

PRELIMINARY ACTION AGENDA  
LAKE FOREST CITY COUNCIL

Regular Meeting of the City Council  
February 4, 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:

7:03 p.m.

ROLL CALL: Council Members:

David A. Bass  
Kathryn McCullough  
Scott Voigts  
Adam Nick  
Dwight Robinson

Mayor Pro Tem:

Mayor:

City Manager:

City Attorney:

City Clerk:

Robert C. Dunek  
Scott C. Smith  
Stephanie D. Smith

CLOSED SESSION

There were no items scheduled for Closed Session.

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.

PRESENTATIONS:

1. REPORT BY INVESTMENT OVERSIGHT REVIEWER - QUARTER ENDING DECEMBER 31, 2013 submitted by Director of Finance/City Treasurer.

ACTION: On Motion by Council Member McCullough and second by Council Member Voigts, the City Council received and filed the report as submitted from Kathy V. Lai with the firm of Macias, Gini & O'Connell. MOTION UNANIMOUSLY CARRIED.

2. A PRESENTATION BY THE ORANGE COUNTY TRANSPORTATION AUTHORITY ON THE I-5 WIDENING PROJECT submitted by Director of Public Works/City Engineer.

City Manager Dunek introduced the staff report and deferred to Director of Public Works Tom Wheeler.

Director Wheeler introduced Manager of Government Relations, Dave Simpson of Orange County Transportation Authority who presented the report.

The following members of the public offered comments: Joseph Head and David Biondolillo.

ACTION: The City Council received the presentation of the I-5 Widening Project by The Orange County Transportation Authority.

3. PROCLAMATION DECLARING FEBRUARY 16 - 22, 2014, AS NATIONAL ENGINEERS WEEK submitted by Director of Public Works/City Engineer.

ACTION: On motion by Council Member Voigts and second by Council Member Bass, the City Council approved the proclamation designating February 16 - 22, 2014, as National Engineers Week in the City of Lake Forest. 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, Heiko Peschel, Bob Holtzclaw, and Jim Gardner.

#### CONSENT CALENDAR - WARRANT REGISTER: (Item No. 4)

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

**ACTION:** On motion by Council Member Voigts and second by Council Member McCullough, the City Council approved the warrant register in the amount of \$4,867,602.45 as submitted. **MOTION CARRIED** with Council Member Nick abstained on the warrant payable to Cummins and White, LLP.

**CONSENT CALENDAR - MISCELLANEOUS: (Item Nos. 5- 13)**

**MOTION:** On motion by Council Member Voigts and second by Council Member McCullough, the City Council approved Consent Calendar Agenda Item Nos. \*5-12. **MOTION CARRIED** with Mayor Pro Tem Nick and Council Member Bass abstained on Agenda Item No. 11.

- \*5. **WAIVE READING OF ORDINANCES AND RESOLUTIONS** submitted by City Clerk.

**ACTION:** The City Council approved the 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.

- \*6. **MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL HELD ON JANUARY 7, 2014** submitted by City Clerk.

**ACTION:** The City Council approved the Minutes as submitted.

- \*7. **REQUEST FOR A ONE-YEAR EXTENSION TO AGREEMENT WITH MARIS IMAGING FOR ELECTRONIC DOCUMENT MANAGMENT SERVICES** submitted by Deputy City Manager/Director of Management Services.

**ACTION:** The City Council: 1. Approved the Fourth Amendment to the Professional Services Agreement with Maris Imaging, substantially in the form attached, to provide electronic document management services. 2. Authorized the Mayor to sign, and the City Clerk to attest the agreement.

- \*8. **CARRYOVER REVENUES AND APPROPRIATIONS** submitted by Director of Finance/City Treasurer.

**ACTION:** The City Council adopted Resolution No. 2014-07 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 IMPROVEMENT  
PROJECTS BUDGET FOR 2013-15.

- \*9. CITY FINANCIAL REPORTS - QUARTER ENDED DECEMBER 31, 2013 submitted by Director of Finance/City Treasurer.

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

- \*10. FIFTH AMENDMENT TO AGREEMENT WITH LGC GEOTECHNICAL FOR THE SPORTS PARK PROJECT (PW 2009.01G) submitted by Director of Public Works/City Engineer.

ACTION: The City Council: 1. Approved the Fifth Amendment to the Agreement with LGC Geotechnical Inc. (LGC), for additional construction support services for the Sports Park Project, substantially in the form attached. 2. Authorized the Mayor and City Clerk to attest and execute the Fifth Amendment to the Agreement with LGC.

- \*11. REQUEST FOR PROPOSAL FOR DESIGN SERVICES FOR AMERICANS WITH DISABILITIES ACT ACCESS RAMP IMPROVEMENT PROJECT submitted by Director of Public Works/City Engineer.

ACTION: The City Council: 1. Approved the Request for Proposal for design services for Americans with Disabilities Act Access Ramp Improvement Project. 2. Authorized staff to solicit proposals for professional engineering services for the program. MOTION UNANIMOUSLY CARRIED with Mayor Pro Tem Nick and Council Member Bass abstained.

- \*12. REQUEST FOR PROPOSAL FOR BUS STOP MAINTENANCE SERVICES submitted by Director of Public Works/City Engineer.

ACTION: The City Council: 1. Approved the request for proposal for Bus Stop Maintenance Services. 2. Authorized staff to advertise and solicit proposals for this service.

PULLED CONSENT CALENDAR ITEM:

13. REQUEST FOR PROPOSALS FOR TRAFFIC SIGNAL MANAGEMENT submitted by Director of Public Works/City Engineer.

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 attached Request for Proposal for Traffic Signal Management including Traffic Signal Monitoring, Citywide Traffic Signal Coordination Master Plan and Citywide Traffic Count Program. 2. Authorized staff to solicit proposals for Traffic Signal Management services. **MOTION UNANIMOUSLY CARRIED.**

#### DISCUSSION/ACTION ITEMS:

14. **CONSIDERATION OF CERTAIN RECURRING AGENDA REPORTS** submitted by Deputy City Manager/Director of Management Services.

Staff report dated February 4, 2014 was introduced.

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

Mayor Robinson suggested reviewing each recurring agenda item independently.

Council discussion ensued.

#### Investment Oversight Reviewer

**ACTION:** On motion by Mayor Robinson and second by Mayor Pro Tem Nick, the City Council revised Council policy and eliminated the reoccurring Investment Oversight Reviewer staff report. **MOTION UNANIMOUSLY CARRIED.**

#### Student Liaison

**ACTION:** On motion by Mayor Robinson and second by Mayor Pro Tem Nick, the City Council will continue to receive the Student Liaison report. **MOTION UNANIMOUSLY CARRIED.**

#### New Employee Introduction

**ACTION:** On motion by Mayor Robinson and second by Mayor Pro Tem Nick, the City Council will continue to receive new employee introductions.

### Monthly Treasurer's Report

ACTION: On motion by Council Member McCullough and second by Mayor Pro Tem Nick, the City Council will continue to receive the Monthly Treasurer's Report. MOTION UNANIMOUSLY CARRIED.

### City Financial Report

ACTION: On motion by Council Member Voigts and second by Mayor Pro Tem Nick, the City Council will continue to receive the City Financial Reporting on a quarterly basis. MOTION UNANIMOUSLY CARRIED.

### Six Month Contract Expiration

Mayor Robinson suggested Council receive the six month report in the Council mail.

ACTION: On motion by Council Member McCullough and second by Council Member Nick, the City Council modified the policy to receive the reporting of Six Month Contract Expirations in the Council mail only. MOTION UNANIMOUSLY CARRIED.

### Commission Attendance Report

ACTION: On motion by Mayor Robinson and second by Council Member Voigts, the City Council modified the policy and directed staff to prepare the Commission Attendance report for posting on the website for public review as well as distribution in Council mail. MOTION UNANIMOUSLY CARRIED.

### Waive Reading or Ordinances and Resolutions

ACTION: On motion by Council Member Voigts and second by Mayor Pro Tem Nick, the City Council approved retaining the Waive reading on the Council agenda as required by State law. MOTION UNANIMOUSLY CARRIED.

### Travel Expense Report

ACTION: On motion by Mayor Pro Tem Nick and second by Council Member Voigts, the City Council modified policy and directed staff to continue to include the Travel Expense Report as an Agenda Item as

well as post it on the City website for public review. MOTION UNANIMOUSLY CARRIED.

National Pollutant Discharge Elimination System (NPDES)

ACTION: On motion by Mayor Robinson and second by Council Member McCullough, the City Council revised the policy and directed staff to provide an NPDES staff report to Council as an agenda item on an annual basis only. MOTION UNANIMOUSLY CARRIED.

Legislative and Regulatory Matters

ACTION: On motion by Council Member Voigts and second by Mayor Pro Tem Nick, the City Council revised policy and directed staff to provide Legislative matters on an as needed basis. MOTION UNANIMOUSLY CARRIED.

Request for Appointment

ACTION: On motion by Council Member Voigts and second by Council Member McCullough, the City Council revised policy and directed staff to provide the agenda report on an as needed basis. MOTION UNANIMOUSLY CARRIED.

15. LEGISLATIVE AND REGULATORY MATTERS submitted by City Manager.

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

16. REQUEST FOR APPOINTMENT - LEAGUE OF CALIFORNIA CITIES, ASSOCIATION OF CALIFORNIA CITIES, ORANGE COUNTY AND/OR THE ORANGE COUNTY CITY SELECTION COMMITTEE submitted by City Clerk.

ACTION: The City Council made no appointments.

CITY MANAGER'S REPORT:

City Manager Dunek presented no comments.

CITY COUNCIL COMMENTS:

Council Member Bass offered comments.

Council Member McCullough offered comments.

Council Member Voigts offered comments.

Mayor Pro Tem Nick offered comments.

Mayor Robinson offered comments.

ADJOURNMENT: 9:53 p.m.