



AGENDA
LAKE FOREST CITY COUNCIL

**Regular Meeting of the City Council
May 15, 2007**

**Lake Forest City Hall
25550 Commercentre Drive
City Council Chamber
Lake Forest, California 92630**

NOTICE: Pursuant to Lake Forest Municipal Code Section 2.04.010, Regular Meetings of the City Council are held the First and Third Tuesday of each month at the hour of 6:00 p.m. for Closed Session matters, if required. The Public Session of the meeting shall commence at 7:00 p.m. or as soon thereafter as possible.

AGENDA ON THE INTERNET: The Agenda is available through the Internet at www.ci.lake-forest.ca.us. You can access the document on the Friday before the meeting on Tuesday. A brief summary of the actions taken at the meeting will be posted on the Internet the Thursday following the meeting.

AGENDA DOCUMENT REVIEW: The full Agenda including all back up information is available at City Hall, 25550 Commercentre Dr., Lake Forest, California, on the Friday prior to the Tuesday meeting.

AGENDA DESCRIPTION: The Agenda descriptions are intended to give notice to members of the public of a general summary of items of business to be transacted or discussed. The listed Recommended Action represents staff's recommendation. The City Council may take any action, which it deems to be appropriate on the agenda item and is not limited in any way by the recommended action.

CALL TO ORDER:

6:00 P.M.

ROLL CALL: Council Members:

Peter Herzog
Kathryn McCullough
Marcia Rudolph
Mark Tettermer
Richard T. Dixon

Mayor Pro Tem:

Mayor:

City Manager:

City Attorney:

City Clerk:

Robert C. Dunek
Scott C. Smith
Sherry A.F. Wentz

CLOSED SESSION**6:00 p.m.**

CLOSED SESSION: At this time the City Council may recess to Closed Session for conference with Legal Counsel to discuss the items listed below pursuant to Government Code requirements. Any items not concluded by 7:00 p.m. may be continued to the end of the Public Session.

1. CONFERENCE WITH LEGAL COUNSEL REGARDING THE FOLLOWING:
 - A. Anticipated litigation pursuant to Government Code Section 54956.9(b): One (1) Case.

2. CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to Government Code Section 54956.8.: One (1) property.

Property: 25550 Commercentre Drive
Negotiating Parties: Multi-Employer Property Trust;
City Manager Robert C. Dunek,
and Assistant City Manager David Belmer
Under Negotiation: Price and terms of payment

RECOMMENDED ACTION: Conduct Closed Session.

RECESS: City Council will recess from Closed Session, for the purpose of conducting regular City business.

RECONVENE: City Council will reconvene, to continue regular City business.

PUBLIC SESSION**7:00 p.m.**

PUBLIC SESSION: At this time the City Council will convene to consider public matters. Those wishing to address the City Council must submit a completed "Request to Speak" form to the City Clerk prior to City Council action.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance to the Flag of our Country to be led by Council Member McCullough.

CLOSED SESSION REPORT: City Attorney will report on Closed Session.

PRESENTATIONS:

1. REQUESTS FOR COMMENDATIONS AND PROCLAMATIONS submitted by City Clerk.
 - A. RECOGNITION OF ORANGE COUNTY SHERIFF CAPTAIN JAY LE FLORE FOR HIS SERVICE TO THE COMMUNITY
 - B. PROCLAMATION DECLARING MAY 20-26, 2007, AS “EMERGENCY MEDICAL SERVICES WEEK”
 - C. PROCLAMATION DESIGNATING THE WEEK OF MAY 20-26, 2007, AS ”PUBLIC WORKS WEEK”

RECOMMENDED ACTION: 1. Approve requests as submitted. 2. Make presentations to those present.

2. REPORT BY INVESTMENT OVERSIGHT REVIEWER QUARTER ENDED MARCH 31, 2007, submitted by Director of Finance/City Treasurer.

ACTION: Receive and file.

REPORT FROM STUDENT LIAISON: Report from Nico Lechuga, Student Liaison from El Toro High School.

RECESS: City Council will recess for the purpose of conducting Redevelopment Agency business.

RECONVENE: City Council will reconvene to continue regular City business.

PUBLIC COMMENTS:

At this time members of the public may address the City Council regarding any items within the subject matter jurisdiction of the City Council. **NO** action may be taken on items not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per person and an overall time limit of thirty minutes for the Public Comments portion of the agenda.

Any person wishing to address the City Council on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council.

Whenever possible, lengthy testimony should be presented to the City Council in writing (8 copies) and only pertinent points presented orally. Additionally, a "Request to Register Written Comments" form is available at the desk of the City Clerk.

CONSENT CALENDAR - WARRANT REGISTER: (Item No. 3)

All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless Members of the City Council, the public, or staff request specific items be removed from the Consent Calendar for separate action.

3. WARRANT REGISTER submitted by Director of Finance/City Treasurer in the amount of \$625,434.00.

RECOMMENDED ACTION: Approve as submitted.

CONSENT CALENDAR - MISCELLANEOUS: (Item Nos. 4-16)

All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless Members of the City Council, the public, or staff request specific items be removed from the Consent Calendar for separate action.

4. MOTION TO APPROVE THE READING BY TITLE 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.

RECOMMENDED ACTION: Waive reading of Ordinances and Resolutions.

5. MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL HELD ON APRIL 17, 2007, submitted by City Clerk.

RECOMMENDED ACTION: Approve as submitted.

6. ADOPTION OF ORDINANCE NO. 168 submitted by City Clerk.

RECOMMENDED ACTION: 1. Conduct second reading of Ordinance No. 168 entitled AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, RESTATING AND RECODIFYING TITLE 13 OF THE LAKE FOREST MUNICIPAL CODE. 2. Adopt Ordinance No. 168 as submitted.

7. AMENDMENT TO AGREEMENTS FOR PROPERTY AND SALES TAX ANALYSIS/REPORTING submitted by Director of Finance.

RECOMMENDED ACTION: 1. Approve the Second Amendment to the Agreement with HdL for sales tax analysis and reporting extending the term of the Agreement for one year. 2. Approve the Second Amendment to the Agreement with HdL for property tax analysis services extending the term of the Agreement for one year.

8. REQUEST FOR PROPOSAL FOR HOUSING ELEMENT CONSULTANT SERVICES submitted by Director of Development Services.

RECOMMENDED ACTION: 1. Approve the attached scope of work and schedule for a Request for Proposals (RFP) for Housing Element Consultant Services. 2. Authorize staff to solicit proposals for Housing Element Consultant Services.

9. CONSIDERATION OF A REQUEST FOR QUALIFICATIONS FOR ON-CALL PLANNING SERVICES submitted by Director of Development Services.

RECOMMENDED ACTION: 1. Approve the attached scope of work and schedule for the On-Call Planning Services Request for Qualifications (RFQ). 2. Authorize staff to solicit statements of qualifications for On-Call Planning Services.

10. AWARD OF CONTRACT FOR HOUSING REHABILITATION LOAN PROGRAM IMPLEMENTATION SERVICES submitted by Assistant City Manager.

RECOMMENDED ACTION: 1. Approve the selection of Housing Rehabilitation Consulting Services to continue implementation of the City's Community Development Block Grant (CDBG) Housing Rehabilitation Loan Program. 2. Authorize the Mayor to execute an agreement with Housing Rehabilitation Consulting Services. The City's standard consultant contract has been modified to include federal regulations as required by the Federal Housing and Urban Development Department (HUD) for the CDBG program.

11. AWARD OF CONTRACT FOR HOUSING REHABILITATION LOAN PROGRAM ESCROW SERVICES submitted by Assistant City Manager.

RECOMMENDED ACTION: 1. Approve the selection of AmeriNational Community Services, Inc. as the firm to continue providing escrow services for the City's Community Development Block Grant (CDBG) Housing Rehabilitation Loan Program. 2. Authorize the Mayor to execute an agreement with AmeriNational Community Services, Inc. The City's standard consultant contract has been modified to include federal regulations as required by the Federal Housing and Urban Development Department (HUD) for the CDBG program.

12. REQUEST FOR PROPOSAL FOR BUS SHELTER AND CONCRETE BUS BENCH MAINTENANCE submitted by Director of Public Works/City Engineer.

RECOMMENDED ACTION: 1. Approve the request for proposal for Bus Shelter and Concrete Bus Bench Maintenance. 2. Authorize the City Clerk to advertise and solicit proposals for this project.

13. APPROVAL OF FINAL PARCEL MAP NO. 2006.162 submitted by Director of Public Works/City Engineer.

RECOMMENDED ACTION: Adopt resolution entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, APPROVING FINAL PARCEL MAP NO. 2006-162, CREATING A 1-PARCEL SUBDIVISION FOR OFFICE CONDOMINIUM PURPOSES ON 5.22 ACRES LOCATED AT THE NORTHEAST CORNER OF FOOTHILL TRANSPORTATION CORRIDOR AND ALTON PARKWAY. 2. Approve the Subdivision Improvement Agreement, substantially in the form attached, with Towne Center JP/PI, LLC. 3. Authorize the Mayor to sign, and the City Clerk to attest to, the Subdivision Agreement

14. **BID DOCUMENTS FOR ON-CALL ELECTRICAL MAINTENANCE SERVICES** submitted by Director of Public Works/City Engineer.

RECOMMENDED ACTION: 1. Approve the bid documents for on-call Electrical Maintenance Services. 2. Authorize staff to solicit bids for these services.

15. **REJECTION OF BIDS AND AUTHORIZATION TO RE-BID PLANS AND SPECIFICATIONS FOR EL TORO ROAD/TRABUCO ROAD INTERSECTION IMPROVEMENT PROJECT (PW 2005.3)** submitted by Director of Public Works/City Engineer.

RECOMMENDED ACTION: 1. Reject all bids. 2. Authorize staff to return all bid bonds. 3. Authorize staff to proceed with solicitation of bids for the El Toro Road/Trabuco Road Intersection Improvement Project using the Bid Documents and Specifications substantially in the form previously approved by the City Council.

16. **CONSULTANT SERVICES AMENDMENT FOR THE PHEASANT STREET STORM DRAIN** submitted by Director of Public Works/City Engineer.

RECOMMENDED ACTION: 1. Approve the Fourth Amendment to the Agreement with VA Consulting (formerly Van Dell and Associates, Inc.) for professional services for the Pheasant Street Storm Drain. 2. Authorize the Mayor to sign, and the City Clerk to attest, the Fourth Amendment for additional Services.

DISCUSSION/ACTION ITEMS:

The following matters are for City Council consideration/discussion/action. Members of the public may have the opportunity to address these items if they wish to do so. Please complete the "Request to Speak" form and give to the City Clerk.

17. **LEGISLATIVE MATTERS** submitted by Assistant to the City Manager.

RECOMMENDED ACTION: Receive and file report with minute action to adopt positions on various legislative proposals as recommended.

18. REQUESTS FOR APPOINTMENT TO AGENCIES, BOARDS, COMMISSIONS AND/OR COMMITTEES THROUGH THE LEAGUE OF CALIFORNIA CITIES submitted by City Clerk.

RECOMMENDED ACTION: City Council discretion.

CITY MANAGER'S REPORT:

At this time the City Manager may comment on agenda and non-agenda items; and report on items of interest to the City Council and community.

CITY COUNCIL COMMENTS:

At this time City Council Members may comment on agenda or non-agenda matters. No discussion may take place on any item not appearing on the posted agenda. Council Members may ask a question for clarification, respond to statements made or questions posed by the public, make a brief announcement, or make a brief report on his or her own activities. In addition, the City Council may refer to staff or other resources for factual information, request staff to report back at a subsequent meeting or direct staff to place a matter of business on a future agenda. No action may be taken on non-agenda matters unless authorized by law (Government Code Section 54954.2).

Council Member Herzog:

Council Member McCullough:

Council Member Rudolph:

Mayor Pro Tem Tetteimer:

Mayor Dixon:

CLOSED SESSION:

At this time the City Council may recess to Closed Session for conference with Legal Counsel to discuss the items listed below pursuant to Government Code requirements. This matter is continued from the 6:00 p.m. portion of this agenda.

RECOMMENDED ACTION: Conduct continued Closed Session.

ADJOURNMENT:



In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this Meeting, including auxiliary aids or services, you should contact the Office of the City Clerk at (949) 461-3400. Notification 48 hours prior to the Meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. The City Council agenda and agenda back-up materials can be obtained from the Office of the City Clerk on the Friday prior to the City Council meeting. Agenda and agenda packets, if requested, will be made available in an appropriate alternative format to persons with a disability as required by the Americans With Disabilities Act. Copies of the agenda are provided at no cost and agenda back-up materials are available at the per page copy cost. If you wish to be added to the mailing list to receive a copy of the agenda, request must be provided to the City Clerk in writing.

The City of Lake Forest mailing address is 25550 Commercentre Drive, Lake Forest, California 92630.
Phone: (949) 461-3400. FAX (949) 461-3511.

CERTIFICATION: I, Sherry A.F. Wentz, City Clerk of the City of Lake Forest, California, hereby certify that the foregoing agenda was posted for public review on Thursday, May 10, 2007, at 6:00 p.m.

Sherry A.F. Wentz, CMC
City Clerk