

# City Council

# Agenda Preview

September 1, 2015

## ▶ Presentations

- ▶ Item 3: Recognition of 2015 Parade Volunteers, Sponsors, and Award Winners
  - ▶ The City Council will recognize 4<sup>th</sup> of July parade volunteers for their efforts and dedication in planning this year's parade, along with the winning entries and sponsors. Approximately 10,000 people attended this year's parade.
- ▶ Item 4: Recognition of 100<sup>th</sup> Anniversary of Kiwanis Club International
  - ▶ The City Council will recognize the 100<sup>th</sup> anniversary of Kiwanis Club International for its positive contributions to the community. Lake Forest Kiwanis have participated in community outreach programs and service projects throughout the city including partnering on events such as Bunny Blast, Snowfest, and the annual 4<sup>th</sup> of July pancake breakfast.

## ▶ Consent

- ▶ Item 5: Certification of Warrant Register
  - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$792,137 for the time period reviewed.
- ▶ Item 6: Certification of Warrant Register
  - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$1.86 million for the time period reviewed.
- ▶ Item 7: Waive Reading of Ordinances and Resolutions
  - ▶ To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.
- ▶ Item 8: Minutes of the Regular Meeting of the City Council Held on August 4, 2015.
- ▶ Item 9: Consultant Contract Award for Contract Administration and Construction Inspection Services
  - ▶ City Council may award a contract to Dudek and a second contract to Quantum Consulting for on-call contract administration and construction inspection (CA/CI) services for projects in the 2015-2017 Capital Improvement Program (CIP). The firms would provide construction oversight and inspection to ensure contractors comply with design documents and perform quality work. Staff anticipates that Dudek and Quantum would provide CA/CI services for the following projects over the next three to five years: annual street resurfacing and slurry seal projects, ADA access ramp improvements, park/playground improvements, streetscape and street widening improvements, storm drain/drainage/environmental improvements, and park facilities improvements.

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## ▶ **Consent (continued)**

- ▶ **Item 10: July Monthly Treasurer's Report**
  - ▶ The July 2015 Treasurer's Report provides information on the City's investment portfolio. All investments are in compliance with the City's Investment Policy.
- ▶ **Item 11: Amendment of Personnel Rules and Regulations**
  - ▶ City Council may approve a resolution amending four chapters and Exhibit A (Benefits Matrix) of the Lake Forest Personnel Rules and Regulations. The most significant revision addresses California's Healthy Workplaces, Healthy Families Act of 2014 (Paid Sick Leave Law), granting paid sick leave to part-time, temporary, and seasonal employees who meet certain eligibility requirements beginning July 1, 2015.
- ▶ **Item 12: Award of Bid – City Hall Xerox Multi-Function Copier, Scanner, Fax, and Printer Devices**
  - ▶ City Council may approve a 36-month lease agreement with Xerox for two large color multi-function copiers and three small color multi-function devices for an estimated total annual cost of \$40,000 based on current copy volumes.

## ▶ **Public Hearings**

- ▶ **Item 13: Annual Review of Development Agreements**
  - ▶ The City Council conducts an annual review of development agreements (DAs) between the City and seven property owners (Brookfield, Taylor Morrison, Baker Ranch Properties and Toll Brothers, Irvine Ranch Water District, USA Portola Properties and SunRanch Capital, Westbay Trust, and Shea Baker Ranch Associates and Toll Brothers) in the Opportunities Study Area to determine if each owner is in good faith compliance with their respective agreement.
- ▶ **Item 14: Revisions to Fee Resolution for Sports Field/Gymnasium User Groups and Community Services Programs**
  - ▶ City Council may adopt a resolution approving fees associated with sports fields, gymnasium, and skatepark user groups, as well as new fees for existing recreation programs. Based upon the findings of a six-month study analyzing usage patterns at the Sports Park, operational costs, demand for sports programs, and fee studies, staff is proposing a new fee structure for Community Services programs. The proposed fees are estimated to generate approximately \$30,000 in annual revenue, allowing the City to recover some of the costs associated with the operations and maintenance of its active recreation facilities while ensuring individual and sports teams enjoy the City's facilities at affordable rates.

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## ▶ **Public Hearings (continued)**

- ▶ **Item 15: An Ordinance of the City Council of the City of Lake Forest Amending Title 9 of the Lake Forest Municipal Code Relating to the Sale of Alcohol for Off-Site Consumption**
  - ▶ City Council may adopt a first reading of an ordinance amending Title 9 of the Municipal Code relating to the sale of alcohol for off-site consumption. Specifically, the amendment will add “Alcohol Sales for Off-Site Consumption” to the City’s Land Use Matrix and require Planning Commission approval of a use permit in relevant zoning districts. The amendment would also include the addition of required findings specifically for Use Permits for “Alcohol Sales for Off-Site Consumption” and includes a reference to the City’s adopted policy regarding the Determination of Public Convenience or Necessity (PCN).

## ▶ **Discussion**

- ▶ **Item 16: Annual Review of the Investment Policy and Revision to List of Brokers/Dealers for Investment Purchases**
  - ▶ City Council reviews and adopts the City’s Investment Policy on an annual basis. The review includes considering the safety, liquidity, and return of the portfolio, as well as any changes to State law. In addition, the Council may approve substituting Multi-Bank Securities, Inc., as an approved broker/dealer since Citigroup Inc., one of the City’s approved broker/dealers for investment purchases, recently closed its U.S. Government and agency securities trading unit in Southern California.
- ▶ **Item 17: An Ordinance of the City Council of the City of Lake Forest Adding Chapter 8.72 of Title 8 to the Municipal Code to Provide an Expedited, Streamlined Process for Small Residential Rooftop Solar Systems**
  - ▶ As required by State law (Assembly Bill 2188), staff is presenting an ordinance for City Council adoption to streamline the permit process for small residential rooftop solar energy systems before September 30, 2015. The law requires, in part, that the City: 1) accept electronic submittal of such applications; 2) administratively approve applications if the submittal matches checklist requirements; and 3) conduct no more than one inspection unless the system fails the initial inspection.

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## ▶ Discussion (continued)

### ▶ Item 18: Updated Discussion Regarding Property Assessed Clean Energy Programs

- ▶ City Council may provide direction to staff regarding the City's participation in Property Assessed Clean Energy (PACE) programs. Generally, PACE programs offer financing for home energy improvements in which property owners repay the loan through a special assessment on their property tax bill over time. Staff is prepared to take action on this matter as directed by the Council. Should the Council elect to continue participating in PACE programs, staff would return with a resolution expanding the City's participation through the CaliforniaFirst Program. If the City Council elects not to continue participating in PACE, staff would recommend the Council adopt a resolution rescinding participation in the HERO program.

### ▶ Item 19: City Council Policy Updates

- ▶ City Council may adopt updates to the following policies: (1) Requests for City Attorney Services Policy, (2) Written Communication Policy, (3) Travel and Expense Reimbursement Policy, (4) Consensus for Placing Items on the Agenda Policy, and (5) Annual Reporting of the Planning Commission and Parks and Recreation Commission Policy. City Council policies are periodically reviewed for efficiency, cost effectiveness, and compliance with State law in light of changed circumstances or Council direction.

### ▶ Item 20: Legislative Matters

- ▶ The City Council has taken position on five legislative bills. The report summarizes the City's actions to date on the following bills: (1) AB 219: Prevailing Wage Concrete Delivery (Daly), (2) AB 1217: Orange County Fire Authority (Daly), (3) SB 355: San Gabriel and Lower Los Angeles Conservancy (Lara), (4) SB 608: Right to Rest Act (Liu), and (5) AB 113: Redevelopment Budget Trailer Bill. At this stage, the State Legislature is preparing to make final amendments to bills. Those bills that pass both houses of the State Legislature will be enrolled to the Governor's Office for further consideration. The Governor has until October 11 to either veto or pass the bills.