

# AGENDA

## COMMUNITY SERVICES COMMITTEE

**Regular Meeting**  
**April 23, 2014**  
**9:30 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 Community 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**

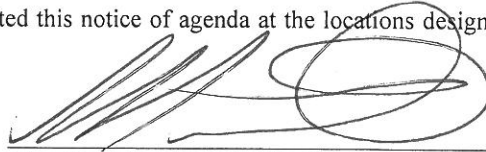
The next regular meeting of the Community Services Committee will be at 9:30 a.m. on May 28, 2014, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Meetings may be cancelled due to a lack of agenda items.

**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 Community 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 Community 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.

4/18/14  
Date

  
\_\_\_\_\_  
Marc Donohue, Deputy City Clerk

<p style="text-align: center;"><b>RECAP</b> <b>COMMUNITY SERVICES COMMITTEE</b></p>
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**REGULAR MEETING**

**March 26, 2014**

**9:30 A.M.**

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

**I. CALL TO ORDER**

Chair Oakes called the meeting to order at 9:30 am.

**II. ROLL CALL**

Present: Oakes, Brians, Coles, Gorman, Levine, Singer, Unatin, Unger  
Absent: Portlock, Rhodes, Sheppard

**III. COMMITTEE BUSINESS**

**A. City Website Modifications**

Community Services Manager Foley and Deputy City Clerk Donohue reviewed the agenda report and several other city websites.

Committee members provided the following input regarding potential modifications to the City's website:

- A monthly calendar should be included
- Drop down menus should use a large font that is easy to read
- The website should include boxes with the information most utilized
- The website should be organized under large, readable categories
- Options should be available for residents, businesses, and visitors
- Short public service-type videos should be included
- A local business map should be included
- A golf cart and hiking trails map should be included

- Under a “Visitor” category, points of interest in and around the City should be identified, including schools, museums, art, hospitals, etc.
- A link to Laguna Woods Village’s website should be included
- Special links should be provided for the City’s recycling programs, senior mobility program, and social services funded by the City’s Community Services Grants Program
- City Councilmember biographies and pictures should be included
- City Council meeting videos should be available to watch
- Staff and department information should be included
- A search option should be included at the top of the website
- Links should be provided for new residents, including utility, cable, and trash companies and the Orange County Office on Aging
- Information on City Hall’s library services should be included
- Information on red light photo citations should be included
- A video tutorial should be included with information on how to find information on the City’s website
- A 30-day trial period should be provided for residents to comment on the new website prior to the design being finalized
- The Community Services Committee should be able to review the draft website and provide input prior to the design being finalized
- A public workshop should be held to announce the new website and demonstrate how to use it to find information

**IV. COMMITTEE MEMBER COMMENTS – None**

**V. PUBLIC COMMENTS – None**

**VI. ADJOURN**

The meeting was adjourned at 10:35 a.m.

The next regular meeting of the Community Services Committee will be at 9:30 a.m. on April 23, 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:** April 23, 2014  
Community Services Committee Meeting

**TO:** Honorable Chair and Committee Members

**FROM:** Patrick Foley, Community Services Manager

**AGENDA ITEM:** Fiscal Year 2014-15 Budget Preparation

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**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 community services. This is an opportunity to propose new programs, modifications to existing programs, and other suggestions, thoughts, or ideas for consideration in the City's upcoming budget.

Community services-related topics include:

- Transportation
- Health and social services
- Community beautification
- Recreation
- Cultural programs
- Community communications
- Public relations

## ITEM III-A

The City Council's policy establishing the Community Services Committee states that the "committee shall strive to promote the [City] as a community that embraces diversity and supports programs and services that benefit all of its residents."

### **Fiscal Impact**

The City Council will consider adoption of the Fiscal Year 2014-15 budget in June. Additional public budget meetings will be held beginning on April 30, 2014.

### **Conclusion**

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