

AGENDA
PLANNING & ENVIRONMENTAL SERVICES
COMMITTEE

Regular Meeting
Thursday, June 12, 2014
9 A.M.

Laguna Woods City Hall
Council Chambers
24264 El Toro Road
Laguna Woods, CA 92637

AGENDA DESCRIPTION: The agenda descriptions are intended to give notice, to members of the public, of a general summary of items of business to be transacted or discussed. Any person wishing to address the Planning & Environmental Services Committee on any matter, whether or not it appears on this agenda, may do so under the appropriate section of the agenda. Whenever possible, lengthy testimony should be presented to the Committee in writing (12 copies) and only pertinent points presented orally. Requests to speak to items on the agenda shall be heard at the appropriate point on the agenda; requests to speak about subjects not on the agenda will be heard during the Public Comment section of the meeting.

I. CALL TO ORDER

II. ROLL CALL

III. COMMITTEE BUSINESS

A. Fiscal Year 2014-15 Budget Preparation

RECOMMENDED ACTION: Provide input to staff regarding the City's Fiscal Year 2014-15 budget.

IV. COMMITTEE MEMBER COMMENTS

V. PUBLIC COMMENTS

VI. ADJOURN

The next regular meeting of the Planning & Environmental Services Committee will be at 9 a.m. on July 10, 2014, at Laguna Woods City Hall,

24264 El Toro Road, Laguna Woods, CA 92637. Meetings may be cancelled due to a lack of agenda items.

AMERICANS WITH DISABILITIES ACT: In compliance with Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at (949) 639-0500 (Voice) or, TDD (949) 639-0535 or the California Relay Service at (800) 735-2929 if you have a TDD or (800) 735-2922 if you do not have a TDD. Notification 48 hours prior to the meeting should enable the City to make reasonable arrangements to assure accessibility to the meeting.

AGENDA: The Planning & Environmental Services Committee agenda and agenda back-up materials are available from the Office of the City Clerk, after 4:30 p.m., on the Friday prior to the Planning & Environmental Services Committee meeting. The office of the City Clerk is located at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Copies of the agenda are provided at no cost. Agenda back-up materials are available at City Hall for inspection and copies are available at no charge prior to the meeting. A per page copy cost does apply after the meeting. If you wish to be added to the e-mail or regular mail list to receive a copy of the agenda, a request must be made to the City Clerk in writing. Copies of the agenda are mailed only if stamped, self-addressed envelopes are provided. The City of Laguna Woods mailing address is 24264 El Toro Road, Laguna Woods, CA 92637. Phone: (949) 639-0500, FAX (949) 639-0591.

I declare under penalty of perjury that I posted this notice of agenda at the locations designated by Resolution 02-33.

6/6/14
Date


Marc Donohue, Deputy City Clerk

PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE RECAP

May 8, 2014
9:00 A.M.

Laguna Woods City Hall
Council Chambers
24264 El Toro Road
Laguna Woods, CA 92637

I. CALL TO ORDER

The meeting was called to order.

II. ROLL CALL

Present: Ferguson, Hamm, Hatch, Holman, Lo, Malone, Tso

Absent: Joss, Schneider

III. COMMITTEE BUSINESS

- A. Election of Committee Vice Chair: Assistant City Manager Reilly announced that an item had arisen after the posting of the agenda, since Chair Schneider would not be able to attend today's meeting and Vice Chair Lindstrom had resigned from the Committee. He explained that the Brown Act allows legislative bodies and public committees to add an item to an agenda where a need for immediate action came to the attention of the body after posting of the agenda, and noted that a unanimous vote of the members at the meeting would be required. He stated that an item needed to be added to the agenda because of the need for immediate action that came to the attention of the body after the posting of the agenda, and asked members to vote on this request, which they approved unanimously. He advised that the item to be added to the agenda was the election of a Vice Chair, and asked for nominations. Member Hamm nominated Member Hatch, and Member Ferguson

nominated Member Hamm, who declined the nomination. Member Hatch was elected to the position of vice chair with a unanimous vote.

B. Establishment of a Committee Meeting Schedule

Members conducted a brief discussion and voted unanimously to keep the Planning & Environmental Services Committee's meeting at its current time and date, the second Thursday of each month at 9:00 a.m.

C. Fiscal Year 2014-2015 Budget Preparation:

Assistant City Manager Reilly reviewed the agenda report and invited Committee members and the general public to provide input.

Committee members provided the following input:

- Member Tso – The City should consider further regulation or a ban on smoking and the sale of tobacco within the City, although this may be difficult to achieve.
- Member Tso – The City should consider further actions to ensure the 20% voluntary reduction in water usage urged by Governor Jerry Brown and supported by the City Council, due to the severe drought in the state.
- Member Tso – The City should adopt a solar energy policy and install solar panels on City Hall or on structures over vehicles in the City Hall parking lot.
- Member Tso – The City should install electric charging stations at City Hall for free electric vehicle and golf cart charging.
- Member Lo – The City should require use of low-flush toilets.

- Member Hamm – Expressed interest in the City’s request for proposals for integrated waste management and recycling services, and particularly liked the idea of redesigning bins to make the lids lighter and more accessible.
- Member Malone – The City should install signs in Spanish on the recycle bins about what can and cannot go inside.
- Member Holman – Appreciated the opportunity to provide budget comments.
- Vice Chair Hatch – The City should always be thinking ahead due to changes going on around us, such as the pending departure of Sears from the Laguna Hills Mall.

One member of the public provided the following input:

- Robert Sherinian – The City should consider proactively protecting residents by performing inspections and enforcing building and other codes for all buildings and facilities within the city, both publicly and privately owned. He specifically asked about maintenance of gutters and air conditioning systems.

IV. PENDING PROJECTS

None

V. COMMITTEE MEMBER COMMENTS

Member Holman raised concerns regarding the appearance of the patio area added to the building at 24100 El Toro Road for a new restaurant, and requested staff review the construction to ensure that it is compliant with the plans approved by the City. Members Lo and Malone agreed with Member Holman’s concerns.

Vice Chair Hatch suggested that there are City interests and business interests, and that there needs to be a balance. He believes that residents do not always understand the need to perform additional work on home improvements or renovations to comply with building code requirements, and suggested that code sections for typical renovations be provided to Committee members. He also noted that there are still issues between the City and Laguna Woods Village, but noted that relations seem much improved.

Member Ferguson expressed support for proactive building code enforcement and requested a copy of the City's Conservation Element of the General Plan.

VI. PUBLIC COMMENTS

None

VII. ADJOURN

The next regular meeting of the Planning & Environmental Services Committee will be at 9 a.m. on June 12, 2014, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Meetings may be cancelled due to a lack of agenda items.

**City of Laguna Woods
Agenda Report**

DATE: June 12, 2014
Planning & Environmental Services Committee Meeting

TO: Honorable Chair and Committee Members

FROM: Douglas C. Reilly, Assistant City Manager

AGENDA ITEM: Fiscal Year 2014-15 Budget Preparation

Recommended Action

Provide input to staff regarding the City's Fiscal Year 2014-15 budget.

Background

Preparation of the City's Fiscal Year 2014-15 (July 1, 2014 through June 30, 2015) budget is now underway. The budget outlines a financial plan and scope of work for the City to undertake during the specified period of time.

Discussion

This year – to further the City's commitment to transparency and public outreach – staff has expanded the budget process to include additional opportunities for input from the City's standing advisory committees and general public.

At today's meeting, staff is requesting input on matters regarding the City's Fiscal Year 2014-15 budget as they relate to planning and environmental services, as well as matters on which the City Council has provided preliminary direction. This is an opportunity to propose new programs, modifications to existing programs, and other suggestions, thoughts, or ideas for consideration in the City's budget.

Planning and environmental services-related topics include:

- Land use and development
- Signage
- Urban runoff
- Solid waste and recycling
- Water conservation
- Energy efficiency
- Environmental sustainability
- Landscaping

Preliminary Direction

The City Council provided the following direction on planning and environmental-related topics at the meetings on April 30, 2014 and May 28, 2014. This direction is not final; staff will use the direction to prepare a draft budget for consideration.

Priority Focus Areas

The City Council unanimously concurred with the following priority focus areas identified for the Fiscal Year 2014-15 budget:

A city that is...

- Healthy and safe
- High in quality of life
- Environmentally conscious
- Economically prosperous
- Fiscally responsible
- Professionally and efficiently served

General Plan Updates

The City Council unanimously directed staff to include funding for a comprehensive update of the General Plan Conservation Element and General Plan resident and business survey in the draft Fiscal Year 2014-15 budget. This would be the first part of what is envisioned as a two fiscal year process to complete a comprehensive update of the entire General Plan.

Solid Waste Franchise Request for Proposals

The City Council unanimously directed staff to include funding for a competitive process to select a solid waste franchisee(s) to provide services beginning on July 28, 2015 in the draft Fiscal Year 2014-15 budget. The term of the existing franchise agreement with Ware Disposal, Inc. ends in July 2015.

Recycling, Shredding, and In-Home Bulky Item Pick-up Events

The City Council unanimously directed staff to include funding for three recycling events, quarterly shredding events, and two in-home bulky item pick-up events in the draft Fiscal Year 2014-15 budget.

Single National Pollutant Discharge Elimination System (NPDES) Permit

The City Council unanimously directed staff to include funding to pursue obtaining coverage under a single NPDES permit in the draft Fiscal Year 2014-15 budget. The City is currently one of only three cities in Orange County that is subject to the regulations of two regional water quality control boards. The purpose of obtaining single coverage would be to reduce duplicative administrative and financial burdens, as well as to better focus water quality improvement and protection efforts.

City Website Improvements

The City Council unanimously voted to direct staff to include funding for a redesign of the City's website in the draft Fiscal Year 2014-15 budget. The purpose of the update would be to provide greater electronic resources to residents, businesses, and contractors, as well as to address issues of transparency, usability, and accessibility. Planning and environmental content would be included.

Fiscal Impact

The City Council will consider adoption of the Fiscal Year 2014-15 budget in June. Upcoming public budget meetings are scheduled for the City Council meetings on June 18, 2014 and June 25, 2014.

Conclusion

Planning & Environmental Services Committee input on this item will help ensure that the City's Fiscal Year 2014-15 budget is responsive to community needs.