.61       | 2,864.61       |
| 100-195-620000 | Office Supplies                     | 311.66         | 311.66         |
| 100-195-621000 | Computer Supplies                   | 139.00         | 139.00         |
| 100-195-622000 | Operating Supplies                  | 249.44         | 249.44         |
| 100-195-630000 | Telephone & Communication           | 3,692.89       | 3,692.89       |
| 100-195-641200 | Rent/Lease - Copier                 | 2,764.62       | 2,764.62       |
| 100-195-720050 | Contract Serv-Software Support      | 1,888.76       | 1,888.76       |
| 100-195-940000 | Computer Hardware & Software        | 113.36         | 113.36         |
| 100-225-610000 | Memberships and Dues Expense        | 875.00         | 875.00         |
| 100-225-611000 | Training and Education              | 388.99         | 388.99         |
| 100-225-613100 | Vehicle-Fuel                        | 121.10         | 121.10         |
| 100-225-626000 | Subscriptions & Books               | 887.09         | 887.09         |
| 100-225-700000 | Prof. Svcs - Building & Safety      | 45,506.14      | 45,506.14      |
| 100-225-700200 | General Planning Services           | 8,350.00       | 8,350.00       |
| 100-225-700201 | Plan Application                    | 6,910.00       | 6,910.00       |
| 100-310-620500 | Office Supplies - Comm Ctr          | 24.62          | 24.62          |
| 100-310-622005 | Operating Supplies Comm Ctr         | 167.43         | 167.43         |

Attachment: Warrant Register, Payables Detail Report - May 12, 2020 (2114 : Warrant Register, May 12, 2020)

## Account Summary

| Account Number | Account Name                      | Expense Amount | Payment Amount |
|----------------|-----------------------------------|----------------|----------------|
| 100-310-622500 | Supplies-Program Services         | 41.14          | 41.14          |
| 100-310-626000 | Subscriptions & Books             | 72.40          | 72.40          |
| 100-310-630100 | Phone & Communication Comm        | 81.40          | 81.40          |
| 100-310-631100 | Utilities - Electric Comm Ctr     | 6,164.39       | 6,164.39       |
| 100-310-646100 | Maint & Repairs - Vehicles        | 1,989.71       | 1,989.71       |
| 100-310-695502 | Special Needs Program             | 137.85         | 137.85         |
| 100-310-695507 | Marathon 5k                       | 6,706.51       | 6,706.51       |
| 100-355-613100 | Vehicle-Fuel                      | 365.61         | 365.61         |
| 100-355-630000 | Telephone & Communication         | 21.04          | 21.04          |
| 100-355-631000 | Utilities - Electric              | 5,477.37       | 5,477.37       |
| 100-355-631400 | Electric-Street Lights/Signals    | 33,345.06      | 33,345.06      |
| 100-355-631900 | UtilitiesElectricOnBillFinancing  | 7,960.90       | 7,960.90       |
| 100-355-635000 | Utilities - Water                 | 8,418.47       | 8,418.47       |
| 100-355-700100 | City Engineer Services            | 749.50         | 749.50         |
| 100-355-700101 | Traffic Engineer Services         | 10,332.00      | 10,332.00      |
| 100-355-700255 | Improvement Inspection            | 10,590.50      | 10,590.50      |
| 100-355-720400 | Street Maintenance                | 17,390.02      | 17,390.02      |
| 100-355-720410 | Street Sweeping                   | 11,237.43      | 11,237.43      |
| 100-355-720420 | Traffic Signal Maintenance        | 9,932.49       | 9,932.49       |
| 100-355-720500 | Graffiti Removal                  | 19,141.00      | 19,141.00      |
| 100-355-720700 | Landscape Maintenance Contract    | 89,630.93      | 89,630.93      |
| 100-355-720701 | Parks Contract Repair             | 4,345.98       | 4,345.98       |
| 100-355-720702 | Tree Maintenance                  | 2,050.80       | 2,050.80       |
| 100-420-611000 | Training and Education            | 160.00         | 160.00         |
| 100-420-613100 | Vehicle-Fuel                      | 143.90         | 143.90         |
| 100-420-622000 | Operating Supplies                | 31.52          | 31.52          |
| 100-420-646000 | Maint & Rep-Equip & Machinery     | 3,314.00       | 3,314.00       |
| 100-420-646100 | Maint & Repairs - Vehicles        | 1,857.32       | 1,857.32       |
| 100-420-720800 | General Law Enforcement           | 699,790.37     | 699,790.37     |
| 100-420-720821 | Trauma Intervention Program       | 910.32         | 910.32         |
| 100-420-720822 | Crossing Guard Services           | 2,529.60       | 2,529.60       |
| 100-420-720823 | Parking Citation Processing       | 34.76          | 34.76          |
| 100-600-790600 | Transfers Out - Capital Imprv     | 217,845.58     | 217,845.58     |
| 101-000-223000 | Plan Application Deposit          | 30,940.03      | 30,940.03      |
| 101-000-450000 | Planning Fees                     | (30,940.03)    | (30,940.03)    |
| 101-225-700040 | Consultant Services, Project      | 9,013.75       | 9,013.75       |
| 101-225-700200 | Consultant Services, Planning     | 21,926.28      | 21,926.28      |
| 221-310-720000 | Contract Services                 | 476.00         | 476.00         |
| 307-355-700000 | Professional Services             | 9,555.75       | 9,555.75       |
| 401-310-700000 | Professional Services             | 2,301.50       | 2,301.50       |
| 430-310-695507 | Memorial Day Race                 | 27,416.19      | 27,416.19      |
| 430-420-622000 | Supplies - Public Safety          | 461.62         | 461.62         |
| 430-420-623000 | Printing - Public Safety          | 129.30         | 129.30         |
| 430-420-720000 | Contract Services - Public Safety | 1,969.04       | 1,969.04       |
| 430-420-940000 | Computer Hardware & Software      | 6,526.45       | 6,526.45       |
| 600-000-490100 | Transfer In- General Fund         | (217,845.58)   | (217,845.58)   |
| 600-251-950101 | CIP-Annual Street Maintenance     | 207,774.54     | 207,774.54     |
| 600-251-950168 | TrafficSignalImprovCoordination   | 287.50         | 287.50         |
| 600-252-950237 | Parks Refurbishment Project       | 262.50         | 262.50         |
| 600-255-950514 | Sports Complex Renovations        | 9,521.04       | 9,521.04       |
| Grand Total:   |                                   | 1,432,617.93   | 1,432,617.93   |

## Project Account Summary

| Project Account Key | Expense Amount | Payment Amount |
|---------------------|----------------|----------------|
| **None**            | 1,432,617.93   | 1,432,617.93   |
| Grand Total:        | 1,432,617.93   | 1,432,617.93   |

Attachment: Warrant Register, Payables Detail Report - May 12, 2020 (2114 : Warrant Register, May 12, 2020)





# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Janice Reyes  
Finance Director  
**ISSUE:** Third Quarter Financial & Treasurer's Report for Fiscal Year 2019/2020

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**RECOMMENDATION:** That the City Council receive and file the Third Quarter Financial and Treasurer's Report for Fiscal Year 2019/2020.

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#### **SUMMARY:**

Attached to this report is the City of Laguna Hills Quarterly Financial Report for the Third Quarter of Fiscal Year 2019/2020. 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 2019/2020 Fiscal Year through March 31, 2020, on a modified-accrual basis of accounting for all governmental funds. At this time, there are no material deviations or significant variances to report. That said, there will be material deviations for the fourth quarter due to the pandemic. The total fund balance at the end of the third quarter for all governmental funds totaled \$9,380,648.

The Quarterly Financial Report contains a condensed Treasurer's Investment Report as of March 31, 2020, on Page 6. The City's total portfolio of \$10,338,052 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 in managing investments.

#### **ATTACHMENTS:**

- Quarterly Financial Report, Third Quarter FY 2019/2020



# CITY OF LAGUNA HILLS

## Quarterly Financial Report

### Third Quarter, Fiscal Year 2019/2020

The following unaudited financial information summarizes the City's overall financial activity for the current fiscal year through March 31, 2020. Financial analysis for this report is provided for the General Fund, Capital Improvement Program, Debt Service, and other City governmental funds, and is intended to provide the City Council and the public with a summary overview of the City's general fiscal condition through March 31, 2020.

A Summary of Funding Sources and Uses for the nine months ended March 31, 2020, is presented in the table below.

#### Summary of Funding Sources & Uses For the Nine Months Ended March 31, 2020

|                        | YTD<br>Actual<br>(million) | Budget<br>(million) | YTD<br>% of<br>Budget |
|------------------------|----------------------------|---------------------|-----------------------|
| <i>Funding Sources</i> | \$ 15.0                    | \$ 26.2             | 57%                   |
| <i>Funding Uses</i>    | 19.3                       | 27.6                | 70%                   |
| <i>Net Change</i>      | (\$4.3)                    | \$1.4               |                       |

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, 2020, reports expenditures exceeding revenues by approximately \$4.3 million, with the City receiving roughly \$15 million in total funding sources and incurring roughly \$19.3 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 57% of budget and funding uses was at 70% 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.

While material variances are not clearly apparent as of the end of the third quarter, given the current COVID-19 pandemic and Safer-at-Home social distancing restrictions that took effect during mid-to-late March 2020, significant fiscal impacts are expected to materialize in the following fourth quarter of the fiscal year. A comprehensive analysis of projected revenues and expenditures is being conducted to provide a complete fiscal year-end projection for FY 2019/20. The economic impacts are expected to have a greater effect on the upcoming FY 2020/21.

## 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 million, or 57% 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 \$13,010,987 or 55% of budget. Receipts of Property Tax came in at \$6,762,957, or 60% of budget. Intergovernmental Revenues, which includes sales tax revenue, were \$3,371,884, or 55%, 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 \$1,140,356 or 44% of budget. These receipts lag at least a quarter and no accrual was made at quarter end. Revenues from Licenses & Permits, \$803,305, and Charges for Services, \$794,116, are dependent upon development activities and came in at 77% and 34% of budget, respectively. Fines and Forfeitures, which includes parking and vehicle fines, ended the quarter at 73% of budget, at \$138,370.

### *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 \$1,535,360, or 61% of budget.

### *OTHER FUNDING SOURCES*

As a member of the ERMAC risk pool, the City received \$250,000 from ERMAC as recovery from the loss on a claim. Additionally, the City reported interest income of \$161,775, or 108% 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 Capital Improvement projects, debt charges and expenditures for grant related programs. At the end of the third quarter, total funding uses were approximately \$19.3 million, which was 70% of budget.

### OPERATING EXPENDITURES

At the end of the third quarter, operating expenditures totaled roughly \$14.7 million, which represents 68% of the total operating budget. While total operating expenditures came in at 68% of budget, the spending level for Non-Departmental came in much higher, at 85% of its budget, due to annual insurance premiums paid in full at the onset of the fiscal year, as well as annual IT related maintenance contracts.

### CAPITAL IMPROVEMENT PLAN (CIP)

The purpose of the Capital Improvement Plan is to systematically plan, schedule, and finance capital projects as approved and prioritized by the City Council. CIP expenditures totaled \$2,669,485, or 66% of budget, at the end of the third quarter.

The following table lists the YTD expenditures for capital projects by type as of March 31, 2020.

| <b>Capital Improvement Program</b>            |                     |
|-----------------------------------------------|---------------------|
| <b>For the 9 Months Ended, March 31, 2020</b> |                     |
| Streets, Signals & Lighting                   | \$ 2,322,719        |
| Flood Control & Water Quality                 | 295,599             |
| Parks                                         | 7,519               |
| Public Facilities                             | 43,648              |
| <b>Total</b>                                  | <b>\$ 2,669,485</b> |

### OTHER FUNDING USES

As of the end of the third quarter, payments for debt service totaled \$1.8 million. Use of Reserves totaled \$6,400 for claims expense. Additionally, \$9,264 was spent on the senior mobility program, primarily funded by OCTA M2 SMP funds; beverage recycling expenses were \$2,550; and, \$58,201 of forfeited C&D deposits was spent toward the City's recycling program.

**CITY OF LAGUNA HILLS**  
**COMPARATIVE STATEMENT OF OPERATION - GOVERNMENTAL FUNDS**  
**FOR THE 9 MONTHS ENDED, MARCH 31, 2020**

|                                     | FY 2019/20            |                       |                    | FY 2018/19            |                      |                    |
|-------------------------------------|-----------------------|-----------------------|--------------------|-----------------------|----------------------|--------------------|
|                                     | Y-T-D<br>ACTUAL       | AMENDED<br>BUDGET     | YTD % of<br>BUDGET | Y-T-D<br>ACTUAL       | AMENDED<br>BUDGET    | YTD % of<br>BUDGET |
| <b>FUNDING SOURCES</b>              |                       |                       |                    |                       |                      |                    |
| <b>General Fund Revenues</b>        |                       |                       |                    |                       |                      |                    |
| Property Tax                        | \$ 6,762,957          | \$ 11,341,052         | 60%                | \$ 6,500,266          | \$ 10,916,716        | 60%                |
| Intergovernmental Revenues          | 3,371,884             | 6,085,638             | 55%                | 3,726,267             | 5,578,000            | 67%                |
| Franchise & Transient Occupancy Tax | 1,140,356             | 2,593,887             | 44%                | 1,182,173             | 2,803,425            | 42%                |
| Licenses and Permits                | 803,305               | 1,041,000             | 77%                | 638,233               | 800,000              | 80%                |
| Charges for Current Services        | 794,116               | 2,322,590             | 34%                | 702,722               | 1,094,000            | 64%                |
| Fines & Forfeitures                 | 138,370               | 190,000               | 73%                | 153,780               | 190,000              | 81%                |
| Total General Fund Revenues         | 13,010,987            | 23,574,167            | 55%                | 12,903,442            | 21,382,141           | 60%                |
| <b>Special Revenue Funds</b>        |                       |                       |                    |                       |                      |                    |
| Gas Tax - HUTA                      | 484,753               | 842,507               | 58%                | 393,074               | 697,429              | 56%                |
| Gas Tax -SB1 RMRA                   | 341,677               | 526,640               | 65%                | 334,724               | 527,571              | 63%                |
| Measure M2 Fair Share               | 450,035               | 613,462               | 73%                | 418,935               | 590,060              | 71%                |
| Measure M2 - Competitive            | -                     | 200,000               | 0%                 | -                     | 300,000              | 0%                 |
| AB 2766 Fund                        | 19,699                | 40,000                | 49%                | 19,808                | 40,000               | 50%                |
| CDBG                                | -                     | 70,000                | 0%                 | 140,000               | -                    | 0%                 |
| CASp                                | 1,667                 | 5,000                 | 33%                | 3,031                 | -                    | 0%                 |
| Beverage Recycling Fund             | -                     | -                     | -                  | -                     | 8,300                | 0%                 |
| CR&R Recycling Fees                 | 2,000                 | 2,000                 | 100%               | 2,000                 | 2,000                | 100%               |
| C&D Forfeited Deposits              | 53,142                | 35,000                | 152%               | 22,701                | 30,000               | 76%                |
| Senior Mobility Program             | 28,344                | 36,936                | 77%                | 26,159                | 35,126               | 74%                |
| Law Enforcement Grants              | 154,043               | 140,000               | 110%               | 141,646               | 148,747              | 95%                |
| Total Special Revenue Funding       | 1,535,360             | 2,511,545             | 61%                | 1,502,078             | 2,379,233            | 63%                |
| <b>Other Funding Sources</b>        |                       |                       |                    |                       |                      |                    |
| Insurance proceeds loss recovery    | 250,000               | -                     | -                  | -                     | -                    | -                  |
| Interest Income                     | 161,775               | 150,000               | 108%               | 135,489               | 85,000               | 159%               |
| Total Other Funding Sources         | 411,775               | 150,000               | -                  | 135,489               | 185,000              | -                  |
| <b>TOTAL FUNDING SOURCES</b>        | <b>\$ 14,958,122</b>  | <b>\$ 26,235,712</b>  | <b>57%</b>         | <b>\$ 14,541,009</b>  | <b>\$ 23,946,374</b> | <b>61%</b>         |
| <b>FUNDING USES</b>                 |                       |                       |                    |                       |                      |                    |
| <b>Operating Expenditures</b>       |                       |                       |                    |                       |                      |                    |
| General Government                  | \$ 1,736,416          | 2,713,895             | 64%                | \$ 1,561,862          | \$ 2,400,264         | 65%                |
| Non-Departmental                    | 1,112,103             | 1,303,887             | 85%                | 900,196               | 1,085,875            | 83%                |
| Community Development               | 939,225               | 2,130,803             | 44%                | 764,739               | 1,302,329            | 59%                |
| Public Services                     | 3,173,775             | 4,661,974             | 68%                | 3,277,983             | 4,400,954            | 74%                |
| Community Services                  | 1,376,494             | 2,156,280             | 64%                | 1,412,197             | 2,064,096            | 68%                |
| Police Services                     | 6,382,819             | 8,568,347             | 74%                | 6,289,867             | 8,411,971            | 75%                |
| Total Operating Expenditures        | 14,720,831            | 21,535,186            | 68%                | 14,206,845            | 19,665,489           | 72%                |
| <b>Capital Improvement Program</b>  | <b>2,669,485</b>      | <b>4,020,336</b>      | <b>66%</b>         | <b>272,473</b>        | <b>1,278,000</b>     | <b>21%</b>         |
| <b>Other Funding Uses</b>           |                       |                       |                    |                       |                      |                    |
| Debt Charges                        | 1,804,922             | 1,804,921             | 100%               | 1,792,922             | 1,790,881            | 100%               |
| Use of Reserves                     | 6,400                 | 50,000                | 13%                | 439,531               | 50,000               | 879%               |
| Special Revenue Fund Expenditures   | -                     | 70,000                | 0%                 | -                     | -                    | -                  |
| AB2766                              | -                     | 5,000                 | 0%                 | -                     | -                    | -                  |
| CASp                                | -                     | -                     | -                  | -                     | -                    | -                  |
| Public Art Fund                     | -                     | -                     | -                  | 5,792                 | -                    | -                  |
| CDBG Fund                           | -                     | -                     | -                  | 140,000               | -                    | -                  |
| Senior Mobility Program             | 9,264                 | 64,272                | 14%                | 16,328                | 44,000               | 37%                |
| Beverage Recycling                  | 2,550                 | 21,757                | 12%                | -                     | 8,300                | 0%                 |
| CR&R Recycling Fund                 | -                     | 2,879                 | 0%                 | -                     | 2,000                | 0%                 |
| Forfeited C&D Deposits              | 58,201                | 68,000                | 86%                | 31,463                | 82,328               | 38%                |
| Total Other Funding Uses            | 1,884,447             | 2,086,829             | 90%                | 2,426,036             | 1,977,509            | 123%               |
| <b>TOTAL FUNDING USES</b>           | <b>\$ 19,274,763</b>  | <b>\$ 27,642,351</b>  | <b>70%</b>         | <b>\$ 16,905,354</b>  | <b>\$ 22,920,998</b> | <b>74%</b>         |
| <b>NET CHANGE IN FUND BALANCE</b>   | <b>\$ (4,316,641)</b> | <b>\$ (1,406,639)</b> |                    | <b>\$ (2,364,345)</b> | <b>\$ 1,025,376</b>  |                    |

Attachment: Quarterly Financial Report, Third Quarter FY 2019/2020 (2115 : Third Quarter Financial &amp; Treasurer's Report FY 2019/2020)



**CITY OF LAGUNA HILLS**  
**ABRIDGED BALANCE SHEET - GOVERNMENTAL FUNDS (UNAUDITED)**  
**MARCH 31, 2020**

**ASSETS**

|                      |                                    |
|----------------------|------------------------------------|
| Cash and investments | \$ 10,122,327                      |
| Receivables:         |                                    |
| Accounts             | 68,805                             |
| Interest             | 44,981                             |
| Prepaid items        | <u>45,236</u>                      |
| <b>Total assets</b>  | <b>\$ <u><u>10,281,348</u></u></b> |

**LIABILITIES AND FUND BALANCES**

## Liabilities:

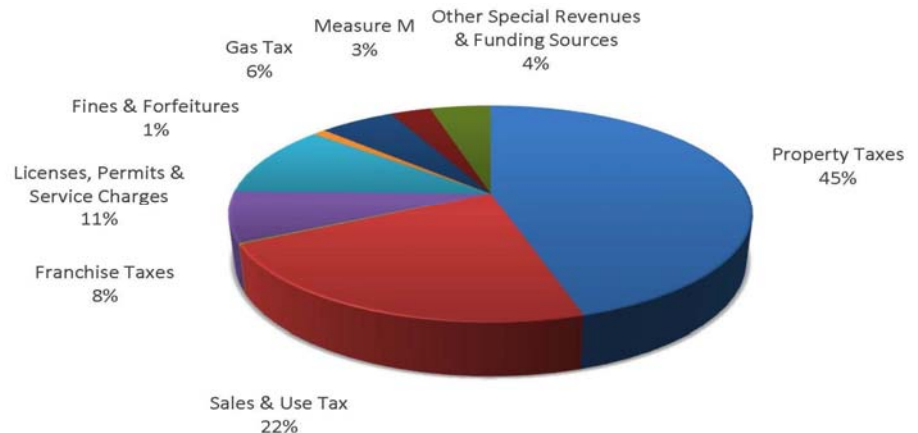
|                          |                |
|--------------------------|----------------|
| Accounts payable         | \$ 131,349     |
| Payroll and benefits     | 24,641         |
| Refundable deposits      | 690,759        |
| Deferred revenue         | 40,456         |
| Trust accounts           | <u>13,495</u>  |
| <b>Total liabilities</b> | <b>900,700</b> |

|                |                  |
|----------------|------------------|
| Fund balances: | <u>9,380,648</u> |
|----------------|------------------|

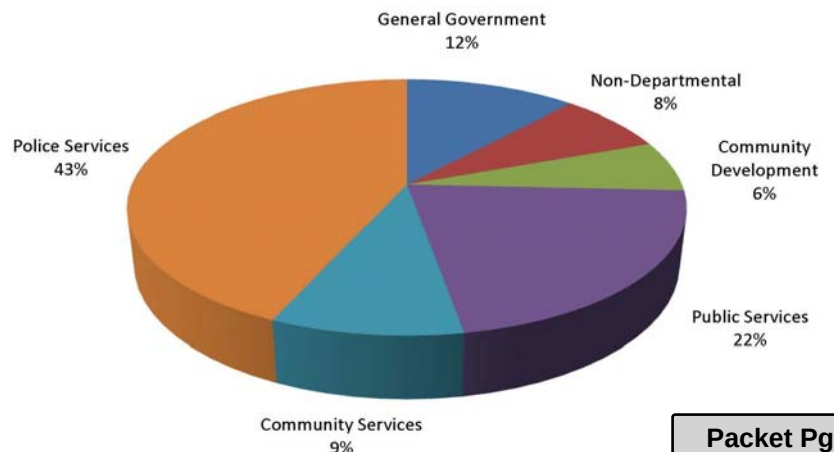
**Total liabilities and fund balances**      **\$ 10,281,348**

**REVENUES**

**General Fund &  
Special Revenue Funds  
FY 2019/20,  
As of 03/31/2020**



**OPERATING  
EXPENDITURES  
FY 2019/20,  
As of 03/31/20**



Below is a snapshot of the City's fund balance as of March 31, 2020. At the end of the third quarter of the current fiscal year, the City's total fund balance for its governmental funds stood at \$9,380,648. 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, 2020

#### Fund Balance

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| General Fund                                            | \$ 8,405,975      |
| Gas Tax                                                 | 732,101           |
| RMRA SB1                                                | 588,945           |
| AB 2766 Fund                                            | 224,205           |
| CARITS                                                  | 1,245,578         |
| Water Conservation                                      | 338,294           |
| Senior Mobility Program                                 | 77,833            |
| CASp                                                    | 8,998             |
| Beverage Recycling                                      | 22,060            |
| CR&R Recycling                                          | 2,934             |
| C&D Forfeited Deposits                                  | 50,711            |
| Public Art Fund                                         | 72,692            |
| Grants & Contributions                                  | 86,427            |
| Debt Service                                            | 1,840,535         |
| <b>Total Beginning Fund Balance, as of July 1, 2019</b> | <b>13,697,289</b> |

|                                                  |             |
|--------------------------------------------------|-------------|
| Net Change in Fund Balance, as of March 31, 2020 | (4,316,641) |
|--------------------------------------------------|-------------|

|                                                 |                     |
|-------------------------------------------------|---------------------|
| <b>Total Fund Balance, as of March 31, 2020</b> | <b>\$ 9,380,648</b> |
|-------------------------------------------------|---------------------|

#### Disposition of Working Funds

|                                |              |
|--------------------------------|--------------|
| Total Cash and Demand Deposits | \$ 1,756,397 |
| Total Investments              | 8,365,930    |
| Total Cash and Investments     | 10,122,327   |
| Receivables Net of Liabilities | (741,679)    |

|                                                 |                     |
|-------------------------------------------------|---------------------|
| <b>Total Fund Balance, as of March 31, 2020</b> | <b>\$ 9,380,648</b> |
|-------------------------------------------------|---------------------|

The Quarter End Financial Management Report for the Third Quarter of Fiscal Year 2019-20 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, 2020.

**TREASURER'S INVESTMENT REPORT - ALL FUNDS (CONDENSED)**  
**FOR THE THIRD QUARTER ENDED MARCH 31, 2020**

| 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                            | 974,863              | 9,130,341            | 8,579,449            | 1,525,755            | -                           |
| Certificates of Deposits                   | 500,000              | -                    | 250,000              | 250,000              | 1,123                       |
| Multiple Maturity Certificates of Deposits | 70,502               | -                    | -                    | 70,502               | 869                         |
| State Treasurer's Investment Fund (LAIF)   | 7,880,854            | 31,268               | 3,000,000            | 4,912,122            | 33,023                      |
| Investment Trust of CA (CalTRUST)          | 1,313,595            | 3,260                | -                    | 1,316,856            | 3,260                       |
| Debt Service Funds Under Trust Indenture   | 1,827,610            | 1,650,280            | 1,661,441            | 1,816,449            | 10,465                      |
| Demand Deposits with Custodial Agent       | 451,215              | 429,972              | 436,819              | 444,368              | 19                          |
| <b>TOTAL</b>                               | <b>\$ 13,020,640</b> | <b>\$ 11,245,121</b> | <b>\$ 13,927,708</b> | <b>\$ 10,338,052</b> | <b>\$ 48,758</b>            |

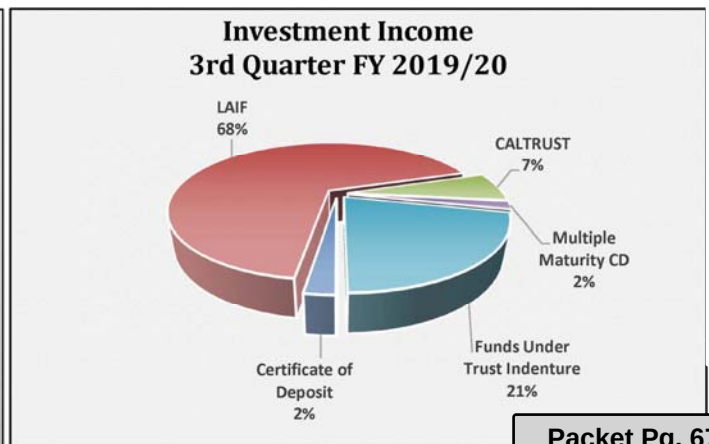
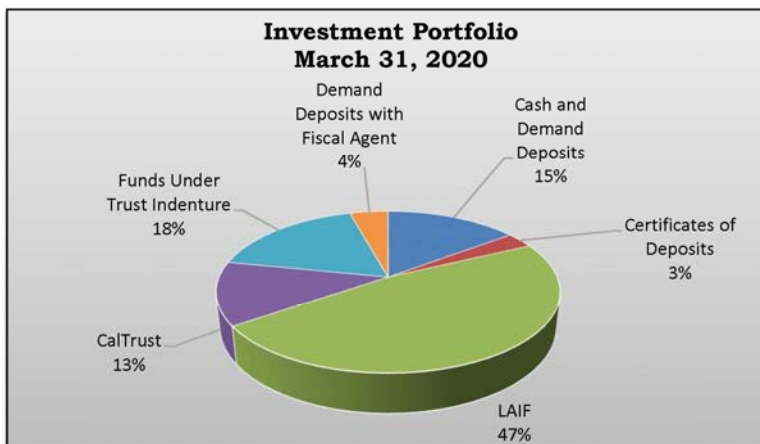
The City's investment policy approved by Council resolution is the prevailing guideline in managing investments. Short-term excess cash is currently invested primarily in the State Treasurer's Local Agency Investment Fund (LAIF) and the Investment Trust of California (CalTRUST), a Public Joint Powers 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, 2020, compared with the

|                                   | March 31, 2020       | March 31, 2019      |
|-----------------------------------|----------------------|---------------------|
| Cash on hand                      | \$ 2,000             | \$ 2,000            |
| Pooled Deposits:                  |                      |                     |
| Demand Deposits                   | 1,970,123            | 1,035,826           |
| Certificates of Deposits          | 320,502              | 570,502             |
| Total Pooled Deposits             | 2,290,625            | 1,606,329           |
| Pooled Investments:               |                      |                     |
| Local Agency Investment Fund      | 4,912,122            | 4,767,779           |
| Investment Trust of California    | 1,316,856            | 1,291,459           |
| Restricted Cash and Investments:  |                      |                     |
| Local Agency Investment Fund      | 1,814,604            | 1,814,906           |
| Demand Deposits                   | 1,845                | 2,573               |
| <b>Total Cash and Investments</b> | <b>\$ 10,338,052</b> | <b>\$ 9,485,045</b> |

same period of the previous fiscal year:

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





# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

**DATE:** May 12, 2020

**TO:** Mayor and Council Members

**FROM:** Melissa Au-Yeung  
Deputy City Manager

**ISSUE:** Civic Center Third Quarter Financial Report for Fiscal Year 2019/2020

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

#### SUMMARY:

This Civic Center Third Quarter Financial Report for Fiscal Year 2019/2020 is intended to provide the City Council with an overview of the Civic Center leasing operation finances as of March 31, 2020.

The Abridged Balance Sheet and Income Statement Summary for the Laguna Hills Civic Center leasing operation are in Tables 1 & 2. As of March 31, 2020, the balance sheet shows equity of \$7,220,114.

**Table 1: Abridged Balance Sheet**  
**As of March 31, 2020**

|                                       |                     |
|---------------------------------------|---------------------|
| <b>ASSETS</b>                         |                     |
| Total Current Assets                  | \$ 249,293          |
| Total Fixed Assets                    | \$ 7,030,035        |
| <b>TOTAL ASSETS</b>                   | <b>\$ 7,279,328</b> |
| <b>LIABILITY &amp; EQUITY</b>         |                     |
| Total Current Liabilities             | \$ 59,214           |
| Total Equity                          | \$ 7,220,114        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>\$ 7,279,328</b> |



## Civic Center Third Quarter Financial Report for FY 2019/2020

May 12, 2020

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**Table 2: Income Statement Summary  
For the Period Ended March 31, 2020**

|                          | <b>Actuals</b>   | <b>Budgeted</b>  | <b>Variance</b> |
|--------------------------|------------------|------------------|-----------------|
| Total Income             | \$ 441,669       | \$ 509,735       | \$ (68,066)     |
| Total Expenses           | \$ 413,526       | \$ 435,681       | \$ (22,154)     |
| <b>NET INCOME/(LOSS)</b> | <u>\$ 28,143</u> | <u>\$ 74,055</u> |                 |

As shown in Table 2, Essex Realty, the management company for the property, reported a net income of \$28,143 for the nine months of leasing activity from July 1, 2019, to March 31, 2020. After adding back contra rent revenue associated with the City's occupied spaces, the effective net income for the quarter is \$440,616.

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 as of March 31, 2020
- Income Statement for the Period Ending March 31, 2020
- Check Register for January, February, and March 2020

Database: ESSEXREALTY  
 ENTITY: 742

**Standard Balance Sheet**  
**Essex Realty SaaS DB**  
**CITY OF LAGUNA HILLS**

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Accrual

Report includes an open period. Entries are not final.

Mar 2020

**ASSETS**

**CURRENT ASSETS**

|                  |            |
|------------------|------------|
| Cash - Operating | 65,003.70  |
| Cash - MMA       | 150,722.12 |

|                                        |                   |
|----------------------------------------|-------------------|
| <b>TOTAL CASH AND CASH EQUIVALENTS</b> | <b>215,725.82</b> |
|----------------------------------------|-------------------|

|                     |           |
|---------------------|-----------|
| Accounts Receivable | 9,165.40  |
| Prepaid Insurance   | 24,401.80 |

|                                |                  |
|--------------------------------|------------------|
| <b>NET ACCOUNTS RECEIVABLE</b> | <b>33,567.20</b> |
|--------------------------------|------------------|

|                             |                   |
|-----------------------------|-------------------|
| <b>TOTAL CURRENT ASSETS</b> | <b>249,293.02</b> |
|-----------------------------|-------------------|

**FIXED ASSETS**

|                          |                 |
|--------------------------|-----------------|
| Land                     | 2,855,425.10    |
| Building                 | 3,344,613.52    |
| Capital Improvements     | 10,017,149.34   |
| Tenant Improvements      | 1,396,603.30    |
| Lease Commissions        | 336,638.62      |
| Accumulated Depreciation | (10,920,394.60) |

|                           |                     |
|---------------------------|---------------------|
| <b>TOTAL FIXED ASSETS</b> | <b>7,030,035.28</b> |
|---------------------------|---------------------|

|                     |                     |
|---------------------|---------------------|
| <b>TOTAL ASSETS</b> | <b>7,279,328.30</b> |
|---------------------|---------------------|

**LIABILITIES & EQUITY**

**CURRENT LIABILITY**

|                   |           |
|-------------------|-----------|
| Accounts Payable  | 7,792.04  |
| Accrued Expenses  | 7,262.00  |
| Security Deposits | 44,160.25 |

|                                |                  |
|--------------------------------|------------------|
| <b>TOTAL CURRENT LIABILITY</b> | <b>59,214.29</b> |
|--------------------------------|------------------|

**LONG TERM LIABILITY**

|                                    |             |
|------------------------------------|-------------|
| <b>TOTAL LONG TERM LIABILITIES</b> | <b>0.00</b> |
|------------------------------------|-------------|

**EQUITY**

|                     |                |
|---------------------|----------------|
| Current Yr Earnings | 28,142.81      |
| 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   | (8,800,219.39) |

|                     |                     |
|---------------------|---------------------|
| <b>TOTAL EQUITY</b> | <b>7,220,114.01</b> |
|---------------------|---------------------|

Attachment: Balance Sheet as of March 31, 2020 (2117 : Civic Center Third Quarter Financial Report for FY 2019/2020)

Database: ESSEXREALTY  
ENTITY: 742

**Standard Balance Sheet**  
**Essex Realty SaaS DB**  
**CITY OF LAGUNA HILLS**

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Accrual

Report includes an open period. Entries are not final.

Mar 2020

TOTAL LIABILITIES & EQUITY

7,279,328.30

Attachment: Balance Sheet as of March 31, 2020 (2117 : Civic Center Third Quarter Financial Report for FY 2019/2020)

Database: ESSEXREALTY  
 ENTITY: 742

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

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Accrual

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|                              | Current Period   | Year-To-Date      |
|------------------------------|------------------|-------------------|
|                              | 1 Month          | 9 Months          |
| Thru:                        | Mar 2020         | Mar 2020          |
| <b>INCOME</b>                |                  |                   |
| <b>RENTAL INCOME</b>         |                  |                   |
| Rent                         | 97,132.59        | 852,402.60        |
| Contra Revenue               | (45,830.40)      | (412,473.60)      |
| CAM Revenue                  | 5,136.16         | 46,252.45         |
| Contra CAM                   | (5,095.23)       | (45,857.07)       |
| <b>TOTAL RENTAL INCOME</b>   | <b>51,343.12</b> | <b>440,324.38</b> |
| <b>RECOVERY INCOME</b>       |                  |                   |
| <b>TOTAL RECOVERY INCOME</b> | <b>0.00</b>      | <b>0.00</b>       |
| <b>OTHER INCOME</b>          |                  |                   |
| Other Revenue                | 0.00             | 1,278.25          |
| <b>TOTAL OTHER INCOME</b>    | <b>0.00</b>      | <b>1,278.25</b>   |
| <b>TOTAL INCOME</b>          | <b>51,343.12</b> | <b>441,602.63</b> |

**EXPENSES**

**DIRECT OPERATING EXPENSES**

|                           |            |           |
|---------------------------|------------|-----------|
| Security-Fire Alarms      | 260.00     | 1,980.00  |
| Cleaning Contract-Janitor | 3,944.94   | 33,806.76 |
| Add'l Cleaning-DayPorter  | 3,686.37   | 30,929.31 |
| Cleaning Supplies         | 637.94     | 5,836.73  |
| Window Cleaning           | 0.00       | 3,194.00  |
| Mgmt Fee-Agent            | 3,915.00   | 37,019.50 |
| HVAC Contract Services    | (2,852.00) | 9,130.00  |
| HVAC Repair/Maint         | 1,588.09   | 15,252.19 |
| Elevator Contract Service | 559.00     | 5,147.99  |
| Elevator Repair/Maint     | 0.00       | 930.00    |
| Waterproofing & Roofing   | 0.00       | 7,654.00  |
| Fire, Life, Safety        | 0.00       | 195.00    |
| Plumbing Repairs/Supplies | 325.00     | 1,678.00  |
| Electrical Repair/Maint   | 435.70     | 1,744.35  |
| Sign Repair/Maint         | 549.52     | 559.35    |
| Floor & Carpet Rpr/Maint  | 295.00     | 7,433.00  |
| Pest Control              | 75.00      | 740.00    |
| Misc Repair/Maint         | 0.00       | 6,942.69  |
| Onsite Maint Personnel    | 1,561.31   | 11,705.68 |
| Electricity-General       | 5,769.62   | 72,798.27 |
| Gas                       | 47.74      | 858.86    |
| Water & Sewer             | 883.58     | 9,170.36  |
| Property Telephone        | 115.00     | 2,325.87  |
| Pkg Lot-Lighting          | 0.00       | 3,100.00  |
| Pkg Lot-Sweeping          | 228.00     | 2,028.00  |
| Landscaping Contract      | 2,400.00   | 21,600.00 |
| Landscaping-Interior      | 376.73     | 3,629.92  |
| Fountain Maintenance      | 150.00     | 1,500.00  |

Attachment: Income Statement for the Period Ending March 31, 2020 (2117 : Civic Center Third Quarter Financial Report for FY 2019/2020)

Database: ESSEXREALTY  
 ENTITY: 742

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

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Accrual

Report includes an open period. Entries are not final.

|                                          | <b>Current Period</b> | <b>Year-To-Date</b> |
|------------------------------------------|-----------------------|---------------------|
|                                          | 1 Month               | 9 Months            |
| Thru:                                    | Mar 2020              | Mar 2020            |
| Insurance                                | 6,858.28              | 61,724.52           |
| Insurance - Earthquake                   | 1,275.67              | 11,481.03           |
| Real Estate Taxes                        | 4,744.83              | 12,561.80           |
| <b>TOTAL DIRECT OPERATING EXPENSES</b>   | <b>37,830.32</b>      | <b>384,657.18</b>   |
| <b>NET OPERATING INCOME</b>              | <b>13,512.80</b>      | <b>56,945.45</b>    |
| <b>OTHER INCOME &amp; EXPENSES</b>       |                       |                     |
| Advertising & Promotion                  | 0.00                  | 2,169.25            |
| Admin & Professional Exp.                | 6,815.93              | 8,680.93            |
| Other Prof- Land Planning                | 0.00                  | 595.00              |
| Environmental Expense                    | 0.00                  | 189.00              |
| Tenant Space Refurb                      | 0.00                  | 1,259.26            |
| Repairs & Maint- Indirect                | 0.00                  | 15,975.60           |
| Interest Income                          | (5.74)                | (66.40)             |
| <b>TOTAL OTHER INCOME &amp; EXPENSES</b> | <b>6,810.19</b>       | <b>28,802.64</b>    |
| <b>NET INCOME/(LOSS)</b>                 | <b>6,702.61</b>       | <b>28,142.81</b>    |

Database: ESSEXREALTY  
ENTITY: 742

Check Register  
Essex Realty SaaS DB  
CITY OF LAGUNA HILLS

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Date: 2/14/2020  
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01/20 Through 01/20

| 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                         |                           |                                             |            |                     |                 |             |                 |
| <b>105528</b> | <b>1/7/2020</b>      | <b>01/20</b>                        | <b>ELTORO</b>             | <b>EL TORO WATER DISTRICT</b>               |            |                     |                 |             |                 |
| 742           |                      | 5502-0000                           | Water & Sewer             | 49540-121219                                | 12/12/2019 | 1/2/2020            | 429.50          | 0.00        | 429.50          |
| @             | 169922449540         | 11/13/19-12/12/19 Mtr 08956098      |                           |                                             |            |                     |                 |             |                 |
| 742           |                      | 5502-0000                           | Water & Sewer             | 49542-121219                                | 12/12/2019 | 1/2/2020            | 67.44           | 0.00        | 67.44           |
| @             | 169922449542         | 11/13/19-12/12/19 Mtr 00036069      |                           |                                             |            |                     |                 |             |                 |
| 742           |                      | 5502-0000                           | Water & Sewer             | 49548-121219                                | 12/12/2019 | 1/2/2020            | 190.57          | 0.00        | 190.57          |
| @             | 169922449548         | 11/13/19-12/12/19 Mtr 08188857      |                           |                                             |            |                     |                 |             |                 |
|               |                      |                                     |                           |                                             |            | <i>Check Total:</i> | <i>687.51</i>   | <i>0.00</i> | <i>687.51</i>   |
| <b>105529</b> | <b>1/7/2020</b>      | <b>01/20</b>                        | <b>MASTE5</b>             | <b>MASTERCARE PROTECTION &amp; CLEANING</b> |            |                     |                 |             |                 |
| 742           |                      | 5485-0000                           | Floor & Carpet Rpr/Maint  | 30998                                       | 12/19/2019 | 1/18/2020           | 4,950.00        | 0.00        | 4,950.00        |
| @             | Tile Cleaning & Seal | I                                   |                           |                                             |            |                     |                 |             |                 |
|               |                      |                                     |                           |                                             |            | <i>Check Total:</i> | <i>4,950.00</i> | <i>0.00</i> | <i>4,950.00</i> |
| <b>105530</b> | <b>1/7/2020</b>      | <b>01/20</b>                        | <b>SCE</b>                | <b>SOUTHERN CALIFORNIA EDISON</b>           |            |                     |                 |             |                 |
| 742           |                      | 5499-0000                           | Electricity-General       | 97749-122619                                | 12/26/2019 | 1/14/2020           | 3,202.15        | 0.00        | 3,202.15        |
| @             | 2265197749           | 11/22/19-12/23/19 Mtr 259000-050223 |                           |                                             |            |                     |                 |             |                 |
|               |                      |                                     |                           |                                             |            | <i>Check Total:</i> | <i>3,202.15</i> | <i>0.00</i> | <i>3,202.15</i> |
| <b>105531</b> | <b>1/7/2020</b>      | <b>01/20</b>                        | <b>WATERT</b>             | <b>WATER TECHNIQUES INC</b>                 |            |                     |                 |             |                 |
| 742           |                      | 7333-0000                           | Repairs & Maint- Indirect | 696325131                                   | 12/12/2019 | 12/22/2019          | 301.20          | 0.00        | 301.20          |
| @             | CITYOFLA0002         | Annual Maint Osmosis                |                           |                                             |            |                     |                 |             |                 |
|               |                      |                                     |                           |                                             |            | <i>Check Total:</i> | <i>301.20</i>   | <i>0.00</i> | <i>301.20</i>   |
| <b>105532</b> | <b>1/9/2020</b>      | <b>01/20</b>                        | <b>ESSEX</b>              | <b>ESSEX REALTY MANAGEMENT INC</b>          |            |                     |                 |             |                 |
| 742           |                      | 5305-0000                           | Mgmt Fee-Agent            | 742-0120MF                                  | 1/1/2020   | 1/1/2020            | 3,915.00        | 0.00        | 3,915.00        |
| @             | 01/20 Mgmt Fee       |                                     |                           |                                             |            |                     |                 |             |                 |
|               |                      |                                     |                           |                                             |            | <i>Check Total:</i> | <i>3,915.00</i> | <i>0.00</i> | <i>3,915.00</i> |
| <b>105533</b> | <b>1/16/2020</b>     | <b>01/20</b>                        | <b>AT&amp;T</b>           | <b>AT&amp;T</b>                             |            |                     |                 |             |                 |
| 742           |                      | 5504-0000                           | Property Telephone        | 53001-121519                                | 12/15/2019 | 12/15/2019          | 18.67           | 0.00        | 18.67           |
| @             | Elevator Line Long D | istance Charge                      |                           |                                             |            |                     |                 |             |                 |
|               |                      |                                     |                           |                                             |            | <i>Check Total:</i> | <i>18.67</i>    | <i>0.00</i> | <i>18.67</i>    |
| <b>105534</b> | <b>1/16/2020</b>     | <b>01/20</b>                        | <b>COXCOM</b>             | <b>COX COMMUNICATIONS</b>                   |            |                     |                 |             |                 |
| 742           |                      | 5410-0000                           | HVAC Contract Services    | 11901-010520                                | 1/5/2020   | 1/5/2020            | 95.00           | 0.00        | 95.00           |

Database: ESSEXREALTY  
ENTITY: 742

Check Register  
Essex Realty SaaS DB  
CITY OF LAGUNA HILLS

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Date: 2/14/2020  
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01/20 Through 01/20

| Check #<br>Entity<br>Dept | Check Date<br>P.O. Number<br>Reference | Check Pd<br>Account Number<br>Description | Vendor ID<br>Account Name<br>Description | Vendor Name                              | Invoice Number | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Check Amount |
|---------------------------|----------------------------------------|-------------------------------------------|------------------------------------------|------------------------------------------|----------------|--------------|------------|----------------|-----------------|--------------|
| @                         | 0017601048511901                       | 01/05/20-02/04/20                         | DSL for EMS                              |                                          |                |              |            |                |                 |              |
| <i>Check Total:</i>       |                                        |                                           |                                          |                                          |                |              |            | 95.00          | 0.00            | 95.00        |
| <b>105535</b>             | <b>1/16/2020</b>                       | <b>01/20</b>                              | <b>THEGAS</b>                            | <b>THE GAS COMPANY</b>                   |                |              |            |                |                 |              |
| 742                       |                                        | 5500-0000                                 | Gas                                      |                                          | 71474-010620   | 1/6/2020     | 1/27/2020  | 261.20         | 0.00            | 261.20       |
| @                         | 14430971474                            | 12/02/19-01/02/20                         | Mtr 13001720                             |                                          |                |              |            |                |                 |              |
| <i>Check Total:</i>       |                                        |                                           |                                          |                                          |                |              |            | 261.20         | 0.00            | 261.20       |
| <b>105536</b>             | <b>1/23/2020</b>                       | <b>01/20</b>                              | <b>ABLEBU</b>                            | <b>CROWN BLDG MAINTENANCE CO INC dba</b> |                |              |            |                |                 |              |
| 742                       |                                        | 5150-0000                                 | Add'l Cleaning-DayPorter                 |                                          | M1390891-IN    | 12/31/2019   | 12/31/2019 | 195.00         | 0.00            | 195.00       |
| @                         | 111                                    |                                           | Parking Lt Emergency Clean Up            |                                          |                |              |            |                |                 |              |
| 742                       |                                        | 5160-0000                                 | Cleaning Supplies                        |                                          | M1393530-IN    | 12/31/2019   | 12/31/2019 | 678.77         | 0.00            | 678.77       |
| @                         | 111                                    |                                           | 12/19 Supplies                           |                                          |                |              |            |                |                 |              |
| 742                       |                                        | 5130-0000                                 | Cleaning Contract-Janitor                |                                          | M1393928-IN    | 1/20/2020    | 1/20/2020  | 3,944.94       | 0.00            | 3,944.94     |
| @                         | 111                                    |                                           | 01/20 Janitorial Svcs                    |                                          |                |              |            |                |                 |              |
| <i>Check Total:</i>       |                                        |                                           |                                          |                                          |                |              |            | 4,818.71       | 0.00            | 4,818.71     |
| <b>105537</b>             | <b>1/23/2020</b>                       | <b>01/20</b>                              | <b>AIRCO1</b>                            | <b>AIR CONTROL SYSTEMS INC</b>           |                |              |            |                |                 |              |
| 742                       |                                        | 5410-0000                                 | HVAC Contract Services                   |                                          | INV-18892      | 1/8/2020     | 2/7/2020   | 2,758.00       | 0.00            | 2,758.00     |
| @                         | A12407                                 |                                           | 4th Qrt HVAC Svc                         |                                          |                |              |            |                |                 |              |
| 742                       |                                        | 5415-0000                                 | HVAC Repair/Maint                        |                                          | INV-19788      | 12/31/2019   | 1/30/2020  | 970.03         | 0.00            | 970.03       |
| @                         | A12407                                 |                                           | Replaced Blower Motor                    |                                          |                |              |            |                |                 |              |
| <i>Check Total:</i>       |                                        |                                           |                                          |                                          |                |              |            | 3,728.03       | 0.00            | 3,728.03     |
| <b>105538</b>             | <b>1/23/2020</b>                       | <b>01/20</b>                              | <b>CHRIS9</b>                            | <b>BAPPTRE LANDSCAPING INC DBA</b>       |                |              |            |                |                 |              |
| 742                       |                                        | 5510-0000                                 | Pkg Lot-Lighting                         |                                          | INV-000563     | 11/22/2019   | 12/22/2019 | 1,550.00       | 0.00            | 1,550.00     |
| @                         | Holiday Lighting                       |                                           | Balance                                  |                                          |                |              |            |                |                 |              |
| <i>Check Total:</i>       |                                        |                                           |                                          |                                          |                |              |            | 1,550.00       | 0.00            | 1,550.00     |
| <b>105539</b>             | <b>1/23/2020</b>                       | <b>01/20</b>                              | <b>CITYLA</b>                            | <b>CITY OF LAGUNA HILLS *** VOID ***</b> |                |              |            |                |                 |              |
| 742                       |                                        | 5560-0000                                 | Landscaping Contract                     |                                          | 742-011520     | 1/15/2020    | 1/15/2020  | 2,400.00       | 0.00            | 2,400.00     |
| @                         | 742                                    |                                           | 08/19 Serv Nieves Landscape              |                                          |                |              |            |                |                 |              |
| 742                       |                                        | 5560-0000                                 | Landscaping Contract                     |                                          | 742-011520     | 1/15/2020    | 1/15/2020  | 2,400.00       | 0.00            | 2,400.00     |
| @                         | 742                                    |                                           | 09/19 Serv Nieves Landscape              |                                          |                |              |            |                |                 |              |
| 742                       |                                        | 5560-0000                                 | Landscaping Contract                     |                                          | 742-011520     | 1/15/2020    | 1/15/2020  | 2,400.00       | 0.00            | 2,400.00     |
| @                         | 742                                    |                                           | 10/19 Serv Nieves Landscape              |                                          |                |              |            |                |                 |              |

Attachment: Check Register for January, February, and March 2020 (2117 : Civic Center Third Quarter

Database: ESSEXREALTY  
ENTITY: 742

Check Register  
Essex Realty SaaS DB  
CITY OF LAGUNA HILLS

Page: 3  
Date: 2/14/2020  
Time: 02:59 PM

01/20 Through 01/20

| 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                                     |                          |                                             |            |           |           |          |           |
| 742           |                      | 5560-0000                                       | Landscaping Contract     | 742-011520                                  | 1/15/2020  | 1/15/2020 | 2,400.00  | 0.00     | 2,400.00  |
| @             | 742                  | 11/19 Serv Nieves Landscape                     |                          |                                             |            |           |           |          |           |
| 742           |                      | 5560-0000                                       | Landscaping Contract     | 742-011520                                  | 1/15/2020  | 1/15/2020 | 2,400.00  | 0.00     | 2,400.00  |
| @             | 742                  | 12/19 Serv Nieves Landscape                     |                          |                                             |            |           |           |          |           |
| 742           |                      | 5560-0000                                       | Landscaping Contract     | 742-011520                                  | 1/15/2020  | 1/15/2020 | -2,400.00 | 0.00     | -2,400.00 |
| @             | Replaced by MRI Chec | 08/19 Serv Nieves Landscape Reason Continued:ck |                          |                                             |            |           |           |          |           |
| 742           |                      | 5560-0000                                       | Landscaping Contract     | 742-011520                                  | 1/15/2020  | 1/15/2020 | -2,400.00 | 0.00     | -2,400.00 |
| @             | Replaced by MRI Chec | 09/19 Serv Nieves Landscape Reason Continued:ck |                          |                                             |            |           |           |          |           |
| 742           |                      | 5560-0000                                       | Landscaping Contract     | 742-011520                                  | 1/15/2020  | 1/15/2020 | -2,400.00 | 0.00     | -2,400.00 |
| @             | Replaced by MRI Chec | 10/19 Serv Nieves Landscape Reason Continued:ck |                          |                                             |            |           |           |          |           |
| 742           |                      | 5560-0000                                       | Landscaping Contract     | 742-011520                                  | 1/15/2020  | 1/15/2020 | -2,400.00 | 0.00     | -2,400.00 |
| @             | Replaced by MRI Chec | 11/19 Serv Nieves Landscape Reason Continued:ck |                          |                                             |            |           |           |          |           |
| 742           |                      | 5560-0000                                       | Landscaping Contract     | 742-011520                                  | 1/15/2020  | 1/15/2020 | -2,400.00 | 0.00     | -2,400.00 |
| @             | Replaced by MRI Chec | 12/19 Serv Nieves Landscape Reason Continued:ck |                          |                                             |            |           |           |          |           |
| Check Total:  |                      |                                                 |                          |                                             |            |           | 0.00      | 0.00     | 0.00      |
| <b>105540</b> | <b>1/23/2020</b>     | <b>01/20</b>                                    | <b>LIVIN1</b>            | <b>DONALD GILBERT dba</b>                   |            |           |           |          |           |
| 742           |                      | 5562-0000                                       | Landscaping-Interior     | T83390                                      | 12/20/2019 | 1/19/2020 | 329.00    | 0.00     | 329.00    |
| @             | 01/20 Intr.          | Landscape Svc                                   |                          |                                             |            |           |           |          |           |
| 742           |                      | 5562-0000                                       | Landscaping-Interior     | T83450                                      | 12/17/2019 | 1/16/2020 | 131.71    | 0.00     | 131.71    |
| @             | 8 Poinsettia & Foil  | Sleeves                                         |                          |                                             |            |           |           |          |           |
| 742           |                      | 5562-0000                                       | Landscaping-Interior     | T83479                                      | 1/20/2020  | 2/19/2020 | 329.00    | 0.00     | 329.00    |
| @             | 02/20 Int Plant Svc  |                                                 |                          |                                             |            |           |           |          |           |
| Check Total:  |                      |                                                 |                          |                                             |            |           | 789.71    | 0.00     | 789.71    |
| <b>105541</b> | <b>1/23/2020</b>     | <b>01/20</b>                                    | <b>MASTE5</b>            | <b>MASTERCARE PROTECTION &amp; CLEANING</b> |            |           |           |          |           |
| 742           |                      | 5485-0000                                       | Floor & Carpet Rpr/Maint | 31167                                       | 1/17/2020  | 2/16/2020 | 855.00    | 0.00     | 855.00    |
| @             | 1/20-3/20 Carpet     | Cleaning                                        |                          |                                             |            |           |           |          |           |
| Check Total:  |                      |                                                 |                          |                                             |            |           | 855.00    | 0.00     | 855.00    |
| <b>105542</b> | <b>1/23/2020</b>     | <b>01/20</b>                                    | <b>MERCH1</b>            | <b>MERCHANTS BULDING MAINTENANCE LLC</b>    |            |           |           |          |           |
| 742           |                      | 5150-0000                                       | Add'l Cleaning-DayPorter | 557720                                      | 1/1/2020   | 1/1/2020  | 3,551.37  | 0.00     | 3,551.37  |
| @             | 33013                | 1/20 Dayporter Svc                              |                          |                                             |            |           |           |          |           |
| Check Total:  |                      |                                                 |                          |                                             |            |           | 3,551.37  | 0.00     | 3,551.37  |
| <b>105543</b> | <b>1/23/2020</b>     | <b>01/20</b>                                    | <b>PARAG1</b>            | <b>SAN DIEGO SERVICES LLC dba</b>           |            |           |           |          |           |
| 742           |                      | 5495-0000                                       | Onsite Maint Personnel   | 172041 C                                    | 12/31/2019 | 1/30/2020 | 1,165.80  | 0.00     | 1,165.80  |



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Database: ESSEXREALTY  
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Check Register  
 Essex Realty SaaS DB  
 CITY OF LAGUNA HILLS

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 Date: 2/14/2020  
 Time: 02:59 PM

01/20 Through 01/20

| 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                 |                      |                             |           |           |           |          |           |
| <b>105550</b>                      | <b>1/24/2020</b> | <b>01/20</b>                | <b>CITYLA</b>        | <b>CITY OF LAGUNA HILLS</b> |           |           |           |          |           |
| 742                                |                  | 5560-0000                   | Landscaping Contract | 742-011520                  | 1/15/2020 | 1/15/2020 | 2,400.00  | 0.00     | 2,400.00  |
| @                                  | 742              | 08/19 Serv Nieves Landscape |                      |                             |           |           |           |          |           |
| 742                                |                  | 5560-0000                   | Landscaping Contract | 742-011520                  | 1/15/2020 | 1/15/2020 | 2,400.00  | 0.00     | 2,400.00  |
| @                                  | 742              | 09/19 Serv Nieves Landscape |                      |                             |           |           |           |          |           |
| 742                                |                  | 5560-0000                   | Landscaping Contract | 742-011520                  | 1/15/2020 | 1/15/2020 | 2,400.00  | 0.00     | 2,400.00  |
| @                                  | 742              | 10/19 Serv Nieves Landscape |                      |                             |           |           |           |          |           |
| 742                                |                  | 5560-0000                   | Landscaping Contract | 742-011520                  | 1/15/2020 | 1/15/2020 | 2,400.00  | 0.00     | 2,400.00  |
| @                                  | 742              | 11/19 Serv Nieves Landscape |                      |                             |           |           |           |          |           |
| 742                                |                  | 5560-0000                   | Landscaping Contract | 742-011520                  | 1/15/2020 | 1/15/2020 | 2,400.00  | 0.00     | 2,400.00  |
| @                                  | 742              | 12/19 Serv Nieves Landscape |                      |                             |           |           |           |          |           |
| <i>Check Total:</i>                |                  |                             |                      |                             |           |           | 12,000.00 | 0.00     | 12,000.00 |
| <i>CITY OF LAGUNA HILLS Total:</i> |                  |                             |                      |                             |           |           | 44,438.20 | 0.00     | 44,438.20 |
| <i>Grand Total:</i>                |                  |                             |                      |                             |           |           | 44,438.20 | 0.00     | 44,438.20 |

Database: ESSEXREALTY  
ENTITY: 742

Check Register  
Essex Realty SaaS DB  
CITY OF LAGUNA HILLS

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Date: 3/9/2020  
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02/20 Through 02/20

| 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      | Amount          |
| Dept          | Reference           | Description                         |                         |                                    |           |                     |                 |             |                 |
| <b>105551</b> | <b>2/2/2020</b>     | <b>02/20</b>                        | <b>ELTORO</b>           | <b>EL TORO WATER DISTRICT</b>      |           |                     |                 |             |                 |
| 742           |                     | 5502-0000                           | Water & Sewer           | 49540-011420                       | 1/14/2020 | 2/4/2020            | 457.02          | 0.00        | 457.02          |
| @             | 169922449540        | 12/12/19-01/14/20 Mtr 08956098      |                         |                                    |           |                     |                 |             |                 |
| 742           |                     | 5502-0000                           | Water & Sewer           | 49542-011420                       | 1/14/2020 | 2/4/2020            | 67.44           | 0.00        | 67.44           |
| @             | 169922449542        | 12/12/19-01/14/20 Mtr 00036069      |                         |                                    |           |                     |                 |             |                 |
| 742           |                     | 5502-0000                           | Water & Sewer           | 49548-011420                       | 1/14/2020 | 2/4/2020            | 202.45          | 0.00        | 202.45          |
| @             | 169922449548        | 12/12/19-01/14/20 Mtr 08188857      |                         |                                    |           |                     |                 |             |                 |
|               |                     |                                     |                         |                                    |           | <i>Check Total:</i> | <i>726.91</i>   | <i>0.00</i> | <i>726.91</i>   |
| <b>105552</b> | <b>2/2/2020</b>     | <b>02/20</b>                        | <b>REGENC</b>           | <b>REGENCY ENTERPRISES INC dba</b> |           |                     |                 |             |                 |
| 742           |                     | 5465-0000                           | Electrical Repair/Maint | 4603954                            | 1/22/2020 | 2/21/2020           | 183.04          | 0.00        | 183.04          |
| @             | 1187015             | Light Bulbs                         |                         |                                    |           |                     |                 |             |                 |
|               |                     |                                     |                         |                                    |           | <i>Check Total:</i> | <i>183.04</i>   | <i>0.00</i> | <i>183.04</i>   |
| <b>105553</b> | <b>2/5/2020</b>     | <b>02/20</b>                        | <b>SCE</b>              | <b>SOUTHERN CALIFORNIA EDISON</b>  |           |                     |                 |             |                 |
| 742           |                     | 5499-0000                           | Electricity-General     | 06934-012420                       | 1/24/2020 | 2/12/2020           | 2,556.36        | 0.00        | 2,556.36        |
| @             | 2270506934          | 12/21/19-01/23/20 Mtr 259000-050224 |                         |                                    |           |                     |                 |             |                 |
| 742           |                     | 5499-0000                           | Electricity-General     | 97749-012820                       | 1/28/2020 | 2/18/2020           | 3,347.41        | 0.00        | 3,347.41        |
| @             | 2265197749          | 12/23/19-01/24/20 Mtr 259000-050223 |                         |                                    |           |                     |                 |             |                 |
|               |                     |                                     |                         |                                    |           | <i>Check Total:</i> | <i>5,903.77</i> | <i>0.00</i> | <i>5,903.77</i> |
| <b>105554</b> | <b>2/20/2020</b>    | <b>02/20</b>                        | <b>ESSEX</b>            | <b>ESSEX REALTY MANAGEMENT INC</b> |           |                     |                 |             |                 |
| 742           |                     | 5305-0000                           | Mgmt Fee-Agent          | 742-0220MF                         | 2/1/2020  | 2/1/2020            | 3,915.00        | 0.00        | 3,915.00        |
| @             | 02/20 Mgmt Fee      |                                     |                         |                                    |           |                     |                 |             |                 |
|               |                     |                                     |                         |                                    |           | <i>Check Total:</i> | <i>3,915.00</i> | <i>0.00</i> | <i>3,915.00</i> |
| <b>105555</b> | <b>2/18/2020</b>    | <b>02/20</b>                        | <b>NIEVES</b>           | <b>NIEVES LANDSCAPE INC</b>        |           |                     |                 |             |                 |
| 742           |                     | 5560-0000                           | Landscaping Contract    | 66647 - A                          | 1/1/2020  | 1/31/2020           | 2,400.00        | 0.00        | 2,400.00        |
| @             | 01/20 Landscape Svc |                                     |                         |                                    |           |                     |                 |             |                 |
|               |                     |                                     |                         |                                    |           | <i>Check Total:</i> | <i>2,400.00</i> | <i>0.00</i> | <i>2,400.00</i> |
| <b>105556</b> | <b>2/18/2020</b>    | <b>02/20</b>                        | <b>RPATTI</b>           | <b>ROBERT C PATTI dba</b>          |           |                     |                 |             |                 |
| 742           |                     | 1240-0000                           | Tenant Improvements     | 69854                              | 1/21/2020 | 2/20/2020           | 500.00          | 0.00        | 500.00          |
| @             | Suite 220 Paint per | lease renewal                       |                         |                                    |           |                     |                 |             |                 |
|               |                     |                                     |                         |                                    |           | <i>Check Total:</i> | <i>500.00</i>   | <i>0.00</i> | <i>500.00</i>   |

Attachment: Check Register for January, February, and March 2020 (2117 : Civic Center Third Quarter

Database: ESSEXREALTY  
ENTITY: 742

Check Register  
Essex Realty SaaS DB  
CITY OF LAGUNA HILLS

Page: 2  
Date: 3/9/2020  
Time: 04:08 PM

02/20 Through 02/20

| 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                    |                           |                                               |           |                     |                 |             |                 |
| <b>105557</b> | <b>2/18/2020</b>           | <b>02/20</b>                   | <b>SOUT39</b>             | <b>JEFF ALEXANDER dba</b>                     |           |                     |                 |             |                 |
| 742           |                            | 5565-0000                      | Fountain Maintenance      | 371-31                                        | 10/1/2019 | 10/31/2019          | 150.00          | 0.00        | 150.00          |
| @             | 10/19 Fountain Svc         |                                |                           |                                               |           |                     |                 |             |                 |
|               |                            |                                |                           |                                               |           | <i>Check Total:</i> | <i>150.00</i>   | <i>0.00</i> | <i>150.00</i>   |
| <b>105558</b> | <b>2/18/2020</b>           | <b>02/20</b>                   | <b>THEGAS</b>             | <b>THE GAS COMPANY</b>                        |           |                     |                 |             |                 |
| 742           |                            | 5500-0000                      | Gas                       | 71474-020420                                  | 2/4/2020  | 2/25/2020           | 156.85          | 0.00        | 156.85          |
| @             | 14430971474                | 01/02/20-01/31/20 Mtr 13001720 |                           |                                               |           |                     |                 |             |                 |
|               |                            |                                |                           |                                               |           | <i>Check Total:</i> | <i>156.85</i>   | <i>0.00</i> | <i>156.85</i>   |
| <b>105559</b> | <b>2/18/2020</b>           | <b>02/20</b>                   | <b>ABLEBU</b>             | <b>CROWN BLDG MAINTENANCE CO INC dba</b>      |           |                     |                 |             |                 |
| 742           |                            | 7330-0000                      | Tenant Space Refurb       | M1395611-IN                                   | 1/28/2020 | 1/28/2020           | 208.00          | 0.00        | 208.00          |
| @             | 111                        |                                | St 220 Carpet Cleaning    |                                               |           |                     |                 |             |                 |
| 742           |                            | 5150-0000                      | Add'l Cleaning-DayPorter  | M1396378-IN                                   | 1/29/2020 | 1/29/2020           | 135.00          | 0.00        | 135.00          |
| @             | 111                        |                                | Emergency Clean Up        |                                               |           |                     |                 |             |                 |
| 742           |                            | 5160-0000                      | Cleaning Supplies         | M1396939-IN                                   | 1/30/2020 | 1/30/2020           | 828.89          | 0.00        | 828.89          |
| @             | 111                        |                                | 01/20 Supplies            |                                               |           |                     |                 |             |                 |
|               |                            |                                |                           |                                               |           | <i>Check Total:</i> | <i>1,171.89</i> | <i>0.00</i> | <i>1,171.89</i> |
| <b>105560</b> | <b>2/18/2020</b>           | <b>02/20</b>                   | <b>ADCOSH</b>             | <b>ADCO SOUTH ROOFING &amp; WATERPROOFING</b> |           |                     |                 |             |                 |
| 742           |                            | 5445-0000                      | Waterproofing & Roofing   | 94732                                         | 1/28/2020 | 2/27/2020           | 6,649.00        | 0.00        | 6,649.00        |
| @             | Roof Repairs               |                                |                           |                                               |           |                     |                 |             |                 |
|               |                            |                                |                           |                                               |           | <i>Check Total:</i> | <i>6,649.00</i> | <i>0.00</i> | <i>6,649.00</i> |
| <b>105561</b> | <b>2/18/2020</b>           | <b>02/20</b>                   | <b>BENNE1</b>             | <b>BENNETT'S PLUMBING INC</b>                 |           |                     |                 |             |                 |
| 742           |                            | 5460-0000                      | Plumbing Repairs/Supplies | 76860                                         | 2/12/2020 | 3/13/2020           | 223.50          | 0.00        | 223.50          |
| @             | Backflow Testing           |                                |                           |                                               |           |                     |                 |             |                 |
|               |                            |                                |                           |                                               |           | <i>Check Total:</i> | <i>223.50</i>   | <i>0.00</i> | <i>223.50</i>   |
| <b>105562</b> | <b>2/18/2020</b>           | <b>02/20</b>                   | <b>CONTRO</b>             | <b>CONTROLLED KEY SYSTEMS INC</b>             |           |                     |                 |             |                 |
| 742           |                            | 7330-0000                      | Tenant Space Refurb       | WO-0010029                                    | 2/14/2020 | 3/15/2020           | 234.66          | 0.00        | 234.66          |
| @             | St 200 Re-Key & Key Copies |                                |                           |                                               |           |                     |                 |             |                 |
|               |                            |                                |                           |                                               |           | <i>Check Total:</i> | <i>234.66</i>   | <i>0.00</i> | <i>234.66</i>   |
| <b>105563</b> | <b>2/18/2020</b>           | <b>02/20</b>                   | <b>MERCH1</b>             | <b>MERCHANTS BUILDING MAINTENANCE LLC</b>     |           |                     |                 |             |                 |
| 742           |                            | 5150-0000                      | Add'l Cleaning-DayPorter  | 563333                                        | 2/1/2020  | 2/1/2020            | 3,551.37        | 0.00        | 3,551.37        |

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Database: ESSEXREALTY  
 ENTITY: 742

Check Register  
 Essex Realty SaaS DB  
 CITY OF LAGUNA HILLS

Page: 5  
 Date: 3/9/2020  
 Time: 04:08 PM

02/20 Through 02/20

| 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:* 4,450.00 0.00 4,450.00

*CITY OF LAGUNA HILLS Total:* 43,760.01 0.00 43,760.01

*Grand Total:* 43,760.01 0.00 43,760.01

Database: ESSEXREALTY  
ENTITY: 742

Check Register  
Essex Realty SaaS DB  
CITY OF LAGUNA HILLS

Page: 1  
Date: 4/2/2020  
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03/20 Through 03/20

| 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                         |                     |                                          |           |           |                 |             |                 |
| <b>105577</b> | <b>3/10/2020</b>    | <b>03/20</b>                        | <b>ELTORO</b>       | <b>EL TORO WATER DISTRICT</b>            |           |           |                 |             |                 |
| 742           |                     | 5502-0000                           | Water & Sewer       | 49542-021520                             | 2/15/2020 | 3/16/2020 | 67.44           | 0.00        | 67.44           |
| @             | 169922449542        | 01/14/20-02/12/20 Mtr 00036069      |                     |                                          |           |           |                 |             |                 |
| 742           |                     | 5502-0000                           | Water & Sewer       | 49540-021520                             | 2/15/2020 | 3/16/2020 | 532.70          | 0.00        | 532.70          |
| @             | 169922449540        | 01/14/20-02/12/20 Mtr 08956098      |                     |                                          |           |           |                 |             |                 |
| 742           |                     | 5502-0000                           | Water & Sewer       | 49548-021520                             | 2/15/2020 | 3/16/2020 | 252.94          | 0.00        | 252.94          |
| @             | 169922449548        | 01/14/20-02/12/20 Mtr 08188857      |                     |                                          |           |           |                 |             |                 |
|               |                     |                                     |                     | <i>Check Total:</i>                      |           |           | <i>853.08</i>   | <i>0.00</i> | <i>853.08</i>   |
| <b>105578</b> | <b>3/10/2020</b>    | <b>03/20</b>                        | <b>ESSEX</b>        | <b>ESSEX REALTY MANAGEMENT INC</b>       |           |           |                 |             |                 |
| 742           |                     | 5305-0000                           | Mgmt Fee-Agent      | 742-0320MF                               | 3/1/2020  | 3/1/2020  | 3,915.00        | 0.00        | 3,915.00        |
| @             | 03/20 Mgmt Fee      |                                     |                     |                                          |           |           |                 |             |                 |
|               |                     |                                     |                     | <i>Check Total:</i>                      |           |           | <i>3,915.00</i> | <i>0.00</i> | <i>3,915.00</i> |
| <b>105579</b> | <b>3/12/2020</b>    | <b>03/20</b>                        | <b>ATTCOR</b>       | <b>ATT CORP</b>                          |           |           |                 |             |                 |
| 742           |                     | 5504-0000                           | Property Telephone  | 000014334733                             | 2/15/2020 | 3/16/2020 | 118.58          | 0.00        | 118.58          |
| @             | BAN 9391060982      | 01/15/20-02/14/20                   |                     |                                          |           |           |                 |             |                 |
|               |                     |                                     |                     | <i>Check Total:</i>                      |           |           | <i>118.58</i>   | <i>0.00</i> | <i>118.58</i>   |
| <b>105580</b> | <b>3/12/2020</b>    | <b>03/20</b>                        | <b>CBRI10/CBR</b>   | <b>CB RICHARD ELLIS INC</b>              |           |           |                 |             |                 |
| 742           |                     | 1260-0000                           | Lease Commissions   | 0-057877-001                             | 2/5/2020  | 3/6/2020  | 5,180.48        | 0.00        | 5,180.48        |
| @             | New Lease suite 200 | Our Estate Planning 3/1/20-3/31/23  |                     |                                          |           |           |                 |             |                 |
|               |                     |                                     |                     | <i>Check Total:</i>                      |           |           | <i>5,180.48</i> | <i>0.00</i> | <i>5,180.48</i> |
| <b>105581</b> | <b>3/12/2020</b>    | <b>03/20</b>                        | <b>SCE</b>          | <b>SOUTHERN CALIFORNIA EDISON</b>        |           |           |                 |             |                 |
| 742           |                     | 5499-0000                           | Electricity-General | 97749-022620                             | 2/26/2020 | 2/26/2020 | 3,487.62        | 0.00        | 3,487.62        |
| @             | 2265197749          | 01/24/20-02/24/20 Mtr 259000-050223 |                     |                                          |           |           |                 |             |                 |
|               |                     |                                     |                     | <i>Check Total:</i>                      |           |           | <i>3,487.62</i> | <i>0.00</i> | <i>3,487.62</i> |
| <b>105582</b> | <b>3/12/2020</b>    | <b>03/20</b>                        | <b>THEGAS</b>       | <b>THE GAS COMPANY</b>                   |           |           |                 |             |                 |
| 742           |                     | 5500-0000                           | Gas                 | 71474-030520                             | 3/5/2020  | 3/25/2020 | 107.74          | 0.00        | 107.74          |
| @             | 14430971474         | 01/31/20-03/03/20 Mtr 13001720      |                     |                                          |           |           |                 |             |                 |
|               |                     |                                     |                     | <i>Check Total:</i>                      |           |           | <i>107.74</i>   | <i>0.00</i> | <i>107.74</i>   |
| <b>105583</b> | <b>3/12/2020</b>    | <b>03/20</b>                        | <b>ABLEBU</b>       | <b>CROWN BLDG MAINTENANCE CO INC dba</b> |           |           |                 |             |                 |
| 742           |                     | 5160-0000                           | Cleaning Supplies   | M1404877-IN                              | 2/28/2020 | 2/28/2020 | 637.94          | 0.00        | 637.94          |



Packet Pg. 85

Database: ESSEXREALTY  
ENTITY: 742

Check Register  
Essex Realty SaaS DB  
CITY OF LAGUNA HILLS

Page: 3  
Date: 4/2/2020  
Time: 02:21 PM

03/20 Through 03/20

| Check #<br>Entity<br>Dept | Check Date<br>P.O. Number<br>Reference    | Check Pd<br>Account Number<br>Description | Vendor ID<br>Account Name<br>Description | Vendor Name<br>Account Name<br>Description | Invoice<br>Number<br>Date | Invoice<br>Date<br>Due Date | Invoice<br>Amount | Discount<br>Amount | Check<br>Amount |
|---------------------------|-------------------------------------------|-------------------------------------------|------------------------------------------|--------------------------------------------|---------------------------|-----------------------------|-------------------|--------------------|-----------------|
| 105590<br>742<br>@        | 3/12/2020<br>03/20<br>03/20 Landscape Svc | 03/20<br>5560-0000                        | NIEVES<br>Landscaping Contract           | NIEVES LANDSCAPE INC                       | 67007                     | 3/1/2020<br>3/31/2020       | 2,400.00          | 0.00               | 2,400.00        |
| Check Total:              |                                           |                                           |                                          |                                            |                           |                             | 2,400.00          | 0.00               | 2,400.00        |
| 105591<br>742<br>@        | 3/12/2020<br>02/20 Bldg Engineer          | 03/20<br>5495-0000                        | PARAG1<br>Onsite Maint Personnel         | SAN DIEGO SERVICES LLC dba                 | 172514 C                  | 2/28/2020<br>3/29/2020      | 1,561.31          | 0.00               | 1,561.31        |
| Check Total:              |                                           |                                           |                                          |                                            |                           |                             | 1,561.31          | 0.00               | 1,561.31        |
| 105592<br>742<br>@        | 3/12/2020<br>1287741                      | 03/20<br>5465-0000                        | REGENC<br>Electrical Repair/Maint        | REGENCY ENTERPRISES INC dba                | 4564658                   | 12/17/2018<br>2/26/2019     | 179.88            | 0.00               | 179.88          |
| Check Total:              |                                           |                                           |                                          |                                            |                           |                             | 179.88            | 0.00               | 179.88          |
| 105593<br>742<br>@        | 3/12/2020<br>Repaired Drain Line          | 03/20<br>5460-0000                        | SOUT41<br>Plumbing Repairs/Supplies      | SOUTH COUNTY PLUMBING INC                  | 17677                     | 3/2/2020<br>4/1/2020        | 325.00            | 0.00               | 325.00          |
| Check Total:              |                                           |                                           |                                          |                                            |                           |                             | 325.00            | 0.00               | 325.00          |
| 105594<br>742<br>@        | 3/12/2020<br>3/20 Sweeping Svc            | 03/20<br>5525-0000                        | TSCMCO<br>Pkg Lot-Sweeping               | TSCM CORPORATION                           | 3020097                   | 3/1/2020<br>3/31/2020       | 228.00            | 0.00               | 228.00          |
| Check Total:              |                                           |                                           |                                          |                                            |                           |                             | 228.00            | 0.00               | 228.00          |
| 105595<br>742<br>@        | 3/16/2020<br>111                          | 03/20<br>5150-0000                        | ABLEBU<br>Add'l Cleaning-DayPorter       | CROWN BLDG MAINTENANCE CO INC dba          | M1405300-IN               | 3/12/2020<br>3/12/2020      | 135.00            | 0.00               | 135.00          |
| Check Total:              |                                           |                                           |                                          |                                            |                           |                             | 135.00            | 0.00               | 135.00          |
| 105596<br>742<br>@        | 3/16/2020<br>A12407                       | 03/20<br>5415-0000                        | AIRCO1<br>HVAC Repair/Maint              | AIR CONTROL SYSTEMS INC                    | INV-21987                 | 2/28/2020<br>3/29/2020      | 1,588.09          | 0.00               | 1,588.09        |
| Check Total:              |                                           |                                           |                                          |                                            |                           |                             | 1,588.09          | 0.00               | 1,588.09        |

Attachment: Check Register for January, February, and March 2020 (2117 : Civic Center Third Quarter

Database: ESSEXREALTY  
ENTITY: 742

Check Register  
Essex Realty SaaS DB  
CITY OF LAGUNA HILLS

Page: 4  
Date: 4/2/2020  
Time: 02:21 PM

03/20 Through 03/20

| 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             |                           |                                          |            |                                    |           |          |           |
| <b>105597</b> | <b>3/16/2020</b>     | <b>03/20</b>            | <b>COXCOM</b>             | <b>COX COMMUNICATIONS</b>                |            |                                    |           |          |           |
| 742           |                      | 5410-0000               | HVAC Contract Services    | 1190131320                               | 3/5/2020   | 3/5/2020                           | 95.00     | 0.00     | 95.00     |
| @             | 0017601048511901     | 03/05/20-04/04/20       | DSL for EMS               |                                          |            |                                    |           |          |           |
|               |                      |                         |                           |                                          |            | <i>Check Total:</i>                | 95.00     | 0.00     | 95.00     |
| <b>105598</b> | <b>3/16/2020</b>     | <b>03/20</b>            | <b>HATTOX</b>             | <b>HATTOX DESIGN GROUP LLC</b>           |            |                                    |           |          |           |
| 742           |                      | 7320-0000               | Admin & Professional Exp. | 1912100                                  | 12/19/2019 | 1/18/2020                          | 3,925.16  | 0.00     | 3,925.16  |
| @             | Design Fees Clerk Re | corder                  |                           |                                          |            |                                    |           |          |           |
|               |                      |                         |                           |                                          |            | <i>Check Total:</i>                | 3,925.16  | 0.00     | 3,925.16  |
| <b>105599</b> | <b>3/16/2020</b>     | <b>03/20</b>            | <b>SKYLIN</b>             | <b>CTJAMJT CORPORATION dba</b>           |            |                                    |           |          |           |
| 742           |                      | 5490-0000               | Pest Control              | 152952                                   | 3/11/2020  | 4/10/2020                          | 75.00     | 0.00     | 75.00     |
| @             | 3018                 | 03/20                   | Pest Control              |                                          |            |                                    |           |          |           |
|               |                      |                         |                           |                                          |            | <i>Check Total:</i>                | 75.00     | 0.00     | 75.00     |
| <b>105600</b> | <b>3/24/2020</b>     | <b>03/20</b>            | <b>CITYLA</b>             | <b>CITY OF LAGUNA HILLS *** VOID ***</b> |            |                                    |           |          |           |
| 742           |                      | 1240-0000               | Tenant Improvements       | none-030420                              | 3/4/2020   | 3/4/2020                           | 8,005.00  | 0.00     | 8,005.00  |
| @             | Tenant Improvement   | Reimbursement Suite 200 |                           |                                          |            |                                    |           |          |           |
| 742           |                      | 1240-0000               | Tenant Improvements       | none-030420                              | 3/4/2020   | 3/4/2020                           | -8,005.00 | 0.00     | -8,005.00 |
| @             | Cancelled            | Reimbursement Suite 200 |                           |                                          |            |                                    |           |          |           |
|               |                      |                         |                           |                                          |            | <i>Check Total:</i>                | 0.00      | 0.00     | 0.00      |
| <b>105601</b> | <b>3/24/2020</b>     | <b>03/20</b>            | <b>REGENC</b>             | <b>REGENCY ENTERPRISES INC dba</b>       |            |                                    |           |          |           |
| 742           |                      | 5465-0000               | Electrical Repair/Maint   | 4628251                                  | 3/2/2020   | 4/1/2020                           | 435.70    | 0.00     | 435.70    |
| @             | 1187015              | Light bulbs             |                           |                                          |            |                                    |           |          |           |
|               |                      |                         |                           |                                          |            | <i>Check Total:</i>                | 435.70    | 0.00     | 435.70    |
|               |                      |                         |                           |                                          |            | <i>CITY OF LAGUNA HILLS Total:</i> | 35,746.78 | 0.00     | 35,746.78 |
|               |                      |                         |                           |                                          |            | <i>Grand Total:</i>                | 35,746.78 | 0.00     | 35,746.78 |

Attachment: Check Register for January, February, and March 2020 (2117 : Civic Center Third Quarter



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

**DATE:** May 12, 2020

**TO:** Mayor and Council Members

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

**ISSUE:** Amendment No. 3 to Citywide Tree Maintenance Services Agreement with West Coast Arborists, Inc.

**RECOMMENDATION:** That the City Council: (1) Waive competitive formal bidding requirements and procedures set forth in the City of Laguna Hills Municipal Code (LHMC) Section 3-08.090 pursuant to the exceptions set forth in LHMC Sections 3-08.110(D), (I) and (J), for approval of the proposed Amendment No. 3 to the Citywide Tree Maintenance Services Agreement with West Coast Arborists, Inc.; (2) Approve the proposed Amendment No. 3 to the Citywide Tree Maintenance Services Agreement with West Coast Arborists, Inc., extending the term of the Agreement for one year through June 30, 2021; and 3) Authorize the Mayor to sign the attached Amendment No. 3.

#### **SUMMARY:**

The City contracts for citywide tree maintenance services, tree trimming, tree removals, tree planting, and tree evaluations with West Coast Arborists, Inc. The contract term of the Citywide Tree Maintenance Services Agreement is set to expire as of June 30, 2020. Typically, this service would be placed out to bid to establish a new contract term, however, the declared emergency of Covid-19 has redirected staff resources and has not allowed appropriate time for the preparation and issuance of a Notice Inviting Bids and Specifications for a new contract for next fiscal year. Tree maintenance is an essential service due to its importance to protecting public safety and having a contractor available at the beginning of the next fiscal year is a critical need. Staff recommends the City Council make findings and declare that due to the declared

## Amendment 3 Tree Maintenance Services West Coast Arborists

May 12, 2020

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emergency it is appropriate to waive provisions of the Laguna Hills Municipal Code (LHMC) Procurement Code Section 3-08.090 and approve a one-year term extension via Amendment No. 3 to the current Agreement with West Coast Arborists, Inc.

### **BACKGROUND:**

The City previously retained the services of West Coast Arborists, Inc. and entered into that certain Citywide Tree Maintenance Contract Services Agreement for professional tree maintenance and arborist services for regularly scheduled and on-call citywide tree care services (the "Agreement") on July 1, 2010. West Coast Arborists has and continues to provide excellent tree maintenance services to the City. On May 12, 2015, the Parties entered into Amendment No. 1 to the Agreement to exercise the Term extension as authorized by the Agreement. The Agreement is currently scheduled to expire on June 30, 2020, by operation of its own terms. On September 12, 2017, the Parties entered into Amendment No. 2 to the Agreement for the purpose of revising Section 3.1 of the Agreement to adjust the total annual maximum contract amount commensurate with the increases made to the City's budget for tree care, maintenance, and arborist services, as well as to amend the Agreement to include additional provisions related to State Prevailing Wage Laws.

On March 4, 2020, the Governor declared a state of emergency in California in response to the outbreak of the novel COVID-19 virus, and by March 11, 2020, the World Health Organization designated the outbreak of the virus as a pandemic. Subsequently on March 18, 2020, the City proclaimed a local emergency in order for the City to promptly address, prepare for, and take actions necessary to protect the public health, safety, and welfare within the City in response to the anticipated spread of the novel COVID-19 virus. In light of the COVID-19 pandemic, the declared local emergency, the statewide emergency declaration, the closure of City Hall, modified work schedules, and reduced service levels, Staff resources have been redirected and there is now insufficient time for the City staff to prepare and issue a Notice Inviting Bids and Specifications leading to a new contract. Based on emergency circumstances related to the COVID-19 Pandemic, Staff has determined there is a need to extend the term of the Agreement for one year in order to ensure continuity of services for public safety. The continuation of the current level of services provided by the Agreement will ensure continued cost-effective, uninterrupted citywide tree maintenance services.

Due to the declared State of Emergency caused by the novel COVID-9 Pandemic, and based on the facts herein described, it is recommended the City Council find and

# Amendment 3 Tree Maintenance Services West Coast Arborists

May 12, 2020

Page 3

determine that it is not in the City's best interest to rebid the citywide tree maintenance services contract at this time; therefore, the City Council is requested to waive the formal competitive bidding requirements set forth in Laguna Hills Municipal Code ("LHMC") Section 3-08.090, pursuant to the exceptions set forth in LHMC Sections 3-08.110(D), (I) and (J), which read as follows:

*D. When emergency conditions require the immediate purchase of goods and supplies, equipment, materials, or services. For purposes of this section, emergency purchases are those procurements that are required to prevent immediate interruption or cessation of necessary city services or to safeguard life, property, or the public health and welfare. The Purchasing Officer shall file promptly with the City Council a report showing such conditions and the necessity for such action, together with an itemized account of all expenditures;*

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

*J. When, in the opinion of the City Council, it is determined that compliance with the procurement policies, procedures and/or requirements is not in the best interest of the city.*

It is further recommended the City Council approve Amendment No. 3 to the Agreement, the proposed one (1) year term extension of the Agreement, to provide for continued, uninterrupted tree maintenance services in order to allow Staff more time to prepare the necessary bid documents and to establish formal competitive bidding requirements and procedures for such procurement.

## **FISCAL IMPACT:**

Tree Maintenance Services are included in the 2020-2021 Fiscal Year Operating Budget of the Public Services Department.

## **ATTACHMENTS:**

- Proposed Amendment No. 3

**AMENDMENT NO. 3  
TO  
CITYWIDE TREE MAINTENANCE CONTRACT SERVICES AGREEMENT  
(*West Coast Arborists, Inc.*)**

THIS AMENDMENT NO. 3 TO THE CITYWIDE TREE MAINTENANCE CONTRACT SERVICES AGREEMENT (the "Amendment No. 3") is made and entered into to be effective this 12<sup>th</sup> day of May 2020, by and between the CITY OF LAGUNA HILLS, a municipal corporation organized and existing under the laws of the State of California, (hereinafter referred to as "City") and WEST COAST ARBORISTS, INC., a California corporation, (hereinafter referred to as "Contractor"). City and Contractor are sometimes hereinafter individually referred to as "Party" and are hereinafter collectively referred to as "Parties".

**RECITALS**

A. City and Contractor previously entered into that certain Citywide Tree Maintenance Contract Services Agreement for professional tree maintenance and arborist services for regularly scheduled and on-call citywide tree care services (the "Agreement"), which was made and entered into on July 1, 2010, and which may be duly amended, in writing, from time to time by the Parties. Sections 3.3 (Changes in Scope of Work) and 12.2 (Amendments/Modifications) of the Agreement provide that the Agreement may be amended in writing at any time by mutual consent of the Parties. City does not have the personnel, specialized equipment, or expertise able to perform the work or services contracted for under the Agreement.

B. On May 12, 2015, the Parties entered into Amendment No. 1 to the Agreement for purposes of exercising the Renewal Option authorized by Section 4.4 (Term) of the Agreement, which extended the term of the Agreement for five (5) years in order to provide for continued citywide tree care, maintenance, and arborist services at the same professional maintenance service rates and under the same terms and conditions as established and set forth in the Agreement. The Agreement is currently scheduled to expire on June 30, 2020, by operation of its own terms.

C. City thereafter increased its tree maintenance and arborist services budget above the annual maximum contract amount originally established in Section 3.1 of the Agreement, due to a need for increased tree care, maintenance, and other on-call arborist services. The increased budget for tree care, maintenance, and arborist services created a need to increase the total annual maximum contract amount originally set forth in Section 3.1 of the Agreement by \$65,000 from \$250,000 to \$315,000 per year during the remainder of the term of the Agreement.

D. On September 12, 2017, the Parties entered into Amendment No. 2 to the Agreement for the purpose of revising the Section 3.1 of the Agreement to adjust the total annual maximum contract amount commensurate with the increases made to the City's budget for tree

care, maintenance, and arborist services, as well as to amend the Agreement to include additional provisions related to State Prevailing Wage Laws.

E. On March 4, 2020, the Governor declared a state of emergency in California in response to the outbreak of the novel COVID-19 virus, and by March 11, 2020, the World Health Organization designated the outbreak of the virus as a pandemic. Subsequently on March 18, 2020, the City proclaimed a local emergency in order for the City to promptly address, prepare for, and take actions necessary to protect the public health, safety, and welfare within the City in response to the anticipated spread of the novel COVID-19 virus. In light of the COVID-19 pandemic, the declared local emergency, the statewide emergency declaration, and the partial closure of City Hall, modified work schedules, and reduced service levels, there is now insufficient time for the City staff to rebid this contract.

F. Based on emergency circumstances related to the COVID-19 Pandemic, the City has now determined that there is a need to extend the term of the Agreement for one year in order to ensure continuity of services. The continuation of the current level of services provided by the Agreement will ensure continued cost-effective, uninterrupted citywide tree maintenance services.

G. The Parties now desire to enter into this Amendment for the purpose of extending the term of the Agreement for one (1) year in order to provide for continued, uninterrupted citywide tree maintenance services at the same hourly rates, charges, and unit pricing and pursuant to the same terms and conditions set forth in the Agreement. The proposed one (1) year term extension does not create the need to increase the total maximum contract amount set forth in Section 3.1 of the Agreement, as modified and set forth in Amendment No. 2 to the Agreement.

H. Due to the declared State of Emergency caused by the novel COVID-9 Pandemic, and based on the foregoing recitals, the Laguna Hills City Council hereby finds and determines that it is not in the City's best interest to rebid the citywide tree maintenance services contract at this time; therefore, the City Council hereby waives the formal competitive bidding requirements set forth in Laguna Hills Municipal Code ("LHMC") Section 3-08.090, pursuant to the exceptions set forth in LHMC Sections 3-08.110(D), (I) and (J), and approves the proposed one (1) year extension of the term of the Agreement to provide for continued, uninterrupted tree maintenance services in order to allow City staff more time to prepare the necessary bid documents and to establish formal competitive bidding requirements and procedures for such procurement.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein, the Parties agree as follows:

### **AGREEMENT**

1. Amendment to Section 4.4, entitled "Term," of the Agreement: Section 4.4 of the Agreement is hereby amended as follows:



Due to the novel COVID-19 Pandemic, declared State of Emergency, and the local emergency response related thereto, the Parties understand and mutually agree that, notwithstanding any other provision in the Agreement to the contrary, the term of the Agreement is hereby extended by one (1) year, from July 1, 2020 and ending on June 30, 2021, at the same hourly rates, charges, and unit pricing and under the same terms and conditions as set forth in the Agreement, pursuant to Contractor's correspondence to City, dated April 21, 2020, which is attached as Attachment "1" hereto and is incorporated herein and made part of the Agreement.

2. Full Force and Effect. This Amendment is supplemental to the Agreement and is by reference made part of said Agreement. All of the terms, conditions, and provisions, thereof, unless specifically modified herein, shall continue in full force and effect. In the event of any conflict or inconsistency between the provisions of this Amendment and any provisions of the Agreement, the provisions of this Amendment shall in all respects govern and control.
3. Recitals. The above-referenced Recitals are hereby incorporated into this Amendment as though fully set forth herein and made part of the Agreement and each Party acknowledges and agrees that such Party is bound, for purposes of this Agreement, by the same.
4. Corporate Authority. Each of the undersigned represents and warrants that (i) the Party for which he/she is executing this Amendment is duly authorized and existing, (ii) he/she is duly authorized to execute and deliver this Amendment on behalf of the Party for which he/she is signing, (iii) by so executing this Amendment, the Party for which he/she is signing is formally bound to the provisions of this Amendment, and (iv) the entering into this Amendment does not violate any provision of any other agreement to which the Party for which he/she is signing is bound.

[SIGNATURES ON NEXT PAGE]

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

**"CITY"**

**CITY OF LAGUNA HILLS**, a California municipal corporation

By: \_\_\_\_\_  
JANINE HEFT, MAYOR

ATTEST:

By: \_\_\_\_\_  
Melissa Au-Yeung, City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Gregory E. Simonian, City Attorney

**"CONTRACTOR"**

**WEST COAST ARBORISTS, INC.**, a California corporation

By: \_\_\_\_\_  
Name: Patrick Mahoney  
Its: President

By: \_\_\_\_\_  
Name: Richard Mahoney  
Its: Secretary

Attachment: Proposed Amendment No. 3 (2112 : Amendment 3 Tree Maintenance Services West Coast Arborists)

**ATTACHMENT "1"**

WEST COAST ARBORISTS LETTER PROPOSAL  
FOR  
CONTINUED, UNINTERRUPTED CITYWIDE TREE MAINTENANCE SERVICES FOR  
FISCAL YEAR 2020-2021  
DUE TO NOVEL COVID-19 PANDEMIC AND DECLARED STATE OF EMERGENCY

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DATED: APRIL 21, 2020



*Tree Care Professionals Serving Communities Who Care About Trees*

www.WCAINC.com

April 21, 2020

City of Laguna Hills  
**ATTN: Ken Rosenfield, Public Works Director**  
 24035 El Toro Road  
 Laguna Hills, CA 92653

**RE: Tree Trimming Services Agreement - Fiscal Year 2020-2021**

Dear Mr. Rosenfield,

With this fiscal year quickly ending, as well our contract term (6/30/20), West Coast Arborists, Inc. would like to take this opportunity to express our gratitude to you and your staff for another successful year. Together we have worked diligently to ensure that the City's urban forest continues to thrive.

Due to the negative fiscal impact created by the COVID-19 pandemic, cities are facing reduced revenue streams that will affect city services, particularly in Contract Year 2020-21. The purpose of this letter is to express our interest and willingness to enter into an amendment of the currently in place Tree Maintenance Agreement for one (1) additional year at the same terms, conditions and unit pricing.

By maintaining these rates, we can help to ease the current financial strain, promote contractor stability and guarantee the City with quality tree care & customer service.

Thank you in advance for your consideration. We look forward to continuing the strong relationship built between us, and to maintaining quality urban tree care service. Should you have any questions or require additional information, please contact me at (800) 521-3714.

Sincerely,

Victor M. Gonzalez  
 Vice-President, Marketing

Attachment: Proposed Amendment No. 3 (2112 : Amendment 3 Tree Maintenance Services West Coast Arborists)

**West Coast Arborists, Inc.**

2200 E. Via Burton Street • Anaheim, CA 92806 • 714.991.1900 • 800.521.3714 • Fax 714.956.3744

Packet Pg. 96



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020

**TO:** Mayor and Council Members

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

**ISSUE:** Grant Application to OCTA for the Environmental Cleanup Program - Phase IX Catch Basin Debris Gate Project, CIP No. 412-I

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**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 IX Catch Basin Debris Gate Project and adopt a Resolution entitled: "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 IX Catch Basin Debris Gate Project."

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#### **SUMMARY:**

The Orange County Transportation Authority (OCTA) has issued a call for projects for the Tier 1 Environmental Cleanup Program (ECP) which provide Measure M2 grant funding for catch basin debris gates, and other devices, intended to mitigate pollutants generated from public roadway storm water runoff which adversely impacts downstream water quality. Staff has prepared and is ready to submit an application for the City's ninth phase application for this program by the revised due date of June 25, 2020. The City Council is requested to approve the submission of this grant application and adopt the required attached OCTA project application Resolution.

#### **BACKGROUND:**

The City has previously applied for eight phases, and received funding for seven phases, for the installation of the Catch Basin Debris Gates and, most recently, Trash Screens,

## Grant App OCTA ECP Phase IX Catch Basin Debris Gates

May 12, 2020

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which intercept and prohibit most organic materials and litter from entering catch basins and storm drains. These project phases have resulted in the installation of Debris Gates at approximately 90% of the City's catch basin inventory. This program has been implemented to improve storm water quality, meet trash control requirements and for compliance with the intentions of Regional Permits issued under the National Pollution Discharge Elimination System Program.

Studies conducted by the City in 2006 show a 70% decrease in the volume of trash and an 81% decrease in volume of silt/sediment in catch basins fitted with the G2 Automatic Retractable Screen (ARS) Debris Gates as compared with similar catch basins without debris gates. The findings concluded that installing ARS Debris Gates throughout the City would significantly decrease trash, pollutants, and debris from entering both the Aliso Creek Watershed creek and the San Juan Creek Watershed creek. The addition of trash screens, in combination with the debris gates, increases the litter and silt capture to about 90%.

OCTA recently issued a call for projects for the Tier I ECP to provide a new round of grant funding for catch basin debris gate installations to mitigate pollutants generated from public roadways which adversely impact storm water runoff water quality. To access these grant funds, Staff has prepared the attached grant application covering 102 catch basins for the City's ninth phase application of this program. This application will be submitted to OCTA by the revised due date of June 25, 2020. The City Council is requested to approve the submission of this grant application, attached, and adopt the required attached OCTA project application Resolution.

### **CEQA FINDINGS:**

Environmental review is not required under the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Chapter 3, 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.

## Grant App OCTA ECP Phase IX Catch Basin Debris Gates

May 12, 2020

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### **FISCAL IMPACT:**

The Phase IX Environmental Cleanup Program Funding Application, in the amount of \$250,000, requires a 20% local funding match or \$50,000. Funds for this match have been included in the proposed Fiscal Year 2021/2022 Capital Improvement Program Budget for CIP No. 412-I.

### **ATTACHMENTS:**

- Proposed Resolution
- Grant Application to OCTA Project X 2020

## RESOLUTION NO. 2020-05-12-X

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 IX CATCH BASIN DEBRIS GATE PROJECT

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

WHEREAS, Orange County Local Transportation Ordinance No.3, dated July 24, 2006, and is known and cited as the Renewed Measure M Transportation Ordinance and Investment Plan makes funds available through the Environmental Cleanup Program to help protect Orange County beaches and waterways from transportation generated pollution (urban runoff) and improve overall water quality; and

WHEREAS, the Environmental Cleanup, Tier 1 Grant Program consists of funding purchases and installation to catch basins with Best Management Practices, such as screens, filters, inserts, and other "street-scale" low flow diversion projects; and

WHEREAS, OCTA has established the procedures and criteria for reviewing proposals; and

WHEREAS, the City of Laguna Hills possesses authority to nominate water quality improvement projects that have a transportation pollution nexus to finance and construct the proposed project; and

WHEREAS, by formal action the City of Laguna Hills authorizes the nomination of the Phase IX Catch Debris Gate Project, including all understanding and assurances contained therein, and authorizes the person identified as the official representative of the City of Laguna Hills to act in connection with the nomination and to provide such additional information as may be required; and

WHEREAS, the City of Laguna Hills will maintain and operate the equipment acquired and installed; and

WHEREAS, the City of Laguna Hills will give OCTA's representatives access to and the right to examine all records, books, papers or documents related to the funded Tier 1 Grant Project; and

WHEREAS, the City of Laguna Hills will cause work on the project to be commenced within a reasonable time after receipt of notification from OCTA and that the project will be carried to completion with reasonable diligence; and



WHEREAS, the City of Laguna Hills will comply where applicable with provisions of the California Environmental Quality Act, the National Environmental Policy Act, the American with Disabilities Act, and any other federal, state, and/or local laws, rules and/or regulations; and

WHEREAS, the City of Laguna Hills must include all projects funded by Net Revenues in the seven-year Capital Improvement Program as part of the Renewed Measure M Ordinance eligibility requirement; and

WHEREAS, the City of Laguna Hills authorizes a formal amendment to the seven-year Capital Improvement Program to add projects approved for funding upon approval from the Orange County Transportation Authority Board of Directors; and

WHEREAS, the City of Laguna Hills will provide a minimum of 20% in matching funds for the Phase VIII Catch Debris Gate Project as required by the Orange County Comprehensive Transportation Funding Programs Guidelines.

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

SECTION 1. The City Council of the City of Laguna Hills hereby authorizes Kenneth H. Rosenfield, P.E., Assistant City Manager/Director of Public Services, as the official representative of the City of Laguna Hills to accept funds for the Environmental Cleanup, Tier 1 Grant Program for the Phase IX Catch Debris Gate Project.

SECTION 2. The City Council of the City of Laguna Hills agrees to fund its share of the project costs and any additional costs over the identified programmed amount.

PASSED, APPROVED, AND ADOPTED this 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
JANINE HEFT, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO  
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution  
No. 2020-05-12-X adopted by the City Council of the City of Laguna Hills, California, at a  
Regular Meeting thereof held on the 12<sup>th</sup> day of May 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

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MELISSA AU-YEUNG, CITY CLERK



# City of Laguna Hills

## OC GO PROJECT X

Environmental Cleanup Program (ECP)  
Measure M2, Tier 1 Grant Application

### **CPS-Mod™ & ARS-CL™ Screen Project, Phase IX**

Full-Capture and Curb-Opening Screens

Prepared For:

Joseph Alcock and Alison Army  
Orange County Transportation Authority  
600 South Main Street  
Orange, CA 92863-1584  
(714) 560-5907

Prepared By:

Kenneth H. Rosenfield, P.E.  
City of Laguna Hills  
24035 El Toro Road, Laguna Hills  
(949) 707-2655

May 1, 2020

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# PROJECT X

## 2020 Tier 1 Call for Projects Application for Funding

### APPLICATION INSTRUCTIONS

Local Agencies applying for Project X ECP funds are required to complete and submit this application. Any projects not in compliance with the CTFP Guidelines will not be eligible for funding.

### SECTION I: General Project Information

#### Applicant Information

|                            |                                                                 |
|----------------------------|-----------------------------------------------------------------|
| Agency:                    | CITY OF LAGUNA HILLS                                            |
| Project Title:             | LAGUNA HILLS CPS-Mod & ARS-CL SCREEN PROJECT PHASE IX           |
| Device Type(s) & Quantity: | G2 CPS-Mod (109) & ARS-CL curb-screens (237 in 50 catch basins) |
| Project Manager:           | KENNETH H. ROSENFELD, P.E.                                      |
| Phone:                     | (949) 707-2655                                                  |
| Email:                     | KROSENFELD@LAGUNAHILLSCA.GOV                                    |

#### Proposed Funding Summary

|                       |           |                                                  |          |
|-----------------------|-----------|--------------------------------------------------|----------|
| Total Project Cost:   | \$250,000 | Local Match:<br>(Cash Only, 20% minimum)         | \$50,000 |
| M2 ECP Funds Request: | \$200,000 | Project is Part of a Larger Construction Effort: | No       |

#### Project Readiness & Schedule

|                                                  |                                           |
|--------------------------------------------------|-------------------------------------------|
| City Council Approval:                           | 5/12/2020                                 |
| Design & Permitting (If Applicable)              | NA                                        |
| Award of Contract                                | 11/10/2020                                |
| Construction/Installation (Start and Completion) | Start: 12/1/2020<br>Completion: 1/22/2021 |

#### Application Checklist

|          |                                                                                     | YES                                 | N/A                                 |
|----------|-------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|
| <b>A</b> | Environmental Documentation (As Applicable)                                         | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <b>B</b> | Detailed Project Estimate                                                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <b>C</b> | Location Maps & Project Site Photos                                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <b>D</b> | Detailed Project Schedule                                                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <b>E</b> | Design/Concept Drawings                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <b>F</b> | City Council Resolution                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <b>G</b> | Project Drainage Area(s), Priority Land Use(s), and BMP Location(s) shapefiles/KMZs | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)



# PROJECT X

## 2020 Tier 1 Call for Projects Application for Funding

**Project Description** – Describe the project location and the Tier 1 type improvements proposed. If the project is included in an existing Integrated Water Management Plan, please provide details on why it was included. Use additional pages as needed.

The City's proposed project will install street scale Connector Pipe Screen inserts (CPS-Mod™) and Automatic Retractable Screens (ARS-CL™) in our catch basins (MS4). These stainless steel screens will stop transportation-related pollutants from entering our stormwater system and improve water quality by meeting Clean Water Act standards for local waterways and beaches.

The G2 CPS-Mod™ and ARS-CL™ screens will be installed in areas with a direct nexus to transportation-related pollution in the southern half of Laguna Hills. The project sites are in two watersheds, with the majority being in the Aliso Creek Watershed and some in the San Juan Creek Watershed. All flow into Aliso Creek and downstream to Trubuco Creek, San Juan Creek (all with 303(d) pollutants) and into the Pacific Ocean.

The project screens will be installed in areas with a direct connection to transportation-generated pollution (see Project Description and Attached Maps). The project's CPS-Mod full capture systems will cover 261 acres of priority land use areas of commercial, high-density residential, arterial roadways with bus stops, and an industrial area. A key focus is on Moulton Parkway and the surrounding areas and arterial roadways.

The project protects stormwater falling in the commercial shopping areas of Moulton Parkway at La Paz Rd and at the 73 Freeway that generate litter and pollutants. The project catch basins on the East side along Moulton also cover four large high and medium density residential communities near the crossroads of Alicia Parkway, La Paz Road, Oso Parkway, and the 73 Freeway.

This section of Moulton Parkway has 15 OCTA bus stops and is the most population dense part of the City.

This project's devices will also treat stormwater on Cabot Road, with 10 OCTA bus stops and an industrial area. Cabot Road and Moulton Parkway run along the East and West of the City, respectively, and are crossed by three extremely busy transportation roadways of Moulton Pkwy, Alicia Parkway, La Paz Road, and Oso Parkway. These transportation routes result in vehicle deposits of metals such as copper, lead, and zinc as well as litter from bus stops and vehicles.

The G2 CPS-Mod™ and ARS-CL™ are our selected Tier 1 BMPs because they provide two levels of pollutant filtration. The entire width of the CB curb-opening is screened to prevent pollutants 3/4" or larger from entering (1 and 8 unique ARS-CL screens, each 3.5' - 5', for CBs 3.5' to 28' long). One G2 CPS-Mod full-capture insert installs around the discharge pipe and prevents everything 5mm or larger from escaping the CB and flowing downstream.

Of the 109 catch basins to receive a CPS-Mod, 50 will also receive an ARS-CL as part of this project. The other 59 already have ARS installed. Note, as part of a pilot program in 2005-06 the City installed screens in a portion of the 64 CBs. The original non-stainless screens are no longer functioning or useful, and the new ARS-CL are a significant upgrade in design and quality. This was approved by Project X management in 2019. All 109 CBs will have the full protection of both BMPs and capture 100% of pollutants and debris 5mm or larger.

The City's 2005-06 pilot program helped to pioneer research and evaluation of CB screening BMPs. Since 2009, City Staff has implemented a multi-year plan to reduce urban pollution by installing G2's ARS-CL screens funded by the City and grants from this OCTA ECP Tier 1 program. With this project the City will have installed 604 CBs with ARS-CL and 263 CBs with CPS-Mod. The City's goal is to retrofit all City CBs with both of these BMP devices. No environmental documentation is required for this Phase IX project. Attachments A - H are included.



## SECTION II: Detailed Project Information & Scoring

1. Describe the need for the selected BMP(s), including nexus to transportation pollutants, and detail the benefits to water quality the BMP(s) will achieve. **(up to 15 Points)**

The City needs the selected CPS-Mod™ and ARS-CL™ for several reasons. First, these BMPs install in front of and inside our existing MS4 catch basins (CBs) which is the best place to capture pollutants driven by wind and rain run-off that flushes it from roadways, sidewalks, driveways, parking lots, properties, and facilities.

Second, the ARS-CL curb-opening screen's patented design stops pollutants ¾" or greater from entering the CBs during dry weather, and City street sweeping collects these pollutants. Pollutants that make it into the CB face the second defense. The CPS-Mod insert's patented design stops 100% of particles 5mm or larger from exiting the CB and flowing downstream, and it is certified as a full-capture system by the State Waterboard.

Third, both devices are custom fabricated from 304 stainless steel and installed to fit each unique CB. They also come with a 10 years warranty. Installing these BMPs is our best opportunity to stop the most transportation-generated pollutants at their source before entering Orange County waterways and traveling downstream to beaches.

These screens will be installed in areas with a direct connection to transportation-generated pollution (see Project Description and Attached Maps). The project's CPS-Mod full capture systems will cover 261 acres of priority land use areas of commercial, high-density residential, arterial roadways with bus stops, and an industrial area. A key focus is on Moulton Parkway and the areas and arterial roadways crossing this busy road.

The project protects stormwater falling in the commercial shopping areas of Moulton Parkway at La Paz Rd and at the 73 Freeway that generate litter and pollutants. The project catch basins on the East side along Moulton also cover four large high and medium density residential communities near the crossroads of Alicia Parkway, La Paz Road, Oso Parkway, and the 73 Freeway.

This section of Moulton Parkway has 15 OCTA bus stops and is the most population dense part of the City.

This project's devices will also treat stormwater on Cabot Road, with 10 OCTA bus stops and an industrial area. Cabot Road and Moulton Parkway run along the East and West of the City, respectively, and are crossed by three extremely busy transportation roadways of Moulton Pkwy, Alicia Parkway, La Paz Road, and Oso Parkway. These transportation routes result in vehicle deposits of metals such as copper, lead, and zinc as well as litter from bus stops and vehicles.

Our target areas receive the highest concentration of transportation pollutants of any catch basins without an existing full capture trash system in place. In addition to the 261 acres of PLU, an additional 140 residential acres also protected by the proposed BMPs. These areas have residential related pollutants from landscaping (organic chemicals and compounds, sediment, nutrients, decaying vegetation), animal waste, vehicle metals, and litter that contribute to downstream pollution.

The benefits to water quality that this project will achieve include capturing all pollutants 5mm or larger from 401 acres in our watersheds from entering OC's waterways through MS4 catch basins. This will reduce the 303(d) pollutants downstream (including Selenium, Total Nitrogen as N, and Toxicity). It will also reduce visible pollutants in OC creeks and on beaches, and reduce the negative and deadly impacts to fish and wildlife.

In summary, this project will install 109 CPS-Mod in 109 CBs, and 237 unique ARS-CL screens in 50 CBs. All project CBs will have both devices (See Description for details). We have again selected G2 Construction's ARS-CL and CPS-Mod because they are highly effective and robust, are OCTA ECP and OCPW approved, and the best value. The City's experience with G2 and their devices has been very positive, and we are pleased with their product effectiveness and the company's level of service.



# PROJECT X

## 2020 Tier 1 Call for Projects Application for Funding

2. Based on information provided by the applicant, a cost/benefit calculation will be conducted to compare the total project cost to the area of priority land uses treated by the proposed BMP(s). Please complete the table below: **(up to 16 points)**:

|                                                              | BMP(s)                                       |                                     |                      |
|--------------------------------------------------------------|----------------------------------------------|-------------------------------------|----------------------|
|                                                              | Type 1                                       | Type 2, etc.                        |                      |
| Type(s) of BMP(s) proposed:                                  | CPS-Mod™<br>Full-Capture<br>Screens by<br>G2 | ARS-CL™<br>Curb<br>Screens by<br>G2 |                      |
| Number of each BMP type:                                     | 109                                          | 237                                 |                      |
| Total drainage area(s) contributing to each BMP type:        | 402                                          | 191                                 | Total                |
| Drainage area(s) that is/are considered Priority Land Uses*: | 259                                          | 65                                  | 259                  |
| Total Project Cost:                                          |                                              |                                     | \$250,000            |
| Cost/Benefit (\$/ac of priority land uses):                  |                                              |                                     | \$965                |
| Project Score (to be completed by OCTA):                     |                                              |                                     | Click to enter text. |

\*Refer to City General Plans for general land use distribution/coverage information. Refer to the Statewide Trash Provisions for a complete definition of Priority Land Uses (e.g. high density residential, industrial, commercial, mixed urban, public transportation stations).

3. Pollutant Reduction Benefits: Project benefits will be based on treatment capacity and BMP type. Applicant to provide the calculations used to determine the following scores: **(up to 12 points)**:

| Line                                                                                                                      | Factor                                                                                                                                                                                                        | Points Available | Multiplier | Line Score           |
|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------|----------------------|
| A                                                                                                                         | Fractional percent of 1-yr, 1-hr event peak flowrate treated by the BMP(s)                                                                                                                                    | 0 to 1           | 3          | 3                    |
| B                                                                                                                         | Fractional percent of 85th percentile, 24-hr design event that is treated by the BMP(s)                                                                                                                       | 0 to 1.5         | 3          | 4.5                  |
| C                                                                                                                         | BMP Multiplier:<br>•0 points if BMP is not low-impact development (LID) or treatment control<br>•1/3 point for high capacity systems<br>•2/3 point for filters/biofilters<br>•1 point for zero-discharge BMPs | 0 to 1           | 6          | Click to enter text. |
| Project Score:                                                                                                            |                                                                                                                                                                                                               |                  |            | 7.5                  |
| <b>Scoring Equation (Max 12 points): (Ax3) + (Bx3) + (Cx6)</b><br><i>Calculations may be provided on a separate sheet</i> |                                                                                                                                                                                                               |                  |            |                      |





4. How effectively will the proposed project deal with the more visible forms of pollutants, such as litter and debris? **(up to 10 points)**

The City's proposed project is extremely effective in preventing visible forms of pollutants from entering waterways and ending up in the receiving waters downstream and on County beaches. Our project has two excellent lines of defense that ensures this.

First, the full-capture CPS-Mod™ will stop 100% of visible pollutants that get past the existing ARS and enter the catch basin. The CPS devices will stop everything 5mm and larger from exiting the catch basin and entering the connector pipe and waterways. These visible pollutants such as plastic (bottles, cups, bags, containers, straws, utensils), aluminum and metal cans, cardboard, Styrofoam (food containers, cups), paper, cigarettes and more are screened from the water before ever entering the connector pipe and waterways.

Second, the ARS-CL™ screens are designed to stop the most visible pollutants from ever entering our catch basins. The ARS stops everything ¾" or larger from entering the catch basin and our weekly street sweeping program removes this debris quickly. Also, the ARS screens close off the entire curb opening of our catch basins, and physically prevent people from consciously or unconsciously putting trash into the catch basin. This acts as an excellent deterrent to polluters and reminds everyone that trash and pollutants should never be discarded into the storm drain system.

The proposed CPS and ARS and project is the most effective solution for stopping the most visible forms of pollutants from entering the storm water system. Installation of these catch basin screens is the most cost-effective method for preventing trash from traveling downstream. This enables the City to continue installing and maintaining these devices throughout the City.

The City of Laguna Hills has been advocating for a clean environment for decades, and educating the public is an essential part of this commitment. When our residents see installed ARS and CPS screens they understand that trash and other items should not be disposed of in the catch basin. This education reduces the amount of pollution that our new ARS and CPS screens will need to stop.



5. What other BMP types were considered for this project? Why was the proposed BMP **(5 points)**

The City considered many alternative BMPs prior to selecting G2's CPS-Mod and ARS-CL screens.

1. Hydrodynamic separators were considered, but the cost and value didn't justify pursuing this BMP. The cost per acre for treatment was very high.
2. Bioretention basins have some advantages that the City finds appealing. However, the cost per location makes it difficult to justify at this time. Additional research is needed before selecting this BMP.
3. Filter baskets inside catch basins were tested several years ago, but they had limits to their effectiveness and had high maintenance needs. Plus, filter baskets are not considered a full-capture system. In all respects, less attractive than G2's ARS and CPS.
4. Permeable pavement is a good option for allowing stormwater to pass water into the ground below, but it doesn't have a trash capture element to it.
5. Irrigation systems were considered but not a good alternative at this time.

We selected the CPS-Mod and ARS-CL for this project because they deliver greater value than the other options. Effectiveness and affordability for these custom fabricated and installed systems allows for a high number of CBs to be installed.

Additional Info. The City participants in several BMP programs now:

- A. Street sweeping. The City has our arterial streets swept weekly and residential streets swept twice per month. Sweeping in conjunction with our installed ARS-CL is extremely effective in preventing trash from entering our catch basins.
- B. Litter control through enforcing anti-litter laws; providing litter receptacles in busy and high pedestrian traffic areas of the community such as at bus stops and along trails.
- C. Cleaning litter receptacles on a regular basis to avoid litter overflow.
- D. Waste reduction by promoting recycling and providing recycling containers in busy, high pedestrian traffic areas of the community.
- E. Community education in the form of posters in public places, door hangers, school visits, and clean-up campaigns. The problem with these is they are labor intensive, costly, and require ongoing support. They also do not completely change people's behavior.



6. Provide information on proposed BMP performance efficiency and/or effectiveness, including pollutant capture, storage capacity, flow capacity, etc. **(up to 6 points)**

According to G2 Construction, the manufacturer of the CPS-Mod™ and ARS-CL™, their patented CPS and ARS devices have been proven effective over the past 15 years over thousands of installations. Note, the City's experience with the devices is consistent with the information below.

**Performance Effectiveness:**

CPS-Mod - 100% reduction in litter, debris, and pollutants that are 5mm or larger. State Water Board certified as trash full-capture.

ARS-CL - 88% reduction in litter, debris, and pollutants (average total weight).

**Storage Capacity:**

CPS-Mod - 44 cubic feet (average; size of the catch basin to the height of the CPS screen).

ARS-CL - Does not "capture." Works in combination with street sweeping to block pollutants.

**Filtered Flow Rates in CFS (cubic feet per second):**

CPS-Mod: 18"dp/4.2 sqft screen = 4.06 CFS @ 5mm;

CPS-Mod: 24"dp/7.0 sqft screen = 6.76 CFS @ 5mm;

CPS-Mod: 30"dp/11.0 sqft screen= 10.63 CFS @ 5mm.

ARS-CL: 3.5'= 1.45 CFS; 5'= 2.13 CFS ; 7'=2.93 CFS ; 10'=4.31 CFS ; 14'=6.02 CFS ; 21'=8.99 CFS ; 28'= 12.08 CFS @ 3/4" filter.

In 2005-2006, the City of Laguna Hills participated in the Sulphur Solution Project with the City of Laguna Niguel. One key component of the project was to install automatic retractable screens (ARS) in catch basins across the City. In 2006, following installations, the City's catch basins were cleaned and the trash, debris, soil and "muck" was measured and the data was analyzed.

Data analysis showed that ARS retrofitted catch basins had a 70% drop in the volume of trash and an 81% drop in the volume of soil/muck/sediment, as compared with similar catch basins without ARS screens. Average volume in catch basins without ARS was 4.7 cubic feet, while average volume with ARS was 1.4 cubic feet. Net reduction of 3.3 cf per CB. The City's street sweeper collected removed the debris prior to entry in the CB. This data was submitted to the San Diego Regional Water Quality Control Board that year.

The G2 ARS-CL is a more effective design, higher quality, and longer lasting than the 1st generation ARS installed in 2005-2006. It was tested by LACDPW at their BMP testing site at San Gabriel dam. A total of 10 tests were performed including water flow rates ranging from 0.25 to 5.0 cfs. The ARS-CL passed testing at all flow ranges and the Design Division concluded the device met all requirements for performance and safety. This product is approved throughout California.

G2 Construction's ARS-CL is customized during fabrication to fit each specific catch basin. The ARS screens prevent all objects 3/4" or larger from entering the catch basin and current model ARS-CL prevents 85-95% of debris, trash, and pollutants from ever entering the waterway system from our streets.



# PROJECT X

## 2020 Tier 1 Call for Projects Application for Funding

7. Project Readiness: How long after OCTA Board of Directors approval (September 2018) will the project be operational (select one)? **(up to 6 points)**:

|                                                                            |                                                                 |                                                                  |                                                                  |
|----------------------------------------------------------------------------|-----------------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------|
| <input checked="" type="checkbox"/> <b>&lt;4 Months</b><br><b>6 Points</b> | <input type="checkbox"/> <b>4 – 8 Months</b><br><b>4 Points</b> | <input type="checkbox"/> <b>8 – 12 Months</b><br><b>2 Points</b> | <input type="checkbox"/> <b>&gt; 12 Months</b><br><b>1 Point</b> |
|----------------------------------------------------------------------------|-----------------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------|

8. Will the project provide any secondary benefits beyond water quality improvements (i.e., water-use efficiency, public awareness, flood control, recreation, habitat, sustainability)? **(up to 5 points)**

Secondary benefits, beyond water quality improvements include:

1. Public awareness that catch basins need to be protected from trash and pollutants. The City's installation of ARS and CPS throughout the City shows the public that protecting rainwater systems is a very high priority.
2. Recreationally, health and human safety dangers are reduced for children and adults playing in streams, waterways, and on beaches downstream. Reduction of sharp objects (metal, broken glass, etc.) or bacteria and disease is a clear public benefit.
3. Habitat health and safety of aquatic life, birds, and wildlife that eat the trash believing it is food will be better protected by our project's CPS and ARS BMPs. Plastics and trash can entangle birds and animals, and/or be swallowed and lead to death.
4. Sustainability of the storm drain system, the stream beds and shores, and soil under the flowing water, have reduced contamination of pollutants passing through and settling in it for the long term.
5. Economically, the reduction of trash in waterways and beaches can have a significant positive impact on tourism in Orange County, and add to the local economy. News of pollution on beaches sends visitors to vacation spots elsewhere, and our project should aid the local economy.
6. Property values may be helped in areas with the G2 CPS and ARS because of the environmentally positive display to existing owners and prospective buyers.



# PROJECT X

## 2020 Tier 1 Call for Projects Application for Funding

9. What is the methodology for measuring pollutant reduction before and after the BMP is implemented?  
How frequently will monitoring and performance assessment occur? **(up to 10 points)**

The City has a multi-step methodology for measuring pollutant reduction and monitoring performance.

1. The amount of debris removed during the City's catch basin cleanings will be measured and recorded. Previous data will be compared to the new data and the City will be able to quantify the effectiveness of the CPS and ARS devices. This data will be reported to the Regional Water Quality Control Board as a part of the NPDES annual report.
2. The City street maintenance staff and supervisor visually observes the amount of pollutants and debris that build up in front of the ARS screens. Staff drive the streets daily and provide input and feedback about the amount of pollution. Special attention will be paid to the installed locations before, during, and after storms. When excess amounts are found in front of the ARS, it is removed and/or street sweeping crews are notified.
3. Visual inspections of every CPS and ARS installed is conducted twice per year, and observations about trash and debris levels in front are made.
4. Interviews and discussions with street sweeping crews regarding the quantity and types of trash found in front of catch basins helps to build understanding of the types and quantity of pollution being stopped.



10. Provide an operations and maintenance plan for the lifespan of the proposed project. Include schedule of inspections, cleaning, removal and disposal of pollutants, repairs, etc. **(up to 15 points)**

The City's operations and maintenance plan for the proposed CPS-Mod and ARS-CL screens includes regular inspections, cleanings, and maintenance for their entire ten-year lifespan. Services provided by the City will include :

1. Inspections of the CPS and ARS will be performed twice annually by the City's street maintenance team or an outside contractor. Inspections will include visually checking both devices, and mechanically checking the ARS. The locking system will be inspected annually as required by the manufacturer's warranty. The inspection will document any issues that need to be addressed or verify working order.
2. Repair needs identified during the inspections will be documented and then fixed. The City will take photos, and provide a description and location. G2 Construction will provide the repair under the 10 year warranty.
3. Cleaning the front ARS screen will be performed weekly for arterial highways and every two weeks for residential streets by our contracted Street Sweeping company. As required, the ARS screens will be kept clean and not have mud and debris built up in front of it. Street sweeper brushes are an acceptable method of cleaning the stainless steel screen according to G2. Street sweeping also removes trash and objects that may prevent the ARS from functioning properly, while also preventing those pollutants from entering our storm drain system.
4. Catch basins with installed CPS will be cleaned 3 times annually, and is typically scheduled in October prior to the rainy season, January, and May. The ARS and CPS screens are also cleaned off during this removal of trash and debris. The non-hazardous materials are collected and disposed of at the city green waste bin, which is considered by the County of Orange as a limited volume transfer station. Any hazardous material will be contained and disposed of properly.
5. After each significant storm event, the City's street maintenance crews will visually inspect the ARS devices from the exterior of the catch basin to check for open, damaged, or clogged screens, as recommended by the manufacturer. This identifies any issue that may have been caused by the storm, and before the next street sweeping event. Crews will remove debris that may be preventing the ARS from fully closing and locking. The screen will be returned to its default locked position. If any problems are identified, then we'll make any fixes that are easy and will follow the manufacturer's operations and maintenance guidelines. This has been the standard procedure after each significant storm event.
6. G2 Construction will provide service and warranty work as needed by the City. The City plans to keep all installed devices on this project, and past years, working effectively. This ensures that the City's installation of full-capture systems, as required by the State, have a long term impact on our water quality.



# PROJECT X

## 2020 Tier 1 Call for Projects Application for Funding

11. BONUS: Is the proposed local match over the 20% minimum cash match requirement? If yes, enter match rate here. **(0.5 points for each 5% overmatch, up to 5 points)**

NA

*Note: In-kind services are not eligible as local match*

### SECTION III: Additional Project Details

#### Match Sources

Other Grants: Non-M2 competitive grants may be used as match. Any grants used as match must be dedicated to the project for match credit to be received. Please list the name and amount of the grants being proposed as match.

NA

#### Joint Applicant Information (if applicable)

See program guidelines for details on joint applicant applications and enter the details below.

Local Agency: NA

Local Agency: Click to enter text.

Project Manager: Click to enter text.

Project Manager: Click to enter text.

Phone: Click to enter text.

Phone: Click to enter text.

Email: Click to enter text.

Email: Click to enter text.

#### Additional Comments

Click here to enter text.



# PROJECT X

## 2020 Tier 1 Call for Projects Application for Funding

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*I hereby certify that the information provided herein this form is accurate and consistent with accompanying documentation. I further certify that the above information has been approved by Council resolution and that awarded funds will not be used outside of their intended purpose.*

Kenneth H. Rosenfield

Name (Print)

*Kenneth H. Rosenfield*

Signature

May 1, 2020

Date

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)



## ATTACHMENTS LIST

- A. Calculations & Support Docs for Question #2 & 3
- B. Detailed Project Estimate & Warranty
- C. Location Maps & Site Photos
- D. Detailed Project Schedule
- E. Design Drawings & Information
- F. City Council Resolution
- G. Project Drainage Areas, Priority Land Uses, and BMP KMZ files
- H. Vendor Credentials

## **ATTACHMENT A**

### **CALCULATIONS & SUPPORT DOCS ANSWERS TO #2 & #3:**

- #2. Cost / Benefit Calculation**
- #3. Pollutant Reduction Benefit**

**City of Laguna Hills**Analysis for G2 Construction's CPS-Mod™  
and ARS CL™ devices**2. Cost / Benefit Calculation for priority land uses treated by proposed BMP(s).**

|                                                                                                                                                                      | BMP(s)                              |                                    |           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|------------------------------------|-----------|
|                                                                                                                                                                      | Type 1                              | Type 2                             |           |
| Type(s) of BMP(s) proposed                                                                                                                                           | CPS-Mod™ Full-Capture Screens by G2 | ARS-CL™ Curb Opening Screens by G2 |           |
| Number of each BMP type:                                                                                                                                             | 109                                 | 239                                |           |
| Total drainage area(s) contributing to each BMP Type: (Acres)                                                                                                        | 401                                 | 191                                | Total     |
| Drainage area(s) considered Priority Land Uses: (Acres)                                                                                                              | 261                                 | 65                                 | 261       |
| Total Project Cost                                                                                                                                                   |                                     |                                    | \$250,000 |
| Cost / Benefit (\$/acres of priority land uses):                                                                                                                     |                                     |                                    | \$958     |
| Project Score                                                                                                                                                        |                                     |                                    |           |
| *Per City General Plans for land use and Statewide Trash Provisions (high density residential, industrial, commercial, mixed urban, public transportation stations). |                                     |                                    |           |

**3. Pollutant Reduction Benefit: Treatment capacity and BMP Type:**

| Line           | Factor                                                                                  | Points | Multiplier | Line Score |
|----------------|-----------------------------------------------------------------------------------------|--------|------------|------------|
| A              | Fractional percent of 1-yr, 1-hr event peak flowrate treated by the BMP(s)              | 1.0    | 3          | 3          |
| B              | Fractional percent of 85th percentile, 24-hr design event that is treated by the BMP(s) | 1.5    | 3          | 4.5        |
| C              | BMP Multiplier                                                                          |        |            |            |
| Project Score: |                                                                                         |        |            | 7.5        |

## City of Laguna Hills

Analysis for G2 Construction's CPS-Mod™ and ARS CL™ devices

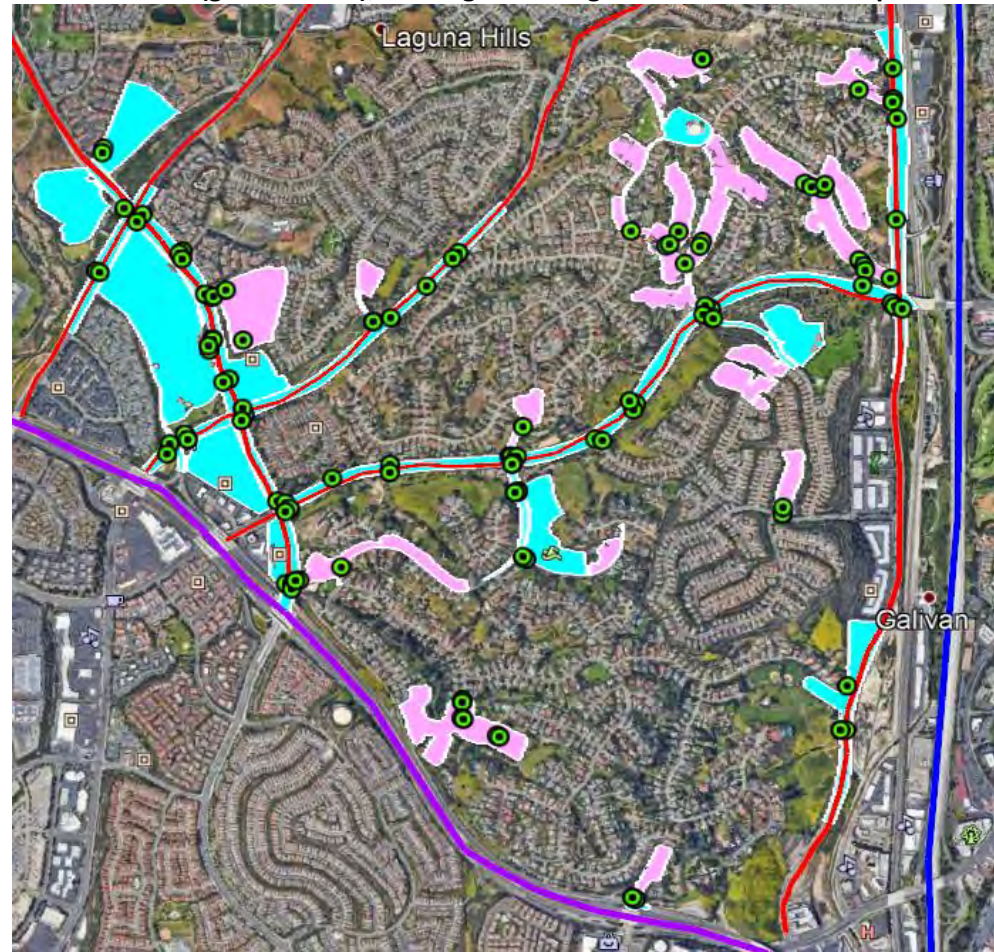
### Proposed Project:

G2 CPS-Mod™ (Connector Pipe Screen) and G2 ARS CL™ (Automatic Retractable Screen)

### Proposed Project:

|                                                   |                         |                  |
|---------------------------------------------------|-------------------------|------------------|
| Project Location:                                 | <b>Laguna Hills, CA</b> |                  |
| BMP 1 Devices Count                               | 109                     | CPS-Mod™ screens |
| BMP 2 Devices Count                               | 239                     | ARS-CL™ screens  |
| Total Drainage Area                               | 401                     | Acres            |
| Priority Land Use Area                            | 261                     | Acres            |
| Land use impervious                               | 90%                     |                  |
| CPS unit sized to accept 1-yr, 1hr event flowrate |                         |                  |
| Total project Cost:                               | \$250,000               |                  |
| Cost per Priority Land Use                        | \$958                   | /Acre            |

CPS-Mod Sites (green circles), Drainage: PLU= light blue & Residential= pink



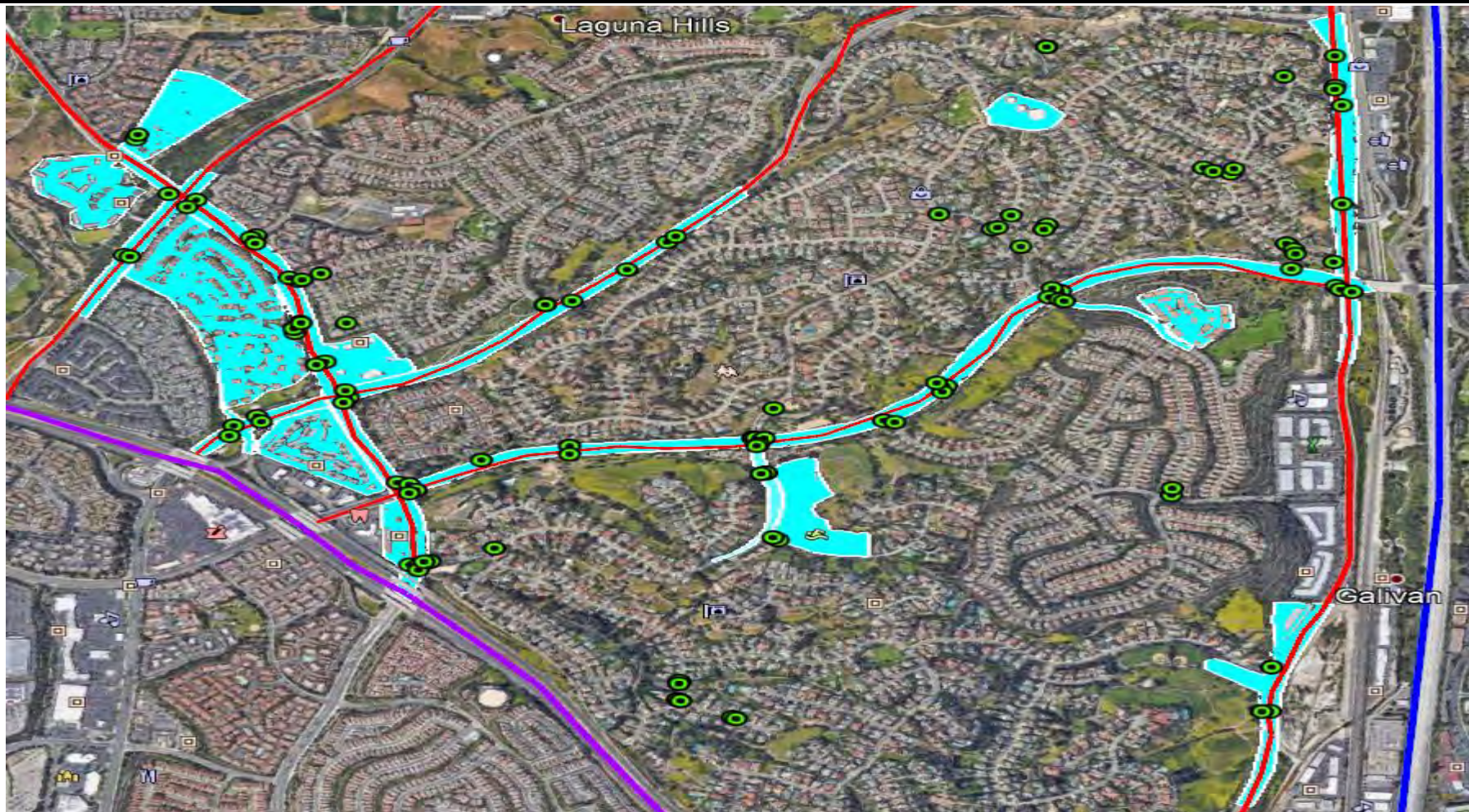


## City of Laguna Hills

Analysis for G2 Construction's CPS-Mod™ and ARS CL™ devices

### PRIORITY LAND USE AREAS

Land Use: Arterial Roadway, Commercial, High Density Residential  
PLU Acres: 261 (shown in light blue)  
BMP: CPS-Mod™ and ARS-CL™ by G2 Construction





## City of Laguna Hills

Analysis for G2 Construction's CPS-Mod™ and ARS CL™ devices

### Non-PLU

Land Use: Residential

PLU Acres: 0 Non-PLU Acres: 140 (shown in pink)

BMP: CPS-Mod™ and ARS-CL™ by G2 Construction



## City of Laguna Hills

Analysis for G2 Construction's CPS-Mod™ and ARS CL™ devices

### 3.A. Fractional percent of 1-yr, 1-hr event peak flowrate treated by the BMPs:

#### Mixed Flow/Volume BMPs

#### BMP 1: CPS-Mod™ Full-Capture Screens by G2

| Criteria                                                                 | Value | Unit    |
|--------------------------------------------------------------------------|-------|---------|
| $C = (0.75 \times \text{imp}) + 0.15 =$                                  | 0.825 |         |
| $i = 1\text{-yr, 1hr intensity} =$                                       | 0.429 | in/hr   |
| Acres                                                                    | 401   |         |
| G2 Construction's CPS                                                    | 109   | screens |
| $A = \text{Avg/ contrib. DA per CPS} =$                                  | 3.7   | ac      |
| Avg. 1-yr, 1-hr peak flowrate (Q) =                                      | 1.3   | cfs     |
| G2 CPS design flowrate average this project                              | 5.9   | cfs     |
| Fractional percent of 1-yr, 1-hr event filtered by BMP (Calc). Max= 100% | 453%  |         |
| Score (Max=1.0) =                                                        | 1     |         |

#### BMP 2: ARS-CL™ Curb Opening Screens by G2

ARS-CL filtration is in addition to CPS-Mod filtration. Always with CPS-Mod.

| Criteria                                                                 | Value | Unit    |
|--------------------------------------------------------------------------|-------|---------|
| $C = (0.75 \times \text{imp}) + 0.15 =$                                  | 0.825 |         |
| $i = 1\text{-yr, 1hr intensity} =$                                       | 0.429 | in/hr   |
| Acres                                                                    | 191   |         |
| G2 Construction's ARS                                                    | 239   | screens |
| $A = \text{Avg/ contrib. DA per ARS screen} =$                           | 0.8   | ac      |
| Avg. 1-yr, 1-hr peak flowrate (Q) =                                      | 0.3   | cfs     |
| G2 ARS design flowrate average this project                              | 1.50  | cfs     |
| Fractional percent of 1-yr, 1-hr event filtered by BMP (Calc). Max= 100% | 530%  |         |
| Score (Max=1.0) =                                                        | 1     |         |

#### Q3.A Weighted Score:

1

All calculations based on OCTA Workshop presentation.

### Q3.A (1-yr, 1-hr Capacity): Mixed Flow/Volume BMPs

| A Fractional percent of 1-yr, 1-hr event peak flowrate treated by the BMP(s)                                                                                                              |                             |       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------|
| BMP 1: Connector Pipe Screen                                                                                                                                                              |                             |       |
| Criteria                                                                                                                                                                                  | Value                       | Unit  |
| $C = (0.75 \times 75\%) + 0.15 =$                                                                                                                                                         | ~0.71                       |       |
| $i =$                                                                                                                                                                                     | 0.43                        | in/hr |
| $A = \text{Avg. contrib. DA per CPS} = 85 \text{ ac}/38 \text{ units} =$                                                                                                                  | 2.2                         | ac    |
| Avg. 1-yr, 1-hr peak flowrate (Q) =                                                                                                                                                       | 0.69                        | cfs   |
| CPS design flowrates =                                                                                                                                                                    | 1.5                         | cfs   |
| Fractional percent of 1-yr, 1-hr event traveling to BMPs =                                                                                                                                | 1.5/0.69 =                  | 1     |
| BMP 2: Detention Basin                                                                                                                                                                    |                             |       |
| Criteria                                                                                                                                                                                  | Value                       | Unit  |
| $C = (0.75 \times 75\%) + 0.15 =$                                                                                                                                                         | ~0.71                       |       |
| $i =$                                                                                                                                                                                     | 0.43                        | in/hr |
| $A = \text{Contributing DA to Basin} =$                                                                                                                                                   | 100                         | ac    |
| $V_{\text{runoff}} = 1\text{-yr, 1-hr runoff volume} =$                                                                                                                                   | 111,214                     | cf    |
| Example basin design volume =                                                                                                                                                             | 206,000                     | cf    |
| Fractional percent of 1-yr, 1-hr event captured by BMP =                                                                                                                                  | 206,000 cf/111,214 cf = 1.9 | 1     |
| Q3.A Weighted Score:                                                                                                                                                                      |                             |       |
| $\frac{(\text{BMP1 Score})(\text{BMP1 DA}) + (\text{BMP2 Score})(\text{BMP2 DA})}{\text{BMP1 DA} + \text{BMP2 DA}} = \frac{(1)(85 \text{ ac}) + (1)(100 \text{ ac})}{185 \text{ ac}} = 1$ |                             |       |
| Tier 1                                                                                                                                                                                    |                             | 43    |



## City of Laguna Hills

Analysis for G2 Construction's CPS-Mod™ and ARS CL™ devices

### 3.B. Fractional percent of 85th percentile, 24-hr design event that is treated by the BMP

Calculate the design flowrate equivalent to design volume:

#### BMP 1: CPS-Mod™ Full-Capture Screens by G2

| Criteria                                                                   | Value      | Unit  |
|----------------------------------------------------------------------------|------------|-------|
| $C = (0.75 \times \text{imp}) + .15 =$                                     | 0.825      |       |
| $i = \text{equivalent BMP design intensity} =$                             | 0.26       | in/hr |
| $A =$                                                                      | 401        | ac    |
| Design Storm Flowrate (Q) =                                                | 86         | cfs   |
| G2 CPS design flowrate average this project                                | 5.9        | cfs   |
| Total CPS design flowrate (from manufacturer) =                            | 643        | cfs   |
| Fractional percent of 85th percentile, 24 hr event, that could be treated. | 748%       | cfs   |
| <b>Max Available Points</b>                                                | <b>1.5</b> |       |

#### BMP 2: ARS-CL™ Curb Opening Screens by G2

ARS-CL filtration is in addition to CPS-Mod filtration. Always with CPS-Mod.

| Criteria                                                                   | Value      | Unit  |
|----------------------------------------------------------------------------|------------|-------|
| $C = (0.75 \times \text{imp}) + .15 =$                                     | 0.825      |       |
| $i = \text{equivalent BMP design intensity} =$                             | 0.26       | in/hr |
| $A =$                                                                      | 191        | ac    |
| Design Storm Flowrate (Q) =                                                | 41         | cfs   |
| G2 ARS design flowrate average this project                                | 1.50       | cfs   |
| Total ARS design flowrate (from manufacturer) =                            | 359        | cfs   |
| Fractional percent of 85th percentile, 24 hr event, that could be treated. | 874%       | cfs   |
| <b>Max Available Points</b>                                                | <b>1.5</b> |       |

All calculations based on OCTA Workshop presentation.

### Q3.B (WQ Storm Hydrology): Connector Pipe Screen Example

**B** Fractional percent of 85th percentile, 24-hr design event that is treated by the BMP(s)

Calculate the design flowrate equivalent to design volume:

| Criteria                                                                                                                             | Value | Unit  |
|--------------------------------------------------------------------------------------------------------------------------------------|-------|-------|
| $C = (0.75 \times 75\%) + 0.15 =$                                                                                                    | 0.71  |       |
| $i = \text{equivalent BMP design intensity} =$                                                                                       | 0.19  | in/hr |
| $A =$                                                                                                                                | 3     | ac    |
| Design Storm Flowrate (Q) = $(0.71)(0.19 \text{ in/hr})(3 \text{ ac}) =$                                                             | 0.4   | cfs   |
| CPS design flowrate (from manufacturer) =                                                                                            | 1.5   | cfs   |
| Fractional percent of 85th percentile, 24-hr design event that is treated by the BMP = $1.5/0.4 = 3.75$ (max available points = 1.5) | 1.5   |       |



## City of Laguna Hills

Analysis for G2 Construction's CPS-Mod™ and ARS CL™ devices

### 3.A. Precipitation Intensity

Precipitation Intensity "i": **0.429** (0.360-0.516)

Source: NOAA Precip Frequency Estimates: CA

#### NOAA Precip Frequency Estimates: CA



Website QR Code

Used to calculate 1-yr, 1-hr  
event peak flowrate

**NOAA ATLAS 14 POINT PRECIPITATION FREQUENCY ESTIMATES: CA**

Data description  
Data type: Precipitation depth Units: English Time series type: Partial duration

Select location  
1) Manually:  
a) By location (decimal degrees, use "°" for S and W) Latitude Longitude Submit  
b) By station (list of CA stations) Select station  
c) By address Search

2) Use map (if ESRI interactive map)

**PDS-based precipitation frequency estimates with 90% confidence intervals (in inches/hour)<sup>1</sup>**

| Duration | Average recurrence interval (years) |                        |                        |                        |                        |                        |                        |                        |                        |                        |
|----------|-------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
|          | 1                                   | 2                      | 5                      | 10                     | 25                     | 50                     | 100                    | 200                    | 500                    | 1000                   |
| 5-min    | 1.55<br>(1.10-1.97)                 | 1.98<br>(1.66-2.42)    | 2.56<br>(2.14-3.13)    | 3.02<br>(2.51-3.70)    | 3.68<br>(3.14-4.36)    | 4.18<br>(3.56-5.02)    | 4.70<br>(3.98-5.75)    | 5.24<br>(4.34-6.57)    | 5.99<br>(4.88-7.74)    | 6.58<br>(5.48-8.14)    |
| 10-min   | 1.11<br>(0.930-1.34)                | 1.42<br>(1.19-1.72)    | 1.83<br>(1.55-2.22)    | 2.17<br>(1.79-2.65)    | 2.64<br>(2.11-3.34)    | 3.00<br>(2.34-3.88)    | 3.37<br>(2.57-4.40)    | 3.76<br>(2.79-5.10)    | 4.29<br>(3.05-6.14)    | 4.71<br>(3.20-6.98)    |
| 15-min   | 0.896<br>(0.752-1.08)               | 1.15<br>(0.960-1.38)   | 1.48<br>(1.23-1.79)    | 1.75<br>(1.45-2.14)    | 2.13<br>(1.70-2.69)    | 2.42<br>(1.89-3.13)    | 2.72<br>(2.07-3.61)    | 3.03<br>(2.24-4.15)    | 3.46<br>(2.44-4.95)    | 3.80<br>(2.58-5.63)    |
| 30-min   | 0.816<br>(0.516-0.744)              | 0.788<br>(0.660-0.952) | 1.02<br>(0.849-1.23)   | 1.20<br>(0.996-1.47)   | 1.46<br>(1.17-1.85)    | 1.66<br>(1.30-2.15)    | 1.87<br>(1.42-2.48)    | 2.09<br>(1.54-2.85)    | 2.38<br>(1.68-3.40)    | 2.61<br>(1.78-3.87)    |
| 60-min   | 0.433<br>(0.353-0.532)              | 0.654<br>(0.464-0.958) | 0.714<br>(0.599-0.854) | 0.848<br>(0.699-1.03)  | 1.03<br>(0.820-1.30)   | 1.17<br>(0.912-1.51)   | 1.31<br>(0.999-1.75)   | 1.47<br>(1.08-2.01)    | 1.67<br>(1.19-2.35)    | 1.83<br>(1.25-2.72)    |
| 2-hr     | 0.314<br>(0.263-0.378)              | 0.401<br>(0.336-0.484) | 0.515<br>(0.430-0.624) | 0.610<br>(0.504-0.744) | 0.738<br>(0.569-0.934) | 0.838<br>(0.653-1.00)  | 0.938<br>(0.713-1.25)  | 1.04<br>(0.769-1.43)   | 1.18<br>(0.836-1.69)   | 1.29<br>(0.882-1.92)   |
| 3-hr     | 0.261<br>(0.210-0.314)              | 0.333<br>(0.279-0.402) | 0.428<br>(0.357-0.518) | 0.505<br>(0.418-0.617) | 0.610<br>(0.487-0.773) | 0.691<br>(0.540-0.895) | 0.774<br>(0.589-1.03)  | 0.859<br>(0.634-1.18)  | 0.975<br>(0.689-1.40)  | 1.07<br>(0.726-1.58)   |
| 6-hr     | 0.184<br>(0.154-0.222)              | 0.235<br>(0.197-0.284) | 0.302<br>(0.252-0.366) | 0.356<br>(0.295-0.435) | 0.430<br>(0.343-0.544) | 0.487<br>(0.380-0.630) | 0.545<br>(0.414-0.723) | 0.604<br>(0.446-0.827) | 0.685<br>(0.484-0.960) | 0.748<br>(0.509-1.11)  |
| 12-hr    | 0.119<br>(0.100-0.143)              | 0.152<br>(0.127-0.184) | 0.197<br>(0.164-0.238) | 0.233<br>(0.186-0.294) | 0.282<br>(0.220-0.357) | 0.320<br>(0.250-0.410) | 0.369<br>(0.279-0.477) | 0.399<br>(0.286-0.547) | 0.454<br>(0.321-0.649) | 0.497<br>(0.338-0.737) |
| 24-hr    | 0.080<br>(0.071-0.093)              | 0.104<br>(0.092-0.120) | 0.135<br>(0.119-0.157) | 0.161<br>(0.141-0.188) | 0.196<br>(0.166-0.237) | 0.224<br>(0.186-0.278) | 0.252<br>(0.204-0.318) | 0.281<br>(0.222-0.364) | 0.321<br>(0.243-0.433) | 0.352<br>(0.258-0.492) |

## City of Laguna Hills

Analysis for G2 Construction's CPS-Mod™ and ARS CL™ devices

### 3.B. Design Storm Depth

Design Capture Storm Depth= .85"

#### Source:

Orange County Public Works. 2013  
Technical Guidance Document (TGD) for the Preparation of  
Conceptual/Preliminary and/or Project Water Quality Management Plans (WQMPs)

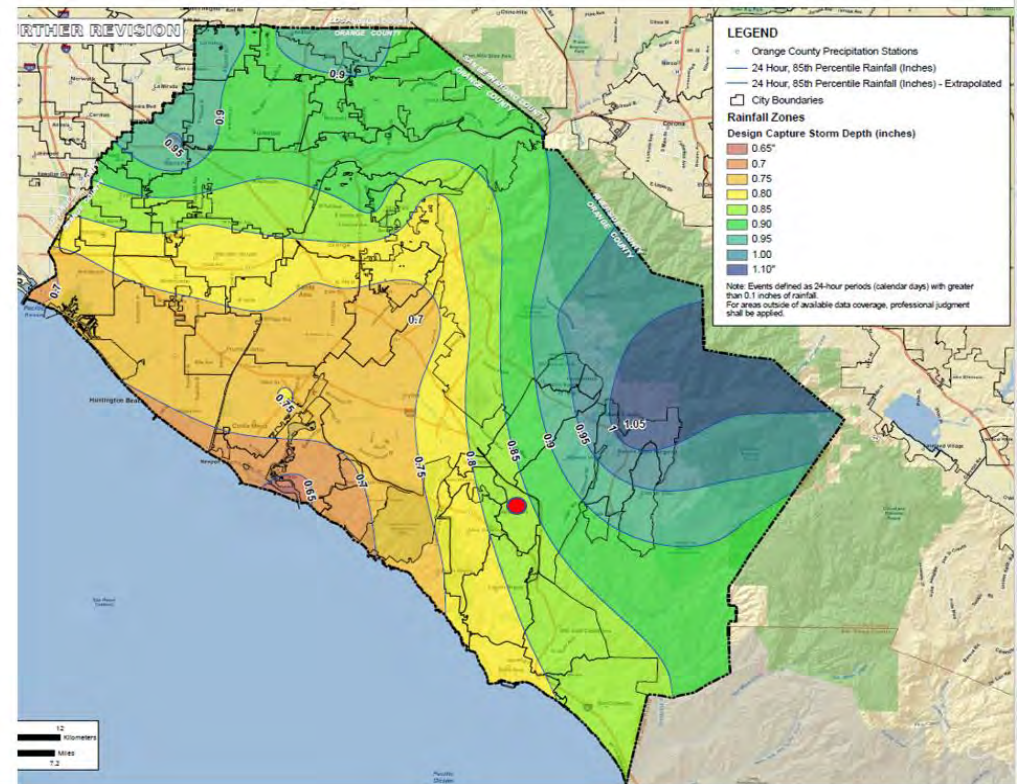


Website QR Code

Used to calculate 85<sup>th</sup> percentile,  
24-hr design storm runoff

Laguna Hills  
Storm Depth  
 $i = .85$  inches

### City of Laguna Hills Design Capture Storm Depth



## City of Laguna Hills

Analysis for G2 Construction's CPS-Mod™ and ARS CL™ devices

### 3.B. Fractional percent of 85th percentile, 24-hr design event that is treated by the BMP

Use multiplier to calculate the design storm intensity equivalent to the design storm depth:

|                                           |      |       |
|-------------------------------------------|------|-------|
| Time of Concentration (Tc)                | 5    | Min   |
| Tc Multiplier                             | 0.26 | in/hr |
| Fraction of design storm entering the BMP | 100% |       |
| Equivalent BMP design intensity           | 0.26 | in/hr |

Note: A very intense storm was assumed for calcs.

All calculations based on OCTA Workshop presentation.

### Q3.B (WQ Storm Hydrology): Connector Pipe Screen Example

**B** Fractional percent of 85th percentile, 24-hr design event that is treated by the BMP(s)

Use multiplier to calculate the design storm intensity equivalent to the design storm depth:

|                                                                   |      |       |
|-------------------------------------------------------------------|------|-------|
| Time of Concentration (Tc) (assumed for this example) =           | 20   | min   |
| Tc Multiplier =                                                   | 0.19 | in/hr |
| Fraction of design storm entering the BMP =                       | 100% |       |
| Equivalent BMP design intensity = $(0.19 \text{ in/hr})(100\%) =$ | 0.19 | in/hr |

Table VI.1: Table of Multipliers for Computing Remaining Design Storm Intensity

| Time of Concentration, minutes | Multiplier to Convert Remaining Fraction of Design Capture Storm Depth to Design Intensity, in/hr |
|--------------------------------|---------------------------------------------------------------------------------------------------|
| 60                             | 0.15                                                                                              |
| 30                             | 0.18                                                                                              |
| 20                             | 0.19                                                                                              |
| 15                             | 0.21                                                                                              |
| 10                             | 0.23                                                                                              |
| 5                              | 0.26                                                                                              |

Step-by-step instruction provided in  
Orange County Public Works, 2013  
Technical Guidance Document,  
Section VI.3.1.2.

f(topography,  
geology, land use)

## **ATTACHMENT B**

### **DETAILED PROJECT ESTIMATE & PRODUCT WARRANTY**

# PROPOSAL

## Phase IX - CPS-Mod™ & ARS-CL™ Installations

(OCTA Measure M2 Environmental Cleanup Program, Tier 1)

Customer: **City of Laguna Hills**  
24035 El Toro Dr.  
Laguna Hills, CA 92653

Prepared: 4/30/2020

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By: *Eric H. Taylor*

### DESCRIPTION

G2 proposes to install CPS-Mod™ and ARS-CL™ trash screens for the City of Laguna Hills. Per the City's request, G2 will install our patented devices in 109 catch basins (See included Maps). A total of 109 G2 CPS-Mod™ full-capture systems (State Waterboard certified) are included, and 237 unique ARS-CL™ screens. Each catch basin will receive between 1 and 8 unique ARS-CL™ screens depending on the curb-opening width.

The project screens will be installed in areas with a direct connection to transportation-generated pollution (see Project Description and Attached Maps). The project's CPS-Mod full capture systems will cover 261 acres of priority land use areas of commercial, high-density residential, arterial roadways with bus stops, and an industrial area. A key focus is on Moulton Parkway and the surrounding areas and arterial roadways. The project protects stormwater falling in the commercial shopping areas of Moulton Parkway at La Paz Rd and at the 73 Freeway that generate litter and pollutants. The project catch basins on the East side along Moulton also cover four large high and medium density residential communities near the crossroads of Alicia Parkway, La Paz Road, Oso Parkway, and the 73 Freeway. This section of Moulton Parkway has 15 OCTA bus stops and is the most population dense part of the City. This project's devices will also treat stormwater on Cabot Road, with 10 OCTA bus stops and an industrial area. Cabot Road and Moulton Parkway run along the East and West of the City, respectively, and are crossed by three extremely busy transportation roadways of Moulton Pkwy, Alicia Parkway, La Paz Road, and Oso Parkway. These transportation routes result in vehicle deposits of metals such as copper, lead, and zinc as well as litter from bus stops and vehicles.

This proposal utilizes G2's master purchase agreement with OCPW, MA-080-20011478 for Trash and Debris Capture Devices for the City of Laguna Hills OCTA ECP grant application for 2020-21. The City is eligible for this piggyback contract like all Orange County cities, which guarantees the best product, service, and pricing.

Products and services include custom fabrication and installation of CPS-Mod and ARS-CL devices made of 304 stainless steel (approved for OCTA Measure M2 funding). Plus warranty.

| Count | LH CB ID# | PLU | STREET NAME           | CROSS STREET   | Side | LAT      | LONG       | ARS-CL Screens | G2 ARS-CL Model | CPS-Mod Screens | G2 CPS-Mod Model (Est) | TOTAL   |
|-------|-----------|-----|-----------------------|----------------|------|----------|------------|----------------|-----------------|-----------------|------------------------|---------|
| 1     | 174       | PLU | Moulton Pkwy 60' N/O  | Alicia Pkwy    | W/S  | 33.58372 | -117.70715 |                | Existing ARS-CL | 1               | G2-CPS-7.0             | \$821   |
| 2     | 175       | PLU | Moulton Pkwy 50' S/O  | Alicia Pkwy    | W/S  | 33.58321 | -117.70660 |                | Existing ARS    | 1               | G2-CPS-11.0            | \$954   |
| 3     | 176       | PLU | Moulton Pkwy 20' S/O  | Gordon         | E/S  | 33.58183 | -117.70464 |                | Existing ARS    | 1               | G2-CPS-7.0             | \$821   |
| 4     | 179       | PLU | Moulton Pkwy 20' S/O  | Nellie Gail Rd | W/S  | 33.56997 | -117.70008 |                | Existing ARS-CL | 1               | G2-CPS-7.0             | \$821   |
| 5     | 180       | PLU | Moulton Pkwy 20' S/O  | Nellie Gail Rd | E/S  | 33.56998 | -117.69980 |                | Existing ARS-CL | 1               | G2-CPS-7.0             | \$821   |
| 6     | 182       | PLU | Moulton Pkwy 20' S/O  | Oso Pkwy       | E/S  | 33.57258 | -117.70016 |                | Existing ARS-CL | 1               | G2-CPS-7.0             | \$821   |
| 7     | 183       | PLU | Moulton Pkwy 10' N/O  | Oso Pkwy       | E/S  | 33.57297 | -117.70050 |                | Existing ARS-CL | 1               | G2-CPS-7.0             | \$821   |
| 8     | 184       | PLU | Moulton Pkwy 10' S/O  | La Paz Rd      | E/S  | 33.57591 | -117.70204 | 2              | ARS-CL-07       | 1               | G2-CPS-7.0             | \$2,004 |
| 9     | 185       | PLU | Moulton Pkwy 250' N/O | La Paz Rd      | E/S  | 33.57742 | -117.70259 |                | Existing ARS    | 1               | G2-CPS-7.0             | \$821   |
| 10    | 191       | PLU | Moulton Pkwy 60' S/O  | Alicia Pkwy    | E/S  | 33.58348 | -117.70636 |                | Existing ARS    | 1               | G2-CPS-11.0            | \$954   |
| 11    | 206       | PLU | Moulton Pkwy 60' N/O  | Louisa         | E/S  | 33.57890 | -117.70332 |                | Existing ARS-CL | 1               | G2-CPS-7.0             | \$821   |
| 12    | 207       | PLU | Moulton Pkwy 40' N/O  | Louisa         | W/S  | 33.57886 | -117.70329 |                | Existing ARS-CL | 1               | G2-CPS-7.0             | \$821   |



|    |     |     |                         |                   |     |          |            |   |                 |   |             |         |
|----|-----|-----|-------------------------|-------------------|-----|----------|------------|---|-----------------|---|-------------|---------|
| 13 | 208 | PLU | Moulton Pkwy 250' N/O   | La Paz Rd         | W/S | 33.57731 | -117.70284 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 14 | 592 | PLU | Moulton Pkwy 10' N/O    | Mandeville        | E/S | 33.58054 | -117.70365 | 1 | ARS-CL-05       | 1 | G2-CPS-7.0  | \$1,563 |
| 15 | 600 | PLU | Moulton Pkwy 40' S/O    | Nellie Gail       | E/S | 33.56978 | -117.69983 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 16 | 342 | PLU | Cabot Rd 500' S/O       | Paseo de Valencia | W/S | 33.58888 | -117.67443 |   | Existing ARS    | 1 | G2-CPS-7.0  | \$821   |
| 17 | 343 | PLU | Cabot Rd 235' S/O       | Nellie Gail Rd    | W/S | 33.58700 | -117.67426 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 18 | 344 | PLU | Cabot Rd 1480' S/O      | Nellie Gail Rd    | W/S | 33.58328 | -117.67432 |   | Existing ARS    | 1 | G2-CPS-7.0  | \$821   |
| 19 | 540 | PLU | Cabot Rd 50' S/O        | Oso Pkwy          | W/S | 33.58007 | -117.67443 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 20 | 541 | PLU | Cabot Rd 10' N/O        | Rapid Falls       | W/S | 33.56630 | -117.67648 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 21 | 542 | PLU | Cabot Rd 260' S/O       | Park Entrance     | W/S | 33.56471 | -117.67677 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 22 | 543 | PLU | Cabot Rd 260' S/O       | Park Entrance     | E/S | 33.56471 | -117.67654 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 23 | 613 | PLU | Cabot Rd 100' S/O       | Oso Pkwy          | E/S | 33.57998 | -117.67410 | 1 | ARS-CL-05       | 1 | G2-CPS-7.0  | \$1,563 |
| 24 | 375 | PLU | Oso Pkwy 50' E/O        | Nellie Gail Rd    | N/S | 33.57459 | -117.69036 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 25 | 376 | PLU | Oso Pkwy 50' E/O        | Nellie Gail Rd    | S/S | 33.57437 | -117.69051 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 26 | 518 | PLU | Oso Pkwy 50' E/O        | Bridlewood        | N/S | 33.58008 | -117.68242 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 27 | 519 | PLU | Oso Pkwy 1400' W/O      | Bridlewood        | N/S | 33.57661 | -117.68561 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 28 | 521 | PLU | Oso Pkwy 1425' W/O      | Nellie Gail Rd    | N/S | 33.57431 | -117.69574 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 29 | 525 | PLU | Oso Pkwy 1420' E/O      | Moulton Pkwy      | S/S | 33.57401 | -117.69574 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 30 | 527 | PLU | Oso Pkwy 550' E/O       | Nottingham        | S/S | 33.57628 | -117.68545 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 31 | 528 | PLU | Oso Pkwy 580' E/O       | Nottingham        | S/S | 33.57650 | -117.68534 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 32 | 529 | PLU | Oso Pkwy 50' E/O        | Bridlewood        | S/S | 33.57997 | -117.68219 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 33 | 608 | PLU | Oso Pkwy 10' E/O        | Westhaven         | N/S | 33.57379 | -117.69818 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 34 | 609 | PLU | Oso Pkwy 20' E/O        | Moulton Pkwy      | N/S | 33.57291 | -117.70016 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 35 | 610 | PLU | Oso Pkwy 20' E/O        | Moulton Pkwy      | S/S | 33.57269 | -117.69997 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 36 | 611 | PLU | Oso Pkwy 20' W/O        | Cabot Rd          | S/S | 33.58019 | -117.67455 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 37 | 612 | PLU | Oso Pkwy 415' W/O       | Cabot Rd          | N/S | 33.58083 | -117.67578 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 38 | 151 | PLU | Alicia Pkwy 140' E/O    | Ramona            | N/S | 33.58140 | -117.70832 | 1 | ARS-CL-05       | 1 | G2-CPS-7.0  | \$1,563 |
| 39 | 169 | PLU | Alicia Pkwy 140' E/O    | Ramona            | S/S | 33.58135 | -117.70816 | 1 | ARS-CL-05       | 1 | G2-CPS-7.0  | \$1,563 |
| 40 | 313 | PLU | La Paz Rd 100' E/O      | Merienda          | N/S | 33.57541 | -117.70444 | 1 | ARS-CL-05       | 1 | G2-CPS-7.0  | \$1,563 |
| 41 | 314 | PLU | La Paz Rd 60' W/O       | Merienda          | N/S | 33.57506 | -117.70507 | 3 | ARS-CL-14       | 1 | G2-CPS-7.0  | \$2,676 |
| 42 | 315 | PLU | La Paz Rd 50' W/O       | Toll Road off Ram | S/S | 33.57468 | -117.70518 | 2 | ARS-CL-07       | 1 | G2-CPS-7.0  | \$2,004 |
| 43 | 316 | PLU | La Paz Rd 150' E/O      | Toll Road Ramp    | S/S | 33.57521 | -117.70431 | 1 | ARS-CL-05       | 1 | G2-CPS-7.0  | \$1,563 |
| 44 | 321 | PLU | La Paz Rd 150' E/O      | Alameda           | S/S | 33.57965 | -117.69572 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 45 | 322 | PLU | La Paz Rd 375' W/O      | Appaloosa         | S/S | 33.58081 | -117.69420 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 46 | 323 | PLU | La Paz Rd 30' E/O       | Appaloosa         | S/S | 33.58203 | -117.69285 | 4 | ARS-CL-14x      | 1 | G2-CPS-7.0  | \$3,001 |
| 47 | TBD | PLU | Nellie Gail Rd 200' S/O | Oso Pkwy.         | E/S | 33.57332 | -117.69030 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 48 | TBD | PLU | Nellie Gail Rd 220' S/O | Oso Pkwy.         | W/S | 33.57328 | -117.69043 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 49 | 997 | PLU | Greenfield N/O          | 73 Toll Rd        | E/S | 33.55873 | -117.68532 | 4 | ARS-CL-14x      | 1 | G2-CPS-7.0  | \$3,069 |
| 50 | 998 | PLU | Greenfield N/O          | 73 Toll Rd        | W/S | 33.55880 | -117.68546 | 4 | ARS-CL-14x      | 1 | G2-CPS-7.0  | \$3,069 |
| 51 | 154 | PLU | Via Lomas 215' E/O      | Moulton Pkwy      | S/S | 33.58577 | -117.70811 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 52 | 170 | PLU | Gordon 10' E/O          | Moulton Pkwy      | N/S | 33.58204 | -117.70477 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 53 | 187 | PLU | Gordon 10' E/O          | Moulton Pkwy      | S/S | 33.58213 | -117.70462 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 54 | 189 | PLU | Mandeville 24482        | Moulton Pkwy      | S/S | 33.58069 | -117.70275 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 55 | 190 | PLU | Mandeville 24441 A/F    | Moulton Pkwy      | N/S | 33.58046 | -117.70328 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 56 | 196 | PLU | Via Lomas 215' E/O      | Moulton Pkwy      | N/S | 33.58595 | -117.70806 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 57 | 205 | PLU | Mandeville 24441 A/F    | Moulton Pkwy      | S/S | 33.58043 | -117.70339 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 58 | 312 | PLU | La Paz Rd 40' E/O       | Moulton Pkwy      | N/S | 33.57635 | -117.70200 | 2 | ARS-CL-10       | 1 | G2-CPS-7.0  | \$2,181 |

|     |     |     |                          |                |      |          |            |   |                 |   |             |         |
|-----|-----|-----|--------------------------|----------------|------|----------|------------|---|-----------------|---|-------------|---------|
| 59  | 318 | PLU | La Paz Rd 20' E/O        | Moulton Pkwy   | S/S  | 33.57609 | -117.70191 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 60  | 601 | PLU | Louisa 50' W/O           | Moulton Pkwy   | N/S  | 33.57865 | -117.70349 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 61  | 602 | PLU | Louisa 50' W/O           | Moulton Pkwy   | S/S  | 33.57849 | -117.70345 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 62  | 604 | PLU | Nellie Gail Rd 40' E/O   | Moulton Pkwy   | N/S  | 33.57008 | -117.69968 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 63  | 605 | PLU | Nellie Gail Rd 60' E/O   | Moulton Pkwy   | S/S  | 33.57009 | -117.69951 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 64  | 357 | PLU | Nellie Gail Rd 50' W/O   | Cabot Rd       | N/S  | 33.58774 | -117.67443 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 65  | 359 | PLU | Nellie Gail Rd 50' W/O   | Cabot Rd       | S/S  | 33.58761 | -117.67445 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 66  | 385 | PLU | Hitching Rail 20' N/O    | Cabot Rd       | E/S  | 33.58110 | -117.67459 | 2 | ARS-CL-10       | 1 | G2-CPS-7.0  | \$2,181 |
| 67  | 373 | PLU | Nellie Gail Rd 50' N/O   | Oso Pkwy       | W/S  | 33.57460 | -117.69068 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 68  | 374 | PLU | Nellie Gail Rd 50' N/O   | Oso Pkwy       | E/S  | 33.57460 | -117.69059 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 69  | 377 | PLU | Nellie Gail Rd 10' S/O   | Oso Pkwy.      | E/S  | 33.57431 | -117.69057 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 70  | 418 | PLU | Bridlewood 50' S/O       | Oso Pkwy       | W/S  | 33.57960 | -117.68209 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 71  | 419 | PLU | Bridlewood 10' S/O       | Oso Pkwy       | W/S  | 33.57975 | -117.68251 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 72  | 420 | PLU | Bridlewood 15' S/O       | Oso Pkwy       | E/S  | 33.57968 | -117.68222 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 73  | 465 | PLU | Empty Saddle 60' E/O     | Nellie Gail Rd | N/S  | 33.57097 | -117.69007 |   | Existing ARS    | 1 | G2-CPS-7.0  | \$889   |
| 74  | 466 | PLU | Empty Saddle 100' E/O    | Nellie Gail Rd | N/S  | 33.57088 | -117.68993 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 75  | 588 | PLU | Nottingham 50' S/O       | Oso Pkwy       | E/S  | 33.57517 | -117.68676 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 76  | 589 | PLU | Nottingham 75' S/O       | Oso Pkwy       | W/S  | 33.57523 | -117.68707 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 77  | 247 | PLU | Alameda 10' N/O          | La Paz Rd      | W/S  | 33.57952 | -117.69647 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 78  | 248 | PLU | Alameda 50' N/O          | La Paz Rd      | E/S  | 33.57952 | -117.69647 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$821   |
| 79  | 447 | PLU | Appaloosa 40' S/O        | La Paz Rd      | W/S  | 33.58182 | -117.69309 | 2 | ARS-CL-10       | 1 | G2-CPS-7.0  | \$2,249 |
| 80  | 177 |     | Sundance 24532 A/F W/O   | Santa Rosa     | N/S  | 33.57885 | -117.70200 | 2 | ARS-CL-10       | 1 | G2-CPS-7.0  | \$2,249 |
| 81  | 317 |     | Hitching Rail 10' N/O    | Pecos Rd       | W/S  | 33.58434 | -117.67746 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 82  | 346 |     | Hitching Rail 26062 N/O  | Pecos Rd       | E/S  | 33.58451 | -117.67737 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 83  | 352 |     | Hitching Rail 80' E/O    | Tombstone      | N/S  | 33.58155 | -117.67571 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 84  | 354 |     | Rangewood 25631 E/O      | Gallup Cir     | N/S  | 33.58910 | -117.68255 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 85  | 355 |     | Rangewood 25642 E/O      | Gallup Cir     | S/S  | 33.58912 | -117.68254 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 86  | 360 |     | Nellie Gail Rd 26031 W/O | Hitching Rail  | N/S  | 33.58806 | -117.67589 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 87  | 364 |     | Nellie Gail Rd 25467 E/O | Bridlewood     | N/S  | 33.57332 | -117.69030 |   | Existing ARS-CL | 1 | G2-CPS-7.0  | \$889   |
| 88  | 365 |     | Nellie Gail Rd 50' E/O   | Bridlewood     | S/S  | 33.58278 | -117.68555 | 4 | ARS-CL-14x      | 1 | G2-CPS-7.0  | \$3,069 |
| 89  | 368 |     | Hitching Rail 80' N/O    | Tombstone      | W/S  | 33.58176 | -117.67592 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 90  | 369 |     | Hitching Rail 20' N/O    | Tombstone      | W/S  | 33.58138 | -117.67566 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 91  | 382 |     | Nellie Gail Rd 24761 E/O | Lost Colt      | N/S  | 33.57057 | -117.69773 | 4 | ARS-CL-14x      | 1 | G2-CPS-7.0  | \$3,069 |
| 92  | 397 |     | Hitching Rail 26252 E/O  | Tombstone      | E/S  | 33.58169 | -117.67585 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 93  | 403 |     | Glen Canyon 26191 E/O    | Bridlewood     | N/S  | 33.58240 | -117.68256 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 94  | 404 |     | Glen Canyon 26202 E/O    | Bridlewood     | S/S  | 33.58224 | -117.68265 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 95  | 411 |     | Flintlock 20' E/O        | Bridlewood     | N/S  | 33.58225 | -117.68408 | 1 | ARS-CL-05       | 1 | G2-CPS-7.0  | \$1,631 |
| 96  | 412 |     | Flintlock 26172 A/F E/O  | Bridlewood     | N/S  | 33.58276 | -117.68355 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 97  | 413 |     | Flintlock 26192 E/O      | Bridlewood     | S/S  | 33.58231 | -117.68393 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 98  | 458 |     | Pecos Rd 25892 E/O       | Hitching Rail  | S/S  | 33.58442 | -117.67794 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 99  | 459 |     | Pecos Rd 25881 E/O       | Hitching Rail  | W/S  | 33.58454 | -117.67822 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 100 | 504 |     | Lost Colt 27342          | Blackhorse     | E/S  | 33.56581 | -117.69258 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 101 | 505 |     | Lost Colt 27341          | Blackhorse     | W/S  | 33.56572 | -117.69259 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 102 | 506 |     | Blackhorse 40' N/O       | Lost Colt      | N/S  | 33.56512 | -117.69253 | 8 | ARS-CL-28x      | 1 | G2-CPS-11.0 | \$5,124 |
| 103 | 507 |     | Blackhorse 40' N/O       | Lost Colt      | S/S  | 33.56516 | -117.69261 | 2 | ARS-CL-07       | 1 | G2-CPS-7.0  | \$2,072 |
| 104 | 508 |     | Blackhorse 25171 E/O     | Lost Colt      | N/S  | 33.56450 | -117.69101 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 105 | 509 |     | Blackhorse 25162 E/O     | Lost Colt      | S/S  | 33.56455 | -117.69111 | 6 | ARS-CL-21x      | 1 | G2-CPS-11.0 | \$4,302 |
| 106 | 520 |     | Nellie Gail Rd 50' NE/O  | Dapple Grey    | SE/S | 33.57567 | -117.69010 | 4 | ARS-CL-14x      | 1 | G2-CPS-7.0  | \$3,069 |

|     |     |                       |             |     |          |            |   |            |   |             |         |
|-----|-----|-----------------------|-------------|-----|----------|------------|---|------------|---|-------------|---------|
| 107 | 544 | Anadale 26871         | Vista Viejo | W/S | 33.57251 | -117.67920 | 1 | ARS-CL-05  | 1 | G2-CPS-7.0  | \$1,563 |
| 108 | 546 | Anadale 26861         | Vista Viejo | W/S | 33.57275 | -117.67918 | 6 | ARS-CL-21x | 1 | G2-CPS-11.0 | \$4,302 |
| 109 | TBD | Glen Canyon 26242 E/O | Bridlewood  | S/S | 33.58161 | -117.68328 | 6 | ARS-CL-21x | 1 | G2-CPS-11.0 | \$4,302 |

237

109

## Installation Totals:

CPS-Mod Screens 109

ARS-CL Screens 237

Product &amp; Install \$226,663

CB Cleaning \$5,337

Traffic Control \$16,500

Combo-Discount -\$2,500

Mobilization \$4,000

PROJECT TOTAL \$250,000

- \* Pricing from OCTA MA-080-20011478.
- \*\* Existing ARS-CL or ARS previously installed in catch basin.

Terms & Conditions:

Pricing based on OCPW/ OCTA Master Pricing with Volume Discounts (21-100 and 101-500).

Pricing does not include project bonding, licence or business fees.

Final design configurations and costs to be revised after final field evaluations.



**CONTRACT MA-080-20011478  
WITH  
G2 CONSTRUCTION, INC.  
FOR  
TRASH AND DEBRIS CAPTURE DEVICES**

THIS CONTRACT MA-080-20011478 for Trash and Debris Capture Devices (“Contract”) is made and entered into as of the date fully executed by and between the County of Orange, a political subdivision of the State of California; (“County”) and G2 Construction, Inc., with a place of business at 1352 E. Boarchard Ave., Santa Ana, CA 92705 (“Contractor”), with a County and Contractor sometimes individually referred to as “Party” or collectively as “Parties”.

**ATTACHMENTS**

THIS CONTRACT is comprised of this document and the following Attachments, which are attached hereto and incorporated by reference into this Contract:

Attachment A – Scope of Work

Attachment B – Contractor Pricing

**RECITALS**

WHEREAS, Contractor and County are entering into this Contract for Trash and Debris Capture Devices ; and,

WHEREAS, County solicited Contract for Trash and Debris Capture Devices as set forth herein, and Contractor represented that it is qualified to provide Trash and Debris Capture Devices to the County as further set forth here; and,

WHEREAS, Contractor agrees to provide Trash and Debris Capture Devices to the County as further set forth in the Scope of Work, attached hereto as Attachment A; and,

WHEREAS, County agrees to pay Contractor based on the schedule of hourly rates set forth in Payment/Compensation, attached hereto as Attachment B; and,

WHEREAS, the County Board of Supervisors has authorized the Procurement Officer or designee to enter into a Contract for Trash and Debris Capture Services with the Contractor; and,

NOW, THEREFORE, the Parties mutually agree as follows:

**DEFINITIONS**

DPA shall mean the Deputy Purchasing Agent assigned to this Contract.

**ARTICLES**

**General Terms and Conditions:**

- A. **Governing Law and Venue:** This Contract has been negotiated and executed in the state of California and shall be governed by and construed under the laws of the state of California. In the

Date: April 30, 2020

## **CPS-Mod™ & ARS-CL™ WARRANTY**

**Project: Laguna Hills Phase IX - CPS-Mod™ and ARS-CL™ Screens**

City of Laguna Hills 2020-21 OCTA Measure M2's *Environmental Cleanup Program (ECP) Tier 1* – Project X

G2 Construction, Inc. hereby provides a product warranty of 10 years for the G2 CPS-Mod™ connector pipe screens and ARS-CL™ automatic retractable screens installed in catch basins for the project listed above. G2 guarantees the CPS-Mod™ and ARS-CL™ will be manufactured and installed in accordance with the product drawings and specifications.

G2 Construction agrees to repair or replace any installed product that proves defective in its workmanship or material within one year of the project acceptance date. If an installed product proves defective within ten years, then G2 agrees to provide replacement parts at no cost. Accidents, product modifications, vandalism, unusual use, or lack of standard cleaning may nullify a product's warranty.

Requests for warranty service must be made by the product Owner, and should include photos and details.



John Alvarado, President  
G2 Construction, Inc.

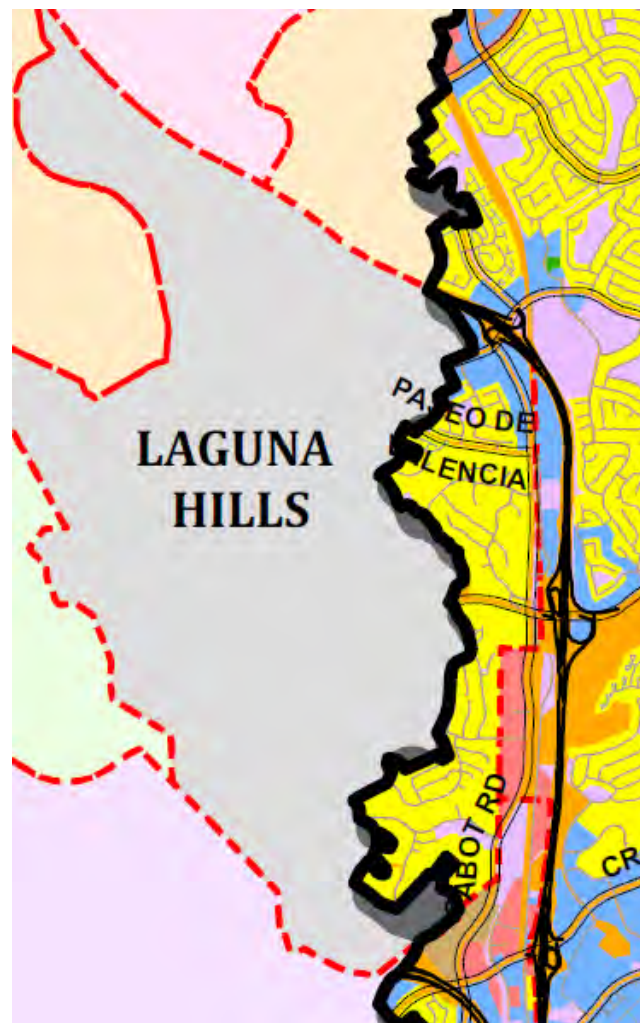
## **ATTACHMENT C**

### **LOCATION MAPS & SITE PHOTOS**

# City of Laguna Hills – Watershed Maps



***WATERSHED: ALISO CREEK***  
COUNTY OF ORANGE, CALIFORNIA

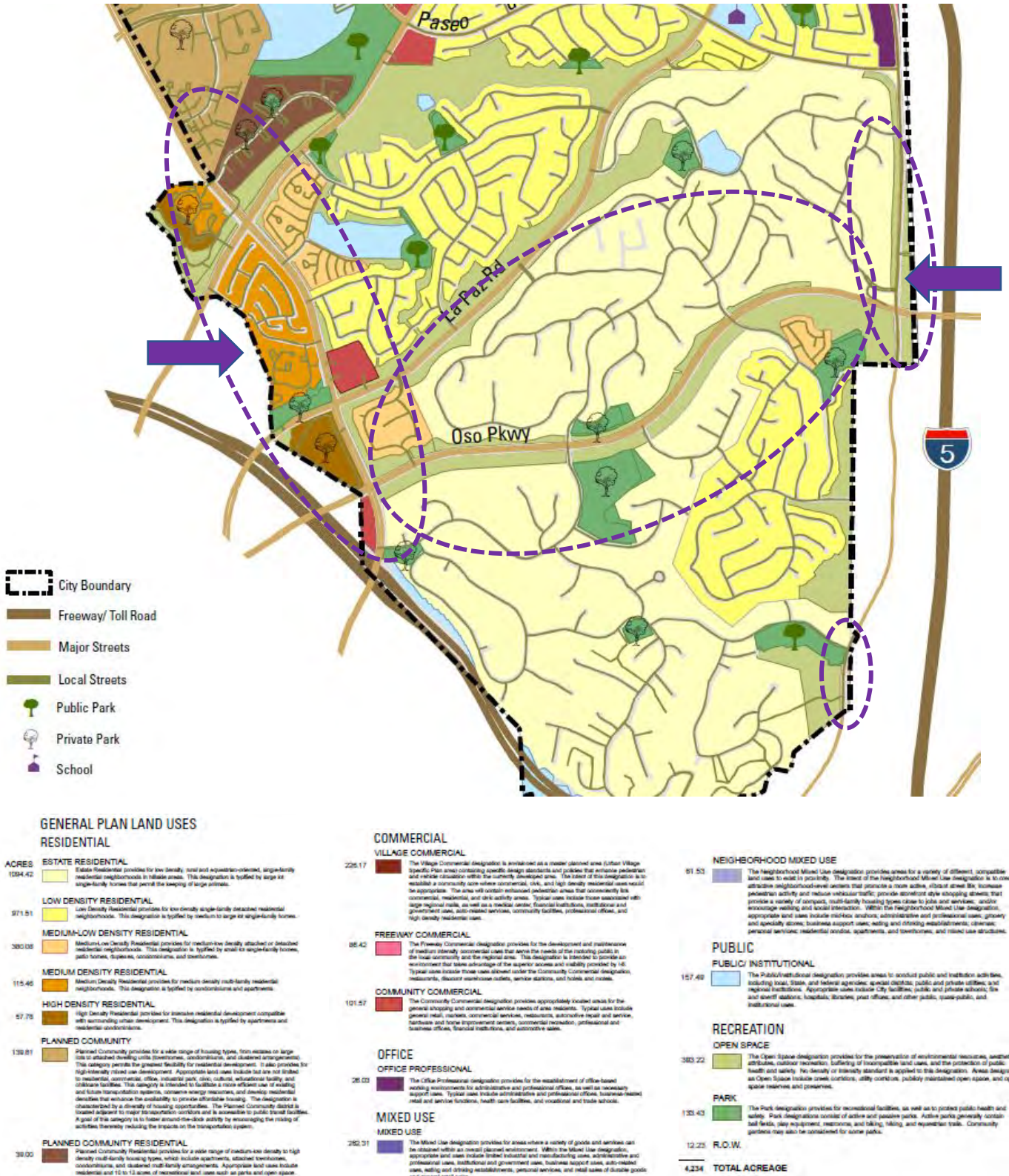


***WATERSHED: SAN JUAN CREEK***  
COUNTY OF ORANGE, CALIFORNIA



# City of Laguna Hills General Plan Land Use Map

## Target Areas

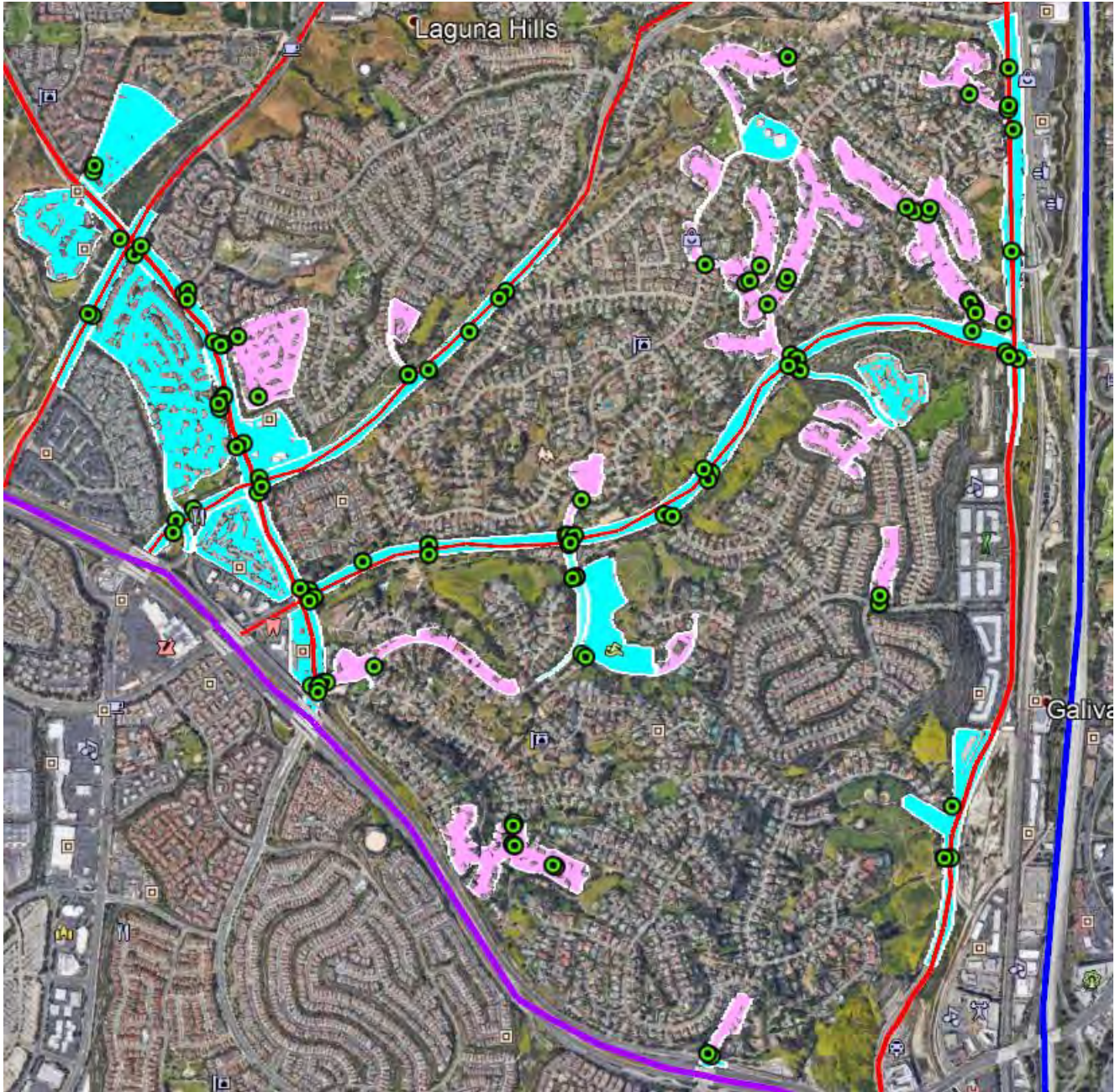




# City of Laguna Hills

## PROJECT MAP

### Catch Basins Receiving CPS-Mod™



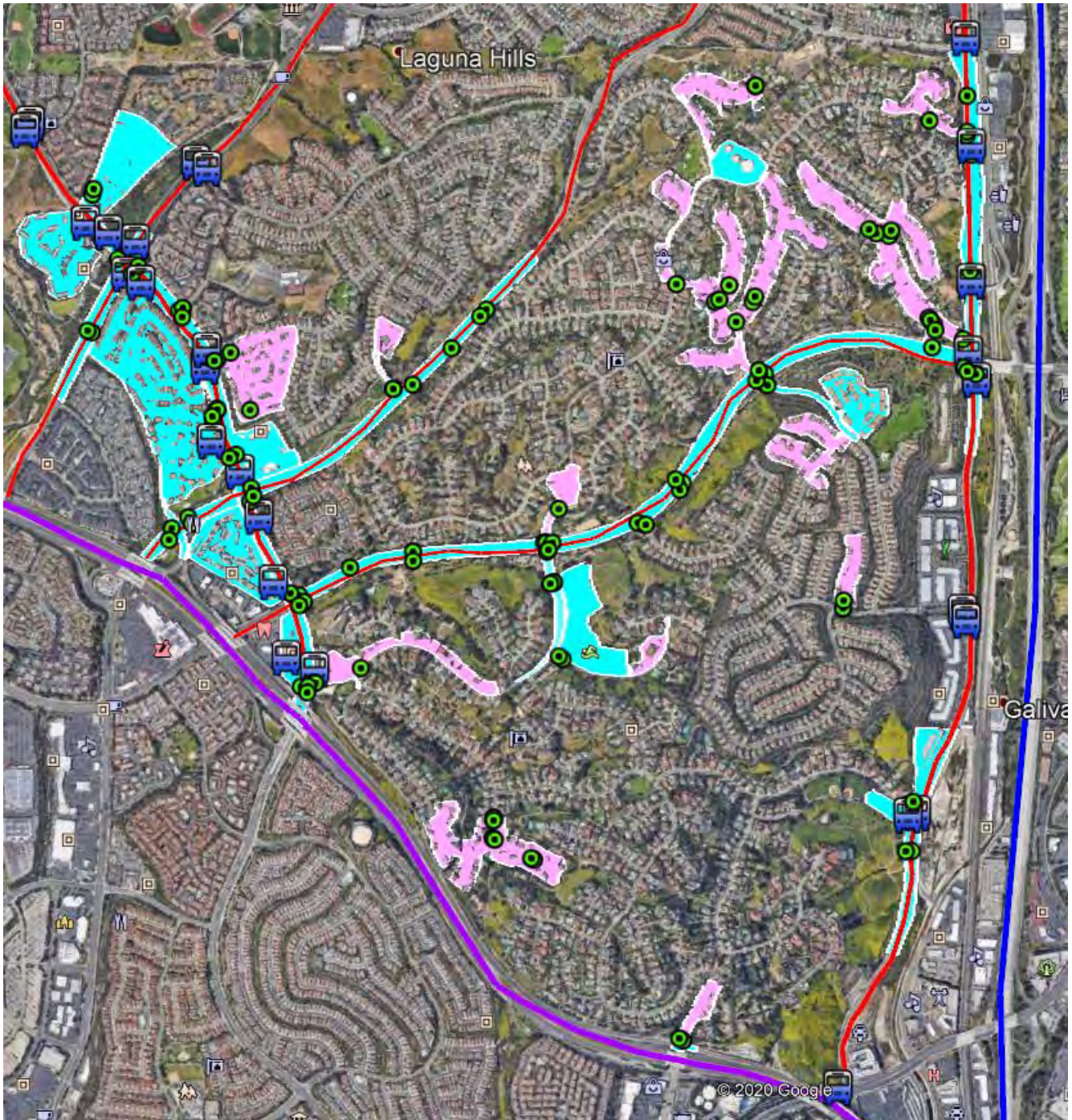
|      |                         |                     |                         |
|------|-------------------------|---------------------|-------------------------|
| KEY: | CPS-Mod (Green circles) | PLU Drainage (Blue) | Non-PLU Drainage (Pink) |
|      | Arterial Roadways (Red) | I-5 (Blue)          | 73 Toll Road (Purple)   |



## City of Laguna Hills

## PROJECT MAP

## OCTA Bus Stops

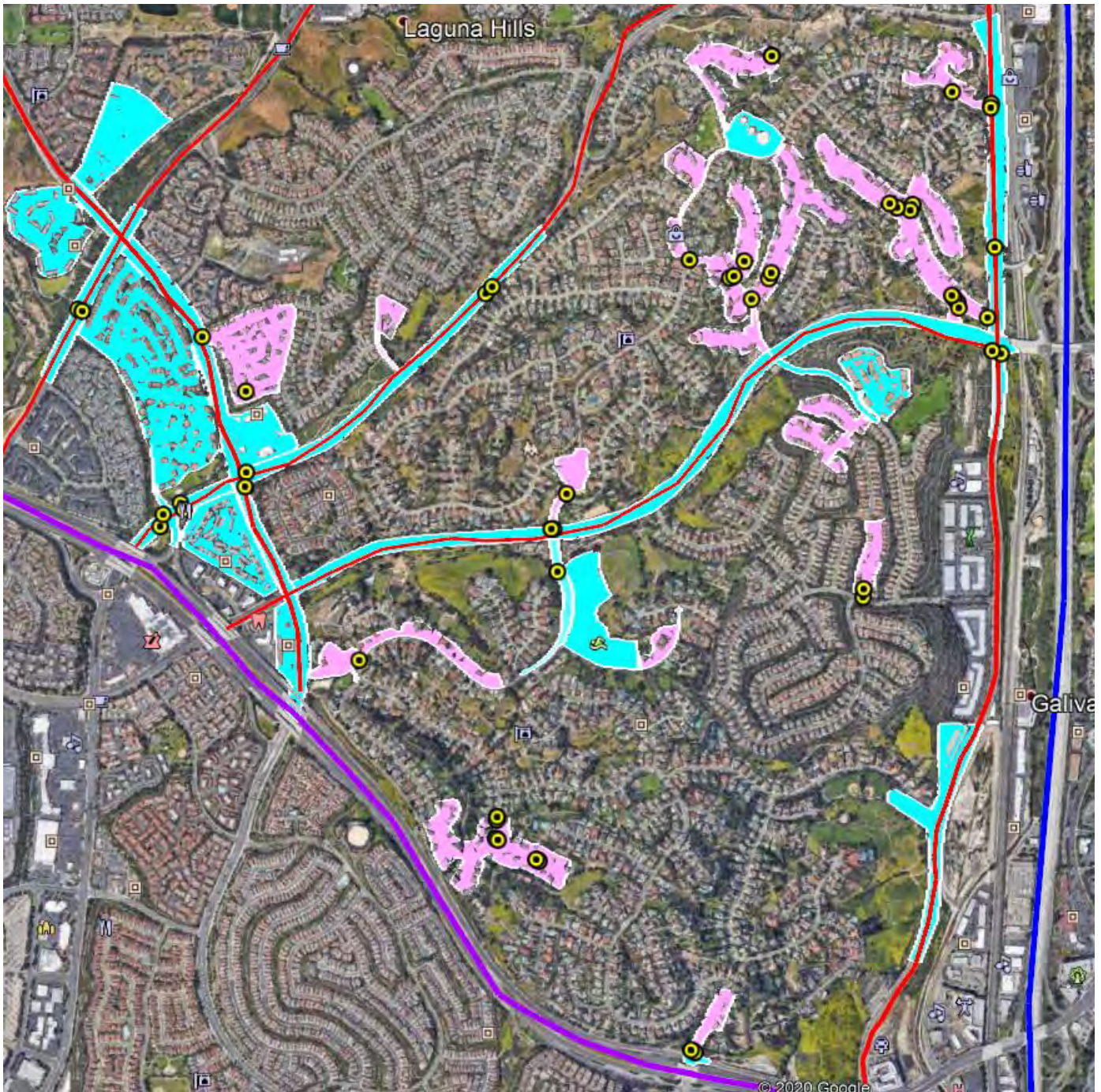




## City of Laguna Hills

## PROJECT MAP

## Catch Basins Receiving ARS-CL™ &amp; CPS-Mod™



KEY: ARS-CL & CPS-Mod (Yellow circles)  
Arterial Roadways (Red)

PLU Drainage (Blue)  
I-5 (Blue)

Non-PLU Drainage (Pink)  
73 Toll Road (Purple)



191 Moulton Pkwy 60' S/O

Alicia Pkwy E/S



175 Moulton Pkwy 50' S/O

Alicia Pkwy W/S



323 La Paz Rd 30' E/O Appaloosa S/S





176 Moulton Pkwy 20' S/O Gordon E/S



322 La Paz Rd 375' W/O Appaloosa S/S



151 Alicia Pkwy 140' E/O Ramona N/S



Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)



169 Alicia Pkwy 140' E/O Ramona S/S



592 Moulton Pkwy 10' N/O Mandeville E/S



321 La Paz Rd 150' E/O Alameda S/S





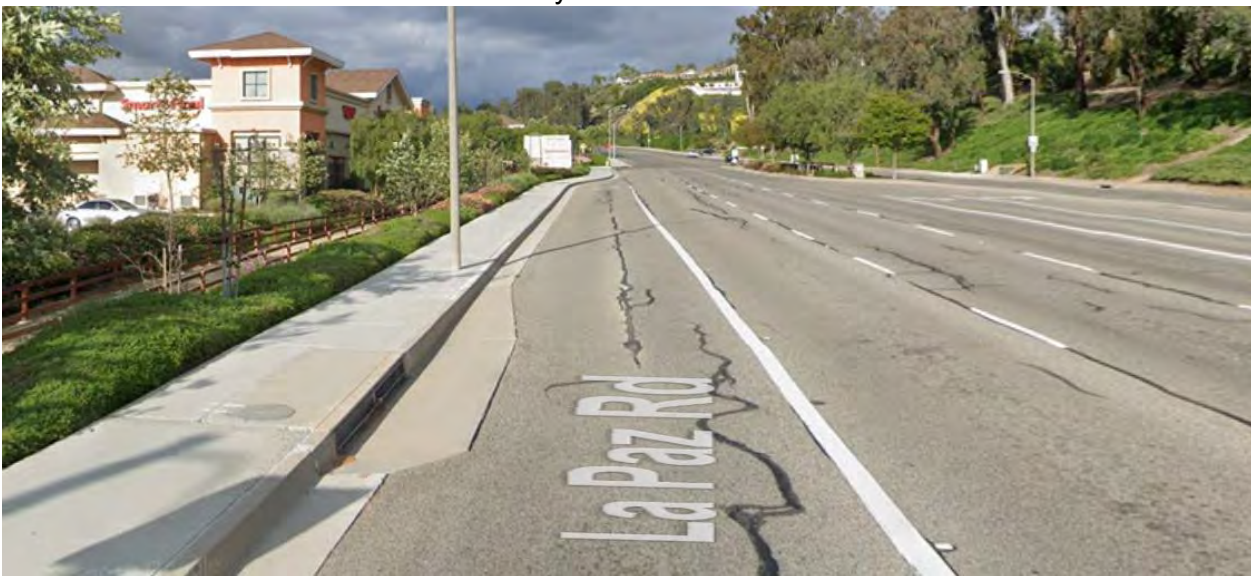
207 Moulton Pkwy 40' N/O Louisa W/S



185 Moulton Pkwy 250' N/O La Paz Rd E/S



312 La Paz Rd 40' E/O Moulton Pkwy N/S





184 Moulton Pkwy 10' S/OLa Paz Rd E/S



183 Moulton Pkwy 10' N/O Oso Pkwy E/S



342 Cabot Rd 500' S/O Paseo de Valencia W/S

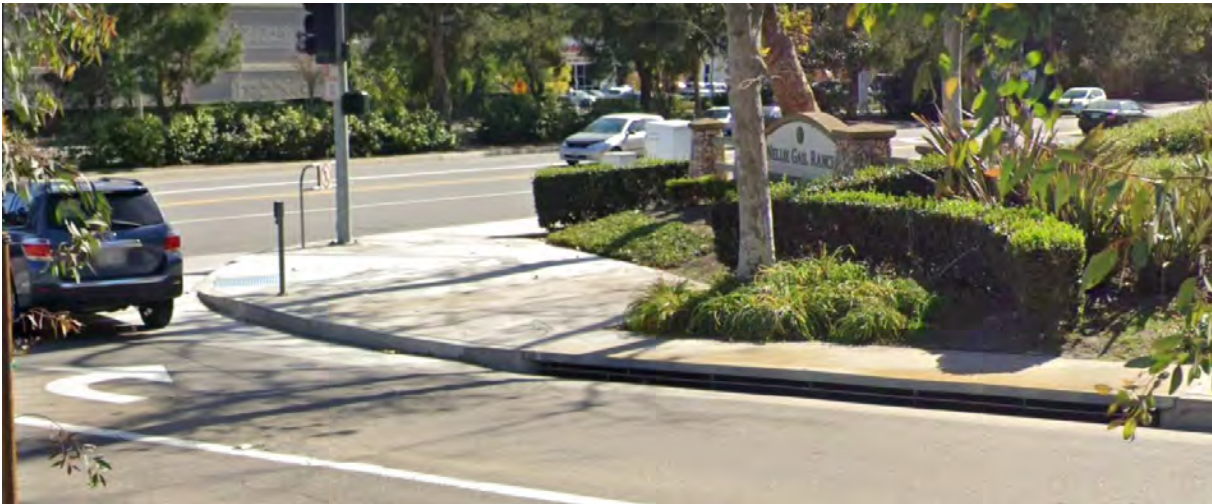




357 Nellie Gail Rd 50' W/O Cabot Rd N/S



359 Nellie Gail Rd 50' W/O Cabot Rd S/S



343 Cabot Rd 235' S/O Nellie Gail Rd W/S





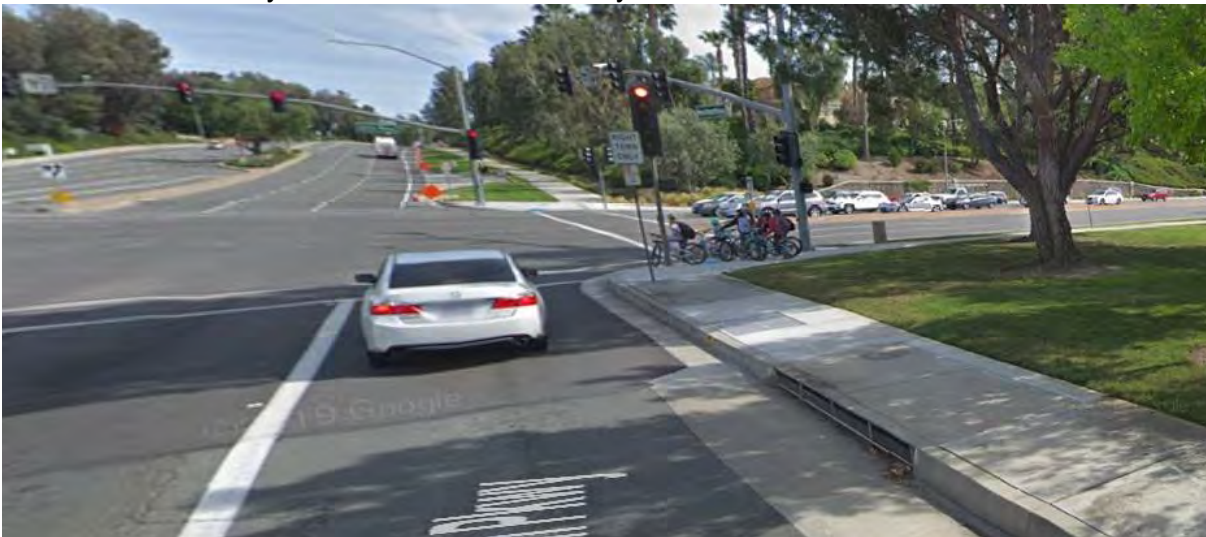
154 Via Lomas 215' E/O Moulton Pkwy S/S



196 Via Lomas 215' E/O Moulton Pkwy N/S



174 Moulton Pkwy 60' N/O Alicia Pkwy W/S





344 Cabot Rd 1480' S/O Nellie Gail Rd W/S



385 Hitching Rail 20' N/O Cabot Rd E/S



612 Oso Pkwy 415' W/O Cabot Rd N/S





611 Oso Pkwy 20' W/O Cabot Rd S/S



518 Oso Pkwy 50' E/O Bridlewood N/S



540 Cabot Rd 50' S/O Oso Pkwy W/S





613 Cabot Rd 100' S/O Oso Pkwy E/S



529 Oso Pkwy 50' E/O Bridlewood S/S



247 Alameda 10' N/O La Paz Rd W/S





248 Alameda 50' N/O La Paz Rd E/S



206 Moulton Pkwy 60' N/O Louisa E/S



519 Oso Pkwy 1400' W/O Bridlewood N/S





527 Oso Pkwy 550' E/O Nottingham S/S



528 Oso Pkwy 580' E/O Nottingham S/S



318 La Paz Rd 20' E/O Moulton Pkwy S/S

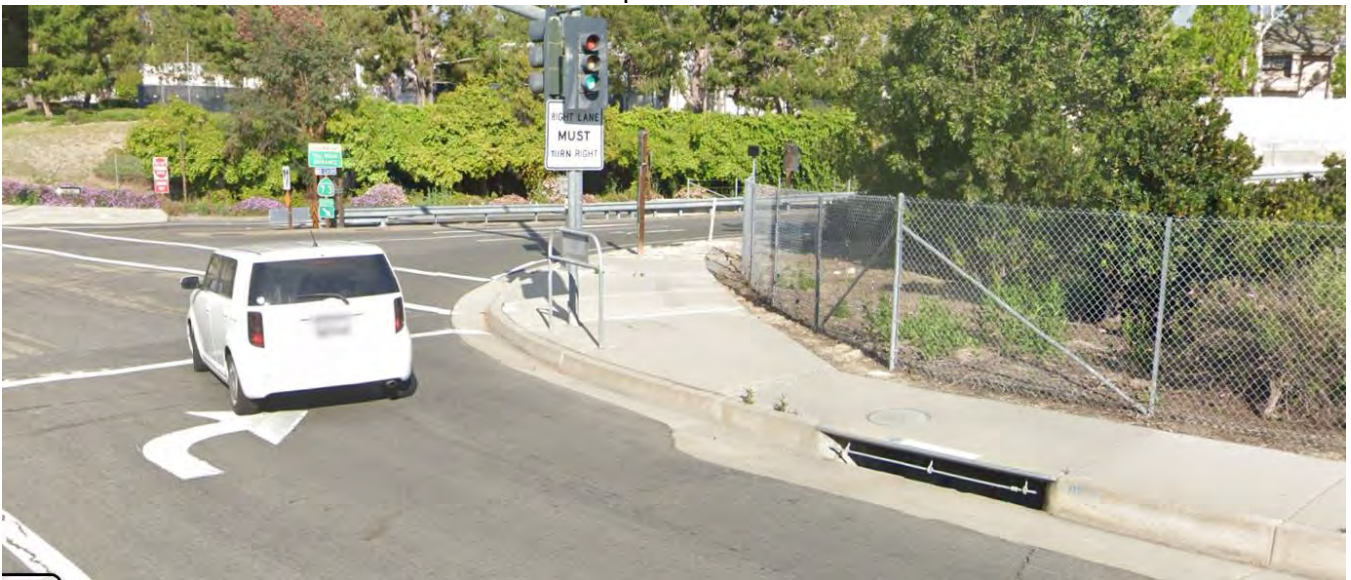




208 Moulton Pkwy 250' N/O La Paz Rd W/S



315 La Paz Rd 50' W/O Toll Road off Ramp S/S



313 La Paz Rd 100' E/O Merienda N/S





316 La Paz Rd 150' E/O Toll Road Ramp S/S



314 La Paz Rd 60' W/O Merienda N/S



375 Oso Pkwy 50' E/O Nellie Gail Rd N/S





376 Oso Pkwy 50' E/O Nellie Gail Rd S/S



521 Oso Pkwy 1425' W/O Nellie Gail Rd N/S



525 Oso Pkwy 1420' E/O Moulton Pkwy S/S





608 Oso Pkwy 10' E/O Westhaven N/S



609 Oso Pkwy 20' E/O Moulton Pkwy N/S



610 Oso Pkwy 20' E/O Moulton Pkwy S/S





182 Moulton Pkwy 20' S/O Oso Pkwy E/S



180 Moulton Pkwy 20' S/O Nellie Gail Rd E/S



179 Moulton Pkwy 20' S/O Nellie Gail Rd W/S





600 Moulton Pkwy 40' S/O Nellie Gail E/S



541 Cabot Rd 10' N/O Rapid Falls W/S



542 Cabot Rd 260' S/O Park Entrance W/S





543 Cabot Rd 260' S/O Park Entrance E/S



605 Nellie Gail Rd 60' E/O Moulton Pkwy S/S



601 Louisa 50' W/O Moulton Pkwy N/S





602 Louisa 50' W/O Moulton Pkwy S/S



998 Greenfield N/O 73 Toll Rd W/S



997 Greenfield N/O 73 Toll Rd E/S





## ATTACHMENT D

### DETAILED PROJECT SCHEDULE



Lic. #801253 - A, C8, C60  
 1352 E. Borchard Ave.  
 Santa Ana, CA 92705  
 714.748.4242  
 info@g2construction.com

## Installation Schedule

### City of Laguna Hills

#### 2020-21 OCTA ECP, Project X

April 30, 2020

| Action                                                       | Time (from signed contract) |
|--------------------------------------------------------------|-----------------------------|
| 1. Evaluate all catch basins and take detailed measurements. | 1 week                      |
| 2. Fabricate custom CPS-Mod™ & ARS-CL™                       | 2 weeks                     |
| 3. Install custom fitted CPS-Mod™ & ARS-CL™                  | 5 weeks                     |
| 4. Inspection and sign-off                                   | 0.5 weeks                   |
| TOTAL PROJECT (start to finish)                              | 8.5 WEEKS                   |

## **ATTACHMENT E**

### **PRODUCT DESIGN DRAWINGS**

### **FILTRATION INFORMATION & INSTALLATION PHOTOS**



# PRODUCTS & SERVICES

Issue # 19-9      2020 – 2021





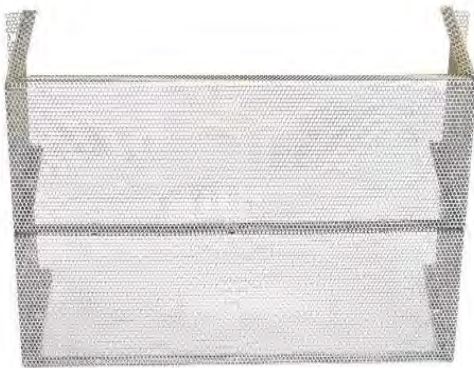


# CPS-Mod™

Patented

CPS Modular Series

## CA State Water Board Certified - **FULL CAPTURE SYSTEM**



**G2 CPS-Mod™** Full-Capture 5mm perforated screens with patented modular design for easy installation inside catch basins. Approved by the California State Water Board, LACDPW, OCPW, OCTA, SF Bay RWQCB & agencies everywhere. The **CPS-Mod™** prevents trash, pollutants, and debris from entering waterways through the catch basin outlet pipe.

- Made from 304 Stainless Steel for extended life.
- Sized to meet or exceed 1-year, 1-hour storm.
- Modular to easily fit all catch basin types.
- Custom designed and fabricated to each catch basin to ensure compliance of no gaps > 5mm in size.
- Professionally installed by G2 or a trained & certified installer.
- Quick Release Removable (*optional*)
- Mosquito & Vector Abatement Deflector (*where required*)

Recommended with G2's ARS CamLock Series™





# CPS-Mod™

Patented

## CPS Modular Series

### FULL CAPTURE SYSTEM Certified by California State Water Board & Regional Water Quality Control Boards

#### G2 CPS-Mod™ Connector Pipe Screen

##### Function:

- Captures all pollutants 5mm and larger that enter the catch basin.
- Pollutants prevented from exiting the catch basin:
  - Primary: plastics (food containers, bags, bottles, straws); trash (paper, cigarette butts, cans); vegetative debris (leaves, branches, landscaping); other all other objects.
  - Secondary: pollutants absorbed by or attached to the Primary pollutants. Including from vehicles (hydrocarbons, fluids, copper, cadmium, zinc, tires, etc.), pathogens / bacteria, pesticides, nutrients, organic compounds, sediment toxicity, etc.

##### Design, Flexibility, & Approval:

- Custom designed and fabricated for each catch basin and its unique features.
- Fits any standard catch basin with discharge pipe on front, back, or side wall.
- Approved by State Waterboard, Los Angeles County DPW, City of LA, Orange County DPW, OCTA, San Francisco Bay Area Water Resource Board, and agencies everywhere.

##### Material & Fabrication:

- Made of 304 stainless steel; 14 gauge with 5mm holes.
- *"Made in California, USA"*

##### Value:

- Low initial capital investment relative to other storm water quality BMPs. Lower long-term and total lifetime costs vs. any water quality BMP or taking no action.
- Requires no replacement filters or parts.
- G2's CPS-Mod™ in combination with the G2's ARS-CL™ creates the most effective BMP system and greatest value.

##### Public Outreach:

- Residents aware of the CPS-Mod™ installed in their local catch basin perceive it to be an environmental benefit and demonstrates an environmentally conscious community.

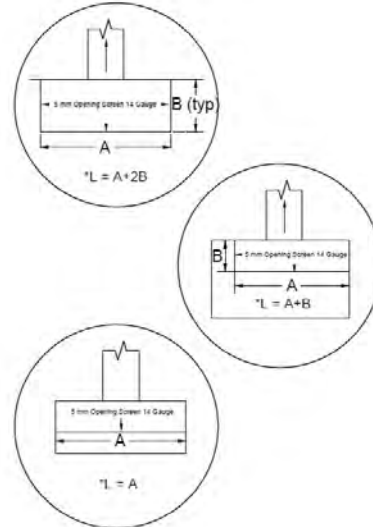
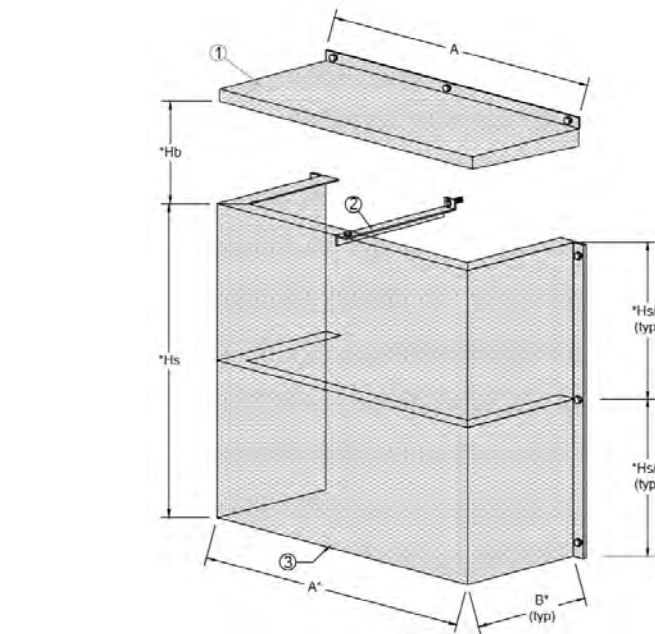
Recommended with **G2's ARS CamLock Series™** screens, for the most complete full capture system.



# CPS-Mod™

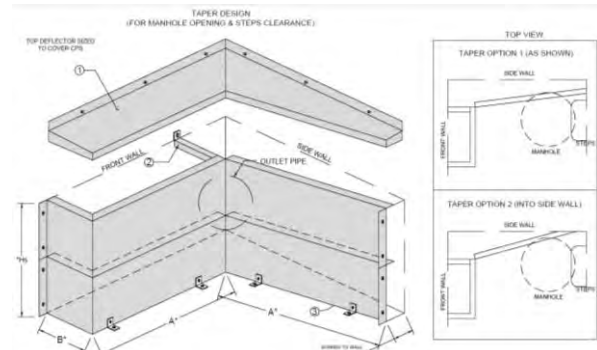
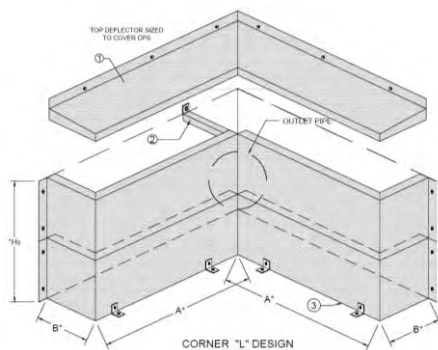
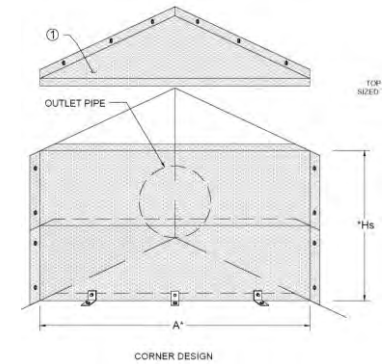
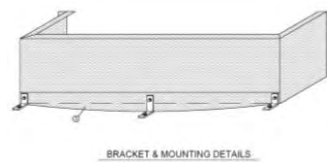
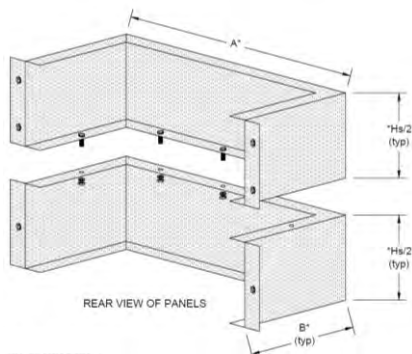
Patented

CPS Modular Series **FULL CAPTURE SYSTEM**



## NOTES:

- ① TOP DEFLECTOR, AS NEEDED
- ② SUPPORT BRACKET WHEN  $A \geq 48"$







# CPS-Mod™

Patented

CPS Modular Series

CA State Water Board Certified **FULL CAPTURE SYSTEM**

## SIZES & MODELS

### CPS-Mod™ Standard Models

**18" Discharge Pipes**, or smaller. Assumes front wall to rear wall of 38".

| Model #                     | Screen Height (in) | Screen Length (in) | Screen Size (SqFt) | CPS-Mod Description                        |
|-----------------------------|--------------------|--------------------|--------------------|--------------------------------------------|
| CPS-Mod 18x36-2s            | 18                 | 36                 | 4.5                | 18" tall, 36" length, with 2 sides         |
| CPS-Mod 18x42-2s            | 18                 | 42                 | 5.3                | 18" tall, 42" length, with 2 sides         |
| CPS-Mod 18x48-3s            | 18                 | 48                 | 6.0                | 18" tall, 48" length, with 3 sides         |
| CPS-Mod 18x54-3s            | 18                 | 54                 | 6.8                | 18" tall, 54" length, with 3 sides         |
| CPS-Mod 18x48-4s            | 18                 | 48                 | 6.0                | 18" tall, 48" length, with 4 sides         |
| CPS-Mod 18x60-4s            | 18                 | 60                 | 7.5                | 18" tall, 60" length, with 4 sides         |
| CPS-Mod 18x38-1s- Wall2Wall | 18                 | 38                 | 4.8                | 18" tall, 38" length, 1 side, wall to wall |
| CPS-Mod 18x41-2s-Taper      | 18                 | 41                 | 5.1                | 18" tall, 41" length, 2 sides, tapered     |
| CPS-Mod 18x53-4s-Taper      | 18                 | 53                 | 6.6                | 18" tall, 53" length, 2 sides, tapered     |

**19" to 24" Discharge Pipes**. Assumes front wall to rear wall of 38".

|                             |    |    |      |                                            |
|-----------------------------|----|----|------|--------------------------------------------|
| CPS-Mod 24x50-2s            | 24 | 50 | 8.3  | 24" tall, 50" length, with 2 sides         |
| CPS-Mod 24x56-2s            | 24 | 56 | 9.3  | 24" tall, 56" length, with 2 sides         |
| CPS-Mod 24x62-3s            | 24 | 62 | 10.3 | 24" tall, 62" length, with 3 sides         |
| CPS-Mod 24x38-3s            | 24 | 38 | 6.3  | 24" tall, 38" length, with 3 sides         |
| CPS-Mod 24x60-4s            | 24 | 60 | 10.0 | 24" tall, 60" length, with 4 sides         |
| CPS-Mod 24x38-1s- Wall2Wall | 24 | 38 | 6.3  | 24" tall, 38" length, 1 side, wall to wall |
| CPS-Mod 24x41-2s-Taper      | 24 | 41 | 6.8  | 24" tall, 41" length, 2 sides, tapered     |
| CPS-Mod 24x59-2s-Taper      | 24 | 59 | 9.8  | 24" tall, 59" length, 2 sides, tapered     |

Note: Deflectors should be installed with 12" Bypass.

### UPGRADE OPTIONS for CPS-Mod™

#### REMOVABLE CPS-Mod™

REM-CPS-Mod + Model #

#### MAD Deflector (Mosquito Abatement & Vector Control Flip-Up Deflector)

MAD-CPS-Mod + Model #

#### Hemmed Edges (for polished look and rounded edges)

HEM-CPS-Mod + Model #

#### CPS-Mod™ Custom Design

25" to 144" Discharge Pipes. Custom design.

Irregular Discharge Pipes. Custom design.

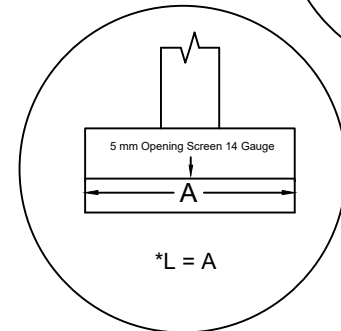
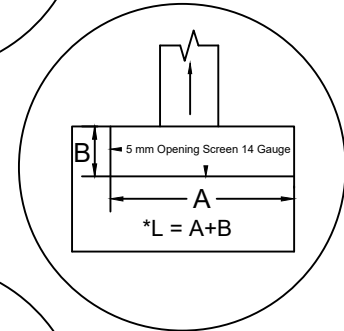
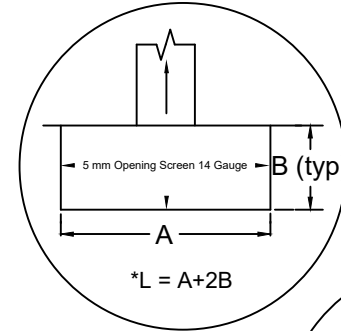
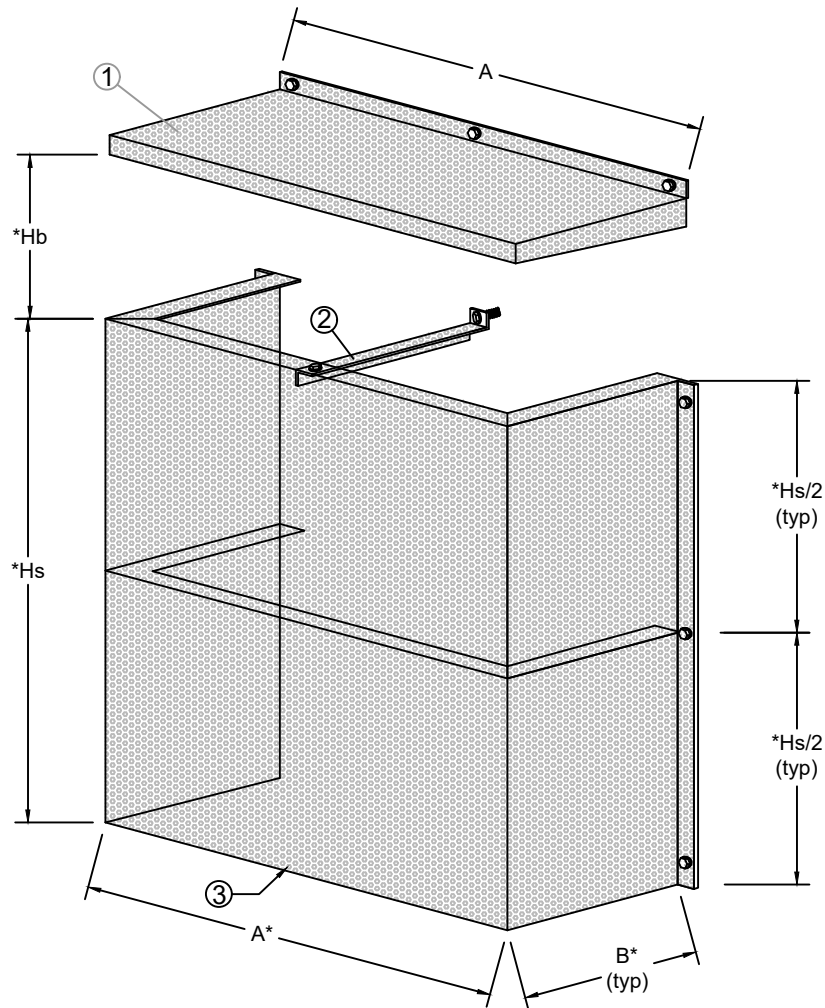
Multiple Discharge Pipes. Custom design.

Irregular Catch Basin or Inlet. Custom design.



G2 Construction, Inc.  
Connector Pipe Screen (CPS)  
Full Capture Model: G2 CPS - Modular

Patented



NOTES:

- ① TOP DEFLECTOR, AS NEEDED
- ② SUPPORT BRACKET WHEN  $A \geq 48"$ .
- ③ BOTTOM TRIM SIZED TO FIT, AS NEEDED, SEE SHEET #3.

Screen made of 304 Stainless Steel  
14 gauge, with 5 mm openings.

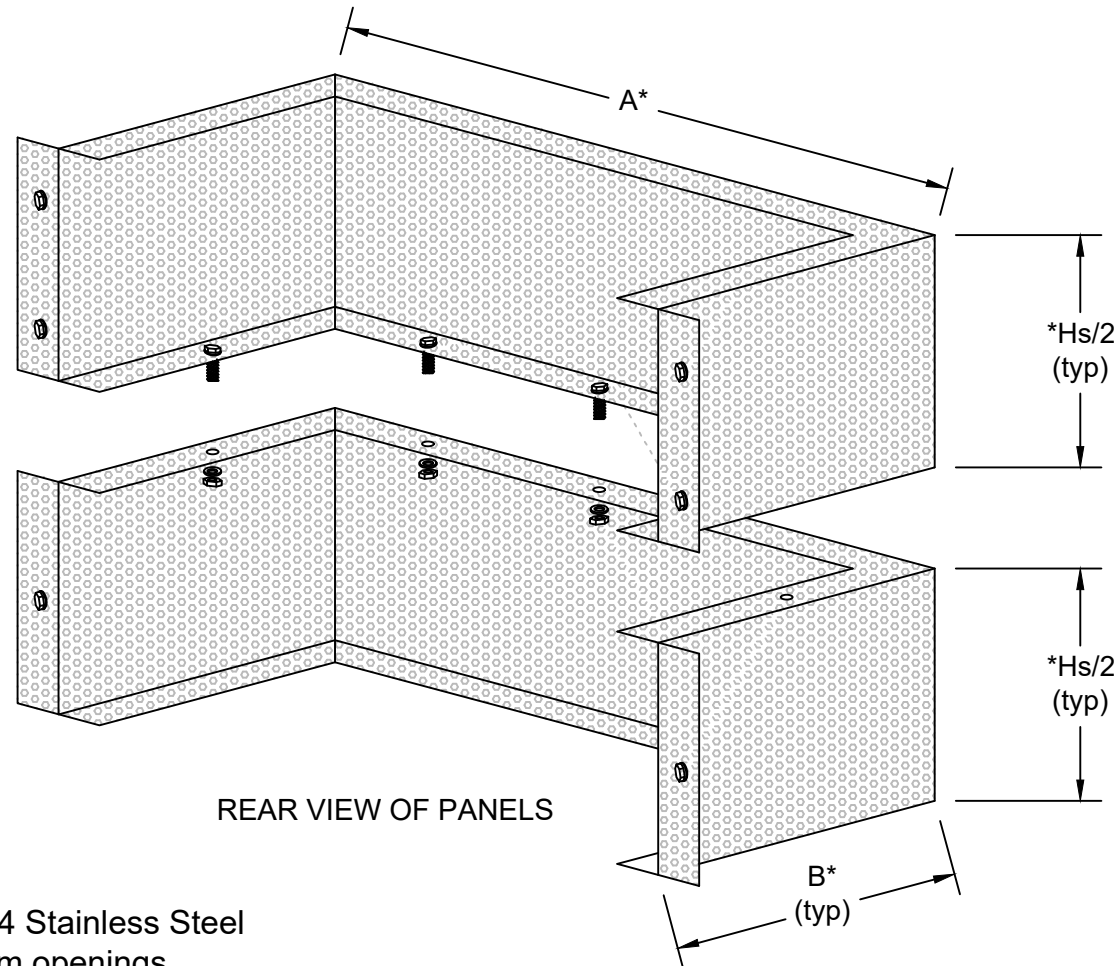
NOT TO SCALE

Manufactured and Installed Exclusively by:  
**G2 Construction, Inc.**

Office (714) 748-4242  
info@g2construction.com

CA Lic. # 801253 A, C-8, C-60  
1352 E. Borchard Avenue  
Santa Ana, CA 92705

G2 Construction, Inc.  
 Connector Pipe Screen (CPS)  
 Full Capture Model: G2 CPS - Modular  
 Patented



Screen made of 304 Stainless Steel  
 14 gauge, with 5 mm openings.

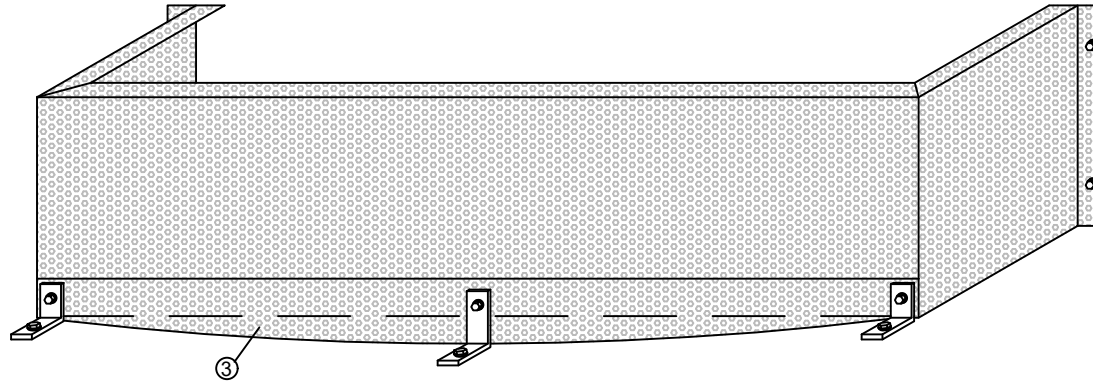
NOT TO SCALE

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G2 Construction, Inc.  
Connector Pipe Screen (CPS)  
Full Capture Model: G2 CPS - Modular  
Patented



BRACKET & MOUNTING DETAILS

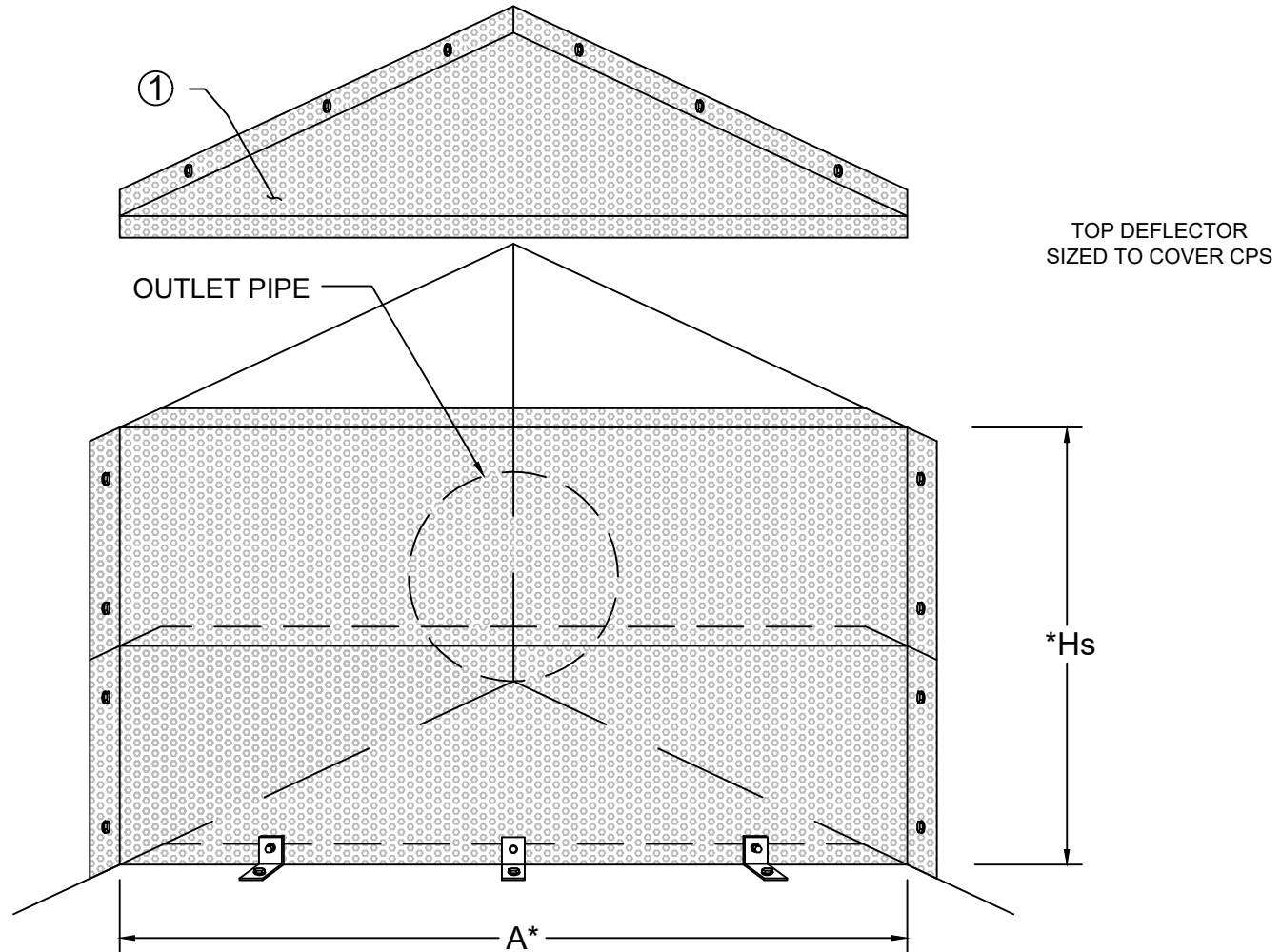
NOTE:

- ③ BOTTOM TRIM FOR IRREGULAR CATCH  
BASIN FLOOR SURFACE

Screen made from 304 Stainless Steel  
14 gauge, with 5 mm openings.

NOT TO SCALE

G2 Construction, Inc.  
Connector Pipe Screen (CPS)  
Full Capture Model: G2 CPS - Modular  
Patented



Screen made from 304 Stainless Steel  
14 gauge, with 5 mm openings.

CORNER DESIGN

NOT TO SCALE

Manufactured and Installed Exclusively by:  
**G2 Construction, Inc.**

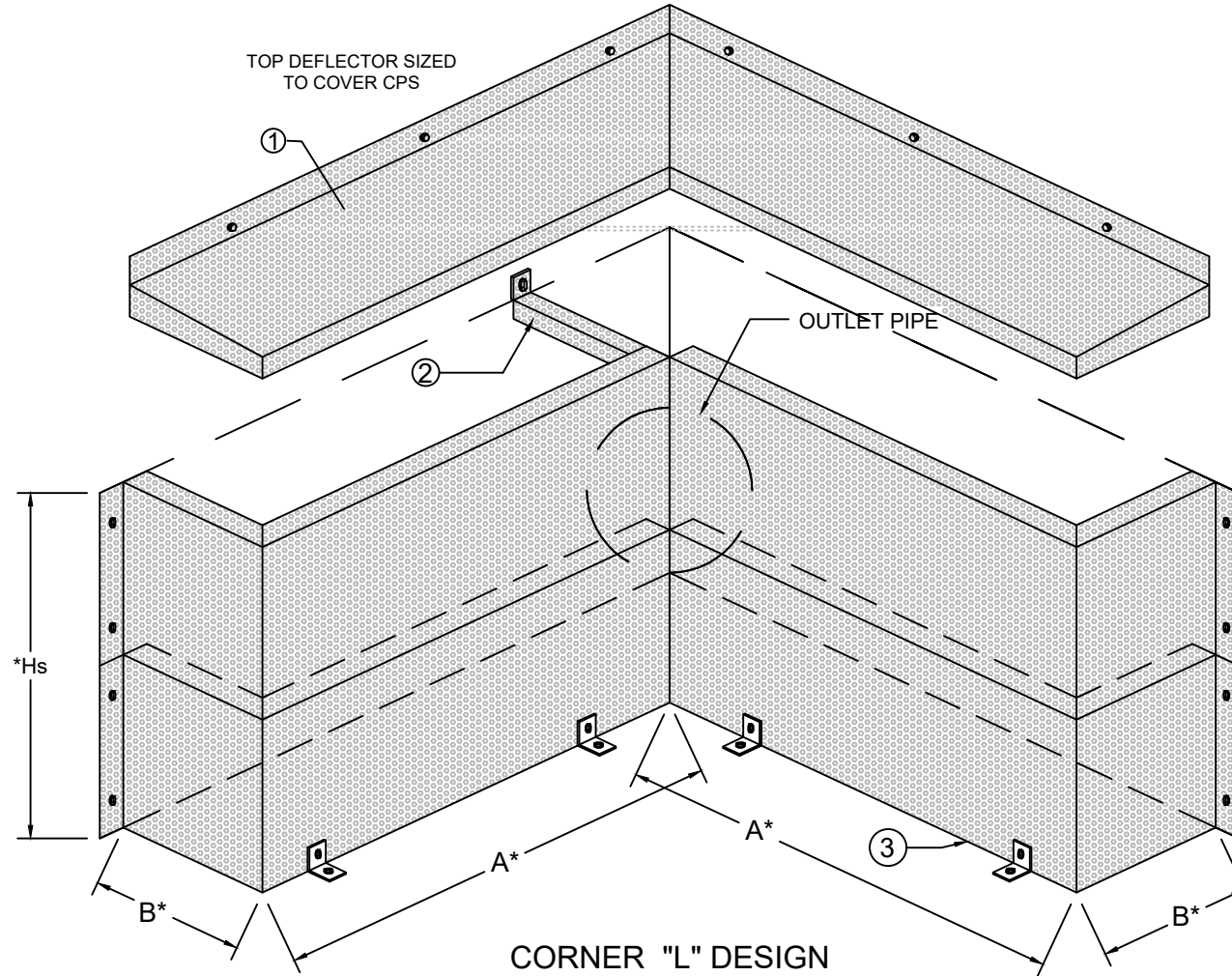
Office (714) 748-4242  
info@g2construction.com

CA Lic. # 801253 A, C-8, C-60  
1352 E. Borchard Avenue  
Santa Ana, CA 92705



G2 Construction, Inc.  
Connector Pipe Screen (CPS)  
Full Capture Model: G2 CPS - Modular

Patented



NOTES:

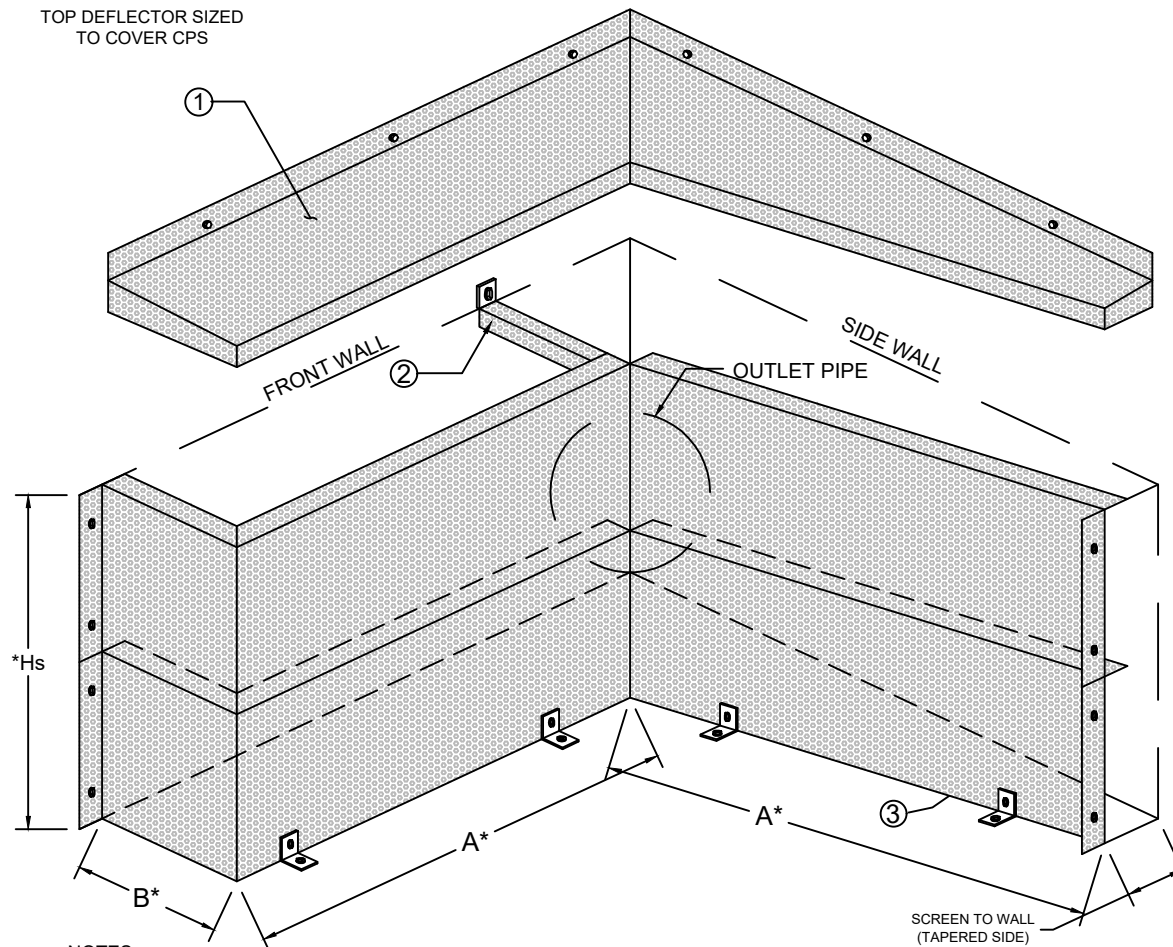
- ① DEFLECTOR SIZED TO FIT, AS NEEDED.
- ② SUPPORT BRACKET WHEN  $A \geq 48"$
- ③ BOTTOM TRIM SIZED TO FIT, AS NEEDED.

NOT TO SCALE

**G2 Construction, Inc.**  
**Connector Pipe Screen (CPS)**  
**Full Capture Model: G2 CPS - Modular**

Patented

TAPER DESIGN  
(FOR MANHOLE OPENING & STEPS CLEARANCE)



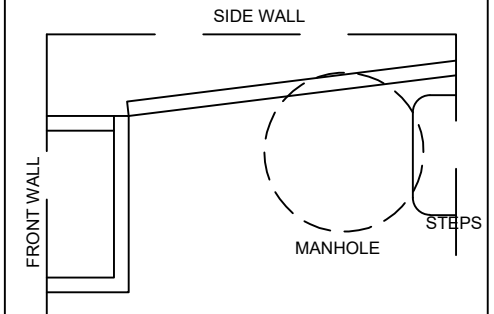
**NOTES:**

- ① DEFLECTOR SIZED TO FIT, AS NEEDED.
- ② SUPPORT BRACKET WHEN  $A \geq 48"$ .
- ③ BOTTOM TRIM SIZED TO FIT, AS NEEDED, SEE SHT #3.

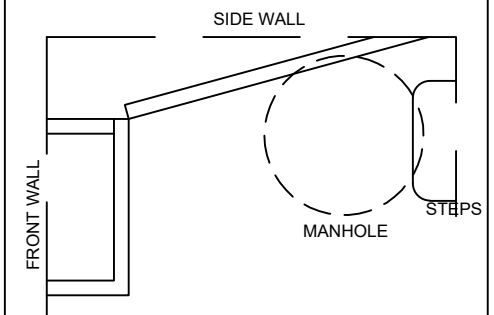
NOT TO SCALE

TOP VIEW

TAPER OPTION 1 (AS SHOWN)



TAPER OPTION 2 (INTO SIDE WALL)



Manufactured and Installed Exclusively by:  
**G2 Construction, Inc.**

Office (714) 748-4242  
info@g2construction.com

CA Lic. # 801253 A, C-8, C-60  
1352 E. Borchard Avenue  
Santa Ana, CA 92705





# ARS-CL™

## ARS CamLock Series

Patented



**G2's ARS-CL™** automatic retractable screen with CamLock technology prevents trash and debris from entering catch basins through the curb opening. Approved by LACDPW, OCTA, OCPW, SF Bay ABAG, and most agencies. Approved for Trash Amendment TRACK 2 compliance.

Reduces catch basin cleaning costs and CPS maintenance. Prevents up to 95% of trash and debris from entering the catch basin.

- Made from 304 Stainless Steel for extended life.
- Custom designed, fabricated & fitted to each curb opening. *"Made in California, USA"*
- Independent ARS-CL™ devices open and lock between all catch basin support bolts.
- Sized to meet or exceed 1-year, 1-hour storm\*.
- Professionally installed by G2.

Recommended with G2's CPS-Mod Series™





# ARS-CL™

Patented

## ARS CamLock Series

### ARS-CL™ Automatic Retractable Screen

#### Function:

- Stops all pollutants ¾ inches and larger from entering catch basins and water systems.
- Significantly reduces cleaning frequency for catch basins and CPS-Mod™ maintenance.
- Pollutants prevented from entering the catch basin:
  - Primary: plastics (food containers, bags, bottles); trash (paper, cigarette butts, cans); vegetative debris (leaves, branches, landscaping); other objects (balls, toys).
  - Secondary: pollutants absorbed by or attached to the Primary pollutants. Including from vehicles (hydrocarbons, fluids, copper, cadmium, zinc, tires, etc.), pathogens / bacteria, pesticides, nutrients, organic compounds, sediment toxicity, etc.
- Automatically unlocks and opens during storm events to prevent street flooding.
- Automatically re-locks in the closed position to prevent pollutant access.
- Low maintenance. Prevents 85-95% of trash and debris from entering the catch basin.

#### Design, Flexibility, & Approval:

- Custom designed and fabricated for each catch basin's curb opening.
- Fits any standard curb-face catch basin opening.
- Approved by Los Angeles County DPW, City of LA, Orange County DPW, OCTA, San Francisco Bay Area Water Quality Board, Contra Costa County DPW, and Agencies nationally.

#### Material & Fabrication:

- 100% stainless steel device.
- Fabricated in Orange County. *"Made in California, USA"*

#### Value:

- Significantly reduces catch basin cleaning requirements and costs.
- Low initial capital investment relative to other storm water quality BMPs. Lower long-term and total lifetime costs vs. any water quality BMP or taking no action.
- Requires no replacement filters or parts.
- Works in harmony with regular street sweeping programs.

#### Aesthetics & Environmentalism:

- Beautiful stainless steel devices add aesthetic value to streets and neighborhoods.
- Residents perceive the ARS-CL™ to be an environmental benefit and demonstrates an environmentally conscious community.

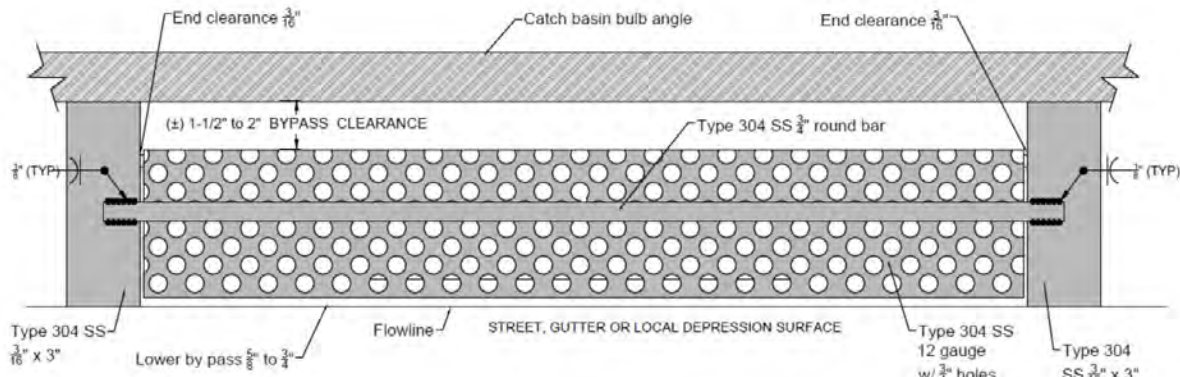
Recommended with **G2's CPS-Mod Series™** screens, for the most complete full capture system.



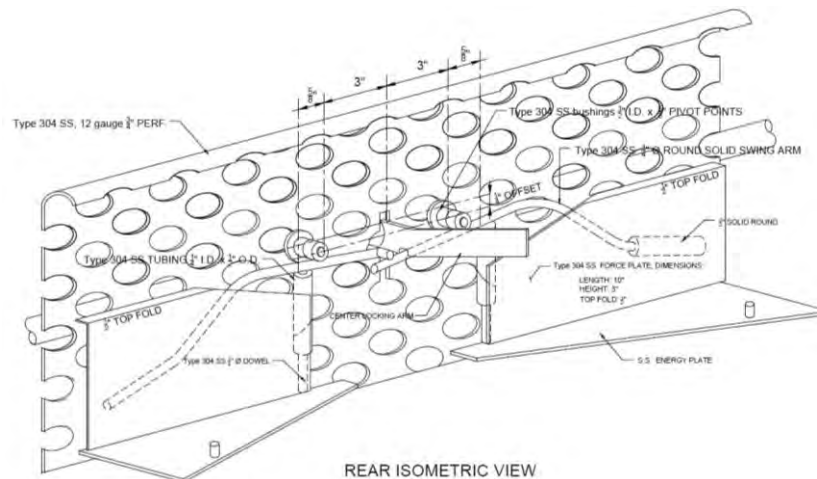
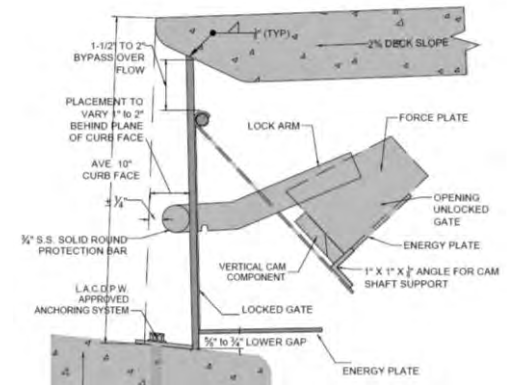
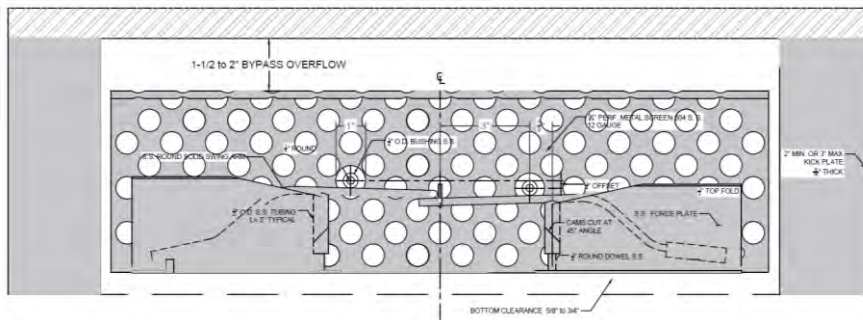
**ARS-CL™**

Patented

# ARS CamLock Series



FRONT VIEW





# ARS-CL™

Patented

## ARS CamLock Series

## SIZES & MODELS

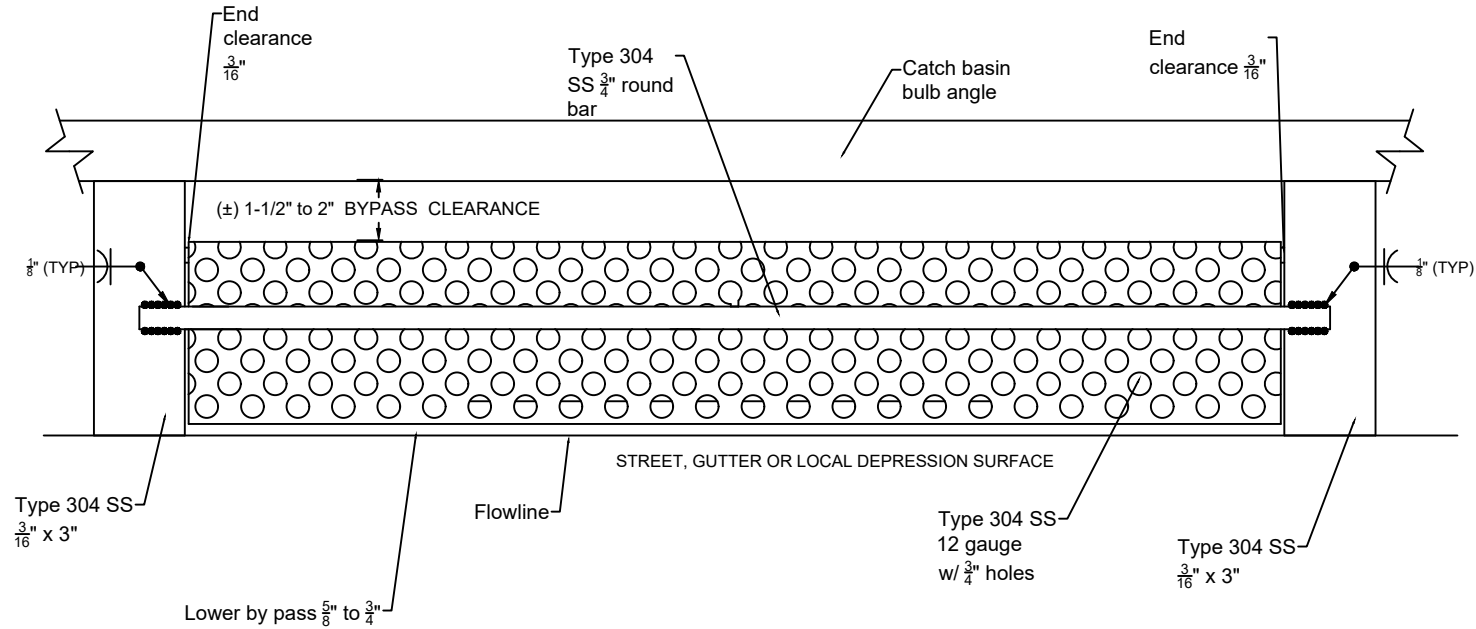
### ARS-CL™ Standard Models

| G2 Model #   | Curb Opening Width (ft) | Unique Screens |
|--------------|-------------------------|----------------|
| ARS-CL- 03.5 | <=3.5'                  | 1              |
| ARS-CL- 05   | 5'                      | 1              |
| ARS-CL- 07   | 7'                      | 2              |
| ARS-CL- 10   | 10'                     | 2              |
| ARS-CL- 14   | 14'                     | 3              |
| ARS-CL- 14x  | 14'                     | 4              |
| ARS-CL- 16   | 16'                     | 4              |
| ARS-CL- 18   | 18'                     | 4              |
| ARS-CL- 21   | 21'                     | 5              |
| ARS-CL- 21x  | 21'                     | 6              |
| ARS-CL- 28   | 28'                     | 7              |
| ARS-CL- 28x  | 28'                     | 8              |
| ARS-CL- 35   | 35'                     | 9              |
| ARS-CL- 35x  | 35'                     | 10             |

### ARS-CL™ Custom Design

Irregular Catch Basin or Inlet. Custom design.

**G2 Construction, Inc.**  
**Automatic Retractable Screen (ARS)**  
**Model: CL12™ with Double CamLock Technology™**  
 Patented



**FRONT VIEW**

NOTE #1: PROTECTION BAR AT SCREEN MID HEIGHT

DIMENSIONS FOR SCREEN VARIES BY  
 CATCH BASIN AND CUSTOMER NEEDS

DRAWING NOT TO SCALE

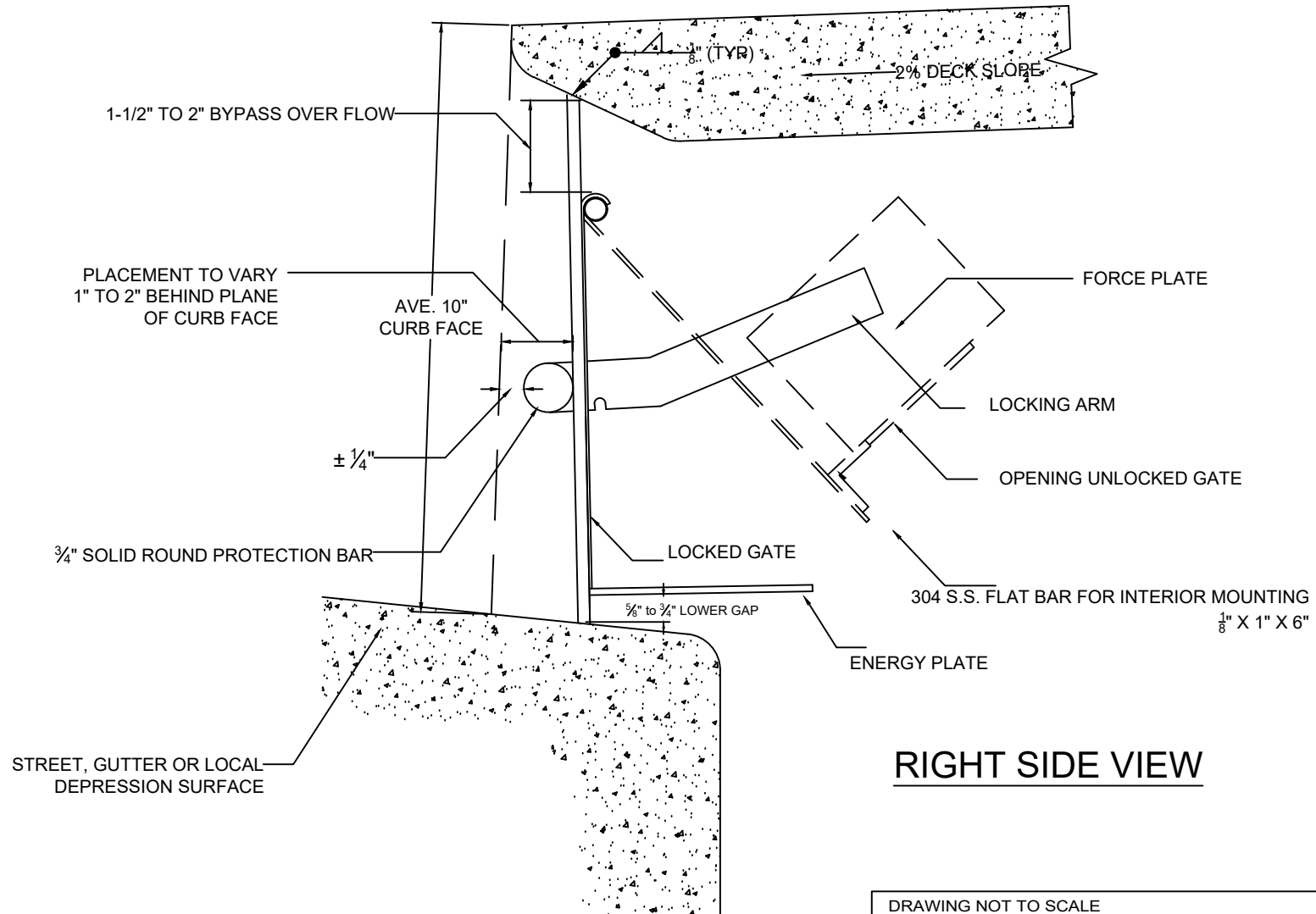
DRAWING 1 OF 4

Manufactured and Installed Exclusively by:  
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(714) 748-4242 - OFFICE  
 info@g2construction.com

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 1352 E. Borchard Ave.  
 Santa Ana, CA 92705

**G2 Construction, Inc.**  
**Automatic Retractable Screen (ARS)**  
**Model: CL12™ with Double CamLock Technology™**  
 Patented



DRAWING NOT TO SCALE

DRAWING 2 OF 4

Manufactured and Installed Exclusively by:  
**G2 Construction, Inc.**

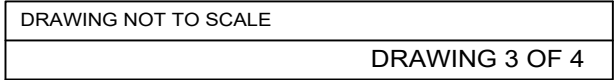
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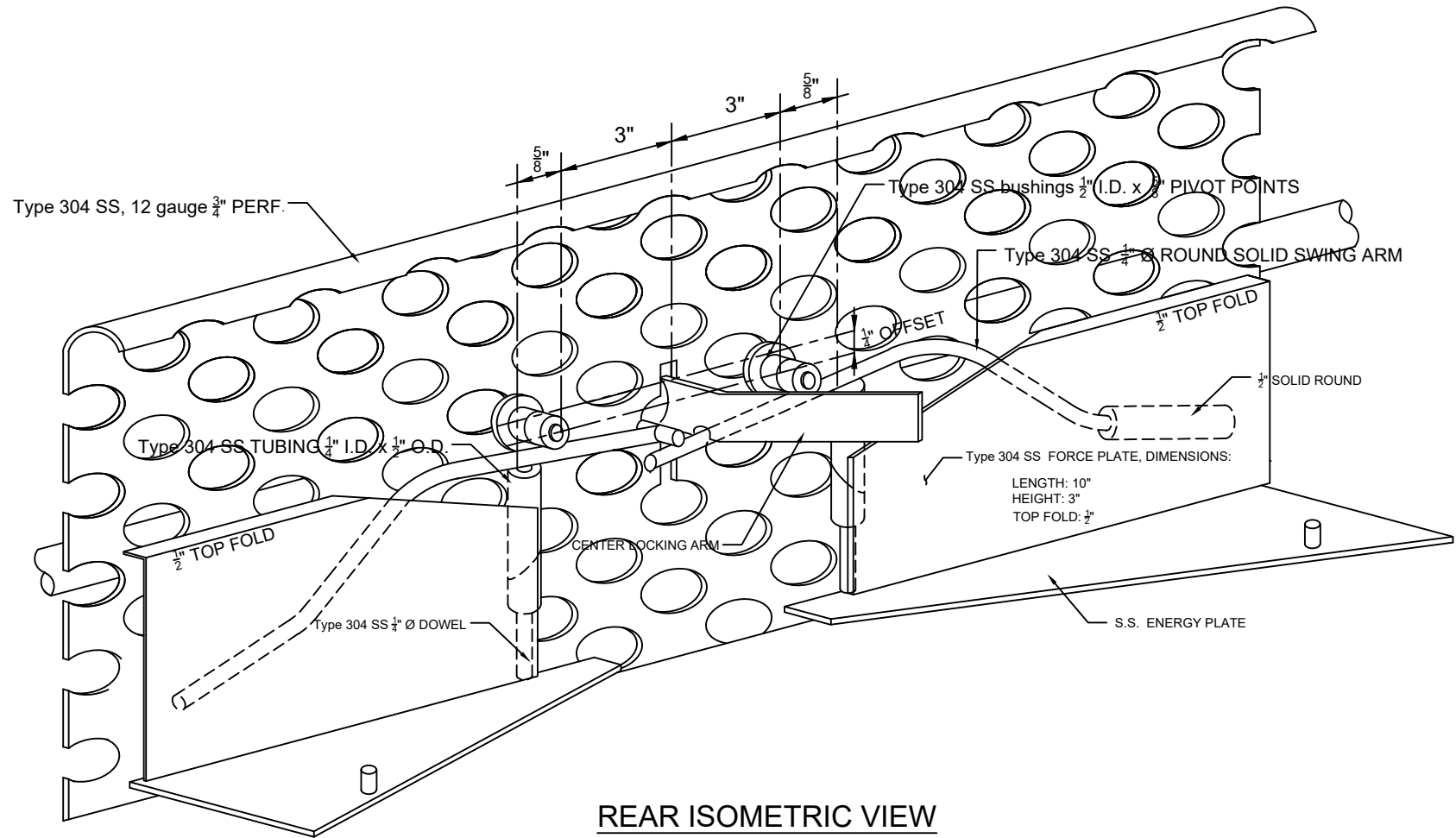


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**G2 Construction, Inc.**  
**Automatic Retractable Screen (ARS)**  
**Model: CL12™ with Double CamLock Technology™**  
 Patented



DRAWING NOT TO SCALE

DRAWING 4 OF 4

Manufactured and Installed Exclusively by:  
**G2 Construction, Inc.**

(714) 748-4242 - OFFICE  
 info@g2construction.com

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 1353 E. Borchard Ave.  
 Santa Ana, CA 92705

May, 2018

## Treated Flow Rates

### G2's ARS-CL™ curb-opening screen (Patented)

Recommended in combination with G2's CPS-Mod for full-capture certification.

| Product    | Filtered CFS |
|------------|--------------|
| G2-ARS-3.5 | 1.45         |
| G2-ARS-05  | 2.13         |
| G2-ARS-07  | 2.93         |
| G2-ARS-10  | 4.31         |
| G2-ARS-14  | 6.02         |
| G2-ARS-16  | 6.82         |
| G2-ARS-21  | 8.99         |
| G2-ARS-28  | 12.08        |

G2's ARS CL. Made of 304 stainless steel with 3/4" holes.

Regular street sweeping required. CFS calc assumes 10% screen blockage.

ARS-CL have minimum 2" bypass at top. CFS calc assumes 8" minimum curb opening height.

Catch basins with grates in front will have reduced filtration.

ARS recommended in combination with G2's CPS.

### G2's CPS-Mod™ full-capture connector pipe screen (Patented)

Recommended in combination with G2's ARS-CL to reduce catch basin cleaning requirements.

| Product                | Filtered CFS |
|------------------------|--------------|
| G2-CPS-18dp            | 4.06         |
| G2-CPS-24dp            | 6.76         |
| G2-CPS-30dp            | 10.63        |
| Larger sizes available |              |

G2's CPS-Mod. Made of 304 stainless steel with 5mm holes; certified Full-Capture by the CA State Water Board.

Regular catch basin cleanout required. CFS calc assumes 25% screen blockage.

CPS-Mod have bypass at top, sized larger than discharge pipe.

CPS recommended in combination with G2's ARS to reduce screen blockage.

# **ATTACHMENT F**

## **CITY COUNCIL RESOLUTION**

DRAFT

Scheduled for Approval: May 12, 2020



## RESOLUTION NO. 2020-05-12-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AUTHORIZING AN APPLICATION FOR FUNDS FOR THE ENVIRONMENTAL CLEANUP TIER 1 GRANT PROGRAM UNDER ORANGE COUNTY LOCAL TRANSPORTATION ORDINANCE NO. 3 FOR THE PHASE IX CATCH BASIN DEBRIS GATE PROJECT

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

WHEREAS, Orange County Local Transportation Ordinance No.3, dated July 24, 2006, and is known and cited as the Renewed Measure M Transportation Ordinance and Investment Plan makes funds available through the Environmental Cleanup Program to help protect Orange County beaches and waterways from transportation generated pollution (urban runoff) and improve overall water quality; and

WHEREAS, the Environmental Cleanup, Tier 1 Grant Program consists of funding purchases and installation to catch basins with Best Management Practices, such as screens, filters, inserts, and other "street-scale" low flow diversion projects; and

WHEREAS, OCTA has established the procedures and criteria for reviewing proposals; and

WHEREAS, the City of Laguna Hills possesses authority to nominate water quality improvement projects that have a transportation pollution nexus to finance and construct the proposed project; and

WHEREAS, by formal action the City of Laguna Hills authorizes the nomination of the Phase IX Catch Debris Gate Project, including all understanding and assurances contained therein, and authorizes the person identified as the official representative of the City of Laguna Hills to act in connection with the nomination and to provide such additional information as may be required; and

WHEREAS, the City of Laguna Hills will maintain and operate the equipment acquired and installed; and

WHEREAS, the City of Laguna Hills will give OCTA's representatives access to and the right to examine all records, books, papers or documents related to the funded Tier 1 Grant Project; and

WHEREAS, the City of Laguna Hills will cause work on the project to be commenced within a reasonable time after receipt of notification from OCTA and that the project will be carried to completion with reasonable diligence; and

WHEREAS, the City of Laguna Hills will comply where applicable with provisions of the California Environmental Quality Act, the National Environmental Policy Act, the American with Disabilities Act, and any other federal, state, and/or local laws, rules and/or regulations; and

WHEREAS, the City of Laguna Hills must include all projects funded by Net Revenues in the seven-year Capital Improvement Program as part of the Renewed Measure M Ordinance eligibility requirement; and

WHEREAS, the City of Laguna Hills authorizes a formal amendment to the seven-year Capital Improvement Program to add projects approved for funding upon approval from the Orange County Transportation Authority Board of Directors; and

WHEREAS, the City of Laguna Hills will provide a minimum of 20% in matching funds for the Phase VIII Catch Debris Gate Project as required by the Orange County Comprehensive Transportation Funding Programs Guidelines.

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

SECTION 1. The City Council of the City of Laguna Hills hereby authorizes Kenneth H. Rosenfield, P.E., City Engineer, as the official representative of the City of Laguna Hills to accept funds for the Environmental Cleanup, Tier 1 Grant Program for the Phase IX Catch Debris Gate Project.

SECTION 2. The City Council of the City of Laguna Hills agrees to fund its share of the project costs and any additional costs over the identified programmed amount.

PASSED, APPROVED, AND ADOPTED this 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
JANINE HEFT, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK

Resolution No. 2020-05-12-

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO  
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2019-  
05-14- adopted by the City Council of the City of Laguna Hills, California, at a Regular  
Meeting thereof held on the 12<sup>th</sup> day of May 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

---

MELISSA AU-YEUNG, CITY CLERK

**ATTACHMENT H**

**DRAINAGE AREA  
PRIORITY LAND USE  
KMZ Files**



**Priority Land Use (PLU) Areas**

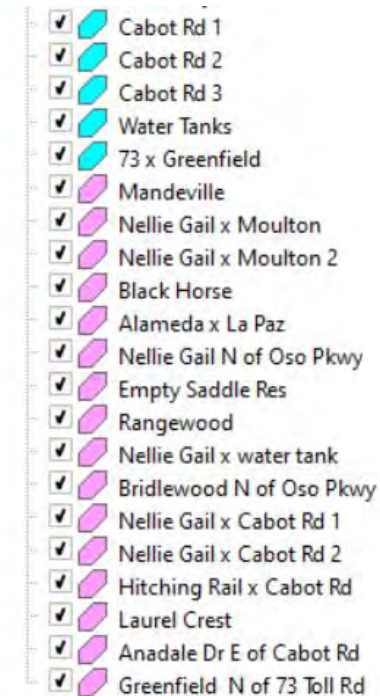
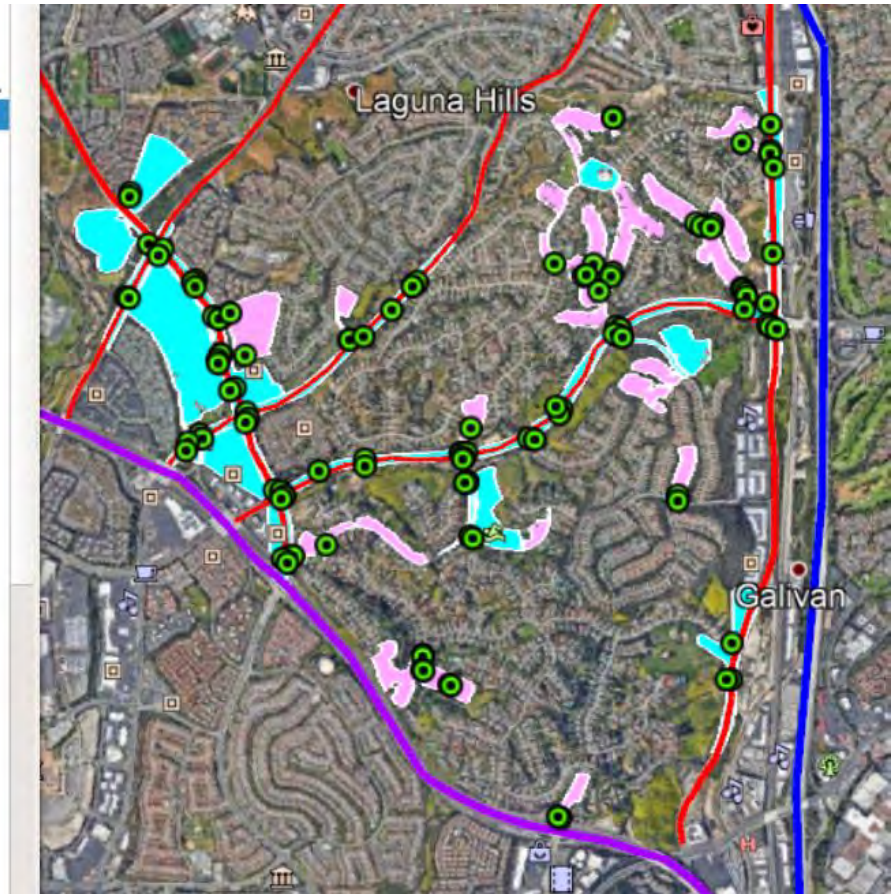
| #                          | KMZ File Name                 | PLU Reason                   | Drainage Acres   |
|----------------------------|-------------------------------|------------------------------|------------------|
| 1                          | Moulton Pkwy 0                | Arterial Roadway + Bus Stops | 2.68             |
| 2                          | Moulton HD Res - Mandeville   | High Density Residential     | 14.4             |
| 3                          | Moulton HD Res - Creekside    | High-Med Density Residential | 14.7             |
| 4                          | Alicia Pkwy x Moulton         | Arterial Roadway + Bus Stops | 9.19             |
| 5                          | Moulton Pkwy 1                | Arterial Roadway + Bus Stops | 21.5             |
| 6                          | Moulton HD Res - Lomas Laguna | High-Med Density Residential | 46.3             |
| 7                          | La Paz W of Moulton           | Arterial Roadway + Bus Stops | 5.5              |
| 8                          | La Paz E of Moulton           | Arterial Roadway + Bus Stops | 14.89            |
| 9                          | Moulton Pkwy 2                | Arterial Roadway + Bus Stops | 13.2             |
| 10                         | Moulton HD Res - Quail Crk    | High Density Residential     | 15.1             |
| 11                         | Oso Pkwy x Moulton            | Arterial Roadway + Bus Stops | 23.8             |
| 12                         | Nellie Gail- Empty Saddle     | Roadway to HD Res            | 3.3              |
| 13                         | Empty Saddle Commercial       | Mixed Commercial             | 12.8             |
| 14                         | Bridlewood S                  | Roadway to HD Res            | 2.21             |
| 15                         | Bridlewood Med-High Res       | High-Med Density Residential | 8.55             |
| 16                         | Oso Pkwy x Cabot Rd           | Arterial Roadway             | 11.2             |
| 17                         | Cabot Rd 1                    | Arterial Roadway + Bus Stops | 17.2             |
| 18                         | Cabot Rd 3                    | Arterial Roadway + Bus Stops | 3                |
| 19                         | Cabot Rd 2                    | Arterial Roadway + Bus Stops | 15.4             |
| 20                         | Water Tanks                   | Industrial                   | 5.27             |
| 21                         | 73 x Greenfield               | Arterial Roadway             | 0.73             |
| <b>Total PLU Acres:</b>    |                               |                              | <b>260.92</b>    |
| <b>Total Project Cost:</b> |                               |                              | <b>\$250,000</b> |
| <b>Cost Per PLU Acre:</b>  |                               |                              | <b>\$958.15</b>  |

**Non-PLU Areas**

| #                           | KMZ File Name              | Land Use    | Drainage Acres  |
|-----------------------------|----------------------------|-------------|-----------------|
| 1                           | Mandeville                 | Residential | 16.9            |
| 2                           | Nellie Gail x Moulton Pkwy | Residential | 3.31            |
| 3                           | Nellie Gail x Moulton 2    | Residential | 6.1             |
| 4                           | Black Horse                | Residential | 16.3            |
| 5                           | Alameda x Oso Pkwy         | Residential | 3.1             |
| 6                           | Nellie Gail N of Oso Pkwy  | Residential | 3.73            |
| 7                           | Empty Saddle Res           | Residential | 2.65            |
| 8                           | Rangewood                  | Residential | 7.99            |
| 9                           | Nellie Gail x water tank   | Residential | 5.5             |
| 10                          | Bridlewood N of Oso Pkwy   | Residential | 29.3            |
| 11                          | Nellie Gail x Cabot Rd 1   | Residential | 4.57            |
| 12                          | Nellie Gail x Cabot Rd 2   | Residential | 1.33            |
| 13                          | Hitching Rail x Cabot Rd   | Residential | 22.7            |
| 14                          | Laurel Crest S of Oso Pkwy | Residential | 9.19            |
| 15                          | Anadale E of Cabot Rd      | Residential | 4.35            |
| 16                          | Greenfield N of 73 Toll Rd | Residential | 2.92            |
| <b>Total Non-PLU Acres:</b> |                            |             | <b>139.94</b>   |
| <b>Total Project Acres:</b> |                            |             | <b>400.86</b>   |
| <b>Cost Per Acre:</b>       |                            |             | <b>\$623.66</b> |

## MAP - Laguna Hills Project X

## KMZ File List



## **ATTACHMENT H**

### **VENDOR & INSTALLER CREDENTIALS**



## CREDENTIALS & QUALIFICATIONS

### Background & Experience

G2 Construction started operations in Orange County in 2001 with strong foundations in welding, concrete construction, shop fabrication, and field work. The company began designing, fabricating, and installing catch basin curb opening automatic retractable screens (ARS) and full-capture connector pipe screens (CPS) and other stormwater protection devices for Los Angeles County Department of Public Works (LACDPW) and southern California municipalities in 2002.

Since then, G2 has fabricated and installed tens of thousands of approved catch basin inserts and screen covers on hundreds of stormwater projects in the Orange County and Los Angeles area. G2 offers complete solutions by performing project evaluation and consultation on stormwater devices and then designing, fabricating, and installing highly effective devices to meet and exceed specifications.

### G2's General Credentials

- Orange County Public Works (OCPW) and OCTA M2 Environmental Cleanup Program approved storm water quality devices:
  - o CPS-Mod™ patented Full Capture System approved by State Waterboard.
  - o GITS™ grated inlet trash screen Full Capture System approved by State Waterboard.
  - o ARS-CL™ patented automatic retractable screen.
- OCPW ranks G2 Construction as their #1 stormwater device provider (2020 RFP & 2014 RFP). Awarded Master Purchase Agreements covering 2015 - 2025.
- Los Angeles County Dept. of Public Works & City of Los Angeles Bureau of Sanitation approved products: ARS-CL™ & CPS-Mod™
- Association of Bay Area Governments (ABAG) Approved products (all)
- California Contractor Licenses: A (General Contractor), C-8 (Concrete), C60 (Welding)
- Orange County Local Small Business (OCLSB) certified. [see Attached]
- Disadvantaged Business Entity (DBE) certified. [see Attached]
- Minority Business Entity (MBE) certified. [see Attached]
- Small Business Entity (SBE) certified.



## G2's Technical Expertise

G2 Construction is at the forefront of the stormwater device industry. G2 has designed and fabricated the most advanced stormwater protection devices to solve the needs of public agencies and private developers. Our advanced methodologies for fabrication and installation have made G2 the industry leader in providing custom-fitted stainless steel catch basin inserts and curb opening screen covers.

G2 has developed a high degree of technical expertise by incorporating all phases (evaluation, consulting, design, fabrication, installation, reporting) of stormwater projects, and learning from hundreds of installed projects over the years. We have become extremely familiar with all the procedures required for success.

Our depth of knowledge and technical experience has been the result of solving many dozens of challenges and constraints of projects over two decades. This includes, among many others, solving for all the various catch basin types and sizes and conditions that we face in the field.

We've learned something new from most projects and most clients. Our experiences with cities in Orange County and throughout southern California have been very good for many years. Because many cities have developed an advanced knowledge of the industry and recognize quality and value, it makes G2's work more effective, efficient, and valuable.

Fortunately, G2's strong culture for project management helps us to organize projects effectively and manage diverse teams. This has enabled G2 to have a 100% rate of success for completing projects and within budget.

G2 provides its technical expertise and installation services throughout California and focuses on the Orange County and Los Angeles County regions.

## Letters of Reference

G2's customers provide additional insights into our qualifications. Attached are a few letters of our customer letters of recommendation.

**CONTRACT MA-080-20011478  
WITH  
G2 CONSTRUCTION, INC.  
FOR  
TRASH AND DEBRIS CAPTURE DEVICES**

THIS CONTRACT MA-080-20011478 for Trash and Debris Capture Devices ("Contract") is made and entered into as of the date fully executed by and between the County of Orange, a political subdivision of the State of California; ("County") and G2 Construction, Inc., with a place of business at 1352 E. Boarchard Ave., Santa Ana, CA 92705 ("Contractor"), with a County and Contractor sometimes individually referred to as "Party" or collectively as "Parties".

**ATTACHMENTS**

THIS CONTRACT is comprised of this document and the following Attachments, which are attached hereto and incorporated by reference into this Contract:

Attachment A – Scope of Work

Attachment B – Contractor Pricing

**RECITALS**

WHEREAS, Contractor and County are entering into this Contract for Trash and Debris Capture Devices ; and,

WHEREAS, County solicited Contract for Trash and Debris Capture Devices as set forth herein, and Contractor represented that it is qualified to provide Trash and Debris Capture Devices to the County as further set forth here; and,

WHEREAS, Contractor agrees to provide Trash and Debris Capture Devices to the County as further set forth in the Scope of Work, attached hereto as Attachment A; and,

WHEREAS, County agrees to pay Contractor based on the schedule of hourly rates set forth in Payment/Compensation, attached hereto as Attachment B; and,

WHEREAS, the County Board of Supervisors has authorized the Procurement Officer or designee to enter into a Contract for Trash and Debris Capture Services with the Contractor; and,

NOW, THEREFORE, the Parties mutually agree as follows:

**DEFINITIONS**

DPA shall mean the Deputy Purchasing Agent assigned to this Contract.

**ARTICLES**

**General Terms and Conditions:**

- A. **Governing Law and Venue:** This Contract has been negotiated and executed in the state of California and shall be governed by and construed under the laws of the state of California. In the



February 25, 2020

Re: Letter of Recommendation for G2 Construction, Inc.

**Mayor**  
Neeki Moatazedi

**Mayor Pro Tem**  
Mike James

**Council Members**  
Dwight Robinson  
Mark Tettemer  
Scott Voigts

**City Manager**  
Debra DeBruhl Rose

On behalf of the City of Lake Forest, I am pleased to provide a letter of recommendation for G2 Construction for the Trash and Debris Capture Device RFP.

G2 has been the City's installer of stormwater trash capture devices for more than six years and has installed more than 800 devices across the City, including the automatic retractable screen ("ARS") and connector pipe screen ("CPS") units. During that time, G2's service and products have exceeded expectations and as a result they have been designated as a sole source provider to the City of Lake Forest for catch basin debris capture devices.

G2's construction management is excellent, and any issues that arise are addressed in a timely manner. All the annual installation phases of the project have been completed on time and within budget. In the limited instances where installed devices have required maintenance or repair, G2 has responded promptly to completely address the City's needs. G2's capture devices have been critical to the City's compliance with the NPDES MS4 permit and we have found the ARS and CPS units to be very effective in preventing trash and debris from entering the storm sewer system.

G2 is among the City's best contractors to work with and I wish to recommend them for consideration.

Sincerely,

Jonathan Poole  
Management Analyst  
(949)461-3498





# City of Mission Viejo

## Public Works Department

Greg Rath  
*Mayor*

Brian Goodell  
*Mayor Pro Tem*

Wendy Bucknum  
*Council Member*

Trish Kelley  
*Council Member*

Edward Sachs  
*Council Member*

February 11, 2020

OC Public Works / Procurement Services  
601 North Ross Street  
Santa Ana, CA 92701

**Subject: Letter of Recommendation for G2 Construction, Inc.**

To Whom It May Concern:

G2 Construction has installed their ARS-CL screens for the City on 6 projects between 2014 - 2020. Their 2020 project also included installing their CPS-Mod full capture screens. The City applied for and won grant funds for these projects from OCTA's M2 Environmental Cleanup Program (Project X).

For each project, G2 provided a simple end-to-end solution that included field evaluations and measurements of catch basins, custom fabrication of devices, installation services, installation photos and support documentation. G2's work has been on schedule and performed without any issues.

I am pleased to offer this letter of recommendation for G2 Construction. The City has found their trash and debris devices to be very effective, and their installation work to be of high quality. The company has been very professional and dependable in their interactions with the City. We look forward to working with G2 Construction on future projects.

If you have any questions, please contact me by telephone at 949-470-8419 or by e-mail at [james@cityofmissionviejo.org](mailto:james@cityofmissionviejo.org).

Sincerely,

Joe Ames, P.E.  
Assistant City Engineer  
City of Mission Viejo

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)



February 10, 2020

Orange County Public Works  
Procurement Services  
601 N. Ross Street  
Santa Ana, CA 92701

**SUBJECT: TRASH AND DEBRIS CAPTURE DEVICES – REQUEST FOR PROPOSAL**  
**City of Seal Beach – Recommendation Letter**

To Whom It May Concern:

This letter of recommendation is in response to Orange County Public Works' Trash and Debris Capture Devices RFP. In my current capacity as the City of Seal Beach's Deputy Public Works Director/City Engineer, and previous capacity as the City of Buena Park's Assistant City Engineer, I have had the pleasure of working with G2 Construction, Inc. (G2) for the installation of multiple capture devices. OCPW's master agreement in partnership with OCTA's Environmental Cleanup Program has allowed many local agencies mitigate transportation-related pollutants. Through this, G2 has provided a seamless approach to successful project delivery, which I have no reservations recommending. The following is a list of services performed under my purview:

- 2020 Seal Beach CPS-Mod (53 screens) + ARS-CL (95 screens)
- 2019 Seal Beach CPS-Mod (55) + ARS-CL (127)
- 2018 Buena Park CPS-Mod (203) + ARS-CL (345) + GITS (38)

Should you have any questions regarding G2's performance, please feel free to reach out at (562) 431-2527, x1322 or [ilee@sealbeachca.gov](mailto:ilee@sealbeachca.gov).

Sincerely,

Iris Lee  
Deputy Public Works Director/City Engineer



---

**Department of Public Works**

DATE: February 27, 2020  
TO: Orange County Public Works  
FROM: Joe Hunt, Senior Management Analyst  
SUBJECT: Reference for G2 Construction

The City of Buena Park has worked with G2 Construction since 2015 to install CPS, ARS, and GITS devices on storm drains throughout the City's public right-of-way. The City has maintained a good working relationship with G2 Construction during that time and our projects have been completed on time and at maximum value to the City. I can recommend G2 Construction for future projects with your or other organizations based on our experiences. We have completed 4 projects with G2 Construction, resulting in over 1,500 screens installed.

Sincerely,

A handwritten signature in black ink, appearing to read "J Hunt", written over a horizontal line.

Joe Hunt, Senior Management Analyst

[jhunt@buenapark.com](mailto:jhunt@buenapark.com)

6650 Beach Blvd

Buena Park, CA 90622

(714 )562-3685



City of Anaheim  
**DEPARTMENT OF PUBLIC WORKS**

3/10/2020

Orange County Public Works  
County Procurement Office  
1300 S. Grand Avenue, Building A  
Santa Ana, CA 92705

SUBJECT: Letter Regarding G2 Construction, Inc.

To Whom It May Concern:

The City of Anaheim contracted with G2 Construction in June, 2017 for our FULL-CAPTURE CATCH BASIN SCREENS PROJECT (CPS). G2 installed 307 of their CPS-Mod full capture screens in catch basins throughout the City in Priority Land Use (PLU) areas.

G2 Construction completed the project on time and on budget, and their device installations were approved by the project's inspectors. G2 provided all the documentation required by the City to complete the project to our satisfaction. Payment in full was made and all contractual requirements were met by both G2 and the City.

The City anticipates future similar projects and would like the ability to contract with G2 Construction.

Please contact me if you have any questions.

Sincerely,

**Keith Linker, PE, CPSWQ, QSD**

Principal Civil Engineer  
Public Works Department | Development Services  
(714) 765-4141

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)



February 19, 2020

OC Public Works  
Procurement Services  
601 North Ross Street  
Santa Ana, CA 92701

**SUBJECT: LETTER OF RECOMMENDATION FOR G2 CONSTRUCTION INC.**

To Whom It May Concern:

G2 Construction was awarded a contract with the City of Los Alamitos for our CATCH BASIN ARS DEBRIS GATES project (CIP 18/19-05) as the lowest bidder in early 2019.

G2 installed more than 250 ARS-CL curb-opening screens in 109 catch basins throughout the City. The project went very smoothly from start to finish. G2's staff communicated frequently and professionally with the City, the work was performed as scheduled, and the devices work as designed.

We found the company's personnel to have a high level of knowledge about the storm water industry and to be very experienced and competent in performing quality installations. In addition to their contracted ARS installations, G2 provided us with the latitude/longitude coordinates of each installation, which is helpful for the City's records.

The City had a very good experience with G2 Construction, and we would be happy to work with them again. If you have any questions, please feel free to contact me at (562) 431-3538 xt 110 or via email at [ckelley@cityoflosalamitos.org](mailto:ckelley@cityoflosalamitos.org).

Sincerely,

**CITY OF LOS ALAMITOS**

Chris Kelley  
City Engineer





# City of La Habra

*"A Caring Community"*

## PUBLIC WORKS / ENGINEERING

110 E. La Habra Boulevard  
Post Office Box 337  
La Habra, CA 90633-0785  
Office Phone: (562) 383-4151  
[www.lahabraca.gov](http://www.lahabraca.gov)

February 24, 2020

OC Public Works / Procurement Services  
601 North Ross Street  
Santa Ana, CA 92701

SUBJECT: G2 Construction - Letter of Recommendation

To Whom It May Concern:

The City contracted with G2 Construction for four phases of the catch basin retrofit program. The City was successful securing grant funds through OCTA's M2 Environmental Cleanup Program (Project X) for each phase. G2 Construction provided field evaluation, measurement of the catch basins, custom fabricated devices, and installations for over 300 catch basins. G2's work has been on schedule and has not exceeded the contract amounts.

G2 Construction has been professional and reliable in their interactions with the City. The City has found their trash and debris devices to work effectively, and their installation work to be of good quality.

I am pleased to offer this letter of recommendation for G2 Construction. Should you have any questions, please feel free to contact me at (562) 383-4158 or by email [crangel@lahabraca.gov](mailto:crangel@lahabraca.gov).

Sincerely,

Cesar Rangel, P.E.  
Principal Engineer

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)



February 12, 2020

Orange County Public Works  
Procurement Services  
601 North Ross Street  
Santa Ana, CA 92701

SUBJECT: G2 Construction, Inc. – Letter of Recommendation

To Whom It May Concern:

The City of Lakewood contracted with G2 Construction on two projects to install State Water Board certified CPS-Mod connector pipe screens and GITS grated inlet trash screens. G2 successfully installed their products in 2016 and 2018 as part of the City's Full-Capture Catch Basin Insert Program to the satisfaction of the City. G2's personnel have been very capable, and both projects installed as scheduled.

Our experience with G2 has been very positive, and I can recommend their products and services. Their team has been very professional and responsive to our needs, and they were quick to provide field evaluations of our catch basins and recommendations for our project. Some of the City's catch basins were unique and G2 was able to manufacture customized CPS-Mod devices that allowed us to meet regulations and the City's water quality objectives.

Please feel free to contact me if you have any additional questions.

Sincerely,

Ms. Konya Vivanti  
Environmental Programs Manager  
City of Lakewood  
5050 Clark Avenue  
Lakewood CA, 90712

(562) 866-9771 ext. 2507  
kvivanti@lakewoodcity.org

# Lakewood



# CITY OF SIMI VALLEY

*Home of The Ronald Reagan Presidential Library*

February 10, 2020

Subject: Letter of Reference  
G2 Construction Inc.

To whom it may concern:

I am pleased to provide this Letter of Reference for G2 Construction, Inc. G2 Construction was awarded contracts with the City of Simi Valley for the fabrication and installation of Connector Pipe Screens (CPS) in storm drain catch basins throughout the city in fiscal year 2014/15, 2015/16, and 2016/17.

My experience with G2 Construction has been very positive. The company has been very professional and easy to work with. The quality of their work has always been excellent, they are very responsive to our needs, and deliver on their promises. Even though our projects have been smaller scale projects, I feel that we were given the same attention that would have been given to larger projects. I have been able to count on them to effectively and efficiently complete the projects within the timelines specified.

If you have any questions, please feel free to contact me at 805-583-6424 or email [kallen@simivalley.org](mailto:kallen@simivalley.org).

Sincerely,

Kay Allen  
Environmental Compliance Program Coordinator/Stormwater

City of Simi Valley  
Public Works  
500 West Los Angeles Ave  
Simi Valley CA 93065

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)



## Public Works Department

2100 Thousand Oaks Boulevard • Thousand Oaks, CA 91362  
Phone 805/449.2400 • Fax 805/449.2475 • [www.toaks.org](http://www.toaks.org)

February 12, 2020

RE: Letter of Recommendation

To Whom It May Concern:

This letter of recommendation for G2 Construction (G2) is based on their 2019 installation for the City's CATCH BASIN CPS AND INLET SCREEN IMPROVEMENT – MI 2565 project. G2 Construction was awarded the contract to manufacture and install their State Waterboard certified CPS-Mod and custom designed Curb-Opening Fixed Screen devices.

G2 Construction installed their devices in over 100 catch basins and their work was performed professionally, quickly, and with good quality. Throughout the project their personnel effectively communicated their schedule, project status, and solutions to issues. Their field manager coordinated very well with our inspector and Municipal Service Center staff. In addition, G2 provided quick response to answer our questions and concerns.

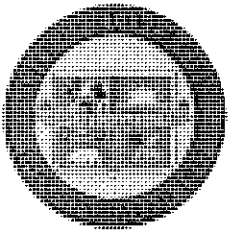
G2 Construction also provided photos of each installed device once completed. Both the CPS-Mod and Curb Screen devices have been very effective.

With our recent experience with G2 Construction, the City of Thousand Oaks recommends their products and services. Feel free to contact me if you have any questions.

Sincerely,

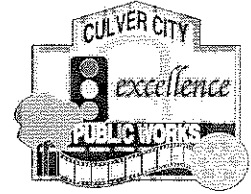
Gareth J. Madrid  
City of Thousand Oaks  
805.449.2469  
[gmadrid@toaks.org](mailto:gmadrid@toaks.org)





## PUBLIC WORKS DEPARTMENT

9770 Culver Boulevard, Culver City, California 90232



(310) 253-5600

FAX (310) 253-5626

Charles D. Herbertson, P.E., LS  
Public Works Director and  
City Engineer

Damian Skinner  
Environmental Programs and  
Operations Manager

April 21, 2015

**Subject: Letter of Recommendation for G2 Construction, Inc.**

Culver City entered into a contract with C2 Construction, Inc. (G2) in May 2014 to install Automatic Retractable Screens (ARS) and Connector Pipe Screens (CPS). Our experience with G2 began after a previous contractor ceased business operations during an earlier contract. G2 came highly recommended through several County and City sources. We rebid the project and G2 was the lowest bid.

The LACFCD Permit process was significantly simplified due to G2's ARS and CPS devices being pre-approved by the LACFCD. Also and perhaps more importantly, G2 is respected by LACFCD permit staff as a competent and responsible contractor. This reputation benefitted the project tremendously. During the water test process, the ARS pass rate was so high that the County reduced the number of tests required. This saved us time and money.

The administrative efficiency of G2 was also appreciated. Communication was frequent and installation data was ample. Submittal of final permit and grant reports was facilitated by G2's effective data organization.

G2's forces were deployed throughout the City in quiet neighborhoods and in some intense urban traffic congestion. They were careful to perform the work during hours that would mitigate traffic impacts and inconvenience to residents. There were no complaints received from any party during their work.

Ultimately G2 installed 394 ARS devices and 329 CPS devices for Culver City. This project was key to the City achieving Trash TMDL compliance. We were very pleased with the performance of G2 Construction, Inc. and recommend them without hesitation.

If there are any questions you may have, please contact me at (310) 291-2425.

Yours truly,

Steve Finton P.E.  
Senior Civil Engineer



## CITY of CALABASAS

September 12, 2014

OC Public Works / Procurement Services  
Attn: Eddie Perkins, County DPS  
300 N. Flower Street, Suite 838  
Santa Ana, CA 92703

**RE: G2 CONSTRUCTION, INC.**

To Whom It May Concern:

This letter is to inform recipients that G2 Construction, Inc. won a contract with the City of Calabasas in 2013 to install full capture storm drain debris screens on 156 catch basins on the west side of Calabasas within the Las Virgenes Creek Watershed. G2 Construction, Inc. completed the project in a timely manner to the satisfaction of the County Los Angeles and City of Calabasas inspectors.

Please contact me at (818) 224-1680 if you require additional information.

Sincerely,

Alex Farassati, Ph.D.  
Environmental Services Manager



# CITY OF WEST HOLLYWOOD

CITY HALL  
8300 SANTA MONICA BLVD.  
WEST HOLLYWOOD, CA  
90069-6216  
TEL: (323) 848-6375  
FAX: (323) 848-6564

## DEPARTMENT OF PUBLIC WORKS

September 11, 2014

Subject: Letter of Recommendation

To Whom It May Concern:

This letter is written to express the City of West Hollywood's complete satisfaction with the services provided by G-2 Construction. Since 2004, G-2 Construction has installed about 75 storm drain catch basin debris screen devices citywide. They have also provided contract work to enhance the catch basin grates with stainless steel strips to comply with the new bicycle requirements, installed or repaired damaged protection bars, and maintained broken excluders. They successfully completed several projects in our city in a professional manner, within the scheduled time, with good quality of service, and for a very reasonable price. Because of the quality of their work and attention to detail, we have never had complaints or claims from the community regarding G-2 Construction's performance.

We intend to continue our business with G-2 Construction on upcoming City projects and highly recommended G-2 Construction to your company.

If you have any questions please call me at 323-848-6338

Sincerely,

Mila Sologub, EIT  
Assistant Civil Engineer

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)

CONGRATULATIONS – Print and Save your OCLSB Certificate!  
Your business is now certified and ready to compete in a  
County competitive solicitation process as an Orange County  
Local Small Business.

|                                                                                   |                                                                                                                |                                                |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------------------------------------|
|  | THE COMPANY LISTED ON THIS CERTIFICATE MEETS<br>THE COUNTY OF ORANGE CERTIFICATION<br>REQUIREMENTS AS AN OCLSB |                                                |
| OCLSB CERTIFICATE EXPIRATION DATE:                                                |                                                                                                                | 2/28/2022                                      |
| CERTIFICATE ID:                                                                   |                                                                                                                | 2017839                                        |
| LEGAL COMPANY NAME:                                                               |                                                                                                                | G2 Construction Inc                            |
| DOING BUSINESS AS (DBA) NAME 1:                                                   |                                                                                                                |                                                |
| DOING BUSINESS AS (DBA) NAME 2:                                                   |                                                                                                                | G2 CONSTRUCTION INC                            |
| COMPANY HEADQUARTERS ADDRESS:                                                     |                                                                                                                | 1352 East Borchard Ave.<br>Santa Ana, CA 92705 |
| COMPANY PHONE NUMBER:                                                             |                                                                                                                | 714/748-4242                                   |
| COMPANY EMAIL:                                                                    |                                                                                                                | jalvarado@g2construction.com                   |
| COMPANY FAX NUMBER:                                                               |                                                                                                                |                                                |
| COMPANY WEB ADDRESS                                                               |                                                                                                                | www.g2construction.com                         |
| SERVICE AREA                                                                      |                                                                                                                | Orange                                         |




**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net



## CALIFORNIA UNIFIED CERTIFICATION PROGRAM

January 6, 2014

**CUCP #41740**  
**Metro File # 6371**

John Alvarado  
**G2 Construction, Inc**  
13331 Garden Grove Blvd, Unit K  
Garden Grove, California 92893

### RE: Disadvantaged Business Enterprise Certification

Dear John Alvarado:

We are pleased to advise you that after careful review of your application and supporting documentation, the Los Angeles County Metropolitan Transportation Authority (Metro) has determined that your firm meets the eligibility standards to be certified as a Disadvantaged Business Enterprise (DBE) as required under the U.S. Department of Transportation (U.S. DOT) Regulation 49 CFR Part 26, as amended. This certification will be recognized by all of the U.S. DOT recipients in California. Your firm will be listed in the California Unified Certification Program (CUCP) database of certified DBEs under the following specific areas of expertise that you have identified on the NAICS codes form of the application package:

| NAICS (2007) | Description                                                                                                                                                                           |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 331491       | Nonferrous Metal (except Copper and Aluminum) Rolling, Drawing and Extruding (Welding rod, uncoated, nonferrous metals (except aluminum, copper), made from purchased metals or scrap |
| 332313       | Plate work (e.g., bending, cutting, punching, shaping, welding), fabricated metal, manufacturing                                                                                      |
| 237310       | Highway, Street, and Bridge Construction (Concrete paving (i.e., highway, road, street, public sidewalk)                                                                              |

Your DBE certification applies only for the above codes. You may review your firm's information in the CUCP DBE database which can be accessed at the CUCP's website at [www.californiaucp.org](http://www.californiaucp.org). Any additions and revisions must be submitted to Metro for review and approval.

In order to ensure your continued DBE status, you are required to submit an annual No Change Declaration Form (which will be sent to you) along with supporting documentation. If no changes are noted, then your DBE status remains current. If there are changes, Metro will review to determine continued DBE eligibility. Please note, your DBE status remains in effect unless Metro notifies you otherwise.

Should any changes occur that could affect your certification status prior to receipt of the No Change Declaration Form, such as changes in your firm's name, business/mailling address, ownership, management or control, or failure to meet the applicable business size standards or personal net worth standard, please notify Metro immediately. Failure to submit forms and/or change of information will be deemed a failure to cooperate under Section 26.109 of the Regulations.

Metro reserves the right to withdraw this certification if at any time it is determined that it was knowingly obtained by false, misleading, or incorrect information. Your DBE certification is subject to review at any time. The firm thereby consents to the examination of its books, records and documents by Metro.

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)

John Alvarado  
G2 Construction  
Page 2

Congratulations, and thank you for your interest in the DBE program. Should you have any questions, please contact us at 213-922-2600. For information on Metro contracting opportunities, please visit our website at [www.metro.net](http://www.metro.net).

Sincerely,



Marilyn White  
Certification Consultant – HSW Services  
Diversity & Economic Opportunity Department

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)


**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net

January 6, 2014

**Metro File # 6371**

John Alvarado  
**G2 Construction, Inc**  
13331 Garden Grove Blvd, Unit K  
Garden Grove, California 92893

**Re: Small Business Enterprise Certification**

Dear John Alvarado:

We are pleased to advise you that after careful review of your application and supporting documentation, the Los Angeles County Metropolitan Transportation Authority (Metro) has determined that your firm meets the eligibility standards to be certified as a Small Business Enterprise (SBE) as required under Metro's SBE Program. Your firm will be listed in Metro's SBE database of certified SBEs under the following specific areas of expertise:

| NAICS (2007) | Description                                                                                                                                                                           |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 331491       | Nonferrous Metal (except Copper and Aluminum) Rolling, Drawing and Extruding (Welding rod, uncoated, nonferrous metals (except aluminum, copper), made from purchased metals or scrap |
| 332313       | Plate work (e.g., bending, cutting, punching, shaping, welding), fabricated metal, manufacturing                                                                                      |
| 237310       | Highway, Street, and Bridge Construction (Concrete paving (i.e., highway, road, street, public sidewalk)                                                                              |

Your SBE certification is good for five years from the date of this letter and applies only for the above NAICS 2007 codes. Any additions and revisions must be submitted to Metro for review and approval

After the five-year certification period, your entire file will be reviewed in order to ascertain continued SBE certification status. You will be notified of the pending SBE status review and any documentation updates necessary prior to the expiration date.

Also, should any changes occur that could affect your certification status prior to receipt of the renewal application, such as changes in your firm's name, business/mailling address, ownership, management or control, or failure to meet the applicable business size standards or personal net worth standard, please notify Metro immediately.

Metro reserves the right to withdraw this certification if at any time it is determined that it was knowingly obtained by false, misleading, or incorrect information. Your SBE certification is subject to review at any time. The firm thereby consents to the examination of its books, records, and documents by Metro.

Congratulations, and thank you for your interest in Metro's SBE Program. Should you have any questions, please contact us at 213-922-2600. For information on Metro contracting opportunities, please visit our website at www.metro.net.

Sincerely,

Marilyn White  
Certification Consultant, HSW Services  
Diversity & Economic Opportunity Department

Attachment: Grant Application to OCTA Project X 2020 (2102 : Grant App OCTA ECP Phase IX Catch Basin Debris Gates)



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020

**TO:** Mayor and Council Members

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

**ISSUE:** Resolution Adopting a List of Street Maintenance Projects for Fiscal Year 2020-2021 Funded By SB 1: the Road Repair and Accountability Act of 2017

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**RECOMMENDATION:** That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, adopting a list of street maintenance projects for Fiscal Year 2020-2021 funded by SB1: The Road Repair and Accountability Act of 2017."

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#### **SUMMARY:**

In April 2017, the Road Repair and Accountability Act was enacted into law establishing a new funding source intended to address deferred maintenance and infrastructure investment on the state highway system and the local street and road system. In order to utilize this funding, the California Transportation Commission (CTC) established guidelines requiring an annual submittal of project lists and other reporting requirements. The City's adopted Capital Improvement Program Budget does identify eligible projects for the expenditure of these street maintenance funds, the biennial Citywide Street Maintenance Project, CIP No. 101. In keeping with the City's approach to maximize the value of this funding, two fiscal years' worth of funding are combined for fiscal benefit and administrative efficiency. The next street maintenance project will be in Fiscal Year 2021-2022. Adoption of the attached Resolution will meet the reporting requirements established by the CTC and maintain the City's eligibility to receive the Road Repair and Accountability Act funding.



## Road Projects for Fiscal Year 2020-2021 RMRA Funding

May 12, 2020

Page 2

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### **BACKGROUND:**

The Road Repair and Accountability Act of 2017 (SB 1) was passed by the California Legislature on April 6, 2017, and signed into law by Governor Brown on April 28, 2017. The Act raises over \$5 billion per year for transportation infrastructure improvements and established the Road Maintenance and Rehabilitation Account (RMRA). The funding distribution formula is population based from the following taxes enacted by the Road Repair and Accountability Act of 2017: 12 cent per gallon gasoline excise tax, 20 cent per gallon diesel fuel excise tax, miscellaneous state transportation improvement fees, and transportation loan repayments. The funding began in November 2017 and the City has received annual funding which is being applied to each of the planned biennial Street Maintenance Projects included in the Budget as CIP No. 101.

In accordance with guidelines issued by the CTC for an agency to maintain eligibility to receive RMRA funding, the City must comply with all requirements, including submitting annual project reporting to the CTC. This reporting includes developing and submitting a list of projects to the CTC by May 1<sup>st</sup>, as well as reporting project expenditures to the CTC following the end of each fiscal year. Staff did submit the required documents to the CTC prior to this year's May 1<sup>st</sup> deadline, which allows the City Council to act on this matter, including the adoption of the required attached Resolution, after that date.

In addition, in order to receive RMRA funds, cities and counties must meet and report upon a minimum "maintenance of effort" (MOE) expenditure requirement to ensure that these new road funds do not supplant existing levels of general revenue spending on streets and roads. The MOE report is submitted by Staff on an annual basis and the City continues to meet this requirement.

In keeping with the City's approach to maximize the value of this funding, two fiscal years' worth of funding will be combined for fiscal benefit and administrative efficiency. Hence, the funding for the next fiscal year will be reserved and combined with the following fiscal year's funding for one larger project in Fiscal Year 2021-2022. The next project will be known as CIP No. 101-L and will maintain and preserve selected residential streets in Zones B and F of the Pavement Management Plan as further described on Exhibit A to the attached Resolution.

## Road Projects for Fiscal Year 2020-2021 RMRA Funding

May 12, 2020

Page 3

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### **FISCAL IMPACT:**

The ability of the City to gain access to the Road Rehabilitation and Accountability Act of 2017 (SB1) funding requires the adoption of an annual Resolution which conforms to the guidelines promulgated by the CTC. The Fiscal Year 2020-2021 RMRA funding will be held and combined with the Fiscal Year 2021-2022 RMRA funding for a single project known as CIP No. 101-L. The RMRA funding, for the two years of allocation, will provide the City with over an additional \$1 million for streets and roads maintenance and improvement. These funds, combined with other forms of Highway User Tax Account funds will provide an overall project funding in the projected amount of \$2,700,000.

### **ATTACHMENTS:**

- Resolution SB1 FY2020-2021

## RESOLUTION NO. 2020-05-12-X

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF LAGUNA HILLS, CALIFORNIA, ADOPTING  
A LIST OF STREET MAINTENANCE PROJECTS  
FOR FISCAL YEAR 2020-2021 FUNDED BY SB 1:  
THE ROAD REPAIR AND ACCOUNTABILITY ACT  
OF 2017

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

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017), was passed by the Legislature and signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Laguna Hills (City) are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt by resolution, a list of all projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA) created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City, will receive an estimated \$596,295 in RMRA funding in Fiscal Year 2020-2021 from SB 1; and

WHEREAS, this is the fourth year in which the City is receiving SB1 funding and will enable the City to continue essential road maintenance and rehabilitation projects that would not have otherwise been possible without SB1; and

WHEREAS, the City utilized its Pavement Management Plan (PMP) to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate the approximate 102 centerline mile segments of streets; and

WHEREAS, the City's 2018 Pavement Management Plan determined the City's streets and roads are in a good condition and this revenue will help maintain the overall quality of our road system and over the next decade and maintain the City streets and roads in a good condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide; and

WHEREAS, for fiscal benefit and administrative efficiency, the City schedules its street maintenance capital improvement projects on a biennial basis.

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.

SECTION 2. The Fiscal Year 2020-2021 Capital Improvement Program project for street maintenance shall be combined with the Fiscal Year 2021-2022 Capital Improvement Program project, hereinafter "Combined Project", covering selected streets within "Zone B" and "Zone F" of the Pavement Management Plan, providing two-years of funding for fiscal benefit and administrative efficiency.

SECTION 3. The list of the Combined Project streets planned to be funded with Road Maintenance and Rehabilitation Account revenues include all streets shown on Exhibit A, attached hereto and incorporated herein.

PASSED, APPROVED, AND ADOPTED this 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
JANINE HEFT, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK



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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2020-05-12-X adopted by the City Council of the City of Laguna Hills, California, at a Regular Meeting thereof held on the 12<sup>th</sup> day of May 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

---

MELISSA AU-YEUNG, CITY CLERK

EXHIBIT A  
SB1 PROJECT LIST  
FOR

FY 2020-2021 & FY 2021-2022 COMBINED PROJECT LIST  
(Inclusive of asphalt concrete repairs, resurfacing with slurry seal, ADA access ramp construction, sidewalk repairs, traffic control and restriping work)

ANTICIPATED CONSTRUCTION START FALL 2021

ESTIMATED USEFUL LIFE OF IMPROVEMENTS – 10 YEARS

| STREET NAME   | FROM              | TO                | ZONE |
|---------------|-------------------|-------------------|------|
| ANVIL         | FARRIER           | END               | B    |
| APPALOOSA     | LA PAZ            | MUSTANG           | B    |
| BOOTSTRAP     | GALLUP            | END               | B    |
| BUSKSKIN      | NELLIE GAIL       | BUCKBOARD         | B    |
| BUCKBOARD     | BUCKSKIN          | NELLIE GAIL       | B    |
| BUCKLESTONE   | NELLIE GAIL       | END               | B    |
| BROKEN BIT    | BUCKSKIN          | END               | B    |
| BRIDLEWOOD    | NELLIE GAIL       | OSO               | B    |
| CHAPARRAL     | NELLIE GAIL       | END               | B    |
| DAPPLE GRAY   | NELLIE GAIL SOUTH | NELLIE GAIL NORTH | B    |
| DESERT TRAIL  | NELLIE GAIL       | END               | B    |
| FARRIER       | MUSTANG           | END               | B    |
| FLINTLOCK     | BRIDLEWOOD        | END               | B    |
| GALLUP        | NELLIE GAIL       | LA PAZ            | B    |
| GLEN CANYON   | NELLIE GAIL       | END               | B    |
| HIGHPLAINS    | GLEN CANYON       | END               | B    |
| HITCHING RAIL | CABOT ROAD        | NELLIE GAIL       | B    |
| HORESHOE      | RED CORRAL        | END               | B    |
| HOUSTON TRAIL | NELLIE GAIL       | END               | B    |
| MT. DIABLO    | GLEN CANYON       | END               | B    |
| MUSTANG       | APPALOOSA         | NELLIE GAIL       | B    |
| NELLIE GAIL   | CABOT             | OSO               | B    |
| OROVILLE      | MT. DIABLO        | END               | B    |
| PRAIRIESTONE  | HITCHING RAIL     | NELLIE GAIL       | B    |
| POKER FLATS   | NELLIE GAIL       | END               | B    |
| PECOS         | HITCHING RAIL     | END               | B    |
| RED CORRAL    | MUSTANG           | NELLIE GAIL       | B    |
| RANGEWOOD     | GALLUP CIR        | END               | B    |
| RICH SPRING   | HITCHING RAIL     | END               | B    |
| SADDLE ROCK   | BRIDLEWOOD        | END               | B    |
| SADDLE HORN   | BUCKSKIN          | END               | B    |

|               |               |               |   |
|---------------|---------------|---------------|---|
| SHERIFF       | NELLIE GAIL   | END           | B |
| SPUR BRANCH   | HITCHING RAID | END           | B |
| STETSON       | BUCKBOARD     | END           | B |
| SORRELL       | BUCKSKIN      | END           | B |
| SILVER SADDLE | BUCKSKIN      | END           | B |
| TOMBSTONE     | OSO           | HITCHING RAIL | B |
| WATERWHEEL    | HITCHING RAIL | END           | B |
| WILDVIEW      | DAPPLE GRAY   | END           | B |

|                |                   |                   |   |
|----------------|-------------------|-------------------|---|
| ALCALDE        | VERDUGO           | PERALTA           | F |
| ADAMO          | SORESINA          | END               | F |
| ANCONA         | TREVISO           | END               | F |
| BARBERA        | SANTA VITTORIA    | PESARO            | F |
| BIANCO         | MARSALA           | END               | F |
| COMMERCE CTR   | AVE DE LA CARLOTA | END               | F |
| COLONNA        | SORESINA          | PESARO            | F |
| CREMONA        | TARANTO           | END               | F |
| CATANIA        | CREMONA           | END               | F |
| DEL LAGO       | LAKE FOREST       | ALCALDE           | F |
| EL PACIFICO    | MOULTON           | END               | F |
| FORMELLO       | BARBERA           | END               | F |
| GENOVA         | PALERMO           | END               | F |
| GRAVINO        | PESARO            | END               | F |
| LA CADENA      | PERALTA           | VERDUGO           | F |
| LOMBARDI       | PESARO            | END               | F |
| LIPARI         | TERAMO            | END               | F |
| MODINA         | FORMELLO          | END               | F |
| MESSINA        | COLONNA           | END               | F |
| MARSALA        | BARBERA           | END               | F |
| MILANO         | TERANTO           | MONTOVA           | F |
| MONTOVA        | MILANO            | END               | F |
| MILL CREEK     | LAKE FOREST       | RIDGE ROUTE       | F |
| NAPOLI         | PALERMO           | END               | F |
| PLAZA POINTE   | SOUTH POINTE      | AVE DE LA CARLOTA | F |
| PERALTA        | RIDGE ROUTE       | LA CADENA         | F |
| PESARO         | SAN REMO          | END               | F |
| PADOVA         | MARSALA           | END               | F |
| PALERMO        | SAN REMO          | TARANTO           | F |
| RIMINI         | SAN REMO          | END               | F |
| RIDGE ROUTE    | MOULTON           | SANTA VITTORIA    | F |
| SAVANO         | BARBERA           | END               | F |
| SORESINA       | ADAMO             | TERAMO            | F |
| SAN DONA       | GENOVA            | END               | F |
| SANTA VITTORIA | LAKE FOREST       | SANTA MARIA       | F |

|              |                |             |   |
|--------------|----------------|-------------|---|
| SAN REMO     | SANTA VITTORIA | SANTA MARIA | F |
| SOUTH POINTE | PERALTA        | END         | F |
| TERRA        | LA CADENA      | END         | F |
| TERNI        | SORESINA       | END         | F |
| TERAMO       | SAN REMO       | MARSALA     | F |
| TREVISO      | NAPOLI         | END         | F |
| TARANTO      | TREVISO        | VERONA      | F |
| TARANTO      | VENICIA        | SAN REMO    | F |
| TORINO       | TARANTO        | END         | F |
| VISTA GRANDE | PERALTA        | END         | F |
| VERDUGO      | ALCALDE        | LA CADENA   | F |
| VERONA       | TARANTO        | END         | F |
| VENISIA      | TARANTO        | END         | F |





# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Donald J. White  
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

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

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#### **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 3, 2020, there were more than 3.53 million worldwide cases of COVID-19, and 248,000 deaths. Locally, there were 2,743 confirmed cases and 52 deaths in Orange County. Since then, the worldwide cases have increased to more than 3.88 million and the worldwide deaths have increased to more than 271,000. County-wide, the number of confirmed cases have increase from 2,743 to 3,092 and deaths have increased from 52 to 66. 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 every fourteen (14) days until the emergency is terminated.

## Continuing Local Emergency and Confirmation of Executive Orders

May 12, 2020

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### **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 (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

## Continuing Local Emergency and Confirmation of Executive Orders

May 12, 2020

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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.

As to the continuing need for the proclamation of emergency and the rules, measures, and orders issued to date by the City Council, the following facts are instructive. As of May 3, 2020, there were more than 3.53 million worldwide cases of COVID-19, and 248,000 deaths. Locally, there were 2,743 confirmed cases and 52 deaths in Orange County. Between May 3, 2020, and the date of publication of this staff report (May 8, 2020), the worldwide cases have increased to more than 3.88 million and the worldwide deaths have increased to more than 271,000. County-wide cases have increase from 2,743 to 3,092 and county-wide deaths have increased from 52 to 66. These figures continue to grow on a daily basis. The rate of infection, potential impact to health care systems, and the threat to public health and safety have not abated. The state of local emergency continues to exist.

It is recommended that the City Council review the necessity for continuing the local emergency related to the COVID-19 pandemic. Based on the recommendations of the Director of Emergency Services/City Manager and the Chief of Police Services, it has been determined that the need for the locally declared emergency, pursuant to

## Continuing Local Emergency and Confirmation of Executive Orders

May 12, 2020

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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 18<sup>th</sup> 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 18<sup>th</sup> day of March 2020.

(SEAL)

  
MELISSA AU-YEUNG, CITY CLERK



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Melissa Au-Yeung  
Deputy City Manager  
**ISSUE:** Approval of Resolutions Related to the November 3, 2020, General Municipal Election

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**RECOMMENDATION:** That the City Council adopt the following Resolutions entitled:

- 1) "A Resolution of the City Council of the City of Laguna Hills, California, calling for the holding of a General Municipal Election to be held on Tuesday, November 3, 2020, for the election of certain officers as required by the provisions of the laws of the State of California relating to General Law Cities;" and
  - 2) "A Resolution of the City Council of the City of Laguna Hills, California, requesting the Board of Supervisors of the County of Orange to consolidate a General Municipal Election to be held on November 3, 2020, with the Statewide General Election to be held on the same date pursuant to Section 10403 of the Elections Code;" and
  - 3) "A Resolution of the City Council of the City of Laguna Hills, California, adopting regulations for candidates for elective office pertaining to Candidates' Statements submitted to the voters at an election to be held on Tuesday, November 3, 2020."
- 

#### **SUMMARY:**

Pursuant to Laguna Hills Municipal Code Section 1-24.010, the City's General Municipal Elections are held in November of even-numbered years, concurrent with the Statewide General Elections. The next General Municipal Election in the City of Laguna Hills will be held on November 3, 2020. Two City Council seats will



## Resolutions Related to the Calling of the General Election on November 3, 2020

May 12, 2020

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be available at that time, each serving a full term of four years. In order to move forward with the election, the City Council must adopt the proposed Resolutions calling for the election and requesting consolidation through the Registrar of Voters of the County of Orange. The approved Resolutions must be filed with both the Orange County Board of Supervisors and the Registrar of Voters.

The nomination period for the two City Council seats is July 13, 2020, to August 7, 2020. Pursuant to Section 10225 of the Elections Code, if an eligible incumbent for the office of City Council Member does not file his or her declaration of candidacy by August 7, 2020, there is a five-day extension allowed for any person other than the incumbent to file a declaration of candidacy for such office. If the nomination period for the office of Council Member is extended, the filing period will end August 12, 2020.

Resolution No. 94-07-12-1 provides for a special runoff election for elective offices in the event of a tie vote. That Resolution is in effect until repealed by the City Council. With two seats open for this election, if there is a tie vote for the second seat a special runoff election will be held.

The City Council must also adopt the proposed Resolution pertaining to regulations for Candidate Statements. Since its incorporation the City of Laguna Hills has, as a matter of course for each election, adopted a Resolution limiting Candidate Statements to a maximum of 200 words. It should be noted that the California Election Code Section 13307 does allow the City Council to increase the limitations on words for the Candidate Statements from 200 to 400. Historically, the City Council has not authorized the word increase in order to keep the cost down for the candidates. The Candidates' Statements are included in the Sample Ballot prepared and distributed by the Orange County Registrar of Voters. It is optional for each candidate to submit a Candidate's Statement; however, it is recommended that any candidate who chooses to submit a Candidate Statement pay for the costs of translating, printing, and mailing of the statement. Upon submission of nomination papers, candidates would be required to submit a deposit to the City for this purpose.

Staff recommends that the City Council adopt the three attached Resolutions pertaining to the upcoming General Municipal Election to be held on November 3, 2020.

Resolutions Related to the Calling of the General Election on November 3, 2020  
May 12, 2020  
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**FISCAL IMPACT:**

The City has budgeted \$27,000 for the 2020 General Municipal Election.

**ATTACHMENTS:**

- Proposed Resolution Calling General Election
- Proposed Resolution Consolidating Election
- Proposed Resolution Regulating Candidate Statements

## RESOLUTION NO. 2020-05-12-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2020, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on Tuesday, November 3, 2020, for the election of Municipal Officers;

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

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Laguna Hills, California, on Tuesday, November 3, 2020, a General Municipal Election for the purpose of electing two Members of the City Council for the full term of four years.

SECTION 2. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 3. That the City Clerk is authorized, instructed, and directed to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment, and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 4. That the polls for the election shall be open at seven o'clock a.m. of the day of the election and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Election Code Section 10242, except as provided in Section 14401 of the Elections Code of the State of California.

SECTION 5. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 6. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form, and manner as required by law.

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

SECTION 8. The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

PASSED, APPROVED, AND ADOPTED this 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
JANINE HEFT, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2020-05-12-X adopted by the City Council of the City of Laguna Hills, California, at a Regular Meeting thereof held on the 12<sup>th</sup> day of May 2020, by the following vote:

AYES:

NOES

ABSENT:

ABSTAIN:

(SEAL)

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK

## RESOLUTION NO. 2020-05-12-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF ORANGE TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2020, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE SAME DATE PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE

WHEREAS, the City Council of the City of Laguna Hills called a General Municipal Election to be held on November 3, 2020, for the purpose of the election of two Members of the City Council; and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Statewide General Election to be held on the same date and that within the City the precincts, polling places, and election officers of the two elections be the same, and that the Registrar of Voters of the County of Orange canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election;

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

SECTION 1. That pursuant to the requirements of Section 10403 of the Elections Code, the Board of Supervisors of the County of Orange is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General Election on Tuesday, November 3, 2020, for the purpose of the election of two Members of the City Council.

SECTION 2. That the Registrar of Voters of the County of Orange is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. The election will be held and conducted in accordance with the provisions of law regulating the statewide election.

SECTION 3. That the Board of Supervisors is requested to issue instructions to the Registrar of Voters of the County of Orange to take any and all steps necessary for the holding of the consolidated election.

SECTION 4. That the City of Laguna Hills recognizes that additional costs will be incurred by the County of Orange by reason of this consolidation and agrees to reimburse the County for any costs.



SECTION 5. That the City Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the Registrar of Voters of the County of Orange.

SECTION 6. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
JANINE HEFT, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2020-05-12-x adopted by the City Council of the City of Laguna Hills, California, at a Regular Meeting thereof, held on the 12<sup>th</sup> day of May 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK

## RESOLUTION NO. 2020-05-12-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES' STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2020

WHEREAS, Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement;

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

SECTION 1. GENERAL PROVISIONS. That pursuant to Section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of Laguna Hills on November 3, 2020, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age, and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. In addition to these restrictions, pursuant to Section 13308, any candidate statement shall be limited to a recitation of the candidate's own personal background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

SECTION 2. FOREIGN LANGUAGE POLICY.

A. Pursuant to the Federal Voting Rights Act, candidates' statements will be translated into all languages required by the County of Orange. The County is required to translate candidates' statements into the following languages: Spanish, Chinese, Korean, and Farsi.

B. The County will mail separate voter information guides and candidates' statements in Spanish, Chinese, Korean, and Farsi to only those voters who are on the County voter file as having requested a voter information guide in a particular language. The County will make the voter information guides and

candidates' statements in the required languages available at all polling places, on the County's website, and in the Election Official's office.

### SECTION 3. PAYMENT.

#### A. Translations.

1. The candidate shall be required to pay for the cost of translating the candidate's statement into any required foreign language as specified in (A) and/or (B) of Section 2 above pursuant to Federal and/or State law.
2. The candidate shall be required to pay for the cost of translating the candidate's statement into any foreign language that is not required as specified in (A) and/or (B) of Section 2 above, pursuant to Federal and/or State law, but is requested as an option by the candidate.

#### B. Printing.

1. The candidate shall be required to pay for the cost of printing the candidate's statement in English in the main voter pamphlet.
2. The candidate shall be required to pay for the cost of printing the candidate's statement in a foreign language required in (A) of Section 2 above, in the main voter pamphlet.
3. The candidate shall be required to pay for the cost of printing the candidate's statement in a foreign language requested by the candidate per (B) of Section 2 above, in the main voter pamphlet.
4. The candidate shall be required to pay for the cost of printing the candidate's statement in a foreign language required by (A) of Section 2 above, in the facsimile voter pamphlet.

The City Clerk shall estimate the total cost of printing, handling, translating, and mailing the candidate's statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the City Clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the City Clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the City Clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

#### SECTION 4. MISCELLANEOUS

- A. All translations shall be provided by professionally-certified translators.
- B. The City Clerk shall allow capitalization and indentations to the same extent and manner as allowed in previous City elections.
- C. The City Clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to elections.

SECTION 5. ADDITIONAL MATERIALS. No candidate will be permitted to include additional materials in the voter information guide.

SECTION 6. The City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

SECTION 7. All previous Resolutions establishing City Council policy on payment for candidate's statements are repealed.

SECTION 8. This Resolution shall apply only to the election to be held on November 3, 2020, and shall then be repealed.

SECTION 9. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
JANINE HEFT, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO  
HEREBY CERTIFY that the foregoing is a true and correct copy of  
Resolution No. 2020-05-12-X adopted by the City Council of the City of Laguna Hills,  
California, at a Regular Meeting thereof held on the 12<sup>th</sup> day of May 2020, by the  
following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

---

MELISSA AU-YEUNG, CITY CLERK





# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Chair and Agency Members  
**FROM:** Jennifer Lee  
Assistant City Clerk  
**ISSUE:** Approval of Minutes for March 10, 2020, Regular Meeting

---

**RECOMMENDATION:** That the Planning Agency approve the Minutes for the March 10, 2020, Regular Meeting.

---

**ATTACHMENTS:**

- 200310 PA Minutes

Notice of Completion and Subsequent Release of Retention in 35 days, if no liens have been filed.

### **3.7 Authorization to Go to Bid for the Community Center HVAC and Roof Replacement Project, CIP No. 513B**

**Recommendation:** That the City Council approve the plans and specifications and authorize the advertisement for bids of the Community Center HVAC and Roof Replacement Project, CIP No. 513B.

## **ITEMS REMOVED FROM THE CONSENT CALENDAR**

### **3.5 2020 Volunteer Connection Day and Arbor Day Recognition**

**Recommendation:** That the City Council receive and file the report, and authorize the Mayor to sign the attached Arbor Day Proclamation as required by the Arbor Day Foundation for the Tree City USA Certification.

Mayor Pro Tempore Pezold removed Item No. 3.5 to thank staff for their work efforts.

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

## **4. PLANNING AGENCY**

Mayor Heft recessed the City Council Meeting, and acting in capacity as Chair, called the Regular Meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:14 p.m.

### **4.1. ROLL CALL OF PLANNING AGENCY MEMBERS**

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

## 4.2. PUBLIC COMMENTS

There were no Planning Agency public comments.

## 4.3. APPROVAL OF MINUTES

### 4.3.1 Approval of Minutes for February 11, 2020, Regular Meeting

**Recommendation:** That the Planning Agency approve the Minutes for the February 11, 2020, Regular Meeting.

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

## 4.4. ADMINISTRATIVE REPORTS

There were no Planning Agency administrative reports.

## 4.5. PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency public hearings.

## PLANNING AGENCY ADJOURNMENT

Mayor Heft reconvened the City Council Meeting at 7:14 p.m. All Council Members were present.

## 5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council public hearings.

## 6. ADMINISTRATIVE REPORTS

### 6.1. City Manager

The City Manager gave no administrative reports.



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Kenneth H. Rosenfield P.E.  
Assistant City Manager/Director of Public Services  
**ISSUE:** Public Hearing on 2020 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 Assistant 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 established for the first Public Hearing associated with the Annual Weed Abatement Program. 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 Assistant 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 21, 2020, the City Council adopted Resolution No. 2020-04-21-1, thereby commencing the Weed Abatement Program for 2020 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 2020 Weed Abatement List, as

## Public Hearing on 2020 Weed, Rubbish, and Refuse Abatement

May 12, 2020

Page 2

submitted on April 21, 2020, 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. 2020-04-21-1 commenced the 2020 Weed Abatement Program by declaring the weeds, rubbish, refuse, and/or dirt on parcels identified in the 2020 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 2020 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 22, 2020, 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 2020 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 22, 2020, mailed notice, affected property owners have been given until May 31, 2020, 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 conducted on May 12, 2020, at 7:00 p.m. or as soon thereafter as possible. 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.

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 Assistant 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 2020 Weed Abatement List, and report in writing to the City Council on July 14, 2020, 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 14, 2020. Pursuant to the State law, upon issuance of the abatement order through the adoption of the attached



Public Hearing on 2020 Weed, Rubbish, and Refuse Abatement

May 12, 2020

Page 3

Resolution, the City Council acquires jurisdiction to proceed and perform the work of removal.

**FISCAL IMPACT:**

The 2019-2020 Fiscal Year Budget for the Annual Weed Abatement Program is \$50,000. 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. 2020-05-12-X

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

WHEREAS, on April 21, 2020, the City Council adopted Resolution No. 2020-04-21-1, thereby commencing the Weed Abatement Program for 2020 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 2020 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. 2020-04-21-1 commenced the 2020 Weed Abatement Program by declaring the weeds, rubbish, refuse and/or dirt on specified parcels of land identified in the 2020 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 2020 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 22, 2020, 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, 2020, 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 12, 2020; and,

WHEREAS, during the May 12, 2020, 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 2020 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 Assistant 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 2020 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 2020 Weed Abatement List. Such assessments against the respective parcels of land shall constitute a lien.

SECTION 5. The Assistant 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 14, 2020, 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 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
JANINE HEFT, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO  
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No.  
2020-05-12-X adopted by the City Council of the City of Laguna Hills, California, at a  
Regular Meeting thereof held on the 12<sup>th</sup> day of May 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

\_\_\_\_\_  
MELISSA AU-YEUNG, CITY CLERK

Attachment: Proposed Resolution (2113 : Public Hearing on 2020 Weed, Rubbish, and Refuse Abatement)



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

---

**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Donald J. White  
City Manager  
**ISSUE:** COVID-19 Local Emergency - City Manager's Status Report

---

**RECOMMENDATION:** That the City Council receive an oral report from the City Manager and approve a letter to the Orange County Board of Supervisors regarding COVID-19 Economic Recovery.

---

#### **SUMMARY:**

The City Manager will provide a status report on the City's response to the COVID-19 pandemic and outline preliminary plans for re-opening City operations.

Attached to this report are two documents from the State of California. The first is California's Pandemic Roadmap which outlines the four stages to recovery. The second is a State Report Card issued the week of May 4<sup>th</sup>. In addition, the most recent information regarding the State's plan can be found at <https://covid19.ca.gov/roadmap/>.

Also, at the Special Meeting of the City Council held on May 5, 2020, the City Council directed staff to prepare a letter to the Orange County Board of Supervisors regarding their efforts to re-open the Orange County economy. A draft letter is attached to this report for the City Council's review.

#### **ATTACHMENTS:**

- State of California Pandemic Roadmap
- State of California Report Card
- Draft Letter to Board of Supervisors



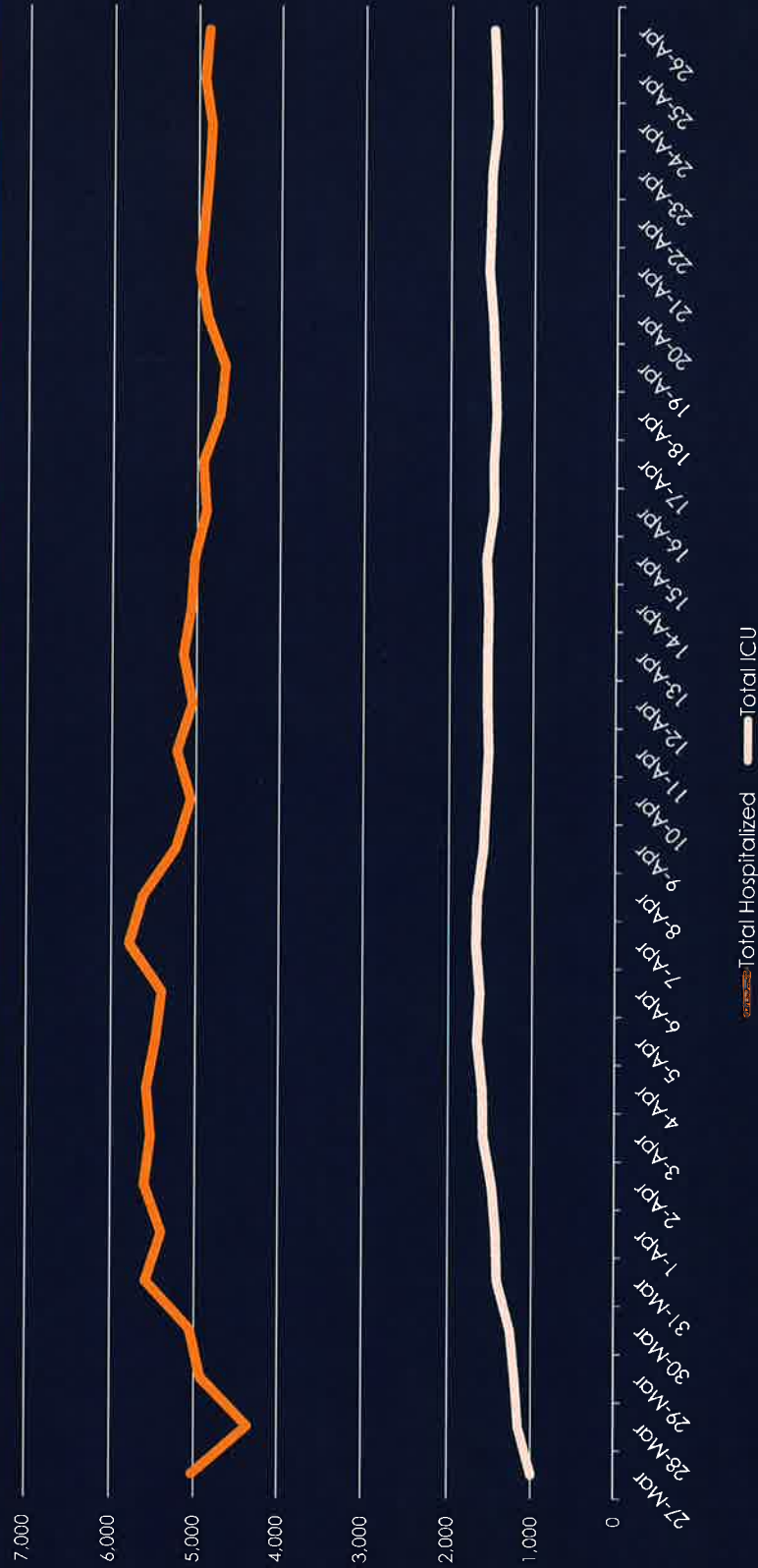


# Update on California's Pandemic Roadmap

## 6 Indicators for Modifying Stay-at-Home Order

- Ability to test, contact trace, isolate, and support the exposed
- Ability to protect those at high risk for COVID-19
- Surge capacity for hospital and health systems
- Therapeutic development to meet the demand
- Ability of businesses, schools, and childcare facilities to support physical distancing
- Determination of when to reinstitute measures like Stay-At-Home

# California Hospitalization Trend Lines



Total includes both COVID-19 confirmed positive hospitalizations as well as COVID-19 suspect hospitalizations.

# The Basics



COVID-19 is not going away soon.



Modifications to Stay-At-Home Order must be guided by health risk and a commitment to equity.



Taking responsibility is key at all levels – individual, business, and government.

# Resilience Roadmap Stages

## STAGE 1: Safety and Preparedness

Making essential  
workforce  
environment as  
safe as possible.

## STAGE 2: Lower Risk Workplaces

Creating  
opportunities for  
lower risk sectors  
to adapt and  
re-open.

Modified school  
programs and  
childcare re-open.

## STAGE 3: Higher Risk Workplaces

Creating  
opportunities for  
higher risk sectors to  
adapt and re-open.

## STAGE 4: End of Stay-At- Home Order

Return to expanded  
workforce in highest  
risk workplaces.

Requires  
Therapeutics.



## Stage 1: Safety and Preparedness

**This is where we are now.**

- Continue to build out testing, contact tracing, PPE, and hospital surge capacity.
- Continue to make essential workplaces as safe as possible.
  - Physical and work flow adaption
  - Essential workforce safety net
  - Make PPE more widely available
  - Individual behavior changes
- Prepare sector-by-sector safety guidelines for expanded workforce.



## **Stage 2: Lower Risk Workplaces**

**Gradually opening some lower risk workplaces  
with ADAPTATIONS:**

- Retail (e.g. curbside pickup)
- Manufacturing
- Offices (when telework not possible)
- Opening more public spaces

### **Expanded Workforce Safety Net:**

- Wage replacement so workers can stay home when sick



## Stage 2: Lower Risk Workplaces

### Schools and Childcare Facilities with Adaptations:

- Summer programs and next school year potentially starting sooner (July/August)
- Childcare facilities to provide more care
- Address learning gaps
- Ensure students and staff are protected
- Allow broader workforce to return to work

## Actions needed to get from Stage 1 to Stage 2



### Government Actions

- Policies that allow people to stay home when they're sick
- Guidance provided on how to reduce risk



### Business Actions

- Wage replacement so workers can stay home when sick
- Implement adaptations to lower-risk workplaces NOW
- Employees continue to work from home when possible



### Individual Actions

- Safety precautions – physical distancing, face coverings, etc.
- Avoid all non-essential travel
- Support and care for people who are at high risk

## When are we ready for Stage 2?

### Key indicator considerations to move to Stage 2:

- Hospitalization and ICU trends stable.
- Hospital surge capacity to meet demand.
- Sufficient PPE supply to meet demand.
- Sufficient testing capacity to meet demand.
- Contact tracing capacity statewide.

**Transition to Stage 2 will occur through a statewide modification to the Stay-At-Home Order.**



## Opportunity for Regional Variations

During Stage 2, counties may choose to relax stricter local orders at their own pace.

Following Stage 2, once a statewide COVID-19 surveillance system is made possible through testing, further regional variations could be supported.

State will consult and collaborate closely with local governments.

### Stage 3: Higher Risk Workplaces

Open higher risk environments with adaptations and limits on size of gatherings:

- Personal care (hair and nail salons, gyms)
- Entertainment venues (movie theaters, sports without live audiences)
- In-person religious services (churches, weddings)

### Stage 4: End of Stay-At-Home Order

Re-open highest risk workplaces with all indicators satisfied once therapeutics have been developed:

- Concerts
- Convention Centers
- Live audience sports

## Be Part of the Solution

Stay Home. Practice Physical Distancing.

We are enlisting all Californians to help inform the development of guidance for sectors across our economy.

This guidance will provide a framework for how to safely re-open.

**CALIFORNIA**

**ALL**

**Your Actions  
Save Lives**

---

**covid19.ca.gov**



## State Report Card

### *Criteria for Moving to Stage 2 on the Resilience Roadmap*



Thanks to the millions of Californians who are abiding by the Stay at Home order, the state has made significant progress in bending the curve. While we aren't out of the woods yet, we are in a position to begin the process of gradually reopening certain sectors of our economy in counties meeting certain criteria.

#### **Background:**

On April 14, Governor Gavin Newsom [outlined six indicators](#) the state would consider when modifying the Stay at Home order. They include:

- Ability to test, contact trace, isolate, and support the exposed
- Ability to protect those at high risk for COVID-19
- Surge capacity for hospital and health systems
- Therapeutic development to meet the demand
- Ability of businesses, schools, and childcare facilities to support physical distancing
- Determination of when to reinstitute measures like Stay at Home

On April 28, the Governor also announced four ["Resilience Roadmap Stages"](#) that California would use to guide its gradual reopening process. The four stages are:

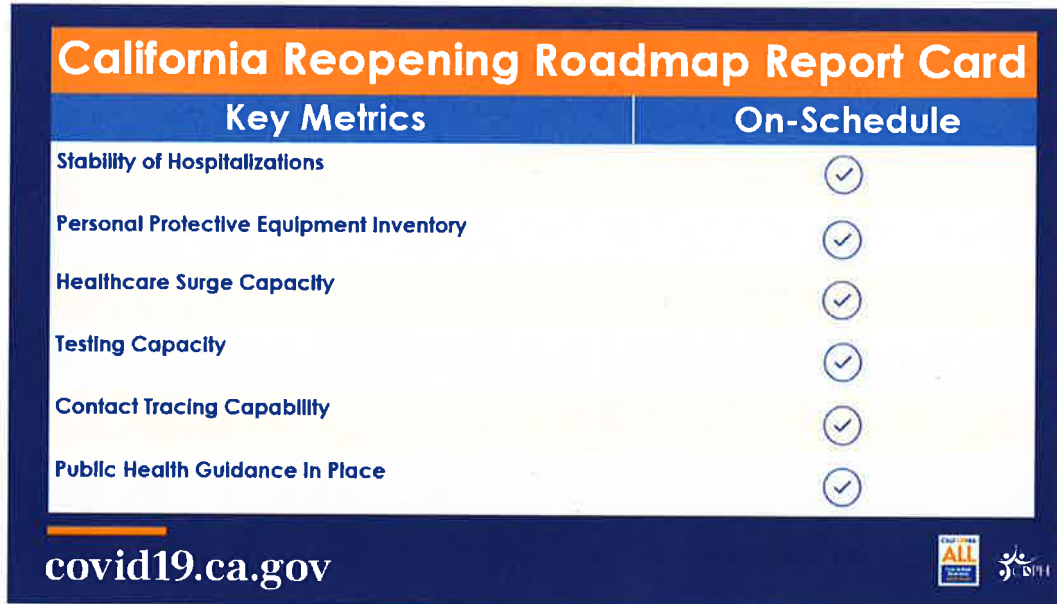
- Stage 1: Safety and Preparedness
- Stage 2: Lower Risk Workplaces
- Stage 3: Higher Risk Workplaces
- Stage 4: End of Stay at Home Order

California has been in Stage 1 since the statewide Stay at Home Order took effect on March 16. Data suggests that Californians' actions to stay home over the past month and a half have stabilized the curve as well as ICU hospitalizations. This is why today, the Governor has announced that the state will move to Stage 2 to gradually reopen some lower risk workplaces with some adaptations. The following section outlines progress made in order to confidently move to the next stage.



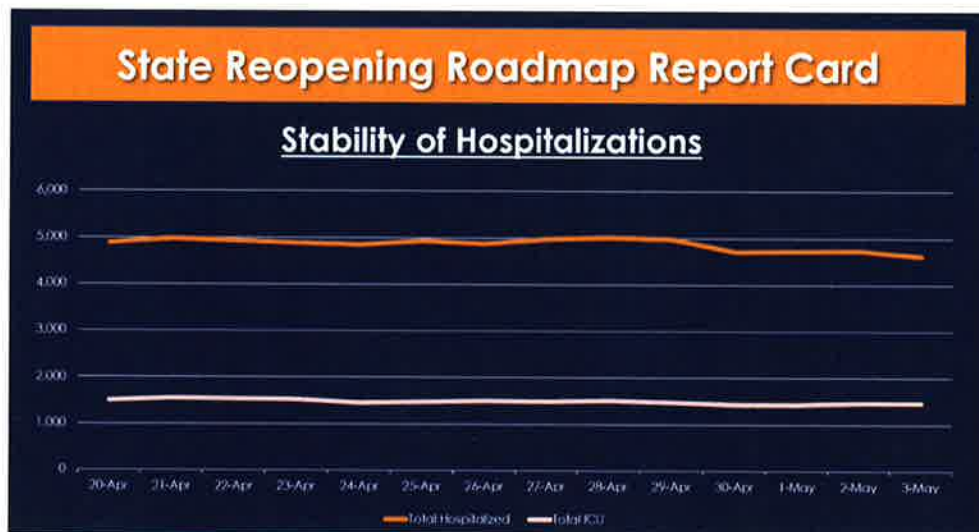
**Reminder: Until California is protected, our actions will be aligned to achieve the following:**

- Ensure our ability to care for the sick within our hospitals
- Prevent infection in people who are at high risk for severe disease
- Build the capacity to protect the health and well-being of the public
- Reduce social, emotional, and economic disruptions



#### Stability of Hospitalizations

California has seen a stabilization and modest decline of its COVID-19 ICU rates over the past few weeks.



### **Personal Protective Equipment Inventory**

California has worked since the beginning of this pandemic to secure PPE to fight COVID-19.

On-Hand Today:

- 18.2 million surgical masks
- 5.8 million face shields
- 7.2 million gloves

Ordered:

- Hundreds of millions of surgical and n95 masks

### **Surge Capacity**

California moved quickly to prepare for a possible COVID-19 surge and that early action has paid off. The state has:

- Prepared 14 facilities statewide ready to accept patients
- 2,072 beds ready to accept patients
- 10,000+ ventilators throughout the state not in use

### **Growing Testing Capacity**

California has worked around the clock to expand its testing capacity – and the state has made significant progress. The state has:

- Met its May 1 testing goal of 25,000 a day
- Standing up 86 new sites across the state, especially focused on rural areas

### **Expanding Contact Tracing Capabilities**

California is expanding its contact tracing capacity to help mitigate the spread of the virus. The state:

- Is rapidly identifying up to 10,000 individuals to serve as contact tracers
- Launching a statewide virtual training academy
- Launching a statewide data management platform

May 7, 2020

Orange County Board of Supervisors  
333 W. Santa Ana Boulevard  
Santa Ana, CA 92701

**RE: COVID-19 Local Economic Impact and Recovery**

Dear Orange County Board of Supervisors:

As local elected officials, our top priority has and will always be the public's health, safety, and welfare. We also have an obligation to do all that is possible to protect our respective communities economically. To that end, I encourage the Board of Supervisors to develop a plan to reopen Orange County businesses in order to regain our economic vitality.

For the past two months, the City of Laguna Hills has placed its focus on the health, safety, and well-being of our residents. We have adhered to the stay-at-home order and additional County, State, and Federal recommendations and guidelines that have slowed the spread of COVID-19 and ensured Orange County hospitals do not become overwhelmed. By any measure, these efforts have been successful thus far. According to the Orange County Health Care Agency, hospitals throughout Orange County have been operating below capacity with nearly 50% of ICU beds currently available. As such, the time has come to place a focus on reopening Orange County businesses for the good of the economy and the well-being of our communities.

Our critical small businesses may not survive if restrictions remain in place for much longer. It is time to develop a plan to safely reopen our economy and start the recovery process from the economic and financial implications small businesses have unfortunately faced.

I want to thank you for developing the "Orange County Business Guidelines" to help assist our local businesses in preparing for reopening. This was a much needed first step in the right direction. I look forward to working with you to create a plan that will result in an environment in which the Orange County economy will flourish once again.

Respectively,

Janine Heft  
Mayor



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** Janice Reyes  
Finance Director  
**ISSUE:** Financial Update - Fiscal Year 2019/2020 Year-End Projections

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**RECOMMENDATION:** That the City Council receive and file the financial update for the Fiscal Year 2019/2020 year-end projections.

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#### **SUMMARY:**

The impact of the current COVID-19 pandemic on the national economy has been swift and unprecedented. California cities face severe revenue shortfalls due to safer-at-home guidelines and social distancing restrictions, which may extend into the summer months and beyond. Furthermore, to minimize risk and exposure, city programs and recreation activities, services, and operations have been either modified, reduced, or canceled. Staff has conducted an analysis of the City's revenues and operational expenditures affected by the pandemic. The economic impact is already shaping up to be significant, but the magnitude of the impact will depend on the reopening plans underway and possible resurgence of the virus. The purpose of this report is to provide a fiscal year-end projection for the current 2019/2020 fiscal year, considering the pandemic's impact to the economy.

#### **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, the United States Health and Human Services Secretary 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 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. Within a short period of time thereafter, COVID-19 began to spread rapidly throughout California. 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 and by March 16, 2020, President Trump advised the public to avoid groups of more than ten (10) people to fight the 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. This Public Health Order was superseded by the State's Executive Order and continues in effect until further notice.

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.

COVID-19 and these measures to mitigate its spread have been swift in its impact to the economy and completely unprecedented. From an economy where the unemployment rate was 3.5%, consumer confidence strong, and gross domestic product at 2% or higher for the last three years, to a total stop in various sectors of the economy with millions of people losing their jobs within just a one-month period, its rapid decline has not been seen in any past financial crisis. The impact is quickly changing the revenue landscape for cities across the State. Many local governments are anticipating significant decreases in revenues, from sales tax and transient occupancy tax to delays in user fee recovery. Moreover, these shortfalls may continue if a resurgence hits and safer-at-home social distancing orders continue to extend. Additionally, to minimize COVID-19 risk and



exposure, city programs and recreation activities, services, and operations have been either modified, reduced, or canceled.

#### **FISCAL IMPACT:**

Staff has conducted an analysis of the City's revenues and expenditures to provide a financial update on the pandemic's impact to the current fiscal year 2019/2020 and attached the following financial reports:

**Total Budget Summary (Attachment A)** – This report provides a detailed comparison of the amended budget versus the year-end projection for all revenues and expenditures, for all governmental funds in its entirety.

**Capital Improvement Program (Attachment B)** – This report provides a comparison of the amended budget versus the year-end projection for all capital improvement projects and their funding sources.

**Year-End Projection by Fund (Attachment C)** – This report provides the year-end projection for revenues, expenditures, and changes in fund balance, by fund for all governmental funds.

**Financial Policy Ratios & Reserves (Attachment D)** – This report provides a comparison of the budgeted versus projected financial policy ratios and reserves.

Below is a discussion of significant aspects of the financial reports and noteworthy variances.

#### **FY 2019/2020 Budget Amendments**

During the fiscal year, amendments to the FY 2019/2020 adopted budget were approved by City Council Resolution, as follows:

**Resolution 2020-01-14-1** increased the Community Development Department operating budget for professional services by \$160,000 and General Fund revenue budget for building related permit fees by \$90,000, to adjust for the increased demand for building inspections.

**Resolution 2020-01-14-2** increased the Community Development Department operating budget for professional services by \$770,000 and General Fund revenue budget for development service fees by \$1,040,000, to adjust for the evaluation and

processing of the development application from Merlone-Geier for the Village at Laguna Hills.

### Revenues

- **Property Tax**

Bearing in mind the way taxable property is assessed, due and paid, property tax revenues are slow to respond to changes in economic conditions. Based on expected receipts for FY 2019/2020, no significant adjustment in property tax is anticipated at this time. The assessed values and tax bills for the current year 2019/2020, which were established as of the January 1, 2019 lien date, have been due, and for the most part paid as of April 2020.

Values for the upcoming 2020/2021 year were initially established as of January 1, 2020 lien date. That date is when the 2% growth per Proposition 13 is added and events such as sales transactions, new development and construction additions that occurred in 2019 are reflected to the tax roll for the 2020/2021 fiscal year. If this pandemic crisis continues through this summer, we may find that property tax revenues for 2020/2021 may be reduced to some level of delinquency, as well as Assessor value reductions to reflect market values. The potential for such reductions will only become evident with the passage of time. The applicable impact of possible declines in property values and sales occurring in the 2020 calendar year will be to FY 2021/2022.

- **Transient Occupancy Tax (TOT)**

The hotel industry has experienced large scale negative impacts from the pandemic. As people continue to shelter at home, travel and tourism have experienced sharp declines that have resulted in hotel occupancies at all-time lows. The City's actual receipts of TOT revenue for the first three quarters of the fiscal year total \$934,629, or 70%, of the \$1,332,500 budgeted. The projected year-end estimate for TOT is \$999,375, a shortfall of \$333,125, or 25% of budget, to reflect high vacancies in the final quarter of the fiscal year for the City's four hotels.

- **Sales Tax**

The effects of the pandemic and related economic conditions will have an immediate effect on sales tax revenues. Consumers have slowed spending as the

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coronavirus pandemic has closed stores and led to strict social-distancing measures across the nation.

On March 30, 2020, Governor Newsom signed an Executive Order allowing the California Department of Tax and Fee Administration (CDTFA) to offer a 90-day extension for sales, use and transactions tax returns and tax payments for all businesses filing a return for less than \$1 million in tax liability. This order automatically enrolls qualified businesses allowing them until the end of July to file their first-quarter returns. Deferrals for taxpayers with tax liabilities above the \$1 million threshold which are undergoing hardship due to the COVID-19 outbreak will be considered on a case by case basis. The order also extends the statute of limitations to file a claim for refund by 60 days to accommodate tax and fee payers.

In addition to the 90-Day Sales Tax Extension Plan, small business taxpayers will be able to enter into a “Small Business Relief Payment Plan”, which is a 12-month, interest-free, Installment Plan Agreement (IPA) for up to \$50,000 of sales and use tax liability. Small businesses defined under this order are businesses with less than \$5 million in taxable annual sales. This means that a small business that would typically remit sales tax in April can enter into an IPA to spread their 1st Quarter 2020 liability over a 12-month period. A business that takes advantage of this program will owe their first payment on August 31, 2020, if they utilize this program and combine it with the three-month 90-day extension, as described above. All payments made under this plan will be 1/12 of their liability. However, the payoff terms will not extend beyond July 31, 2021.

Sales tax revenue received by the City for the first two quarters of the fiscal year, which reflect point-of-sales transactions for the third and fourth quarter of the 2019 calendar year, totaled \$2,947,074, an 8% decline when compared to the same period in the previous year. Given the slowdown in the retail sector resulting from the pandemic, there will be obvious additional reductions to the City’s sales tax, including impacts to cash flow from the State’s emergency tax deferral programs.

Hinderliter, de Llamas & Associates (HdL), the City’s sales tax consultant, has conducted an initial analysis of those anticipated receipts. Based on this analysis, the City’s estimated sales tax revenues for FY 2019/2020 will come in at \$4,991,315, or 16% below prior year and 18% below budget. This projection does

not account for the State's emergency tax deferral program that will impact cash flow due to delays in receipts of tax payments over a 12-month period. HdL estimates the potential impact from the 90-day sales tax deferral program will delay \$655,350 in receipts and \$406,638 in receipts from the \$50k payment plan, for the 2019/2020 fiscal year.

- Charges for Services – Recreation Fees

In line with the County, State and Federal guidelines and recommendations, and in an effort to reduce the potential exposure and spread of the coronavirus, the City enacted mitigation measures, which included the closure of the Community Center. All reservations, recreation program classes, and special events have been canceled or postponed. It is uncertain when the Community Center will reopen for facility rentals, recreation program classes, and special events. Refunds were issued for canceled classes and facility rentals, including all registration fees for the City's annual Memorial Day Race. Without a reopen date in sight, the year-end projection for total recreation fee revenues is \$330,947, or 38% of budget. This represents the total year-to-date receipts net of all refunds.

- Charges for Services – Development Services

It is expected that development related revenue will also be significantly impacted. During the last Great Recession, the City experienced reductions in its development related revenues. Based on this information and with the expectation that the economy is most likely headed for another recession, staff estimates development service fee revenue will experience a 12.5% decline from budget, or \$155,372 of the \$1,258,000 budget, to end the fiscal year at \$1,102,627.

- Special Revenue Funds

The economic impacts of the COVID-19 pandemic will affect other City funds where revenues are dependent of the economy. These funding sources include Highway User Gas Tax, SB1 Gas Tax, and Measure M2 Local Fair Share.

## Expenditures

- Operating Department Budget

The year-end projection for the City's operating department budget reflects

adjustments from the coronavirus pandemic mitigation efforts and cuts implemented to help offset its negative impacts. The reduction in Community Service Department expenditures for its recreation class program and Memorial Day Race is expected to be under budget by roughly \$380,000, or 17%, of the \$2,156,280 budgeted for the Community Services Department. General Government Department expenditures is also expected to come in under budget by roughly \$182,000. This is largely due to a decrease in professional contract related services, as well as a freeze on membership, training and travel expenditures. Additionally, the Public Services Department and Community Development Department are also expected to come in under budget by roughly \$77,000 and \$83,000, respectively.

- Capital Improvement Program (CIP)

The deferment of several capital improvement projects, listed below, which are funded by the City's General Fund and capital reserves, helped reduce General Fund capital improvement expenditures by roughly \$152,000. This deferment also absorbed the \$650,000 estimated total expenditure for the Community Center (HVAC) renovation, which is expected to be \$230,000 over budget.

- CIP #241 General Park Improvements      \$250,000 deferred
- CIP #403 Storm Drain/Slopes Repairs      \$50,000 deferred
- CIP #514 Sport Complex Renovations      \$110,000 deferred

### Policy Ratios and Reserves

- Fund Balance

The change in total fund balance for the 2019/2020 fiscal year is projected to be (\$2,222,479). This reduction in total fund balance is primarily from transfers out from the Gas Tax Funds in order to fund capital improvements and the bi-annual street maintenance project in the CIP Fund. The reduction to the General Fund of approximately \$888,000 also largely contributed to the reduction in total fund balance.

Total beginning fund balance for all governmental funds started off the 2019/2020 fiscal year with a positive variance of \$898,952 over the original budget. This positive variance is expected to mitigate the negative \$2,222,479



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change in total fund balance for the fiscal year, which is \$815,840 over budget. The projected ending total fund balance is \$11,474,809, or \$83,111 above budget. The City's Unrestricted General Fund Balance at the end of the fiscal year is projected at \$7,517,979, or \$87,042 under budget.

- Ratios and Reserves

Staff anticipates meeting its target fund balance policy ratios. The unrestricted general fund policy target ratio is 35%, which staff anticipates exceeding at 36%. The unassigned general fund policy target ratio is 25%, which staff projects to exceed at 32%. The operating reserve ratio of achieving an operating-revenues to operating-expenditure ratio of 1.1 to 1 or greater is expected to be met at 1.09 before debt service and 1.0 after debt service.

**ATTACHMENTS:**

- Attachment A - Total Budget Summary
- Attachment B - Capital Improvement Program FY 2019/2020
- Attachment C - Year-End Projection By Fund
- Attachment D - Financial Policy Ratios & Reserves

**CITY OF LAGUNA HILLS**  
**Total Budget Summary - All Governmental Funds**  
**Fiscal Year 2019/20**

Attachment **6.2.1.a**

**FUNDING SOURCES**

**General Fund Revenues**

**Property Taxes**

|                                                                          |                   |                   |                   |               |
|--------------------------------------------------------------------------|-------------------|-------------------|-------------------|---------------|
| Secured, Unsecured, Public Utility, Supplementals, Homeowners' Exemption | \$ 7,922,888      | \$ 7,922,888      | \$ 7,922,888      | \$ -          |
| Prior Year                                                               | 50,580            | 50,580            | 94,000            | 43,420        |
| Miscellaneous, Interest & Penalties                                      | 22,000            | 22,000            | 13,000            | (9,000)       |
| Property Transfer Taxes                                                  | 200,000           | 200,000           | 207,000           | 7,000         |
| Property Tax In-Lieu of VLF                                              | 3,145,584         | 3,145,584         | 3,137,975         | (7,609)       |
| <b>Total Property Taxes</b>                                              | <b>11,341,052</b> | <b>11,341,052</b> | <b>11,374,863</b> | <b>33,811</b> |

**Franchise & Transient Occupancy Taxes**

|                                                      |                  |                  |                  |                  |
|------------------------------------------------------|------------------|------------------|------------------|------------------|
| Utility Franchise Fees                               |                  |                  |                  |                  |
| Cable TV                                             | 496,100          | 496,100          | 496,100          | -                |
| San Diego Gas & Electric                             | 199,388          | 199,388          | 199,388          | -                |
| Southern California Edison                           | 185,937          | 185,937          | 185,937          | -                |
| Southern California Gas Co.                          | 62,045           | 62,045           | 62,045           | -                |
| <i>Sub-total Utility Franchise Fees</i>              | <i>943,470</i>   | <i>943,470</i>   | <i>943,470</i>   | <i>-</i>         |
| Waste Disposal/Recycling Fees                        |                  |                  |                  |                  |
| Waste Haulers                                        | 317,917          | 317,917          | 317,917          | -                |
| Admin Fee - Waste Recycling                          | -                | -                | -                | -                |
| <i>Sub-total Waste/Recycling</i>                     | <i>317,917</i>   | <i>317,917</i>   | <i>317,917</i>   | <i>-</i>         |
| Transient Occupancy Taxes                            | 1,332,500        | 1,332,500        | 999,375          | (333,125)        |
| <b>Total Franchise &amp; Transient Occupancy Tax</b> | <b>2,593,887</b> | <b>2,593,887</b> | <b>2,260,762</b> | <b>(333,125)</b> |

**Intergovernmental Revenues**

|                                         |                  |                  |                  |                    |
|-----------------------------------------|------------------|------------------|------------------|--------------------|
| Sales & Use Tax                         | 6,025,638        | 6,025,638        | 4,991,315        | (1,034,323)        |
| Motor Vehicle in Lieu                   | 15,000           | 15,000           | 24,987           | 9,987              |
| State Mandated Reimbursement            |                  |                  |                  | -                  |
| County Landfill Agreement               | 45,000           | 45,000           | 54,617           | 9,617              |
| <b>Total Intergovernmental Revenues</b> | <b>6,085,638</b> | <b>6,085,638</b> | <b>5,070,919</b> | <b>(1,014,719)</b> |

**Licenses and Permits**

|                                      |                |                  |                  |               |
|--------------------------------------|----------------|------------------|------------------|---------------|
| Building Related Licenses/Permits    |                |                  |                  |               |
| Building Permits                     | 515,000        | 675,000          | 675,000          | -             |
| Plan Check Fees                      | 180,000        | 180,000          | 200,000          | 20,000        |
| Fire Fees                            |                |                  |                  | -             |
| Imaging Plans and Documents Fee      | 36,000         | 36,000           | 36,000           | -             |
| <i>Sub-total Building Permits</i>    | <i>731,000</i> | <i>891,000</i>   | <i>911,000</i>   | <i>20,000</i> |
| Engineering Fees                     |                |                  |                  |               |
| Transportation Permit                | 1,500          | 1,500            | 1,500            | -             |
| Encroachment Permit                  | 145,000        | 145,000          | 145,000          | -             |
| Traffic Permit & License Fees        | 3,500          | 3,500            | 3,500            | -             |
| <i>Sub-total Engineering Permits</i> | <i>150,000</i> | <i>150,000</i>   | <i>150,000</i>   | <i>-</i>      |
| <b>Total Licenses and Permits</b>    | <b>881,000</b> | <b>1,041,000</b> | <b>1,061,000</b> | <b>20,000</b> |

Attachment: Attachment A - Total Budget Summary (2116 : Financial Update FY 2019/2020 Year-End Projection)

**CITY OF LAGUNA HILLS**  
**Total Budget Summary - All Governmental Funds**  
**Fiscal Year 2019/20**

Attachment **6.2.1.a**

|                                        | Original<br>Budget<br>FY 2019/20 | Amended<br>Budget<br>FY 2019/20 | Year-end<br>Projection<br>FY 2019/20 | Variance<br>over/(under)<br>Budget |
|----------------------------------------|----------------------------------|---------------------------------|--------------------------------------|------------------------------------|
| <b>Charges for Current Services</b>    |                                  |                                 |                                      |                                    |
| Recreation Fees                        |                                  |                                 |                                      |                                    |
| Recreation Programs                    | 359,740                          | 359,740                         | 149,128                              | (210,612)                          |
| Facility Reservations                  | 224,000                          | 224,000                         | 139,206                              | (84,794)                           |
| Outdoor Facility Reservations          | 72,300                           | 72,300                          | 38,613                               | (33,687)                           |
| Special Events - 4th of July           | 5,000                            | 5,000                           | 4,000                                | (1,000)                            |
| Memorial Day Race - Registration Fees  | 181,300                          | 181,300                         | -                                    | (181,300)                          |
| Memorial Day Race - Sponsorships       | 28,250                           | 28,250                          | -                                    | (28,250)                           |
| <i>Sub-total Recreation Fees</i>       | <i>870,590</i>                   | <i>870,590</i>                  | <i>330,947</i>                       | <i>(539,643)</i>                   |
| Development Services                   |                                  |                                 |                                      |                                    |
| Planning and Zoning Fees               | 168,000                          | 168,000                         | 42,209                               | (125,791)                          |
| MGP Plan Application Fees              |                                  | 1,040,000                       | 1,040,000                            | -                                  |
| Improvement Inspect                    | 50,000                           | 50,000                          | 20,418                               | (29,582)                           |
| <i>Sub-total Development Fees</i>      | <i>218,000</i>                   | <i>1,258,000</i>                | <i>1,102,627</i>                     | <i>(155,373)</i>                   |
| Leases and Rental Fees                 |                                  |                                 |                                      |                                    |
| Cell Tower Lease                       | 82,000                           | 82,000                          | 109,072                              | 27,072                             |
| Library Lease                          | 42,000                           | 42,000                          | 42,000                               | -                                  |
| <i>Sub-total Leases/Rentals</i>        | <i>124,000</i>                   | <i>124,000</i>                  | <i>151,072</i>                       | <i>27,072</i>                      |
| Other Service Charges                  |                                  |                                 |                                      |                                    |
| Sale of Publications/Maps              | 1,000                            | 1,000                           | 701                                  | (299)                              |
| <i>Sub-total Other Service Charges</i> | <i>1,000</i>                     | <i>1,000</i>                    | <i>701</i>                           | <i>(299)</i>                       |
| Miscellaneous Operating Revenues       | 69,000                           | 69,000                          | 283,560                              | 214,560                            |
| <b>Total Charges for Services</b>      | <b>1,282,590</b>                 | <b>2,322,590</b>                | <b>1,868,907</b>                     | <b>(453,683)</b>                   |
| <b>Fines and Forfeitures</b>           |                                  |                                 |                                      |                                    |
| Code Fines                             | 75,000                           | 75,000                          | 85,832                               | 10,832                             |
| Parking Fines                          | 115,000                          | 115,000                         | 60,641                               | (54,359)                           |
| <b>Total Fines and Forfeitures</b>     | <b>190,000</b>                   | <b>190,000</b>                  | <b>146,473</b>                       | <b>(43,527)</b>                    |
| <b>Total General Fund Revenues</b>     | <b>\$ 22,374,167</b>             | <b>\$ 23,574,167</b>            | <b>\$ 21,782,923</b>                 | <b>\$ (1,791,244)</b>              |
| <b>Special Revenue Funds</b>           |                                  |                                 |                                      |                                    |
| Gas Taxes (HUTA & RMRA)                | \$ 1,369,147                     | \$ 1,369,147                    | \$ 1,206,278                         | \$ (162,869)                       |
| Measure M2 Competitive                 | 200,000                          | 200,000                         | 200,000                              | -                                  |
| AB 2766                                | 40,000                           | 40,000                          | 40,000                               | -                                  |
| CDBG                                   | 70,000                           | 70,000                          | -                                    | (70,000)                           |
| Proposition 68                         |                                  |                                 |                                      | -                                  |
| Measure M2 Local Fair Share            | 613,462                          | 613,462                         | 549,069                              | (64,393)                           |
| Community Development Block Grant      |                                  |                                 |                                      |                                    |
| Law Enforcement                        | 140,000                          | 140,000                         | 154,043                              | 14,043                             |
| AB 939 Surcharge Recycling Grant       |                                  |                                 |                                      |                                    |
| Beverage Recycling                     |                                  |                                 |                                      |                                    |
| CR&R Recycling Fee                     | 2,000                            | 2,000                           | 2,000                                | -                                  |
| C&D Forfeited Deposits                 | 35,000                           | 35,000                          | 35,000                               | -                                  |
| Senior Mobility Program                | 36,936                           | 36,936                          | 36,936                               | -                                  |
| CASP                                   | 5,000                            | 5,000                           | 5,000                                | -                                  |
| <b>Total Special Revenue Funds</b>     | <b>\$ 2,511,545</b>              | <b>\$ 2,511,545</b>             | <b>\$ 2,228,326</b>                  | <b>\$ (283,219)</b>                |
| <b>Investment Income</b>               | <b>150,000</b>                   | <b>150,000</b>                  | <b>190,000</b>                       | <b>40,000</b>                      |
| <b>TOTAL FUNDING SOURCES</b>           | <b>\$ 25,035,712</b>             | <b>\$ 26,235,712</b>            | <b>\$ 24,201,250</b>                 | <b>\$ (2,034,462)</b>              |

Attachment: Attachment A - Total Budget Summary (2116 : Financial Update FY 2019/2020 Year-End Projection)

**CITY OF LAGUNA HILLS**  
**Total Budget Summary - All Governmental Funds**  
**Fiscal Year 2019/20**

Attachment **6.2.1.a**

**FUNDING USES**

**General Fund**

**General Government**

|                                 |                  |                  |                  |                  |
|---------------------------------|------------------|------------------|------------------|------------------|
| Personnel                       | \$ 1,800,834     | \$ 1,800,834     | \$ 1,765,652     | \$ (35,182)      |
| Maintenance and Operation       | 246,058          | 246,058          | 196,913          | (49,145)         |
| Contract Services               | 667,003          | 667,003          | 569,762          | (97,241)         |
| Capital Outlay                  | -                | -                | -                | -                |
| <b>Total General Government</b> | <b>2,713,895</b> | <b>2,713,895</b> | <b>2,532,327</b> | <b>(181,568)</b> |

**Non-departmental**

|                               |                  |                  |                  |                 |
|-------------------------------|------------------|------------------|------------------|-----------------|
| Personnel                     | 424,548          | 424,548          | 422,425          | (2,123)         |
| Maintenance and Operation     | 595,016          | 595,016          | 560,348          | (34,668)        |
| Contract Services             | 180,198          | 180,198          | 166,923          | (13,275)        |
| Capital Outlay                | 104,125          | 104,125          | 87,565           | (16,560)        |
| <b>Total Non-departmental</b> | <b>1,303,887</b> | <b>1,303,887</b> | <b>1,237,261</b> | <b>(66,626)</b> |

**Community Development**

|                                    |                  |                  |                  |                 |
|------------------------------------|------------------|------------------|------------------|-----------------|
| Personnel                          | 856,803          | 856,803          | 822,688          | (34,115)        |
| Maintenance and Operation          | 20,000           | 20,000           | 11,825           | (8,175)         |
| Contract Services                  | 394,000          | 1,254,000        | 1,213,588        | (40,412)        |
| Capital Outlay                     | -                | -                | -                | -               |
| <b>Total Community Development</b> | <b>1,270,803</b> | <b>2,130,803</b> | <b>2,048,101</b> | <b>(82,702)</b> |

**Public Services**

|                              |                  |                  |                  |                 |
|------------------------------|------------------|------------------|------------------|-----------------|
| Personnel                    | 833,274          | 833,274          | 851,932          | 18,658          |
| Maintenance and Operation    | 1,025,200        | 1,025,200        | 996,325          | (28,875)        |
| Contract Services            | 2,783,500        | 2,783,500        | 2,731,500        | (52,000)        |
| Capital Outlay               | 20,000           | 20,000           | 5,000            | (15,000)        |
| <b>Total Public Services</b> | <b>4,661,974</b> | <b>4,661,974</b> | <b>4,584,757</b> | <b>(77,217)</b> |

**Community Services**

|                                 |                  |                  |                  |                  |
|---------------------------------|------------------|------------------|------------------|------------------|
| Personnel                       | 1,135,069        | 1,135,069        | 1,026,334        | (108,735)        |
| Maintenance and Operation       | 658,500          | 658,500          | 408,162          | (250,338)        |
| Contract Services               | 351,011          | 351,011          | 332,810          | (18,201)         |
| Capital Outlay                  | 11,700           | 11,700           | 9,218            | (2,482)          |
| <b>Total Community Services</b> | <b>2,156,280</b> | <b>2,156,280</b> | <b>1,776,525</b> | <b>(379,755)</b> |

**Public Safety**

|                            |                  |                  |                  |               |
|----------------------------|------------------|------------------|------------------|---------------|
| Maintenance and Operation  | 44,190           | 44,190           | 35,138           | (9,052)       |
| Contract Services          | 8,522,157        | 8,522,157        | 8,531,691        | 9,534         |
| Capital Outlay             | 2,000            | 2,000            | 4,700            | 2,700         |
| COVID-19 Mitigation        | -                | -                | 30,000           | 30,000        |
| <b>Total Public Safety</b> | <b>8,568,347</b> | <b>8,568,347</b> | <b>8,601,529</b> | <b>33,182</b> |

**Total General Fund Expenditures**

|                      |                      |                      |                     |
|----------------------|----------------------|----------------------|---------------------|
| <b>\$ 20,675,186</b> | <b>\$ 21,535,186</b> | <b>\$ 20,780,500</b> | <b>\$ (754,686)</b> |
|----------------------|----------------------|----------------------|---------------------|

Attachment: Attachment A - Total Budget Summary (2116 : Financial Update FY 2019/2020 Year-End Projection)

**CITY OF LAGUNA HILLS**  
**Total Budget Summary - All Governmental Funds**  
**Fiscal Year 2019/20**

Attachment **6.2.1.a**

|                                           | Original<br>Budget<br>FY 2019/20 | Amended<br>Budget<br>FY 2019/20 | Year-end<br>Projection<br>FY 2019/20 | Variance<br>over/(under)<br>Budget |
|-------------------------------------------|----------------------------------|---------------------------------|--------------------------------------|------------------------------------|
| <b>Capital Improvement Program (CIP)</b>  |                                  |                                 |                                      |                                    |
| Streets, Signals & Lighting               | \$ 2,675,336                     | \$ 2,675,336                    | \$ 2,597,000                         | \$ (78,336)                        |
| Streetscape                               | -                                | -                               | -                                    | -                                  |
| Flood Control and Water Quality           | 500,000                          | 500,000                         | 400,000                              | (100,000)                          |
| Parks                                     | 250,000                          | 250,000                         | 8,000                                | (242,000)                          |
| Public Facilities                         | 595,000                          | 595,000                         | 665,000                              | 70,000                             |
| <b>Total CIP</b>                          | <b>\$ 4,020,336</b>              | <b>\$ 4,020,336</b>             | <b>\$ 3,670,000</b>                  | <b>\$ (350,336)</b>                |
| <b>Special Revenue Expenditures</b>       |                                  |                                 |                                      |                                    |
| AB 2766                                   | \$ 70,000                        | \$ 70,000                       | \$ -                                 | \$ (70,000)                        |
| CASp                                      | 5,000                            | 5,000                           | 5,000                                | -                                  |
| Beverage Recycling                        | 21,757                           | 21,757                          | 21,757                               | -                                  |
| CR&R Recycling Fee                        | 2,879                            | 2,879                           | 2,879                                | -                                  |
| C&D Forfeited Deposits                    | 68,000                           | 68,000                          | 68,000                               | -                                  |
| Senior Mobility                           | 64,272                           | 64,272                          | 64,272                               | -                                  |
| <b>Total Special Revenue Expenditures</b> | <b>\$ 231,908</b>                | <b>\$ 231,908</b>               | <b>\$ 161,908</b>                    | <b>\$ (70,000)</b>                 |
| <b>Debt Service</b>                       |                                  |                                 |                                      |                                    |
| Interest                                  | \$ 282,881                       | \$ 282,881                      | \$ 282,881                           | \$ -                               |
| Principle                                 | 1,520,000                        | 1,520,000                       | 1,520,000                            | -                                  |
| Trust Administration Fee                  | 2,040                            | 2,040                           | 2,040                                | -                                  |
| <b>Total Debt Service Expenditures</b>    | <b>\$ 1,804,921</b>              | <b>\$ 1,804,921</b>             | <b>\$ 1,804,921</b>                  | <b>\$ -</b>                        |
| <b>Use of Reserves</b>                    | <b>50,000</b>                    | <b>50,000</b>                   | <b>6,400</b>                         | <b>(43,600)</b>                    |
| <b>TOTAL FUNDING USES</b>                 | <b>\$ 26,782,351</b>             | <b>\$ 27,642,351</b>            | <b>\$ 26,423,729</b>                 | <b>\$ (1,218,622)</b>              |
| <b>NET CHANGE IN FUND BALANCE</b>         | <b>(1,746,639)</b>               | <b>(1,406,639)</b>              | <b>(2,222,479)</b>                   | <b>\$ (815,840)</b>                |
| <b>FUND BALANCE</b>                       |                                  |                                 |                                      |                                    |
| Beginning Balance                         | 12,798,337                       | 12,798,337                      | 13,697,289                           | 898,952                            |
| <b>Ending Balance</b>                     | <b>\$ 11,051,698</b>             | <b>\$ 11,391,698</b>            | <b>\$ 11,474,809</b>                 | <b>83,111</b>                      |

Attachment: Attachment A - Total Budget Summary (2116 : Financial Update FY 2019/2020 Year-End Projection)



**CITY OF LAGUNA HILLS  
CAPITAL IMPROVEMENT PROGRAM - FISCAL YEAR 2019-20**

| CAPITAL IMPROVEMENT PROJECT                     | Current Budget                                                                                                                                                                                                           |                                              | Year-end Projection                                                                                                                                                                                    |                                       | Variance<br>over/(under)<br>Budget                                                                                    |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
|                                                 | Expenditure                                                                                                                                                                                                              | Funding Source                               | Expenditure                                                                                                                                                                                            | Funding Source                        |                                                                                                                       |
| <b><u>STREETS, SIGNALS &amp; LIGHTING</u></b>   |                                                                                                                                                                                                                          |                                              |                                                                                                                                                                                                        |                                       |                                                                                                                       |
| CIP 101 Annual Street Maintenance               | 2,375,336                                                                                                                                                                                                                | 2,375,336 Gas Taxes                          | 2,350,000                                                                                                                                                                                              | 2,350,000 Gas Taxes                   | (25,336)                                                                                                              |
| CIP 168 Traffic Signal Improvement Coordination | 50,000                                                                                                                                                                                                                   | 50,000 GF                                    | 50,000                                                                                                                                                                                                 | 50,000 GF                             | -                                                                                                                     |
| CIP 190 Alicia Pkwy Pavement Rehap              | 250,000                                                                                                                                                                                                                  | 250,000 Gas Tax                              | 197,000                                                                                                                                                                                                | 197,000 Gas Tax                       | (53,000)                                                                                                              |
| <b>TOTAL STREETS, SIGNALS &amp; LIGHTING</b>    | <b>2,675,336</b>                                                                                                                                                                                                         | <b>2,675,336</b>                             | <b>2,597,000</b>                                                                                                                                                                                       | <b>2,597,000</b>                      | <b>(78,336)</b>                                                                                                       |
| <b><u>PARK CAPITAL IMPROVEMENTS</u></b>         |                                                                                                                                                                                                                          |                                              |                                                                                                                                                                                                        |                                       |                                                                                                                       |
| CIP 237 Parks Refurbishment Project             |                                                                                                                                                                                                                          |                                              | 8,000                                                                                                                                                                                                  | 8,000 GF                              | 8,000                                                                                                                 |
| CIP 241 General Park Renovations                | 250,000                                                                                                                                                                                                                  | 250,000 Quimby Act Fees<br>Capital Reserves  |                                                                                                                                                                                                        | Quimby Act Fees<br>Capital Reserves   | (250,000)                                                                                                             |
| <b>TOTAL PARK CAPITAL IMPROVEMENTS</b>          | <b>250,000</b>                                                                                                                                                                                                           | <b>250,000</b>                               | <b>8,000</b>                                                                                                                                                                                           | <b>8,000</b>                          | <b>(242,000)</b>                                                                                                      |
| <b><u>FLOOD CONTROL</u></b>                     |                                                                                                                                                                                                                          |                                              |                                                                                                                                                                                                        |                                       |                                                                                                                       |
| CIP 403 Storm Drain/Slope Repairs               | 50,000                                                                                                                                                                                                                   | 50,000 Capital Reserves                      | -                                                                                                                                                                                                      | Capital Reserves                      | (50,000)                                                                                                              |
| CIP 410 NPDES / Water Quality                   | 200,000                                                                                                                                                                                                                  | 200,000 GF                                   | 150,000                                                                                                                                                                                                | 150,000 GF                            | (50,000)                                                                                                              |
| CIP 412 Water Quality (2) Improvements          | 250,000                                                                                                                                                                                                                  | 50,000 GF<br>200,000 Measure M Comp          | 250,000                                                                                                                                                                                                | 50,000 GF<br>200,000 Measure M Comp   | -                                                                                                                     |
| <b>TOTAL FLOOD CONTROL</b>                      | <b>500,000</b>                                                                                                                                                                                                           | <b>500,000</b>                               | <b>400,000</b>                                                                                                                                                                                         | <b>400,000</b>                        | <b>(100,000)</b>                                                                                                      |
| <b><u>PUBLIC FACILITIES</u></b>                 |                                                                                                                                                                                                                          |                                              |                                                                                                                                                                                                        |                                       |                                                                                                                       |
| CIP 505 Civic Center Renovations                | 50,000                                                                                                                                                                                                                   | 50,000 AQMD AB 2766                          |                                                                                                                                                                                                        | AQMD AB 2766                          | (50,000)                                                                                                              |
| CIP 513 Community Center Renovations            | 420,000                                                                                                                                                                                                                  | 350,000 Quimby Act Fees<br>70,000 GF<br>CDBG | 650,000                                                                                                                                                                                                | 650,000 Quimby Act Fees<br>GF<br>CDBG | 230,000                                                                                                               |
| CIP 514 Sports Complex Renovations              | 125,000                                                                                                                                                                                                                  | 125,000 Quimby Act Fees<br>GF                | 15,000                                                                                                                                                                                                 | 15,000 Quimby Act Fees<br>GF          | (110,000)                                                                                                             |
| <b>TOTAL PUBLIC FACILITIES</b>                  | <b>595,000</b>                                                                                                                                                                                                           | <b>595,000</b>                               | <b>665,000</b>                                                                                                                                                                                         | <b>665,000</b>                        | <b>70,000</b>                                                                                                         |
| <b>GRAND TOTAL</b>                              | <b>4,020,336</b>                                                                                                                                                                                                         | <b>4,020,336</b>                             | <b>3,670,000</b>                                                                                                                                                                                       | <b>3,670,000</b>                      | <b>(350,336)</b>                                                                                                      |
|                                                 | <b>Summary of<br/>Funding Sources</b><br>775,000 General Fund<br>300,000 Capital Reserves<br>2,625,336 Gas Taxes<br>200,000 Meas M Comp<br>- Quimby Fees<br>50,000 AQMD AB 2766<br>70,000 CDBG<br><b>4,020,336 Total</b> |                                              | <b>Summary of<br/>Funding Sources</b><br>923,000 General Fund<br>- Capital Reserves<br>2,547,000 Gas Tax<br>200,000 Meas M Comp<br>- Quimby Fees<br>- AQMD AB 2766<br>- CDBG<br><b>3,670,000 Total</b> |                                       | <b>Variance<br/>Funding Sources</b><br>(148,000)<br>300,000<br>78,336<br>-<br>-<br>50,000<br>70,000<br><b>350,336</b> |

CITY OF LAGUNA HILLS  
YEAR-END PROJECTION BY FUND  
FISCAL YEAR 2019/20

| GOVERNMENTAL FUNDS          | Beginning<br>Fund Balance | Revenues   | Interest<br>Allocation | Expenditures | Net Revenues<br>over Expenses | Transfers In | Transfers Out | Net Transfers            | Net change in<br>Fund Balance | Ending<br>Fund Balance |
|-----------------------------|---------------------------|------------|------------------------|--------------|-------------------------------|--------------|---------------|--------------------------|-------------------------------|------------------------|
| General Fund                | 8,405,975                 | 21,782,923 | 93,521                 | 20,786,900   | 1,089,545                     | 3,450,112    | 5,427,653     | (1,977,541) <sup>a</sup> | (887,996)                     | 7,517,979              |
| CIP                         |                           |            | -                      | 3,670,000    | (3,670,000)                   | 3,670,000    |               | 3,670,000                | -                             | -                      |
| Gas Taxes (HUTA & RMRA)     | 1,321,046                 | 1,206,278  | 19,676                 |              | 1,225,954                     |              | 2,547,000     | (2,547,000)              | (1,321,046)                   | -                      |
| Measure M                   | -                         | 749,069    | -                      |              | 749,069                       |              | 749,069       | (749,069)                | -                             | -                      |
| AB 2766 Fund                | 224,205                   | 40,000     | 4,027                  |              | 44,027                        |              |               | -                        | 44,027                        | 268,231                |
| CARITS                      | 1,245,578                 |            | 18,983                 |              | 18,983                        |              |               | -                        | 18,983                        | 1,264,561              |
| CDBG                        | -                         |            | -                      |              | -                             |              |               | -                        | -                             | -                      |
| Water Conservation          | 338,294                   |            | 5,156                  |              | 5,156                         |              |               | -                        | 5,156                         | 343,450                |
| Senior Mobility Program     | 77,833                    |            | 207                    | 64,272       | (64,065)                      |              |               | -                        | (64,065)                      | 13,767                 |
| CASp                        | 8,998                     | 5,000      | 137                    | 5,000        | 137                           |              |               | -                        | 137                           | 9,135                  |
| Beverage Recycling          | 22,060                    | 2,000      | 35                     | 21,757       | (19,722)                      |              |               | -                        | (19,722)                      | 2,338                  |
| CR&R Recycling              | 2,934                     | 35,000     | 534                    | 2,879        | 32,655                        |              |               | -                        | 32,655                        | 35,590                 |
| C&D Forfeited Deposits      | 50,711                    | 36,936     | 299                    | 68,000       | (30,765)                      |              |               | -                        | (30,765)                      | 19,946                 |
| Public Art Fund             | 72,692                    |            | 1,108                  |              | 1,108                         |              |               | -                        | 1,108                         | 73,800                 |
| Law Enforcement COPS/Brulte | -                         | 154,043    | -                      |              | 154,043                       |              | 154,043       | (154,043)                | -                             | -                      |
| Grants & Contributions      | 86,427                    |            | 1,317                  |              | 1,317                         |              |               | -                        | 1,317                         | 87,744                 |
| Debt Service                | 1,840,535                 |            | 45,000                 | 1,804,921    | (1,759,921)                   | 1,757,653    |               | 1,757,653                | (2,268)                       | 1,838,267              |
|                             | 13,697,289                | 24,011,250 | 190,000                | 26,423,729   | (2,222,479)                   | 8,877,765    | 8,877,765     | -                        | (2,222,479)                   | 11,474,809             |

| Reconciliation of General Fund Net Transfers |                                 |
|----------------------------------------------|---------------------------------|
| Transfer Out for CIP                         | (3,670,000)                     |
| Transfer in Gas Tax - CIP 101                | 2,547,000                       |
| Transfer in Meas M Comp - CIP 412            | 200,000                         |
| <b>CIP's funded by GF</b>                    | <b>(923,000)</b>                |
| Transfer In Meas M2 LFS                      | 549,069                         |
| Transfer In COPS Grant                       | 154,043                         |
| Transfer to Debt Service                     | (1,757,653)                     |
| <b>GF Net Transfers</b>                      | <b>(1,977,541) <sup>a</sup></b> |

CITY OF LAGUNA HILLS  
FINANCIAL POLICY RATIOS & RESERVES  
FISCAL YEAR 2019/20

|                                                   | FY 2019/20<br>Original Budget | FY 2019/20<br>Amended Budget | FY 2019/20<br>YE Estimate | VARIANCE<br>over/(under)<br>Budget |
|---------------------------------------------------|-------------------------------|------------------------------|---------------------------|------------------------------------|
| 1 BEGINNING TOTAL FUND BALANCE                    | \$12,798,337                  | \$12,798,337                 | \$13,697,289              | \$898,952                          |
| 2 General Fund Revenues                           | 22,524,167                    | 23,724,167                   | 21,876,444                | (1,847,723)                        |
| 3 Special Revenues                                | 1,758,083                     | 1,758,083                    | 1,621,693                 | (136,390)                          |
| 4 Other Funding Sources                           | 753,462                       | 753,462                      | 703,112                   | (50,350)                           |
| 5 TOTAL REVENUES                                  | \$25,035,712                  | \$26,235,712                 | \$24,201,250              | (\$2,034,462)                      |
| 6 Operating Expenditures                          | 20,675,186                    | 21,535,186                   | 20,780,500                | (754,686)                          |
| 7 Capital Expenditures                            | 4,020,336                     | 4,020,336                    | 3,670,000                 | (350,336)                          |
| 8 Other Funding Uses                              | 231,908                       | 231,908                      | 161,908                   | (70,000)                           |
| 9 CalPERS UAL Paydown/Section 115 Trust           | 0                             | 0                            | 0                         | 0                                  |
| 10 Use of Insurance Reserve Funds                 | 50,000                        | 50,000                       | 6,400                     | (43,600)                           |
| 11 Debt Service                                   | 1,804,921                     | 1,804,921                    | 1,804,921                 | 0                                  |
| 12 TOTAL EXPENDITURES                             | \$26,782,351                  | \$27,642,351                 | \$26,423,729              | (\$1,218,622)                      |
| 13 Change in Total Fund Balance                   | (1,746,639)                   | (1,406,639)                  | (2,222,479)               | (815,840)                          |
| 14 Ending Total Fund Balance                      | \$11,051,698                  | \$11,391,698                 | \$11,474,809              | \$83,111                           |
| 15 Less the Following Fund Balances:              |                               |                              |                           |                                    |
| 16 Reservation for Debt Service                   | (\$1,836,415)                 | (\$1,836,415)                | (1,838,267.23)            | (1,852.23)                         |
| 17 Non-Major Governmental Funds                   | (\$1,950,262)                 | (\$1,950,262)                | (2,118,562.84)            | (168,300.84)                       |
| 18 Unrestricted General Fund Balance              | \$7,265,021                   | \$7,605,021                  | \$7,517,979               | (\$87,042)                         |
| Less the Following Designations:                  |                               |                              |                           |                                    |
| 19 Total Capital Replacement Funds                | (595,659)                     | (595,659)                    | (595,659)                 | 0                                  |
| 20 Insurance Reserve Funds                        | (200,000)                     | (200,000)                    | (200,000)                 | 0                                  |
| 21 Unassigned General Fund Balance                | 6,469,362                     | 6,809,362                    | 6,722,320                 | (87,042)                           |
| <b>Ratio Analysis</b>                             |                               |                              |                           |                                    |
| 22 Operating Ratio (>1.1) (before debt service)   | 1.13                          | 1.14                         | 1.09                      | (0.05)                             |
| 23 Operating Surplus before Debt Service          | 2,602,443                     | 2,942,443                    | 1,799,057                 | (1,143,386)                        |
| 24 Operating Ratio (>1.1) (after debt service)    | 1.04                          | 1.05                         | 1.00                      | (0.05)                             |
| 25 Operating Surplus after Debt Service           | 797,522                       | 1,137,522                    | (5,864)                   | (1,143,386)                        |
| 26 Debt Service Ratio (<12%)                      | 8%                            | 7%                           | 8%                        | 1%                                 |
| 27 Total Fund Balance Ratio                       | 53%                           | 53%                          | 55%                       | 2%                                 |
| 28 Unrestricted General Fund Balance Ratio (>35%) | 35%                           | 35%                          | 36%                       | 1%                                 |
| 29 Unassigned General Fund Balance Ratio (>25%)   | 31%                           | 32%                          | 32%                       | 1%                                 |
| <b>Reserve Policy Analysis</b>                    |                               |                              |                           |                                    |
| 30 Minimum Unrestricted Fund Policy Reserve (35%) | 7,236,315                     | 7,537,315                    | 7,273,175                 | (264,140)                          |
| 31 Unrestricted Amount Over/(Under)               | 28,706                        | 67,706                       | 244,804                   | 177,098                            |
| 32 Minimum Unassigned Fund Policy Reserve (25%)   | 5,168,797                     | 5,383,797                    | 5,195,125                 | (188,672)                          |
| 33 Unassigned Amount Over/(Under)                 | 1,300,566                     | 1,425,566                    | 1,527,195                 | 101,630                            |

Attachment: Attachment D - Financial Policy Ratios & Reserves (2116 : Financial Update FY 2019/2020 Year-End Projection)



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020

**TO:** Mayor and Council Members

**FROM:** David Chantarangsu  
Community Development Director

**ISSUE:** Appeal of the City's Draft Regional Housing Needs Assessment (RHNA) for the Sixth Cycle Housing Element

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**RECOMMENDATION:** That the City Council take no action concerning an appeal of the City's Draft Regional Housing Needs Assessment (RHNA) for the Sixth Cycle Housing Element.

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#### **SUMMARY:**

The Southern California Association of Governments (SCAG) is authorized by state law to allocate to cities and counties in the SCAG Region a projected need for new housing units through a process known as the Regional Housing Needs Assessment (RHNA). The number of new housing units allocated to the City in this process will be used in a state-required plan for housing known as a Housing Element in the upcoming Sixth Cycle Housing Element planning period covering 2021-2029. The City's draft RHNA allocation is 1,979 units.

Cities and counties in the SCAG Region have until June 22, 2021, to appeal their draft RHNA allocation based on factors identified in state law. Staff solicited a proposal from a professional planning consultant firm (Moore, Iacofono, Goltsman – MIG), which has expertise in the preparation of Housing Elements, to appeal the City's proposed RHNA. The cost of preparing an appeal is \$15,000 and is not budgeted. Staff notes the success rate of appeals has historically been extremely low.

Pursuant to Government Code Section 65584.05 a jurisdiction may appeal its RHNA allocation based on the following:

## Appeal of the City's Regional Housing Needs Assessment (RHNA) Allocation

May 12, 2020

Page 2

- 
- SCAG failed to consider information submitted by jurisdictions relating to local factors, and information on affirmatively furthering fair housing;
  - Significant and unforeseen changes in circumstances that warrant revisions to previously submitted local factors;
  - SCAG failed to determine a jurisdiction's allocation based on approved allocation methodology.

Staff has participated in the RHNA allocation process for over a year providing local input on jobs and housing. Based on local input SCAG transmitted a recommendation to the state for a RHNA allocation of over 430,000 units. SCAG's recommendation was rejected by the state which allocated over 1.3 million units to the SCAG region for the upcoming Housing Element planning period.

Additional information from SCAG regarding RHNA appeals is available from SCAG's website at <http://scag.igmm2.com/Citizens/FileOpen.aspx?Type=1&ID=2096&Inline=True>. (see SCAG Regional Council Agenda Item No. 5).

The proposed Scope of Work for the RHNA appeal is attached for the City Council's reference.

### **FISCAL IMPACT:**

If the City Council decides to appeal the City's RHNA allocation, a budget amendment will be required.

### **ATTACHMENTS:**

- RHNA Appeal Scope of Work





March 18, 2020

David Chantarangsu, AICP  
Community Development Director  
City of Laguna Hills  
24035 El Toro Road  
Laguna Hills, CA 92653

**Subject: City of Laguna Hills RHNA Appeal**

Dear David:

MIG, Inc. is pleased to submit this proposal to assess and develop a RHNA Appeal based on the scope of work provided by the City.

We understand that the work will consist of evaluating the set of factors provided by the City which may affect the Southern California Association of Governments' (SCAG) methodology for determining the sixth cycle RHNA allocation. This will include analysis of the data and methods for inconsistencies, and a determination of how any updates to data or calculations may have an impact on the City's allocation estimate. It will also include consideration of the viability of each of these factors as arguments to include in an application for appeal to SCAG.

We appreciate the City of Laguna Hills's commitment to act to advance the broader housing needs of the region and the state, while also thinking realistically about what the City will likely be able to do within its boundaries. Our proposal offers a work program with a tight focus on completing key tasks in a timely and efficient manner to reach the goal of determining whether to proceed with an appeal of the RHNA allocation. We also provide an optional task of appeal preparation that may be included for an additional fee.

If you have any questions as you read through our proposal, please call me at the office (626) 744-9872 or via cell at (818) 388-4286.

Sincerely,

A handwritten signature in blue ink that reads "Laura f Stetson".

Laura Stetson, AICP  
Principal

## Scope of Work

We have prepared this Scope of Work which addresses the issues provided by the City and offers extensive analysis of the basis of each factor for an appeal of the sixth cycle RHNA. Optional tasks related to the development of an RHNA appeal are also included. The scope can be expanded, contracted, or otherwise modified.

If certain tasks in this Scope of Work require more effort than originally anticipated, MIG—in consultation with City staff—may revise or remove scope and budget from other tasks within this scope of services.

### ***Project Understanding***

The City of Laguna Hills is looking for assistance to file an appeal of its sixth cycle Regional Housing Needs Assessment (RHNA), which is currently estimated to be 1,979 units. City staff has determined that several factors used in SCAG's allocation methodology may have underlying issues and because of this, SCAG may have generated an unrealistic housing estimate calculation. The City is seeking services to analyze these factors and issues and determine their viability for an appeal of SCAG's RHNA allocation.

MIG has prepared a set of tasks which respond to the suggested scope provided by the City. We will provide one consolidated memo detailing our analysis and work from each of the six tasks below. This is explained following Task 6.

#### **Task 1: MIG shall review and analyze SCAG's data set for the City of Laguna Hills pertaining to the proposed RHNA Methodology.**

MIG will review the sixth cycle "Staff Recommended FINAL RHNA Allocation Methodology" from SCAG and related data. MIG will also review to look relevant critiques to SCAG's RHNA Methodology, such as the proposal from the City of Cerritos and other Southeast LA County and Orange County cities, and provide details of these arguments, any related SCAG response, and MIG analysis of how any change in factors might affect the City of Laguna Hills sixth cycle RHNA.

#### **Task 2: MIG shall evaluate the impact of the elimination of Interstate 5 as a High Quality Transit Area (HQTA) on the City's RHNA. MIG shall estimate the number of units to be deducted from the City's current estimated RHNA by eliminating all housing and employment factors affected as a result of the elimination of the I-5 HQTA as an element in SCAG's RHNA methodology for the City.**

The City of Laguna Hills proposes that SCAG's current methodology for using HQTA as part of the RHNA allocation did not properly update regions within the City where an HQTA designation was initially given due to proximity to the I-5 transportation corridor.

**2.A.** MIG will analyze SCAG's HQTA criteria, methodology, and datasets to determine whether the impact of eliminating I-5 criteria would call for a change in the City of Laguna Hills sixth cycle RHNA

allocation. MIG will provide the City our findings and analysis, including whether this argument can be included in an appeal. It will also include, if justified, an estimated number of units to be deducted from the City's RHNA allocation.

**2.B** This task may involve contact with SCAG's planning office to determine changes to its HQTAs (i.e., removal of transportation corridors to focus on transit corridors), as well as its dataset updates in February 2020 which places some of the northern neighborhoods of Laguna Hills around the Laguna Hills mall within a HQTAs.

**Task 3: MIG shall evaluate "existing housing unit" data for the City within the Final RHNA Methodology Data Appendix, and compare the data to existing Department of Finance (DOF), Census, and American Community Survey (ACS) data. MIG shall advise the City as to the impact of requesting that SCAG increase the City's "existing housing unit" data on the City's estimated RHNA. To the best of its ability, MIG shall advise the City if an increase in the number of the City's existing housing units will add or reduce the City's estimated RHNA.**

The City of Laguna Hills found discrepancies in the "existing housing" data used by SCAG in developing its RHNA Methodology which are different than the household unit figures issued by the California DOF and those provided by the ACS. MIG will analyze and compare the SCAG housing unit data to DOF, Census, and ACS sources. MIG will describe this analysis and the impacts of City requests to SCAG to adjust "existing housing units" on the City's current RHNA allocation. MIG's consolidated project memo will include a determination of whether this increase warrants a change in the RHNA allocation for the City.

**Task 4: MIG shall work with City staff to identify the potential reduction in employment in the City as a result of the conversion of non-residential land uses to residential uses to meet the City's estimated RHNA, and to what degree a lower employment figure would lower the City's RHNA.**

The City of Laguna Hills proposes that there may be a reduction in employment as a result of the conversion of non-residential land uses to residential uses. MIG will analyze the affect that land use conversions from non-residential to residential will have on employment in Laguna Hills. We will provide a review to the City detailing this analysis and any related change to the City's RHNA allocation. This task requires that the City to provide a list of potential conversion sites, as well as the types of employment which may be at risk of loss due to these changes.

**Task 5: MIG shall generally advise the City on factors the City could use concerning the availability of land as a basis for lowering its estimated RHNA.**

MIG will review the availability of land in Laguna Hills and provide a section in our consolidated memo which advises on relevant factors which may be used in an RHNA appeal.

**Task 6: MIG shall provide the City with a revised estimated RHNA once all analyses described above have been completed, identifying total units by income category (Very Low/ Low/Moderate/ Above Moderate).**

Once the above analyses are complete, MIG will provide the City with an overall analysis and evaluation of the validity of the bases of appeals, including the I-5 HQTAs, housing unit data, employment reductions and land availability arguments, and any other factors MIG determines may be relevant. After evaluating the viability for an appeal, MIG will provide a revised RHNA allocation estimate, totaling units by income category.

*Deliverables: MIG will provide one **Memo** to the City of Laguna Hills detailing our work in tasks 1 to 6 above.*

### **Optional Tasks**

Included in this proposal is the optional task of preparing the City of Laguna Hills RHNA Appeal Request, if it is deemed viable through the above analysis and requested by the City.

**Optional Task A: MIG will prepare the City of Laguna Hills RHNA Appeal request by completing the SCAG sixth cycle appeal form (approved on March 5, 2020) and will prepare relevant data and analysis for City staff which will be needed for the appeal application and hearing.**

MIG will prepare the City of Laguna Hills RHNA Appeal request application, which needs to be filed by May 20, 2020 with SCAG. MIG will use the arguments and analysis laid out in Task 6 above and any additional analysis provided by the City during review of MIG's deliverables.

*Deliverables: **Application** for RHNA Appeal Request and accompanying **memo**, which include the relevant data and analysis from MIG's revised allocation analysis for City of Laguna Hills (Task 6 above). The memo will also include the relevant arguments that city staff can use to prepare for the appeal hearing to take place Summer 2020.*

If requested, MIG will attend SCAG's public hearing regarding the allocation appeal to assist in answering any questions from SCAG staff and officials about the revised analysis. Any time required will be billed on a time-and-materials basis with prior approval by the City.

## Schedule

MIG proposes the following calendar and time frame for each of the above tasks.

| Task                                                                                                                                            | Target Completion Date |
|-------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <b>Project Initiation</b>                                                                                                                       | April 1, 2020          |
| SCAG Initiates RHNA Appeals Process                                                                                                             | April 10, 2020         |
| RHNA Appeal Memo: includes analysis from Tasks 1 to 6                                                                                           | May 1, 2020            |
| <b>Optional Task 7:</b><br>7.A RHNA Appeal Application for City of Laguna Hills Review<br>Memo: argument for appeal<br>Related data spreadsheet | May 8, 2020            |
| City of Laguna Hills RHNA Appeal Application submission to SCAG                                                                                 | May 15, 2020           |
| SCAG Ends RHNA Appeals Process                                                                                                                  | May 25, 2020           |



**Project Fee**

We have structured the work program to work within a not-to-exceed budget of \$12,000 and focused on tasks 1-6 outlined in the proposed scope of work. An additional not-to-exceed budget of \$3,000 will cover Optional Task 7. While the work program is based on the support needs the City has requested, it is flexible and can be adjusted to meet your particular needs. MIG will devote the staff resources necessary to keep the program on schedule. City staff will review draft documents, provide a single comment document related to revisions, and provide requested information in a timely fashion consistent with the schedule. Billing procedures will involve monthly invoices based on a percent complete basis of a not-to-exceed amount, divided into tasks. The invoices, identifying the percent complete, also serve as progress reports for City staff to gauge project progress.



# City of Laguna Hills

## City Council/Planning Agency

### Staff Report

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**DATE:** May 12, 2020  
**TO:** Mayor and Council Members  
**FROM:** David Reynolds  
Deputy City Manager  
**ISSUE:** 2020 Fourth of July Event

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**RECOMMENDATION:** That the City Council cancel the City of Laguna Hills' 2020 4th of July Event as outlined in Option 1 of this staff report.

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#### **SUMMARY:**

Staff estimates that the City of Laguna Hills 4<sup>th</sup> of July celebration can draw a crowd of approximately 7,000 to 10,000 people per year. To protect the public health during the COVID-19 pandemic, Governor Newsom issued a stay-at-home order which prohibits the gathering of large crowds to help prevent the spread of COVID-19. The City has closed the Community Center and other facilities, and reservations and recreation activities have been suspended until further notice. Staff believes that it is prudent for the City to abide by the State's current stay-at-home order and to follow the State's Pandemic Roadmap, and therefore, is recommending the cancellation of the 4<sup>th</sup> of July event for this year. Staff reached out to other cities to determine their plans with their respective 4<sup>th</sup> of July events, and this information is included in this staff report under Table 1. Two options are provided in this staff report for the City Council's consideration. Option 1 is to cancel the event in its entirety which includes all food vendors, rides, activities, live music, and the firework show. The other option, Option 2, is for the City Council to approve the attached Fireworks Display Agreement with Fireworks and Stage FX America, Inc. (Agreement) and direct the City Manager to execute the Agreement for a July 4, 2020, firework show (with no attendant Annual Fourth of July Celebration) requiring a 25% deposit, and with an option to reschedule the firework show through September 6, 2021, as described in this staff report. Staff is recommending Option 1.

## 2020 Fourth of July Celebration

May 12, 2020

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### BACKGROUND:

The next City event, where large crowds have routinely gathered, is the 4<sup>th</sup> of July celebration. Hosting this event throughout the years at the Laguna Hills Community Center and Sports Complex, the City has provided the public with a 4<sup>th</sup> of July celebration which includes carnival rides and games, bouncy houses, non-profit food vendors, live music, kids crafts, and, of course, a firework show. Staff estimates that the crowd size has ranged from 7,000 to 10,000 individuals at each of its 4<sup>th</sup> of July events throughout the years. In light of the current COVID-19 pandemic, where social distancing measures have been enacted, serious consideration needs to be placed on the viability of the City hosting its 4<sup>th</sup> of July event this year.

As the City Council is aware, on March 19, 2020, the City Manager issued the Novel Coronavirus, COVID-19 Executive Order, which closed the Community Center and suspended reservations and recreation activity until further notice. Further, all park playground equipment, the skateboard park and hockey rink facilities, and the restrooms at Cabot Park and the Community Center & Sports Complex were also closed until further notice. Additional Executive Orders were executed which cancelled Volunteer Connection Day and the Memorial Day Race events. To date, the City has not opened its recreation facilities and registration for recreation classes/activities is inactive. These facility closures and cancellation of recreation programs and events are in line with the State of California COVID-19 social distancing measures. As of May 7, 2020, Governor Newsom's stay-at-home order (Executive Order N-33-20) is still in effect, and "Public events and gatherings" are specifically listed as "What's Closed" on the California Coronavirus (COVID-19) Response website<sup>1</sup>.

Since these Executive Orders were first issued, Community Services staff has run two 4<sup>th</sup> of July work efforts in parallel: one to continue planning and scheduling for the event, and the other to plan on its cancellation. A question on staff's mind during this pandemic, and indeed on the public's mind, is "how long will the stay-at-home order last?" Governor Newsom shed some light on this question when he provided updates on the State's Pandemic Roadmap. This roadmap presents the four stages the State of California must achieve together before the stay-at-home order is completely lifted and large public gatherings are a consideration. As of the writing of this report, it is anticipated that on May 8<sup>th</sup>, the entire State will begin to transition from Stage 1 to Stage 2. The final stage of this roadmap, Stage 4, is when we will see the end of the stay-

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<sup>1</sup> Stay Home Order FAQs webpage: <https://covid19.ca.gov/stay-home-except-for-essential-needs/#top>

## 2020 Fourth of July Celebration

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at-home order and the return of large events and public gatherings such as concerts. Events such as the City's 4th of July falls into Stage 4—and Stage 4 follows Stage 3 on the Pandemic Roadmap. According to Governor Newsom during a recent press conference, Stage 3 of the Pandemic Roadmap is “months, not weeks, away.”

Understanding the financial impact that COVID-19 pandemic has had on municipalities, and the uncertainty of future 4<sup>th</sup> of July plans, Fireworks America (FA) sent a letter to the City of Laguna Hills to propose the following:

1. Reduce the firework show deposit to 25%. This is a reduction from \$13,250 to \$6,625.
2. The City can cancel the 2020 firework show up until the scheduled date of the show for reasons related to the COVID-19 pandemic and reschedule the show to a future date up to Labor Day, 2021 (or September 6, 2021).

FA's letter is attached to this staff report and is discussed in the options section of this report.

Staff has worked, as mentioned earlier in this staff report, on the possibility that this year's 4<sup>th</sup> of July event may unfortunately be cancelled. This work effort included keeping in contact with other municipalities on their plans for the 4<sup>th</sup> of July, staying updated with COVID-19 mitigation measures, and discussing contract modifications with FA on the firework show agreement. In regards to other municipalities' 4<sup>th</sup> of July plans, staff has listed the status (at the time of writing this staff report) of other south OC cities events below (see Table 1).

Table 1. South OC Cities/Communities Status on 4<sup>th</sup> of July Event

| City                   | Status                                                                                                                                                                   |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Aliso Viejo            | Undecided. AVCA puts on the show and the AVCA Board will determine on May 11 if the event is going to move forward.                                                      |
| Dana Point             | Firework show still on                                                                                                                                                   |
| Irvine                 | Undecided                                                                                                                                                                |
| Ladera Ranch           | CANCELLED                                                                                                                                                                |
| Laguna Niguel          | CANCELLED                                                                                                                                                                |
| Laguna Woods           | CANCELLED                                                                                                                                                                |
| Laguna Beach           | N/A                                                                                                                                                                      |
| Lake Forest            | CANCELLED 4 <sup>th</sup> of July parade. City does not host a firework show. HOA at Lake 2 fires a show but undecided this year.                                        |
| Mission Viejo          | Undecided                                                                                                                                                                |
| Rancho Santa Margarita | Undecided. HOA responsible for show                                                                                                                                      |
| San Clemente           | Firework show only. Relocating show from the pier to another location that cannot accommodate gatherings. Encourage residents to stay home and watch the show from home. |
| San Juan Capistrano    | Firework show only                                                                                                                                                       |

## 2020 Fourth of July Celebration

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4<sup>th</sup> of July Options and Staff's recommendation**Option 1: Cancel the 4<sup>th</sup> of July event and not execute a 2020 agreement with FA for a firework show. (*Staff's Recommendation*)**

In recognition of the current prohibition on large public gatherings, as well as the requirement for six-foot social distancing, and to dampen the fiscal impact of the COVID-19 pandemic on the City's budget, staff recommends the cancellation of the 4<sup>th</sup> of July event this year in its entirety at the Laguna Hills Community Center and Sports Complex. Cancellation will include all rides and activities, food vendors, the band, in addition to the fireworks show. This will save the City in the current budget cycle approximately \$58,450.

This option means that a contract with FA would not be executed for this year's show. Total cost for FA firework show this year is \$26,500. A new contract can be negotiated in 2021 for the 2021 4<sup>th</sup> of July show, but the following points are important to note according to FA:

- Firework costs may increase by 3% - 10% for the 2021 show
- Deposit will be 50%
- Priority for shows and staffing is first provided to FA multi-year contract clients and clients that execute a contract this year in response to its April 16<sup>th</sup> letter (see attachment).

**Option 2: Execute the FA Agreement attached to this staff report for a July 4, 2020 firework show (with no attendant Annual Fourth of July Celebration) requiring a 25% deposit, and with an option to reschedule the firework show through September 6, 2021.**

Under this option, the City Council would approve the attached Fireworks Display Agreement with FA (Agreement) and direct the City Manager to execute the Agreement. This action would secure a spot for FA to potentially shoot fireworks this year at the Laguna Hills High School property (or possibly at the Community Center and Sports Complex). In the event that the show is cancelled for reasons related to the COVID-19 pandemic, the show can be rescheduled up to Labor Day next year. Crowd control measures would need to be enacted such as road closures and closures of the High School and Community Center and Sports Complex to prevent the assembly of



## 2020 Fourth of July Celebration

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spectators. However, these measures would not dissuade individuals from gathering in large crowds at vista points to view the show such as the water tower next to Mendocino Park, at Mendocino Park, or the hill below the park, for examples. Staff views this as highly problematic if we are to align with the State's social distancing measures. Moreover, upon cancellation of other firework shows in the general region, the City may experience increased individuals attempting to get a closer vantage point to our fireworks display; and consequently, will crowd shopping center parking lots, public parks, and streets around both the High School and the Community Center and Sports Complex.

This option is only for a firework show during the stay-at-home order. In accordance to Option 1 and staff's recommendation, all other aspects of the event (i.e. the rides, entertainment, and food vendors, etc.) are also cancelled during the stay-at-home order. In addition, the Community Center and Sports complex and other City Parks will be closed so as to prohibit the congregation of crowds to watch the show. This may require additional OC Sheriff personnel to be assigned to the property for crowd control and to direct individuals away from the Community Center and Sports Complex. Laguna Hills residents and the general public will be directed to watch the show from their homes. When the stay-at-home order is lifted, however, an audience would be permitted to watch the show from the Community Center and Sports Complex property.

Here are some additional points about this option in regards to FA's Agreement:

- 25% deposit (\$6,625) due upon Agreement signing.
- City can cancel the firework show at any time up until July 4, 2020 for reasons related to the COVID-19 pandemic and reschedule the show to a future date up to Labor Day (9/6/2021).
- FA retains the deposit if the show is rescheduled.
- The total firework display cost is secured at \$26,500 through 9/6/2021.
- The balance of the firework display (or \$19,875) would be paid after the date of the firing of the show. If this is after July 1, 2021, this expense would not be incurred until the next budget cycle.

## 2020 Fourth of July Celebration

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### **FISCAL IMPACT:**

Staff's recommendation to cancel the event this year, Option 1 of this staff report, would save the City approximately \$58,450 during this budget cycle.

Option 2 of this staff report would require the execution of the attached FA Agreement and a 25% deposit of the Firework Display in the amount of \$6,625. The Firework Display balance of \$19,875 would be due after the firework display is fired. Total cost is \$26,500.

### **ATTACHMENTS:**

- Attachment 1 - Fireworks America Letter
- Attachment 2 -Fireworks Display Agmt (2020)



*"The Difference is Quality"*

PO Box 488, Lakeside, CA 92040

Toll Free: 800-464-7976, Phone: 619-938-8277 Fax: 619-938-8273

April 16<sup>th</sup>, 2020

Dan Meehan  
25555 Alicia Parkway  
Laguna Hills, CA 92653

Dear, Mr. Meehan

Together we are facing a truly unprecedented situation. The Global Corona Virus Pandemic is affecting all of our families, our businesses, our municipalities, our communities and our way of life. During this time, we wanted to reach out and update you on how we are approaching this situation.

First and foremost, our hearts go out to anyone who has been impacted by the virus, either directly or indirectly. Our thoughts are especially with those who are sick to whom we extend our heartfelt wish for full recovery. We are truly inspired by the selfless health care workers around the world who are on the front lines working tirelessly to care for people in need.

With an uncertain future we know it is difficult to plan ahead. To this end we are proposing the following creative solution that will meet your needs once we have a path forward. As you know, it takes a fair amount of pre-planning and labor to put together a fireworks display. Several hundred-man hours are required to make those fireworks magically appear on show day.

To allow us adequate time to safely and properly pack your display, whenever it may be, we propose the following:

- 1) Plan for your display and sign a contract by May 1, 2020. There will be no charge to move the dates as the path forward becomes clearer. If circumstances dictate a postponement to 2021 then you have pre-planned next year's display. We can then move forward packing your display in a safe and efficient manner.
- 2) We understand that municipalities are being burdened with other costs right now like obtaining PPE, etc. Because of that we will take a 50% reduction in our deposit requirements. While we normally receive a 50% deposit to get started on your display, we will accept a 25% deposit due on May 15, 2020. This will allow us to pack your show in good faith knowing that, at some point, it will happen.
- 3) Should the need arise, postpone your show to any future date up to Labor Day, 2021. If it turns out the Governor will not allow gatherings on July 4<sup>th</sup> we can reschedule to Labor Day or any future date you choose. All we ask is enough notice to get permits and pyrotechnicians in place. Only shows planned for the 4<sup>th</sup> of July this year can be re-scheduled for July 4<sup>th</sup>, 2021.

We have an amazing team at Fireworks America that is here for you. This moment reminds us that we're all connected like never before. We're called upon to be our best selves, with patience, understanding and compassion. On behalf of all of us at Fireworks America, we're committed to being your partner and persevering together in all the days and years ahead.

As we go forward, we'll be sure to keep you updated, and know that we always value your questions, ideas and feedback.

Sincerely,



Kevin T. Brueckner, President



J. Scott Danielson, General Manager



Matt Biolchino, Regional Manager

## Attachment 2

**FIREWORKS DISPLAY AGREEMENT**  
**Fireworks and Stage FX America, Inc.**

THIS FIREWORKS DISPLAY AGREEMENT (the "Agreement") is made, entered into, and effective this 12th day of May 2020, by and between the CITY OF LAGUNA HILLS, a California general law city organized and existing under the laws of the State of California ("City"), and FIREWORKS AND STAGE FX AMERICA, LLC, a California corporation, dba FIREWORKS AMERICA ("FA").

**RECITALS**

- A. FA designs, produces, and conducts public fireworks displays; and
- B. City desires to engage FA to design, produce and perform a public fireworks display on July 4, 2020, pursuant to the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the terms, conditions, and covenants contained herein, both parties hereto do mutually agree as follows.

**AGREEMENT**

**1. Engagement.** City hereby engages FA to provide to City one public fireworks display ("Display"), and FA accepts such engagement upon all of the promises, terms and conditions hereinafter set forth.

**1.1 FA Duties.** FA shall provide all pyrotechnic equipment, trained pyrotechnicians, shipping, pyrotechnic products, application for specific pyrotechnic permits (the cost of which, including standby fees, shall be paid by City) relating to the Display, and insurance covering the Display. Subject to Paragraph 18, FA shall provide the Display in substantial conformance with the duration, quantities and format outlined in the "Celebrate Freedom" Scope of Work, a copy of which is attached hereto as Exhibit "A" and is incorporated herein by this reference and made a part of this Agreement as though set forth fully herein. In the event of any inconsistency between the terms contained in Exhibit "A" and the terms set forth in the main body of this Agreement, the terms set forth in the main body of this Agreement shall govern.

**1.2 City Duties.** City shall provide the Site, as defined in Paragraph 2, for the discharge of the Display, access to the Site, security for the Site as set forth in Paragraph 11, and any authorization necessary for FA to utilize the Site for the Display.

**1.3 FA Performance.** As a material inducement to the City entering into this Agreement, FA acknowledges and understands that the Display contracted for under this Agreement requires specialized skills and abilities and that, consistent with this understanding, FA represents and warrants that it shall conduct the Display and perform all related services and work under this Agreement in a skillful and competent manner, and that it shall be held to a standard of quality and performance prevalent in the pyrotechnic industry for such Display service and work and with the standards recognized as being employed by contractors in the pyrotechnic field in the



## Attachment 2

State of California. FA further represents and warrants that it is skilled in the field of public fireworks displays and that it holds the necessary skills and abilities to satisfy the standard of quality and performance as set forth in this Agreement. FA further represents and warrants that it and all of its employees and subcontractors, if approved, providing services under this Agreement shall have sufficient skill and experience to perform the Display services and work assigned to them. All Display services and work shall be completed to the reasonable satisfaction of the City.

**1.4 Term.** This Agreement shall commence upon the effective date of this Agreement and continue in full force and effect until completion of all Display services and work.

**2. Time and Place.** The Display shall take place on July 4, 2020 ("Scheduled Date"), at approximately 9:00 p.m. ("Scheduled Time"), at the Laguna Hills High School located at 25401 Paseo de Valencia, Laguna Hills, CA, between the Tennis Court and Baseball Field, which is adjacent to the Laguna Hills Community Center located at 25555 Alicia Parkway, Laguna Hills, CA ("Site"). The Display will be under the direct supervision and control of a lead FA pyrotechnician as set forth in Paragraph 3. It is agreed that FA shall be the exclusive fireworks supplier and producer for the Display contracted for herein. City reserves the right to determine the actual start and stop time of the Display.

**3. Lead Pyrotechnician.**

**3.1 Experience.** The Display shall be conducted by and discharged under the direct supervision and control of a lead FA pyrotechnician that: (i) has a minimum of three years of experience providing public fireworks displays; and/or (ii) has successfully provided no less than ten public fireworks displays.

**3.2 Verification of Credentials.** FA shall furnish City with the name of the lead FA pyrotechnician responsible for the Display, a copy of his/her Basic Commercial or Special Effects 1<sup>st</sup> Class License, and a written summary of his/her prior experience and credentials. FA shall provide the documentation required by this Paragraph to the City by no later than May 29, 2020.

**4. Fees, Interest, and Expenses.**

**4.1 Fee.** City agrees to pay FA a fee of \$26,500.00 (Twenty Six Thousand Five Hundred Dollars) ("Display Fee") for the Display. City shall pay to FA \$6,625.00 (Six Thousand Six Hundred Twenty Five Dollars) of the Display Fee as a deposit ("Deposit") upon execution of this Agreement by both parties. Except as otherwise provided below, the balance of the Display Fee shall be paid by City no later than July 18, 2020.

**4.2 Interest.** In the event that the Display Fee is not paid in a timely manner, City will be responsible for the payment of 1.5% interest per month or 18% annually on the unpaid balance.

**4.3 Expenses.** FA shall pay all normal expenses directly related to the Display including, but not limited to, freight, insurance as set forth herein, pyrotechnic products, pyrotechnic equipment, experienced pyrotechnic personnel to set up and discharge the pyrotechnics, and those additional items outlined as FA's responsibility under this Agreement. City shall pay all costs related to the Display not supplied by FA including, but not limited to, all

## Attachment 2

governmental fees and taxes, including sales, use, excise, license, permit, entertainment, or other fees, taxes or surcharges imposed or otherwise applied to the Display.

5. **Force Majeure.** City agrees to partially assume the risks of weather, strike, civil unrest, terrorism, military action, governmental action, pandemic and other causes beyond the control of FA or City, which may prevent the Display from being safely discharged on the Scheduled Date, including, but not limited to, State or County Health orders restricting the public's ability to gather and observe the Display. If, for any such reason, the City cancels its 2020 fourth of July celebration and/or FA is not reasonably able to safely discharge the Display on the Scheduled Date, City may: (i) reschedule the Display on a mutually agreed upon date occurring no later than September 6, 2021, and pay to FA the balance of the Display Fee within 15 business days of completion of the rescheduled Display; or (ii) cancel the Display, forfeit the Deposit, and be relieved of any obligation to pay to FA the balance of the Display Fee.

6. **Rescheduling.** City shall have the option to unilaterally reschedule the Display at any time prior to the Scheduled Date. Except as provided otherwise in Paragraph 5, if City elects to reschedule the Display, it shall pay to FA the balance of the Display Fee within 15 business days of completion of the rescheduled Display plus: (i) 5% of the Display Fee, or \$1,325.00 (One Thousand Three Hundred Twenty Five Dollars), if the City notifies FA of the request to reschedule before 12:00 a.m. on July 3, 2020; or (ii) 15% of the Display Fee, or \$3,975.00 (Three Thousand Nine Hundred Seventy Five Dollars), if the City notifies FA of the request to reschedule on or after 12:00 a.m. on July 3, 2020. The Display shall be rescheduled on a mutually agreed upon date occurring no later than six months from the Scheduled Date.

7. **Right to Cancel, Substantial Delay or Postponement.**

7.1 **Right to Cancel.** City shall have the option to unilaterally cancel the Display at any time prior to the Scheduled Date. If City elects to cancel the Display prior to the Scheduled Date for any reason, other than force majeure pursuant to Paragraph 5, or other than FA's inability to perform as a result of operator error, or other than malfunction or failure of pyrotechnic equipment or materials as provided in Paragraph 7.2(C), or other than FA's failure to fulfill its obligations under this Agreement, FA shall retain the Deposit, and the City shall pay to FA as liquidated damages: (i) 50% of the balance of the Display Fee, or \$9,937.50 (Nine Thousand Nine Hundred Thirty Seven Dollars and Fifty Cents), if the City notifies FA of the cancellation at least 30 days prior to the Scheduled Date; (ii) 75% of the balance of the Display Fee, or \$14,906.25 (Fourteen Thousand Nine Hundred Six Dollars and Twenty Five Cents), if the City notifies FA of the cancellation 15 to 29 days prior to the Scheduled Date; or (iii) 100% of the balance of the Display Fee, or \$19,875.00 (Nineteen Thousand Eight Hundred Seventy Five Dollars), if the City notifies FA of the cancellation less than 15 days prior to the Scheduled Date.

7.2 **Substantial Delay or Postponement.** Both parties agree that the City will suffer damages as a result of any substantial delay or postponement of the Display resulting from operator error, or malfunction or failure of the pyrotechnic equipment or materials, and therefore agree to the following liquidated damages provisions:

A. If FA, as a result of operator error, or malfunction or failure of the pyrotechnic equipment or materials, is unable to start the Display within 5 to 15 minutes after the

## Attachment 2

Scheduled Time, or if at any time after the Display has begun and is underway, there is/are a gap(s) or break(s) in the program lasting 2 to 5 minutes in total, FA shall pay to the City as liquidated damages 20% of the Display Fee, or \$5,300.00 (Five Thousand Three Hundred Dollars).

**B.** If FA, as a result of operator error, or malfunction or failure of the pyrotechnic equipment or materials, is unable to start the Display more than 15 to 30 minutes after the Scheduled Time, or if at any time after the Display has begun and is underway, there is/are a gap(s) or break(s) in the program lasting more than 5 to 15 minutes in total, FA shall pay to the City as liquidated damages 50% of the Display Fee, or \$13,250.00 (Thirteen Thousand Two Hundred Fifty Dollars).

**C.** If FA, as a result of operator error, or malfunction or failure of the pyrotechnic equipment or materials, is unable to start the Display for more than 30 minutes after the Scheduled Time, or at any time after the Display has begun and is underway, there is/are a gap(s) or break(s) in the program lasting more than 15 minutes in total, the City, in its sole discretion, may cancel the Display without incurring any liability for payment to FA and without any obligation to reschedule the Display. In either event, it is expressly agreed that FA shall pay to the City as liquidated damages 100% of the Display Fee, or \$26,500.00 (Twenty Six Thousand Five Hundred Dollars).

## **8. Notice of Rescheduling or Cancellation.**

**8.1 Notice Prior to Scheduled Date.** In the event that the City elects to reschedule or cancel the Display prior to the Scheduled Date, the City shall communicate its decision to Kevin Brueckner of FA at go4pyro@aol.com and/or by phone to (800) 464-7976.

**8.2 Notice on Scheduled Date.** In the event that the City elects to reschedule or cancel the Display on the Scheduled Date, the City shall communicate its decision to Kevin Brueckner of FA at go4pyro@aol.com and/or by phone to (800) 464-7976. In addition, the City shall inform the lead FA pyrotechnician onsite of its decision as appropriate.

**9. City Contract Officer.** The City Manager, or his/her designee, shall be solely authorized to make decisions concerning this Agreement and the Display including, but not limited to, requests to reschedule or cancel the Display.

**10. Safety.** FA shall comply with applicable federal, state and local laws and regulations and employ safety policies and procedures, programs, protocols and other measures consistent with recognized applicable industry standards and practices. At all times before and during the Display, it shall be within FA's sole discretion and control to determine whether or not the Display may be safely discharged or continued. It shall not constitute a breach of this Agreement by FA to determine that the Display cannot be discharged or continued as a result of any conditions or circumstances affecting safety beyond the reasonable control of FA. Conditions or circumstances resulting from operator error, or malfunction or failure of the pyrotechnic equipment or materials shall not be deemed "beyond the reasonable control of FA" for purposes of this Paragraph and shall remain subject to the liquidated damages provisions set forth in Paragraph 7.2.

## Attachment 2

**11. Security.** City shall provide and maintain sufficient security personnel, barricades, and police services before, during and after the Display until the lead FA pyrotechnician declares the Site clear. The City shall also provide and maintain a shell casing fallout area clear of any buildings, cars and spectators with a minimum 500-foot radius, or as may otherwise be specified by the current edition of *National Firework Protection Association 1123: Code for Fireworks Display* ("NFPA 1123"), as a Fire Safety Zone ("FSZ") from the time the fireworks are delivered to the Site until the lead FA pyrotechnician declares the Site clear. The approximate location and scope of the FSZ is depicted in Exhibit "B" attached hereto. It is understood and agreed that FA will cease the discharge of all fireworks due to any security breach of the FSZ. FA shall not be responsible for personal injury, vehicle or property damage occurring within the FSZ as a result of the City's failure to maintain the 500-foot radius FSZ clear of any buildings, cars, or spectators. Furthermore, City shall be responsible for any property damage to the Laguna Hills High School Tennis Court, Baseball Field, Track and/or Football Field solely within the FSZ caused by ordinary fallout from the Display. City acknowledges and agrees that FA's responsibilities are limited to the Display and that FA is relying on City to maintain the aforementioned FSZ and to comply with all Federal, State, and local laws, orders, regulations and ordinances pertaining to the implementation of any and all security measures at the FSZ. Any inspections of the FSZ by or on behalf of City made during setup of the Display shall be in accordance with the current edition of NFPA 1123, and under the direct supervision of the lead FA pyrotechnician. Any such inspection shall not interfere with the safety of the setup, discharge, or disassembly of the Display. The lead FA pyrotechnician may, at his/her sole discretion, cancel any inspection that in his/her opinion may compromise the safety of the setup, discharge, or disassembly of the Display.

**12. Continuity.** FA shall establish Display "continuity" (i.e., test and confirm the functionality of electrically fired pyrotechnic lines, channels and circuits) by no later than 7:00 p.m. on the Scheduled Date, or no less than two hours prior to the Scheduled Time as such time may be modified by the City.

**13. Contract Subject to Government Regulation.** This Agreement and FA's obligations and FA's performance hereunder are subject to all applicable Federal, State, and local laws, rules, ordinances, regulations and codes, now or hereinafter in effect, and to the conditions and limitations contained in any necessary permits, as set forth in Paragraph 14 ("Display Permits"). In the event any Federal, State, or local law, rule, regulation or ordinance shall be enacted which in any way prohibits, limits or restricts the sale, performance or operation of the exhibition of the Display or in the event the Display Permits in any way limit or restrict the sale, performance or operation of said exhibition, FA shall limit or restrict its performance of the Display so as to comply with such law, rule, regulation or ordinance or limitation or restriction of Display Permits. The City acknowledges that any such limit or restriction placed on the performance or operation of the Display shall in no way result in or entitle City to a reduction or abatement in the full contract price.

**14. Permits.** FA agrees to apply for permits for the firing of pyrotechnics from the Orange County Fire Authority, and if required, the FAA. The City shall be responsible for any fees associated with these permits, including standby fees. The City shall be responsible for obtaining any other necessary permits, paying associated fees, and making other appropriate arrangements

## Attachment 2

for police services, other fire departments, road closures, event/activity or land use permits or any permission or permit required by any local, regional, state or federal government.

**15. Cleanup.** FA shall be responsible for the removal of all Display equipment and any live pyrotechnics from the Site. The City shall be responsible for cleaning the Site and FSZ.

**16. Insurance and Indemnification.**

**16.1 Insurance.** FA shall procure and maintain, at its sole cost and expense, and submit concurrently with its execution of this Agreement, in a form and content satisfactory to City, public liability and property damage insurance against any and all claims for injuries against persons or damages to property resulting from FA's performance under this Agreement. FA shall also carry workers' compensation insurance in accordance with California workers' compensation laws. Such insurance shall be kept in full force and effect during the term of this Agreement, including any extension thereof, and shall not be cancelable without thirty (30) days written notice to City of any proposed cancellation. Certificates of insurance evidencing the foregoing and designating the City and the Saddleback Valley Unified School District, their elected and appointed officials and officers, employees, agents, and volunteers as additional insureds by original endorsement shall be delivered to and approved by City prior to commencement of services. The procuring of such insurance and the delivery of policies, certificates, and endorsements evidencing the same shall not be construed as a limitation of FA's obligation to indemnify City and the Saddleback Valley Unified School District, their elected and appointed officials and officers, agents, employees, and volunteers.

**16.1.1 Minimum Scope of Insurance.** The minimum amount of insurance required hereunder shall be as follows:

**A.** Comprehensive general liability and personal injury with limits of at least five million dollars (\$5,000,000.00) per occurrence, six million dollars (\$6,000,000.00) in the general aggregate, and six million dollars (\$6,000,000.00) for products and completed operations; the commercial general liability policy shall name the City of Laguna Hills and the Saddleback Valley Unified School District as additional insureds;

**B.** Automobile liability insurance with limits of at least one million dollars (\$1,000,000.00) per occurrence;

**C.** Workers' compensation insurance in the statutory amount as required by the State of California, and Employer's Liability Insurance with limits of at least one million dollars (\$1,000,000.00) per accident for bodily injury or disease.

For any claims related to this Agreement, FA's insurance coverage shall be primary insurance as respects City and the Saddleback Valley Unified School District, and their respective elected and appointed officials and officers, employees, agents, and volunteers. Any insurance or self-insurance maintained by City or the Saddleback Valley Unified School District and their respective elected officials, officers, employees, agents, and volunteers shall be in excess of FA's insurance and shall not contribute with it. For workers' compensation and employer's liability



## Attachment 2

insurance only, the insurer shall waive all rights of subrogation and contribution it may have against City, its elected and appointed officials and officers, employees, agents, and volunteers.

**16.1.2 Sufficiency of Insurers.** Insurance required herein shall be issued by a licensed company authorized to transact business in the state by the Department of Insurance for the State of California with a current rating of A-VII or better (if an admitted carrier), or a current rating of A:X or better (if offered by a non-admitted insurer listed on the State of California List of Eligible Surplus Lines Insurers (LESLI), by the latest edition of A.M. Best's Key Rating Guide, except that the City will accept workers' compensation insurance from the State Compensation Fund.

**16.1.3 Verification of Coverage.** FA shall furnish City with both certificates of insurance and original endorsements, including additional insured endorsements, effecting all of the coverages required by this Agreement. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All proof of insurance is to be received and approved by the City by no later than May 29, 2020. City reserves the right to require FA's insurers to provide complete, certified copies of all required insurance policies at any time. Additional insured endorsements are not required for workers' compensation policies.

**16.1.4 Deductibles and Self-Insured Retentions.** Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City and the Saddleback Valley Unified School District, their elected officials, officers, employees, agents, and volunteers; or, FA shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

**16.1.5 Separation of Insureds; No Special Limitations.** All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City and the Saddleback Valley Unified School District, their directors, officials, officers, employees, agents, and volunteers.

**16.2 Indemnification.** To the fullest extent permitted by law, FA shall defend (at FA's sole cost and expense with legal counsel reasonably acceptable to the City), indemnify, protect, and hold harmless City and the Saddleback Valley Unified School District, their elected and appointed officials, officers, directors, employees, agents, and volunteers (collectively the "Indemnified Parties"), from and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgments, arbitration awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to or death of persons (FA's employees included), for damage to property, including property owned by City and the Saddleback Valley Unified School District, or from any violation of any federal, state, or local law or ordinance, which Claims arise out of, pertain to, or are related to FA's performance under this Agreement. Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit FA's indemnification obligation or other liability hereunder.

**17. Attorney Fees.** In the event any dispute between the parties with respect to this Agreement results in litigation or any non-judicial proceeding, the prevailing party shall be entitled, in addition

## Attachment 2

to such other relief as may be granted, to recover from the non-prevailing party all reasonable costs and expenses, including but not limited to reasonable attorney fees, expert consultant fees, court costs and all fees, costs, and expenses incurred in any appeal or in collection of any judgment entered in such proceeding.

**18. Substitutions.** FA shall have the right, at its discretion, to substitute any fireworks it deems necessary provided same does not detract from the aesthetic value or quality of the Display. This includes, but is not limited to, shell sizes, quantities, types and brand names. Any substitutions shall in no way result in or entitle City to a reduction or abatement of the full contract price.

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

**20. Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, arrangements, agreements, representations, and understandings, if any, made by or among the parties with respect to the subject matter hereof, and may not be changed, modified, renewed or extended except by a written agreement, signed by both parties.

**21. Severability.** In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement, which shall be interpreted to carry out the intent of the parties hereunder

**22. Amendment.** This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

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

**24. Independent Contractor.**

A. The legal relationship between the parties is that of an independent contractor, and nothing herein shall be deemed to make FA a City employee. During the

## Attachment 2

performance of this Agreement, FA and its officers, employees, and agents shall act in an independent capacity and shall not act as City officers or employees. The personnel performing the Display services under this Agreement on behalf of FA shall at all times be under FA's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of FA or any of its officers, employees, or agents, except as set forth in this Agreement. FA, its officers, employees, or agents shall not maintain an office or any other type of fixed business location at City's offices. City shall have no voice in the selection, discharge, supervision, or control of FA's employees, servants, representatives, or agents, or in fixing their number, compensation, or hours of service. FA shall pay all wages, salaries, and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, including but not limited to social security income tax withholding, unemployment compensation, workers' compensation, and other similar matters. City shall not in any way or for any purpose be deemed to be a partner of FA in its business or otherwise a joint venturer or a member of any joint enterprise with Consultant.

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

C. No City benefits shall be available to FA, its officers, employees, or agents in connection with any performance under this Agreement. Except for professional fees paid to FA as provided for in this Agreement, City shall not pay salaries, wages, or other compensation to FA for the performance of the Display services and work under this Agreement. City shall not be liable for compensation or indemnification to FA, its officers, employees, or agents, for injury or sickness arising out of performing the Display services and work hereunder. If for any reason any court or governmental agency determines that the City has financial obligations, other than pursuant to Section 4 herein of any nature relating to salary, taxes, or benefits of FA's officers, employees, servants, representatives, subcontractors, or agents, FA shall indemnify City for all such financial obligations.

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

26. **Waiver.** No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. Any waiver by the parties of any default or breach of any covenant, condition, or term contained in this Agreement, shall not be construed to be a waiver of any subsequent or other default or breach, nor shall failure by the parties to require exact, full, and complete compliance with any of the covenants, conditions, or terms contained in this Agreement be construed as changing the terms of this Agreement in any manner or preventing the parties from enforcing the full provisions hereof.

## Attachment 2

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

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

**29. Third Party Beneficiary.** Except as may be expressly provided for herein, nothing contained in this Agreement is intended to confer, nor shall this Agreement be construed as conferring, any rights, including, without limitation, any rights as a third-party beneficiary or otherwise, upon any entity or person not a party hereto.

**30. Notice.** Except as set forth in Paragraph 8, any notice, request, demand, direction, or other communication required or permitted hereunder shall be in writing, and shall be personally delivered, sent by registered or certified mail, postage prepaid, return-receipt-requested, or delivered or sent by facsimile with attached evidence of completed transmission, and shall be deemed received upon the earlier of (i) the date of delivery to the address of the person to receive such notice if delivered personally or by messenger or overnight courier; (ii) five (5) business days after the date of posting by the United States Post Office if by mail; or (iii) when sent if given by facsimile. Any notice or other communication sent by facsimile must be confirmed within forty-eight (48) hours by letter mailed or delivered. Other forms of electronic transmission such as e-mails, text messages, instant messages are not acceptable manners of notice required hereunder. Notices or other communications shall be addressed as follows:

To City:

City of Laguna Hills  
Attention: City Manager  
24035 El Toro Road  
Laguna Hills, CA 92653  
Telephone: (949) 707-2600  
Facsimile: (949) 707-2614

To Fireworks and Stage FX America, LLC:

Fireworks America  
Attention: Kevin T. Brueckner, President  
12485 Highway 67 North  
Lakeside, CA. 92040  
Telephone: (800) 464-7976  
Facsimile: (619) 938-8273

**31. Binding Effect.** This Agreement shall not be binding on either party until executed by both City and FA.

**32. Corporate Authority.** Each of the undersigned represents and warrants that (i) the party for which he/she is executing this Agreement is duly authorized and existing, (ii) he/she is duly authorized to execute and deliver this Agreement on behalf of the party for which he/she is signing,

## Attachment 2

(iii) by so executing this Agreement, the party for which he/she is signing is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which the party for which he/she is signing is bound.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates stated below.

**“CITY”**  
**City of Laguna Hills**

Date: \_\_\_\_\_

By: \_\_\_\_\_  
 Donald J. White,  
 City Manager

**APPROVED AS TO FORM:**

**ATTEST**

By: \_\_\_\_\_  
 Gregory E. Simonian,  
 City Attorney

By: \_\_\_\_\_  
 Melissa Au-Yeung,  
 City Clerk

**“FA”**  
**Fireworks and Stage FX America, LLC**

Date: \_\_\_\_\_

By : \_\_\_\_\_  
 Kevin T. Brueckner, President

Date: \_\_\_\_\_

By : \_\_\_\_\_  
 Scott Danielson, General Manager

Attachment: Attachment 2 -Fireworks Display Agmt (2020) (2108 : 2020 Fourth of July Celebration)



Attachment 2

**Exhibit A**

**Scope of Work**

**for**

**City of Laguna Hills**

**2020 Fourth of July Celebration**

Attachment: Attachment 2 -Fireworks Display Agmt (2020) (2108 : 2020 Fourth of July Celebration)

# *City of Laguna Hills*



Presents

## ***Celebrate Freedom***

***A Fireworks Extravaganza***

**July 4th, 2020**

Produced by



***"The Difference is Quality"***

**National Anthem**Program A

Rockets Red Glare

**4" 2**

Bombs Bursting In Air

**3" 10**

Red, White &amp; Blue Finale

**3" 10****Aerial Grand Finale**Program A

Color and Multi-Color Finale Shells

**3" 300****4" 16**

Aerial Flash Salutes

**3" 200**

Finale Crown

**5" 10****Aerial Show Presentation**

Aerial Titanium Flash Salutes

**3" 20**

Color and Multi-Color Aerial Shells

**3" 130****4" 60****5" 45****6"**Flitter, Glitter, Electric Color and  
Color Changing Shells**3" 100****4" 50****5" 25**

Distinctive and Unique Aerial Shells

**3" 50****4" 22****5" 12**

Streaking Comets &amp; Tiger Tails

**3" 10**

Premium Aerial Shells

**3" 10****4" 10****5" 8****Grand Totals**

Aerial Shells

**3" 840****4" 160****5" 100****Total Aerial Shells****1100****Program Price**Total Program Price Inclusive of  
Insurance, Operator and  
Transportation**Cost \$26,500**

Show Duration 18 Minutes



# Fireworks America Products

## The Quality Difference

Fireworks America has sought to affiliate itself with world renown-award winning manufacturers, both foreign and domestic. In every show you will find only the highest quality products and variety which will far surpass those of our competitors.

### Product Definitions Are:

**Color and Multi-Color** include standard one color products and multiple colors such as Chrysanthemums, Peonies and Hearts, Red, Green and Blue, Variegated, etc.

Our variety is unmatched and as such we can guarantee over 40 varieties in this category.

*Compare to our competitors "Color", "Fancy", some "Extra Fancy", "Standard" or "Japanese Style Deluxe" Shells.*

**Classic:** includes Flitter, Glitter, Electric Color and Color Changing Transformation Penny Glitter, Glitter & Color, Magnesium Red Electric, Red to Blue, Comets, etc. Our variety is unmatched and as such we can guarantee over 50 varieties in this category.

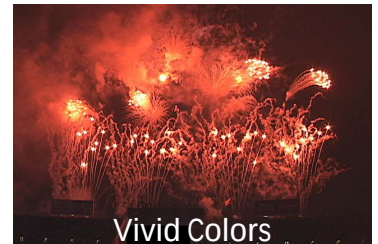
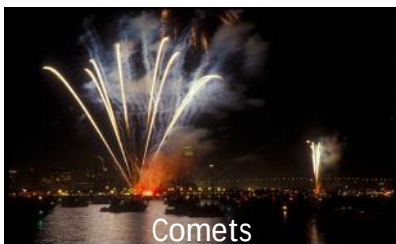
*Compare to our competitors "Extra Fancy", "Floral", "Classic" or "Japanese Style Super Effect" Shells*

**Select:** Shells feature Distinctive and Unique Aerial Shells including, Spiders, Multiple Reports, Strobes, Multiple Effect Shells, Domestic Glittering Comets, . Crackling Effects, Double Ring Shells, Saturn Shells, Tourbillion Shells, Special Pattern Shells, Weeping Willow Shells, Shell of Shells and Serpentine Shells, etc..

*Compare to our competitors "Special", "Special Effect", or "Japanese Style Special Effect" Shells.*

**Premium:** Aerial Shells include Crossettes, Serpents, Whistles, Whistles and Reports, Serpents and Strobes, Fish and Whistles, Tourbillions to Reports, Thunder and Rainbow, Serpents and Stars, Nishiki Kamuros, and many other American Made Specialty Shells.

*Our competitors cannot compare with our Domestically-Made Superstars.*



***City of Laguna Hills***  
**Show Concept, Services List,  
 and Miscellaneous Details**

***Services List:***

***Fireworks America to Provide:***

- 1) Permit Filings as Required
- 2) Storage and Delivery of fireworks
- 3) All Equipment to produce the display
- 4) Insurance Aggregate amount of  
\$10,000,000 (Combined Single Limits)
- 5) Worker's Compensation Insurance  
(Statute)
- 6) Music CD/MP3
- 7) Choreography

***City of Laguna Hills to Provide:***

- 1) A Suitable Firing Site
- 2) Adequate Security for Firing Site
- 3) Sand & Sand Removal, if req'd
- 4) Permit Fees
- 5) Standby Firefighter Fees, if req'd
- 6) Sound System and Playback
- 7) Adequate Permit Time as  
listed below.

***Minimum Time Required***

Fireworks America will provide permitting services on your behalf. There are minimum times required to pull these permits. Contracts and deposits must be signed and back to us prior to starting these services. Here are the **minimum permit times**.

Land Based Shows based require a minimum of **30 days** to permit based on Local and State Ordinance, FAA and other requirements.

Water based shows require a minimum of **60 days** to permit based on all of the above PLUS Coast Guard requirements.

Please plan your show accordingly.

***Operators and Assistants:***

Fireworks America will provide the services of a State Licensed Pyrotechnic Operator and experienced crew to fire your display. The entire crew will be covered under Fireworks America's Worker's Compensation Insurance.



**City of Laguna Hills**  
**Show Concept, Services List,  
 and Miscellaneous Details**

**Payment Terms:**

50% of the Sum is to be paid to FA at the signing of the Contract, Balance Net 10 Days After Display

**Method of Discharge:**

The show will be fired electrically. Each fireworks event will have its own ignitor for precise timing. Fireworks America will provide the firing panel, cable, distribution system and power for the show.

**Choreography:**

The program will be choreographed utilizing the latest innovation in computerized-fireworks choreography. This will allow maximum accuracy in firing and timing of the display. The fireworks will follow the music precisely and provide an exhilarating experience for the viewer.



  
**Fireworks  
 & Stage FX  
 America**



## Attachment 2

**Exhibit B****Approximate Fire Safety Zone****for****City of Laguna Hills****2020 Fourth of July Celebration****Attachment: Attachment 2 -Fireworks Display Agmt (2020) (2108 : 2020 Fourth of July Celebration)**





Attachment 2 - Fireworks Display Agmt (2020) (2108 : 2020 Fourth of July Celebration)