

PRELIMINARY ACTION AGENDA
LAKE FOREST CITY COUNCIL

Regular Meeting of the City Council
April 15, 2014

Lake Forest City Hall
25550 Commercentre Drive
Council Chambers
Lake Forest, California 92630

PRELIMINARY ACTION AGENDA: The listed Action represents a brief synopsis of the Council action. The Council Minutes, when approved, stand as the official record of the meeting. This Preliminary Action Agenda is provided as quick reference only and is NOT intended to serve as any form of the official record and should not be relied upon in making important decisions. Before making important decisions, you should review the approved minutes.

CALL TO ORDER:

5:35 p.m.

ROLL CALL:	Council Members:	David A. Bass Kathryn McCullough Scott Voigts
	Mayor Pro Tem:	Adam Nick
	Mayor:	Dwight Robinson
	City Manager:	Robert C. Dunek
	City Attorney:	Scott C. Smith
	City Clerk:	Stephanie D. Smith

CLOSED SESSION

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code Section 54956.8
Property: APN#: 614-291-50
Agency negotiators: City Manager, Assistant City Manager
Negotiating parties: City Manager, Assistant City Manager and Lake Forest Equestrian Center (dba Serrano Creek Ranch)
Under Negotiation: Price and Terms of Payment
2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code Section 54956.8
Property: APN#: 617-421-01
Agency negotiators: City Manager, Assistant City Manager
Negotiating parties: City Manager, Assistant City Manager and American Golf Corporation
Under Negotiation: Price and Terms of Payment

ACTION: Conducted Closed Session.

RECESS: City Council recessed at 7:03 p.m. from Closed Session for the purpose of conducting regular City business.

RECONVENE: City Council reconvened at 7:10 p.m., with all Members present to continue regular City business.

PUBLIC SESSION

INVOCATION: The Invocation was led by Council Member McCullough.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance to the Flag of our Country was led by Mayor Robinson.

CLOSED SESSION REPORT: City Attorney stated there was no reportable action.

PRESENTATIONS:

3. PROCLAMATION DECLARING APRIL 22, 2014, AS EARTH DAY IN THE CITY OF LAKE FOREST submitted by Director of Public Works/City Engineer.

ACTION: On motion by Council Member McCullough and second by Council Member Bass, the City Council approved the proclamation designating Tuesday, April 22, 2014 as Earth Day in the City of Lake Forest. MOTION UNANIMOUSLY CARRIED.

4. PROCLAMATION DECLARING APRIL 25, 2014, AS ARBOR DAY IN THE CITY OF LAKE FOREST submitted by Director of Public Works/City Engineer.

ACTION: On motion by Council Member McCullough and second by Council Member Bass, the City Council approved the proclamation designating Friday, April 25, 2014, as Arbor Day in the City of Lake Forest. MOTION UNANIMOUSLY CARRIED.

5. PROCLAMATION DESIGNATING THE MONTH OF APRIL 2014 AS "DMV DONATE LIFE CALIFORNIA MONTH" submitted by City Clerk.

ACTION: On motion by Council Member McCullough and second by Council Member Bass, the City Council approved the proclamation

designating the month of April 2014 as "DMV Donate Life California Month." And presented a certificate to Chair Kathleen Hostert. MOTION UNANIMOUSLY CARRIED.

REPORT FROM STUDENT LIAISON:

Jeff Domenech, Student Liaison from El Toro High School, presented his report.

PUBLIC COMMENTS:

The following members of the public offered comments: Marcia Rudolph, Erin Lannon, Wayne Hetman, Jim Gardner, Jim Richert, and Paul Simonds.

CONSENT CALENDAR - WARRANT REGISTER: (Item No. 6)

6. CERTIFICATION OF WARRANT REGISTER submitted by Director of Finance/City Treasurer.

ACTION: On motion by Council Member Voigts and second by Council Member Bass, the City Council approved the warrant register in the amount of \$755,787.93 as submitted. MOTION UNANIMOUSLY CARRIED.

CONSENT CALENDAR - MISCELLANEOUS: (Item Nos. 7 - 17)

ACTION: On motion by Council Member Voigts and second by Council Member McCullough, the City Council approved Consent Calendar Item Nos. *7-12, *14, and *17. MOTION UNANIMOUSLY CARRIED.

- *7. WAIVE READING OF ORDINANCES AND RESOLUTIONS submitted by City Clerk.

ACTION: The City Council waived reading, by title only, of all Ordinances and Resolutions. Said Ordinances and Resolutions which appear on the public agenda shall be determined to have been read by title and further reading waived.

- *8. MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL HELD ON MARCH 18, 2014 submitted by City Clerk.

ACTION: The City Council approved as submitted.

- *9. AWARD OF CONTRACT FOR ELECTRONIC DOCUMENT IMAGING SERVICES submitted by Deputy City Manager/Director of Management Services.

ACTION: The City Council: 1. Approved the selection of Maris Imaging, Inc. for electronic document imaging services. 2. Authorized the Mayor to sign, and the City Clerk to attest, the Agreement with Maris Imaging, Inc. for electronic document imaging services.

- *10. MONTHLY TREASURER'S REPORT - MARCH submitted by Director of Finance/City Treasurer.

ACTION: The City Council received and filed the report as submitted.

- *11. FIRST AMENDMENT TO CONTRACT WITH WHITE NELSON DIEHL EVANS LLP FOR AUDITING SERVICES submitted by Director of Finance/City Treasurer.

ACTION: The City Council: 1. Approved the First Amendment to the Agreement with White Nelson Diehl Evans LLP for Auditing Services. 2. Authorized the Mayor to sign, and the City Clerk to attest, the First Amendment with White Nelson Diehl Evans LLP.

- *12. FOURTH AMENDMENT TO AGREEMENT WITH STANTEC CONSULTING SERVICES, INC., FOR FINAL ENGINEERING DESIGN RELATED TO PROPOSED IMPROVEMENTS ON SADDLEBACK RANCH ROAD submitted by Director of Public Works/City Engineer.

ACTION: The City Council: 1. Approved the Fourth Amendment to the Agreement with Stantec Consulting Services, Inc., in the amount of \$121,922. 2. Authorize the Mayor to sign the Fourth Amendment to the Agreement with Stantec Consulting, substantially in the form attached.

- *14. REQUEST FOR BIDS FOR NEWSLETTER PRINTING AND MAILING submitted by Deputy City Manager/Director of Management Services.

ACTION: The City Council: 1. Approved the Request for Bids for Newsletter Printing and Mailing. 2. Authorized staff to solicit bids for Newsletter Printing and Mailing.

- *17. AMENDMENT TO AGREEMENT FOR THE BUILDING AND SAFETY SERVICES CONTRACT WITH INTERWEST CONSULTING GROUP submitted by Director of Development Services.

ACTION: The City Council: 1. Approved the Fifth Amendment to the Professional Services Agreement with Interwest Consulting Group, substantially in the form attached, to provide Building and Safety Services. 2. Authorized the Mayor to sign, and the City Clerk to attest, the agreement with Interwest Consulting Group, substantially in the form attached.

PULLED CONSENT CALENDAR ITEMS:

13. REQUEST FOR PROPOSALS FOR GRAPHIC DESIGN SERVICES submitted by Deputy City Manager/Director of Management Services.

This item was pulled for separate consideration by a member of the public.

The following member of the public offered comment: Jim Gardner.

ACTION: On motion by Council Member Voigts and second by Council Member McCullough, the City Council: 1. Approved the Request for Proposals for Graphic Design Services. 2. Authorized staff to solicit proposals for Graphic Design Services. MOTION UNANIMOUSLY CARRIED.

15. FISCAL YEAR 2014-2015 ACTION PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) submitted by Assistant City Manager.

This item was pulled by a member of the public for separate consideration.

The following members of the public offered comments: Randy Smith, Lara Fisher, and Dr. Jorge Rubal.

MOTION: On motion by Council Member Voigts and second by Council Member McCullough, the City Council 1. Approved the Fiscal Year 2014/15 Action Plan for the Community funding portion of the City's Community Development Block Grant (CDBG). 2. Authorized its submission to the U.S. Department of Housing and Urban Development (HUD). MOTION UNANIMOUSLY CARRIED.

MOTION: On motion by Council Member Voigts and second by Council Member McCullough, the City Council approved the CIP portion of the CDBG funding of the City's Community Development Block Grant (CDBG). MOTION

CARRIED with Council Member Bass abstained and recused from the dais as he owns property within 500 feet of the property.

16. REQUEST FOR PROPOSAL FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSULTING SERVICES submitted by Assistant City Manager.

A member of the public pulled this item for separate consideration.

MOTION: On motion by Council Member Voigts and second by Council Member McCullough, the City Council 1. Approved the Request for Proposal for CDBG Consulting Services. 2. Directed staff to advertise and solicit proposals for CDBG consulting services. MOTION UNANIMOUSLY CARRIED.

DISCUSSION/ACTION ITEMS:

18. MID-YEAR BUDGET REVIEW submitted by Director of Finance/City Treasurer.

City Council Member Voigts left the dais at 8:26 p.m.

MOTION: On motion by Council Member Bass and second by Council Member McCullough, the City Council: 1. Adopted Resolution No. 2014-11 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, AMENDING THE OPERATING BUDGET FOR FISCAL YEAR 2013-14 AND THE CAPITAL IMPROVEMENTS BUDGET FOR 2013-2015. 2. Approved the restatement of beginning balances as noted in the section "Restatement of Beginning Balances." 3. Approved budget adjustments to estimated revenues as noted in section "Proposed Adjustments to Fiscal Year 2013-14 Estimated Revenues." 4. Approved budget adjustments to interfund transfers as noted in section "Proposed Adjustments to Fiscal Year 2013-14 Interfund Transfers." MOTION CARRIED with Council Member Voigts absent.

19. LEGISLATIVE AND REGULATORY MATTERS submitted by City Manager.

Staff report dated April 15, 2014 was introduced.

ACTION: On motion by Council Member Bass and second by Council Member McCullough, the City Council received and filed the report as submitted. MOTION CARRIED with Council Member Voigts absent.

CITY MANAGER'S REPORT:

City Manager Dunek presented no comments.

CITY COUNCIL COMMENTS:

Council Member Bass offered no comments.

Council Member McCullough offered comments.

Council Member Voigts returned to the dais at 8:32 p.m. and offered comments.

Mayor Pro Tem Nick offered comments.

Mayor Robinson offered comments.

CONTINUED CLOSED SESSION:

There was no continued Closed Session.

ADJOURNMENT: 8:59 p.m.