

# City Council

# Agenda Preview

March 7, 2017

## ▶ Presentations

- ▶ **Item 2: Introduction of New Employee, Shelly Cisneros, Administrative Services Manager**
  - ▶ The City welcomes Shelly Cisneros as the new Administrative Services Manager to oversee the Human Resources (HR) Division. Shelly's extensive HR experience from Mesa Water District will allow for a seamless transition as she manages employment, compensation, benefits, performance appraisals, employee relations, and training.

## ▶ Consent Calendar

- ▶ **Item 3: Certification of Warrant Register**
  - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$687,267 for the time period reviewed.
- ▶ **Item 4: 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 5: Minutes of the Regular City Council Meeting Held on February 21, 2017**
- ▶ **Item 6: Draft Fiscal Year 2017-2018 CDBG Expenditure Plan**
  - ▶ A draft FY 2017-2018 Expenditure Plan is presented to Council for approval. The proposed expenditure plan would be the basis for preparing a draft Action Plan that must be submitted to the Department of Housing and Urban Development by May 15 to secure a \$400,000 grant to fund various public service programs and capital projects. The public will have an opportunity to comment on the draft Action Plan before final review and adoption by the Council at the April 18 City Council meeting.
- ▶ **Item 7: Proposed Sponsorship of the Jimmy O' Memorial Hoop It Up Basketball Tournament**
  - ▶ City Council may waive a \$600 facility user fee for the Orange County Fire Authority Benevolent Association and the Orange County Professional Firefighters Union Local 3631. The organizations are holding a Jimmy O' Memorial Hoop-It-Up Tournament in memory of fallen firefighter, James M. Owen. Funds raised from the tournament support the organizations' charitable giving, which includes educational hardship loans, grants, scholarships, and death benefits to the families of fallen firefighters.

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## ▶ **Consent Calendar (continued)**

- ▶ **Item 8: First Amendment Agreement with Quantum Quality Consulting for Construction Management**
  - ▶ City Council may amend a contract with Quantum Quality Consulting to continue providing Contract Administration and Construction Inspection services to ensure completion of four capital projects (Village Pond Park, Portola Center Park, ADA Ramp Improvements, Phase 10, and the Teed Street Storm Drain Project). The proposed amendment would increase the total not-to-exceed compensation from \$350,000 to \$750,000.
- ▶ **Item 9: Amendment to Agreement for the Building and Safety Services Contract with Interwest Consulting Group**
  - ▶ City Council may amend a contract with Interwest Consulting Group to continue providing building and safety services for the City. These include, but are not limited to, plan check services, permit issuances, inspection services, and review and comment on new development proposals. Due to the significant increase in activity in 2016 for new residential construction and projected upcoming development activity, the proposed amendment would increase the total compensation by \$3,000,000 for a total not-to-exceed amount of \$6,600,000.
- ▶ **Item 10: Resolutions Approving the Site Development Permit and Planned Sign Program for the Springhill Suites Marriott Hotel at Lake Forest Gateway Center**
  - ▶ City Council may adopt resolutions approving site development permit 06-16-4936 to allow a 102-room hotel at 23600 Rockfield Boulevard, as well as freeway-oriented signs at the address.

## ▶ **Discussion**

- ▶ **Item 11: Mid-Year Budget Review**
  - ▶ Staff reviews the budget during mid-year and makes recommendations to the Council regarding revenues, expenditures, and interfund transfers. The proposed mid-year budget review would increase General Fund revenues by \$2,901,900 and increase expenditures by \$1,653,300. A summary of ending fund balances are:
    - General Fund \$22.7 million
    - Special Revenue Funds \$2.9 million
    - Capital Funds \$74 million
    - Reserve Funds \$24.4 million

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### ▶ Discussion (continued)

#### ▶ Item 12: Village Pond Park Project Update

- ▶ The report provides an update regarding the Village Pond Park project, specifically updates on: (1) award of a construction contract to United Engineering Construction to begin renovation of the park, and (2) the potential role for the public in dissuading individuals from feeding the animals.

#### ▶ Item 12A: Construction Contract Award for the Village Pond Park Improvement Project

- ▶ City Council may award a contract to United Engineering & Construction Inc. (UECI) for construction of the Village Pond Park project in the amount of \$2,102,679. In addition to the bid specifications associated with the improvements to the park itself, the City also included items related to the lake water quality as 15 separate items. These include draining the pond, dredging pond sediment, installing a pump station and filter, and several other water quality-related items. UECI's total for the 15 bid items related to the lake water quality is \$350,000.

#### ▶ Item 12B: Discussion Regarding Resident Participation at Village Pond Park

- ▶ City Council may either agendaize the matter for full Council consideration at a future meeting or take no action regarding discussion on forming a Village Pond Park Volunteer Duck Patrol to educate and dissuade residents from feeding the ducks.

#### ▶ Item 13: An Ordinance Amending Chapter 6.14.002 and Section 12.16.070 of the Lake Forest Municipal Code Relating to the Regulation of On-Street Parking

- ▶ City Council may approve a first reading of an ordinance prohibiting overnight parking of vehicles with attached trailers in residential areas and unattended commercial tractor-trailer vehicles citywide.

#### ▶ Item 14: Discussion Regarding City Council Member Compensation

- ▶ City Council may either agendaize the matter for full Council consideration at a future meeting or take no action regarding discussion on City Council Member compensation.