

City Council

Agenda Preview

May 2, 2017

▶ **Presentations**

- ▶ **Item 4: Proclamation Designating May 7-13 as “Municipal Clerk’s Week”**
- ▶ **Item 5: Recognition of Orange County Sheriff’s Department (OCSD) Personnel**
 - ▶ Six OCSD individuals will be recognized for their contributions to the community. They are Homeless Liaison Officer Chet Parker who has helped over 50 homeless individuals obtain needed services, Investigator Adam Koliha who performed CPR on a victim until paramedics arrived, and four members of the OCSD Explorer Program.

▶ **Consent Calendar**

- ▶ **Item 6: Certification of Warrant Register**
 - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$1.4 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 18, 2017**
- ▶ **Item 9: Second Amendment to Agreement with The PM Group for Print, Design, and Mail Services for the Shop and Dine Lake Forest Week Coupon Booklet**
 - ▶ City Council may extend the contract with The PM Group to continue providing print, design, and mailing services for the Shop and Dine Lake Forest Week Coupon Booklet. The City will host its 7th Annual Shop and Dine Lake Forest Week in fall 2017, a program that offers a free marketing opportunity to Lake Forest businesses to increase consumer activity. The proposed amendment would increase the compensation by \$38,361 for a total contract amount of \$106,394.
- ▶ **Item 10: Third Amendment to Agreement for Information Technology Support**
 - ▶ City Council may amend the contract with ConvergeOne (formerly Sigmanet) to continue providing information technology (IT) support services through July 31, 2018. Technology services and support include desktop computer support, network maintenance, IT security, and strategic oversight of the IT program. The contract extension would increase compensation by \$295,800 for a total contract amount of \$1,479,000.

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▶ **Consent Calendar (continued)**

- ▶ **Item 11: Approval of Final Tract Map No. 17946**
 - ▶ Approval of Tract Map No. 17946 would allow LS-OC Portola LLC to create lots for single-family residential purposes on an 8.54-acre site located on the south side of Glenn Ranch Road east of Saddleback Ranch Road.
- ▶ **Item 12: Approval of Final Tract Map No. 17947**
 - ▶ Approval of Tract Map No. 17947 would allow LS-OC Portola LLC to create lots for single-family residential purposes on a 10.519-acre site located on the south side of Glenn Ranch Road east of Saddleback Ranch Road.
- ▶ **Item 13: Approval of Final Tract Map No. 17948**
 - ▶ Approval of Tract Map No. 17948 would allow LS-OC Portola LLC to create lots for single-family residential purposes on a 10.853-acre site located on the south side of Glenn Ranch Road east of Saddleback Ranch Road.
- ▶ **Item 14: Approval of Final Tract Map No. 17949**
 - ▶ Approval of Tract Map No. 17949 would allow LS-OC Portola LLC to create lots for single-family residential purposes on a 4.78-acre site located on the south side of Glenn Ranch Road east of Saddleback Ranch Road.
- ▶ **Item 15: Award of Contract for Automatic Retractable Screens, Phase 6 Retrofit Project**
 - ▶ City Council may award a \$284,460 contract to G2 Construction to install 23 trash screening devices in catch basins throughout the City. The purpose of the screens is to prevent trash, debris, and particles from carrying pollutants into the storm drain system and affecting downstream water bodies.
- ▶ **Item 16: First Amendment to the Contract with Hartzog and Crabil for Traffic Signal Management Services**
 - ▶ City Council may amend a contract with Hartzog and Crabil to continue providing traffic signal management services, which includes traffic signal monitoring and a citywide traffic count program through June 30, 2019. The contract extension would increase compensation by \$140,000 for a total not-to-exceed of \$477,840.

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▶ **Public Hearing**

- ▶ **Item 17: Zoning Code Amendment 03-17-5023 - An Ordinance Amending Section 2.06.010 of Title 2 and Chapter 9.02 of Title 9 of the Municipal Code**
 - ▶ City Council will conduct the First Reading of an Ordinance amending section 2.06.010 of Title 2 and Chapter 9.02 of Title 9 of the Lake Forest Municipal Code to increase the frequency of the Planning and Traffic Commission (PTC) meetings from one meeting per month to two meetings per month. The Council may take the following additional actions: (1) adopt a resolution increasing the frequency of meetings for the PTC; (2) adopt the Operating Guidelines of the Planning and Traffic Commission; and (3) provide staff with a set of traffic and parking-related items the City Council wishes to direct to the PTC.

▶ **Discussion**

- ▶ **Item 18: City Manager Employment Agreement**
 - ▶ City Council may approve the Employment Agreement with Debra D. Rose designating Ms. Rose as the permanent City Manager for the City of Lake Forest. The Agreement provides for an annual base salary of \$230,000.
- ▶ **Item 19: Presentation from the Orange County Transportation Authority (OCTA) Regarding Upcoming Workshops**
 - ▶ Updated every four years, OCTA's Long Range Transportation Plan (LRTP) assess the performance of OCTA's transportation system over a 20-year horizon. The Transit Master Plan serves as a broader policy document for Orange County's transit future, taking a high-level look at long-term transit needs in the County. Dave Simpson, Principal Government Relations Representative, will discuss OCTA's long-range planning efforts. In addition, City Council may appoint a Council member to participate in OCTA's workshops designed to solicit input from key stakeholders.

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▶ Discussion

▶ Item 20: Resolution of Intention to Establish District Based Elections

- ▶ The first step to transition to by-district elections is Council adoption of a resolution declaring its intention to transition from at-large by-district-based elections. The second step will be to engaging in the public hearing process required to set district boundaries. At this time, Council may adopt the resolution.

▶ Item 21: Legislative and Regulatory Matters

- ▶ City Council may take a position on the following bills:

(1) Senate Bill 35 (Wiener) – This bill would create a streamlined review process for cities that do not meet their Regional Housing Needs Assessment production goals, requiring only ministerial approval based on set criteria.

(2) Assembly Bill 1250 (Jones-Sawyer) – This bill would do the following: (1) require counties and cities justify personal service contracts through an analysis determining that the contract provides cost savings when compared to providing this service directly; (2) require an analysis at the time a contract is awarded or renewed; and (3) require that the City prove that personal service contracts do not displace employees, provide orientations to the contract employees, and keep an online, searchable database for contracts exceeding \$100,000.