

# City Council

# Agenda Preview

December 6, 2016

## ▶ **City Council Ceremonial Items**

- ▶ **Item 3: Consideration of Naming Council Member Adam Nick as Mayor for the December 6, 2016 Council Meeting**

## ▶ **Presentations**

- ▶ **Item 4: Introduction of New Employee, Cory Blackwell, Recreation Supervisor**
  - ▶ The City welcomes Cory Blackwell as the new Recreation Supervisor at Etnies Skatepark. With over five years of professional recreation experience working for the National Park Service, Bureau of Land Management in North Carolina, Cory is excited to start enhancing Etnies Skatepark programs.
- ▶ **Item 5: Introduction of Scott Stewart, Senior Recreation Supervisor**
  - ▶ Scott Stewart has been a key contributor to the growth and success of programs at Etnies Skatepark since the facility opened. He has brought a wealth of experience in special event programming and has introduced innovative programs such as band night, regular skate contests, and skate camps. As the new Senior Recreation Supervisor, Scott will oversee all aspects of operations at the Skatepark.
- ▶ **Item 6: Employee Service Awards**
  - ▶ City Council will present Certificates of Appreciation to five City employees for their years of service (five, ten, and fifteen year milestones) to the City of Lake Forest.

## ▶ **Consent Calendar**

- ▶ **Item 7: Certification of Warrant Register**
  - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$2.52 million for the time period reviewed.
- ▶ **Item 8: 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 9: Minutes of the Regular Meeting of the City Council Held on November 15, 2016**

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### ▶ **Consent Calendar (continued)**

- ▶ **Item 10: Adoption of Ordinance 289 – Related to Regulating the Personal, Medical, and Commercial Use of Marijuana**
  - ▶ City Council may approve the Second Reading of an Ordinance to amend sections of the Lake Forest Municipal Code regulating the personal, medical, and commercial use of marijuana. The Ordinance bans all marijuana use to the fullest extent permitted by the State and regulates the indoor cultivation of marijuana. If approved, the Ordinance would become effective on January 19, 2017.
- ▶ **Item 11: Adoption of Ordinance No. 290 – Related to the Use of the Design-Build Project Delivery Method**
  - ▶ City Council may approve the Second Reading of an Ordinance amending the Lake Forest Municipal Code to permit the use of the design-build process for the Civic Center project. If approved, the Ordinance would become effective on January 19, 2017.
- ▶ **Item 12: Approval of Measure M2 Expenditure Report**
  - ▶ City Council may adopt a resolution regarding the Measure M2 expenditure report to the Orange County Transportation Authority (OCTA) to ensure the City remains eligible for future M2 funding. The City is required to submit an annual account of M2 revenue and expenditures to OCTA by December 31. In Fiscal Year 2015-16, the City spent approximately \$1,787,925 of Measure M2 funds for street repaving and slurry seal projects and \$56,415 for the Senior Mobility Program.
- ▶ **Item 13: Second Amendment with Jamey Clark for On-Call Facility and Park Repair Services**
  - ▶ Jamey Clark is the City's on-call contractor for facility park repair services such as plumbing, painting, roofing, and playground equipment maintenance and inspection. City Council may amend a contract with Jamey Clark to increase compensation by \$99,078 for a total contract amount of \$330,411 to account for higher than expected park repair services. The amendment would also allow the contractor to complete other extraordinary repair projects.

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### ▶ **Consent Calendar (continued)**

- ▶ **Item 14: Notice of Completion for ADA Access Ramp Improvements, Phase 8**
  - ▶ City Council may approve a Notice of Completion for the Americans with Disabilities Act Access Ramp Improvements project, Phase 8. The project constructed a new access ramp, retaining walls, and handrails at Tamarisk Park to comply with the Building Code and the Americans with Disabilities Act. In addition, the Council may approve Change Order No. 2 for the project which adds \$75,138 to the contract, for a total contract amount of \$395,252. The Change Order would also add 53 working days to the construction period.
- ▶ **Item 15: Amendment to the Conflict of Interest Code**
  - ▶ The City is required by State law to review and update its Conflict of Interest Code every even numbered year. The purpose is to specify positions which involve decision making that may have a material or personal financial interest relative to City business. The City filed the notice of Review with the Office of the City Clerk, with certain non-substantive amendments on September 30, 2016. At this time, the Council may adopted the minor amendments to the Conflict of Interest Code.
- ▶ **Item 16: First Amendments to Agreements with Creative Vision Group (CVG) for Graphic Design Services**
  - ▶ City Council may extend the term of two separate agreements with CVG for graphic design services for *The Leaflet* and *In Business* newsletters, as well as the *Leisure Times*. The proposed amendment would increase compensation by \$34,680 for a total not-to-exceed of \$78,580 for *The Leaflet* and *In Business* newsletters. It would also increase compensation by \$29,330 for a total contract amount of \$64,730 for the *Leisure Times*.
- ▶ **Item 17: Consideration of Contracts for Resource Agency Permit Implementation, Oversight, and Biological Monitoring Services for Lake Forest Civic Center Project**
  - ▶ Earlier this year, the City received the required permits necessary to advance the Civic Center Project. Due to the technical complexity of the regulatory permits, the City Council may award a contract to ICF Jones & Stokes (ICF) to continue assisting the City with permit implementation and compliance. In addition, the Council may amend an agreement with Carlson Strategic to provide technical support to staff in the oversight of the ICF contract and special permits compliance. The First Amendment to the agreement would add \$52,084 for a total contract amount of \$91,834.

# City Council Agenda Preview

December 6, 2016

## ▶ **Consent Calendar (continued)**

- ▶ **Item 18: Adoption of Updated Classification Plan and Part-Time Salary Schedule**
  - ▶ Adoption of the revised classification plan would comply with California's new minimum wage requirements. The updated classification plan would increase the pay rate for 45 part-time employees to \$10.50 per hour effective January 1, 2017.
- ▶ **Item 19: Agreements to Implement Orange County Transportation Authority's (OCTA) Project V: Community-Based Transit/Circulators Program**
  - ▶ City Council may approve Cooperative Agreements between OCTA and the City of Lake Forest for Project V Community-Based Transit/Circulators, as well as Partnership Agreements with Oakley and Panasonic Avionics. Project V allows Oakley and Panasonic Avionics to use Measure M2 funds to pay a shuttle provider to transport their employees from the Irvine Metrolink Station to their respective worksites. As part of the program's requirements, the City must enter into Cooperative Agreements with OCTA and Partnership Agreements with the participating businesses. The City will pay the required local match to the employers and will subsequently receive reimbursement from OCTA.

## ▶ **Public Hearing**

- ▶ **Item 20: Second Reading and Adoption of the 2016 California Building Standards Code and Fire Code – Continued from November 15, 2016**
  - ▶ City Council will consider a First Reading of an Ordinance adopting several proposed local amendments to update the City's building and fire codes consistent with State codes found in the recently adopted 2016 California Code of Regulations.

## ▶ **Discussion**

- ▶ **Item 20: Orange County Animal Care Service Enhancement Customization Options**
  - ▶ City Council may take the following actions to enhance animal care service: (1) approve an agreement with the Pet Adoption Center of Orange County to operate an Animal Adoption Center in Lake Forest as a one year pilot program; (2) approve a Partnership Agreement with the County of Orange for a \$15,000 contribution to the animal adoption center pilot program; (3) approve funding for a dedicated Animal Control Public Education Officer from OC Animal Care to operate solely in Lake Forest for six months a year; and (4) approve funding for an additional 480 hours of canvassing for dog licensing per year for three years. The Council may also provide direction on additional Orange County Animal Care service enhancements and/or pet license fees as appropriate.