

City Council

Agenda Preview

December 20, 2016

▶ Presentations

- ▶ **Item 1: Celebration of the 25th Anniversary of the City of Lake Forest**
 - ▶ To celebrate the City's 25th anniversary of cityhood, the December 20 City Council meeting will include a recital of the City song (My Beautiful City) by the El Toro Choralistics, a 25-year historical slideshow, and event cookies.

▶ Consent Calendar

- ▶ **Item 2: Certification of Warrant Register**
 - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$1.27 million for the time period reviewed.
- ▶ **Item 3: 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 4: Minutes of the Regular Meeting of the City Council Held on December 6, 2016 and the Special Meeting Held on November 30, 2016**
- ▶ **Item 5: November's Monthly Treasurer's Report**
 - ▶ The November 2016 Treasurer's Report provides information on the City's investment portfolio. All investments are in compliance with the City's Investment Policy.
- ▶ **Item 6: Carryover Revenues and Appropriations**
 - ▶ City Council will consider a resolution to adjust the FY 2016-17 Operating Budget and the 2015-17 Capital Improvement Projects Budget by carrying over \$8,524,213.
- ▶ **Item 7: Submittal of Annual Housing Element Progress Report to State Department of Housing and Community Development**
 - ▶ City Council may authorize staff to submit the Annual Housing Element Progress report to the Department of Housing and Community Development and Governor's Office of Planning and Research. The report covers the progress the City's implementation of policies and programs to date as it relates to housing needs.

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▶ Consent Calendar (continued)

- ▶ **Item 8: Approval of Final Tract Map No. 17543**
 - ▶ Approval of Tract Map No. 17543 would allow Shea Baker Ranch Association and Shea Homes to create lots for single-family residential purposes on 8.69 acres located northwest of the intersection of Alton Parkway and Towne Centre Drive.
- ▶ **Item 9: Third Amendment with Nieves Landscape for Medians/Parkways/Slopes Maintenance Services**
 - ▶ With SpectrumCare abruptly closing operations on October 6, the City Council may amend a contract with Nieves Landscape to take over landscape maintenance services for medians, parkways, slopes, (MPS) and other City properties. The amendment would extend the term of the contract through June 30, 2017, allowing the City time to initiate a Request for Proposal process to retain a new company for MPS services. The contract amount is projected to increase by \$758,986 for a total contract amount of approximately \$3.73 million.
- ▶ **Item 10: Agreement with County of Orange to Continue Pavement Management and Other On-Call Services**
 - ▶ The Orange County Transportation Authority requires a bi-annual pavement management report to remain eligible for Measure M funding. In 2015, the City partnered with the City of Dana Point and the County of Orange and hired Nichols Consulting Engineers (NCE) to provide pavement management services through the County's street maintenance contract. At this time, the City Council may approve an agreement with the County of Orange to allow NCE to continue working on the pavement management report. The contract would also allow the City to utilize other County services on an as needed basis for services such as surveying, street maintenance, engineering, or materials laboratory services. The proposed agreement is for a five-year term. The total contract amount is \$350,000 for pavement management services and \$100,000 for on-call services.
- ▶ **Item 11: Second Amendment with Jamey Clark for On-Call Facility and Park Repair Services**
 - ▶ City Council may amend a contract with Jamey Clark to continue providing general repair work at various City facilities. With the growing and ageing inventory of City-owned facilities, the proposed amendment would increase compensation by \$99,078 for a total contract amount of \$330,411 to account for higher than expected park repair expenses.

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▶ **Consent Calendar (continued)**

- ▶ **Item 12: Reject All Bids and Authorize Re-Bidding for the Village Pond Park Improvement Project**
 - ▶ On December 1, the City received six construction bids for the Village Pond Park Renovation Project with bid amounts ranging from \$2.4 to \$3.0 million. After reviewing the bids, staff found several potential errors in four of the six bids. Additionally, staff received a bid protest from one bidder regarding two of the bid packages. At this time, the City Council may reject all bids and direct staff to revise the bid documents to re-bid the project.
- ▶ **Item 13: Employment Agreement with Interim City Manager**
 - ▶ City Manager Robert Dunek's retirement date is January 6, 2017. At this time, the City Council may approve an employment agreement with Debra Rose as the interim City Manager.

▶ **City Council Ceremonial Items**

- ▶ **Item 14: Resolution Recognizing Outgoing City Council Member Adam Nick**
- ▶ **Item 15: Comments by Outgoing City Council Member Adam Nick**
- ▶ **Item 16: Resolution Certifying the November 8, 2016 Election**
 - ▶ City Council may adopt a resolution reciting the facts of the General Municipal Election held on November 8, 2016. At the end of the election, Leah Basile received 13,912 votes and Dwight Robinson received 9,984 votes.
- ▶ **Item 17: Installation and Oath of Office Ceremony**
- ▶ **Item 18: Comments by Incoming Council Members**
- ▶ **Item 19: Selection of Mayor and Mayor Pro Tem for the Ensuing Year**
 - ▶ City Council will elect a Mayor and Mayor Pro Tem for the ensuing year beginning January 1, 2017. The Mayor shall serve one year in the appointed office and may not serve in that position again for two years.