

PRELIMINARY ACTION AGENDA
LAKE FOREST CITY COUNCIL

Regular Meeting of the City Council
July 1, 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:

7:02 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 Pastor Steve DeNicola, Calvary Chapel Foothill Ranch.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance to the Flag of our Country was led by Council Member Bass.

RECESS: City Council recessed at 7:05 p.m. for the purpose of conducting Rancho Cañada Financing Authority business.

RECONVENE: City Council reconvened at 7:07 p.m., with all Members present to continue regular City business.

PRESENTATIONS:

1. PROCLAMATION TO DECLARE JULY AS PARKS & RECREATION MONTH submitted by Director of Community Services.

ACTION: On motion by Council Member McCullough and second by Council Member Bass, the City Council approved the Proclamation designating the month of July as "Parks & Recreation Month" in the City of Lake Forest. MOTION UNANIMOUSLY CARRIED.

2. PRESENTATION BY SOUTHERN CALIFORNIA GAS COMPANY ON ADVANCED METER PROJECT submitted by Director of Public Works/City Engineer.

ACTION: On motion by Council Member McCullough and second by Council Member Bass, the City Council received and filed the presentation by Paul Simonds, Orange Coast Public Affairs Manager from the Southern California Gas Company. MOTION UNANIMOUSLY CARRIED.

PUBLIC COMMENTS:

The following members of the public offered comments: Marcia Rudolph, Jodrell Dimaculangan, Victor Scherr, Stephen Berger, Eric Garretson, Kenton Boettcher, Bob Holtzclaw, Jim Richert, and Jim Gardner.

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

3. 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 \$1,039,750.39 as submitted. MOTION CARRIED with Council Member Bass abstained on the warrant payable to California Joint Powers Insurance Authority.

CONSENT CALENDAR - MISCELLANEOUS: (Item Nos. 4 - 19)

ACTION: On motion by Council Member Voigts and second by Council Member Bass, the City Council approved Consent Calendar Item Nos. *4-5, *7-13, *15-19.

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

ACTION: The City Council waived 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.

- *5. MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL HELD ON MAY 20 AND JUNE 3, 2014, submitted by City Clerk.

ACTION: The City Council approved the Minutes as submitted.

- *7. ADOPT ORDINANCE 262 - AMENDING LAKE FOREST MUNICIPAL CODE - CHAPTER 3.13, PUBLIC PROJECTS BIDDING AND PROCEDURES submitted by City Clerk.

ACTION: The City Council: 1. Conducted the second reading of Ordinance No. 262 entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, AMENDING LAKE FOREST MUNICIPAL CODE CHAPTER 3.13, PUBLIC PROJECTS - BIDDING AND PROCEDURES, TO MODIFY INFORMAL BIDDING LIMITS CONSISTENT WITH THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT. 2. Adopted Ordinance No. 262.

- *8. INDEPENDENCE DAY PARADE ROAD CLOSURES AND RELATED ACTIVITIES - JULY 4, 2014 submitted by Director of Community Services.

ACTION: The City Council: 1. Approved road closures of race and parade route from 5:00 a.m. – 2:00 p.m. on July 4, 2014. 2. Directed Public Works to provide required traffic control devices and crews for road closures. 3. Directed Police Services to staff road closures and patrol events. 4. Approved street sweeping of route before race and after parade.

- *9. SIXTH AMENDMENT TO THE AGREEMENT WITH RJM FOR SPORTS PARK DESIGN DEVELOPMENT SERVICES submitted by Director of Community Services.

ACTION: The City Council: 1. Approved the Sixth Amendment to the Agreement with RJM Design Group, Inc. for Sports Park Design Development Services. 2. Authorized the Mayor to execute the Sixth Amendment to the Agreement with RJM in the form substantially submitted.

- *10. AUTHORIZATION TO ACCESS STATE AND FEDERAL CRIMINAL HISTORY INFORMATION FOR EMPLOYMENT PURPOSES submitted by Deputy City Manager/Director of Management Services.

ACTION: The City Council adopted Resolution No. 2014-24 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, AUTHORIZING THE CITY TO OBTAIN ACCESS TO FEDERAL LEVEL CRIMINAL HISTORY INFORMATION FOR EMPLOYMENT, LICENSING, AND CERTIFICATION PURPOSES.

- *11. AGREEMENT WITH THE CITY OF IRVINE AND THE CITY OF MISSION VIEJO FOR THE BARRANCA PARKWAY/MUIRLANDS BOULEVARD SIGNAL SYNCHRONIZATION PROJECT submitted by Director of Public Works/City Engineer.

ACTION: The City Council: 1. Approved Cooperative Agreement for the Barranca Parkway / Muirlands Boulevard Signal Synchronization Project by and between the cities of Irvine, Mission Viejo, and Lake Forest for funding and implementation of improvements on Barranca Parkway / Muirlands Boulevard under the Measure M2 Regional Traffic Signal Synchronization Program. 2. Authorized the Mayor to sign, and the City Clerk to attest, the Agreement substantially in the form attached.

- *12. REQUEST FOR PROPOSALS FOR HUMAN RESOURCES CONSULTING SERVICES submitted by Deputy City Manager/Director of Management Services.

ACTION: The City Council: 1. Approved the Request for Proposal for Human Resources Consulting Services. 2. Authorized staff to solicit proposals for Human Resources Consulting Services.

- *13. CLASSIFICATION PLAN AND SALARY SCHEDULE FOR FISCAL YEAR 2014-2015 submitted by Deputy City Manager/Director of Management Services.

ACTION: The City Council adopted Resolution No. 2014-25 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, ADOPTING A REVISED CLASSIFICATION PLAN AND SALARY SCHEDULE.

- *15. AWARD OF CONTRACT FOR COMMUNITY DEVELOPMENT BLOCK

GRANT (CDBG) CONSULTING SERVICES submitted by Assistant City Manager.

ACTION: The City Council: 1. Awarded a contract in the amount of \$66,000 to Mike Linares, Inc. for Community Development Block Grant ("CDBG") Consulting Services. 2. Authorized the Mayor to sign, and the City Clerk to attest, the contract with Mike Linares, Inc. substantially in the form attached.

- *16. APPROVAL OF PARCEL MAP NO. 2013-106 submitted by Director of Public Works/City Engineer.

ACTION: The City Council adopted Resolution No. 2014-26 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, APPROVING FINAL PARCEL MAP NO. 2013-106, CREATING 1-NUMBERED LOT SUBDIVISION FOR COMMERCIAL PURPOSES ON 1.222 ACRES LOCATED AT THE SOUTHWEST CORNER OF MUIRLANDS BOULEVARD AND RIDGE ROUTE DRIVE.

- *17. CONSTRUCTION CONTRACT AWARD FOR THE BAKE PARKWAY RESURFACING PROJECT (PW 2013.04A) submitted by Director of Public Works/City Engineer.

ACTION: The City Council: 1. Awarded a construction contract in the amount of \$386,997.50 to R.J. Noble Company, for construction of the Bake Parkway Resurfacing Project (PW 2013.04A). 2. Rejected all other bids received and authorize return of the bid bonds upon receipt of the executed contract documents from R.J. Noble Company. 3. Authorized the Mayor to sign, and the City Clerk to attest, the contract with R.J. Noble Company. 4. Authorized the City Manager to approve contract change orders up to a maximum of ten (10%) of the contract amount.

- *18. CONTRACT AWARD FOR TRAFFIC SIGNAL MANAGEMENT (PW 2013.14) submitted by Director of Public Works/City Engineer.

ACTION: The City Council: 1. Approved an agreement in the amount of \$337,837 with Hartzog & Crabill, Inc., of Tustin, California, for Traffic Signal Management Services. 2. Authorized the Mayor to execute, and the City Clerk to attest, an agreement with Hartzog & Crabill, Inc., substantially in the form attached.

- *19. CONTRACT AWARD FOR STREET POLE BANNERS SERVICES submitted by Director of Community Services.

ACTION: The City Council: 1. Awarded a contract in the amount of \$31,401 to Dekra-Lite Industries Inc. of Santa Ana, California, for street pole banner services. 2. Authorized the Mayor to sign, and the City Clerk to attest the contract with Dekra-Lite Industries, Inc., substantially in the form attached.

PULLED CONSENT CALENDAR ITEMS:

6. ADOPT ORDINANCE 261 - THE REGULATION OF PROFESSIONAL LOBBYING ACTIVITIES BY ELECTED CITY OFFICIALS submitted by City Clerk.

A member of the public pulled this item for separate consideration.

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

Council discussion ensued.

Mayor Pro Tem Nick stated he wanted to bring before Council a revised version of the Ordinance which provided no exceptions from the law as section 2.18.103 restrictions are for city officials who are lobbyist.

Council discussion continued.

ACTION: On motion by Council Member Voigts and second by Council Member McCullough, the City Council directed staff to bring the revised Ordinance presented by Mayor Pro Tem Nick back for consideration as a first reading to the July 15, 2014 City Council meeting. MOTION CARRIED with Mayor Pro Tem Nick opposed.

14. CONTRACT AWARD FOR NEWSLETTER PRINTING AND MAILING submitted by Deputy City Manager/Director of Management Services.

A member of the public pulled this item for separate consideration.

The following member of the public offered comment: Paul McKinney.

Council discussion ensued.

ACTION: On motion by Council Member Bass and second by Mayor Robinson, the City Council: 1. Awarded a contract in the amount of \$96,551.00 to Advantage for Newsletter Printing and Mailing. 2. Rejected all other bids received and authorized return of the bid bonds. 3. Authorized the Mayor to sign, and City Clerk attest to, the agreement with Advantage, substantially in the form attached.

DISCUSSION/ACTION ITEMS:

20. **CITY COUNCIL CONSIDERATION AND POSSIBLE ACTION REGARDING THE ELIMINATION OF THE CITY'S SHARE OF SALES TAX ON DURABLE GOODS** submitted by Director of Finance/City Treasurer.

City Manager Dunek provided the staff report dated July 1, 2014.

Council discussion ensued.

Mayor Robinson called the vote.

ACTION: On substitute motion by Mayor Pro Tem Nick and second by Mayor Robinson, the City Council directed staff to research and provide more analysis on the implementation and the elimination of the City's share of sales tax on durable goods. **MOTION FAILED** with Council Member Bass, Council Member McCullough and Council Member Voigts opposed.

ACTION: On motion by Mayor Robinson and second by Council Member Voigts, the City Council moved to receive and file the staff report as presented and take no further action. **MOTION CARRIED** with Mayor Pro Tem Nick opposed.

21. **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, ADDING CHAPTER 3.03 TO THE LAKE FOREST MUNICIPAL CODE REQUIRING A SUPERMAJORITY VOTE FOR THE ADOPTION OR INCREASE OF TAXES, ASSESSMENTS, AND FEES** submitted by City Attorney.

RECESS: City Council recessed at 9:20 p.m.

RECONVENE: City Council reconvened at 9:30 p.m.

Staff report dated July 1, 2014 was introduced.

Council discussion ensued.

ACTION: On motion by Mayor Robinson and second by Council Member Voigts, the City Council introduced for first reading an Ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, ADDING CHAPTER 3.03 TO THE LAKE FOREST MUNICIPAL CODE REQUIRING A SUPERMAJORITY VOTE FOR THE ADOPTION OR INCREASE OF TAXES, ASSESSMENTS, AND FEES. MOTION UNANIMOUSLY CARRIED.

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. He asked for consensus to agendize at a future Council meeting for discussion Council e-mail and written correspondence policy. Mayor Pro Tem Nick seconded the request.

ADJOURNMENT: 9:46 p.m.