

City Council Agenda Preview

April 18, 2017

▶ Presentations

- ▶ Item 4: Proclamation Declaring April 22, 2017 as Earth Day
- ▶ Item 5: Proclamation Declaring April 28, 2017 as Arbor Day

▶ Consent Calendar

- ▶ Item 6: Certification of Warrant Register
 - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$1.48 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 City Council Meeting Held on April 4, 2017
- ▶ Item 9: March's Monthly Treasurer's Report
 - ▶ The March 2017 Treasurer's Report provides information on the City's investment portfolio. All investments are in compliance with the City's Investment Policy.
- ▶ Item 10: First Amendment to the Agreement with Lake Forest Electric Maintenance Services
 - ▶ City Council may extend the contract with Lake Forest Electric (LFE) to continue providing electrical maintenance services through June 30, 2018. LFE provides maintenance and repair services for electrical facilities including lighting and electrical equipment at City maintained facilities, parks, medians, parkways, and slopes. The contract extension would increase the compensation by \$104,318 for a total contract amount of \$417,270.
- ▶ Item 11: First Amendment to the Agreement with ShelterClean Services for Bus Shelter Maintenance
 - ▶ City Council may amend a contract with ShelterClean to continue providing bus shelter maintenance services through June 30, 2018. The current scope of work includes maintenance and emptying of bus shelter trash containers. The proposed amendment would also modify the scope to include the removal and delivery of recyclables from the bus shelter. nbThe proposed amendment would add \$71,924 for a new not-to-exceed amount of \$287,696.

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▶ **Consent Calendar (continued)**

- ▶ **Item 12: First Amendment to the Contract for Human Resources (HR) Consulting Services**
 - ▶ City Council may extend the contract with Ralph Andersen & Associates (RAA) to continue providing HR consulting services through October 20, 2018. Currently, RAA provides services in the following areas: organization design/staffing, administrative policies, employee relations, job descriptions, reclassifications, job audits, performance appraisals, and biennial compensation study. The contract would add an additional \$60,000 for a new contract amount of \$150,000.
- ▶ **Item 13: Updated Local Implementation Guidelines for the California Environmental Quality Act (CEQA)**
 - ▶ The City Council may adopt the 2017 Local CEQA Guidelines for the City to be consistent with State law. The Guidelines help staff review projects and prepare environmental documents subject to CEQA.
- ▶ **Item 14: First Amendment to the Agreement with Commercial Cleaning Systems for Custodial Services**
 - ▶ City Council may extend the contract with Commercial Cleaning Systems to continue providing custodial maintenance services for City Hall and the Sports Park buildings through June 30, 2018. The proposed amendment would increase compensation by \$103,080 for a new not-to-exceed amount of \$350,052.
- ▶ **Item 15: Third Amendment with Jamey Clark Inc. for On-Call Facility and Park Repair Services**
 - ▶ City Council may amend a contract with Jamey Clark, Inc. (JCI) to continue providing facility and park repair services. JCI responds to both planned and emergency maintenance issues and performs repairs falling under all of the major trades (e.g. plumbing, electrical, painting, building repairs, and playground equipment repairs). The amendment would extend the term through June 30, 2018 and increase the compensation amount by an additional \$104,453 for a new contract amount of \$434,864.
- ▶ **Item 16: Professional Consultant Contract Award for Professional Planning Services**
 - ▶ The City currently uses the services of Lilley Planning Group and Civic Solutions for professional planning services, which provides the City more flexibility to fulfill staffing needs. The City Council may award a contract to Moore Icafano Goltsman (MIG) to provide additional planning support in light of the booming economy and development activity. The proposed contract amount is \$450,000 with the term expiring on July 5, 2019.

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▶ **Public Hearing**

▶ **Item 17: Consideration of the Fiscal Year 2017-18 Annual Action Plan**

- ▶ City Council will consider approving the FY 2017-18 Action Plan which would allocate \$532,236 in estimated grant funds for various public service organizations, housing and neighborhood improvement programs, and capital projects within the City. The Action Plan must be submitted to the Department of Housing and Urban Development before May 15.

▶ **Discussion**

▶ **Item 18: Boys and Girls Club Presentation**

- ▶ City Council may discuss the use of El Toro Park as a desired location for a Boys and Girls Club of Laguna Beach facility. The Club, which serves Lake Forest students attending Olivewood and Gates Elementary, is proposing to redesign the park to accommodate a facility that would offer afterschool programming for students. The Council may (1) direct staff to begin negotiating an agreement between the City and Boys and Girls Club, (2) direct staff to continue to work with the Boys and Girls Club of Laguna Beach to explore other suitable locations, or (3) postpone discussion until after the 5-year Strategic Business Plan is developed within the next few months.

▶ **Item 19: Civic Center Project Update**

- ▶ The Lake Forest Civic Center Groundbreaking Ceremony is scheduled on May 12, 2017, which will be followed by phase one - rough grading. Once the site is graded, contractors will install utilities (completed late 2017) followed by construction of the single level parking deck (completed early 2018). Construction of the Community Center, Senior Center, Council Chamber/Performing Arts Venue, and City Hall/Community Policing will begin after utility work is completed. The estimated move-in date for the Civic Center is late spring or early summer 2019. The Public Information Office has created a marketing campaign to engage and inform the public, offering opportunities for the community to comment on the project's progress.

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▶ Discussion (continued)

- ▶ **Item 19A: Construction Contract Award for the Civic Center Phase I Rough Grading Project**
 - ▶ City Council may award a \$2.44 million contract to Sukut Construction for Phase I Civic Center Rough Grading Project. The project includes rough grading and constructing retaining walls and storm drains at the future Serrano Summit and Civic Center site. In addition, the Council may approve a budget appropriation of \$3,212,600 to be added into the current year 2015-17 CIP projects budget. Costs associated with the Civic Center Phase I Rough Grading project are reimbursable to the City.
- ▶ **Item 19B: Award of Contract to GMU for Geotechnical Services at the Civic Center Project**
 - ▶ GMU Geotechnical has been performing geotechnical studies for the Irvine Ranch Water District at the Civic Center project site acting as the geotechnical engineer of record. To expedite the Civic Center construction and with GMU's extensive knowledge of the geotechnical properties and conditions at the Civic Center Project site, the City Council may approve a sole-source contract with GMU for geotechnical engineering services. The initial term of the proposed agreement is three years totaling \$668,090. The contract may be extended by two years if necessary and based on the contractor's performance.
- ▶ **Item 19C: Naming the New Lake Forest Senior Center**
 - ▶ As the City prepares to build a new senior center, Lake Forest seniors continue to feel a strong sense of pride and ownership in the programs and are excited to have a dedicated space in the new senior center. Community Services staff would like to facilitate a process to engage seniors in a discussion to name the new facility and proposes working with the Senior Advisory Board and Parks and Recreation Commission to develop a list of possible names for Council consideration at a future meeting.
- ▶ **Item 20: Process to Transition to District Elections**
 - ▶ City Council may discuss the possibility of transitioning to by-district elections. The report provides information regarding the processes available should the Council choose to transition from at-large to by-district elections.

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▶ **Discussion (continued)**

▶ **Item 21: Campaign Finance Regulations**

- ▶ City Council may discuss campaign finance regulation in the City. The report provides an overview of campaign finance regulation and discusses the laws governing campaign contributions, expenditure limits, and reporting requirements. This report also provides an overview of approaches to campaign finance regulation taken in other cities, including the City of Los Angeles and cities in Orange County.

▶ **Item 22: City Hall Operating Hours**

- ▶ City Council may discuss City Hall operating hours to allow City Hall to remain open five days a week.