

MINUTES OF A REGULAR MEETING  
OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST

The regular meeting of the City Council of the City of Lake Forest held Tuesday, April 15, 2025, at the Lake Forest City Council Chambers, 100 Civic Center Drive, Lake Forest, California, was called to order at 6:30 p.m. with Mayor Pro Tem Pequeño absent.

ROLL CALL:	Council Members:	Doug Cirbo Mark Tettemer Benjamin Yu
	Mayor Pro Tem:	Robert Pequeño (Absent)
	Mayor:	Scott Voigts
	City Manager:	Debra Rose
	City Attorney:	HongDao Nguyen
	Acting City Clerk:	Thy Merritt

**INVOCATION:** The Invocation was provided by Chaplain Jim Davis, Orange County Sheriff's Department.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance to the Flag of our Country was led by Daisy Troop #3616.

**PRESENTATIONS: (Item No. 1)**

MOTION: It was moved by Council Member Yu, seconded by Council Member Cirbo, to approve Presentation Item No. 1. The motion was carried by a vote of 4-0 with Mayor Pro Tem Pequeño absent.

1. LEGISLATIVE UPDATE FROM ASSEMBLY MEMBER DIANE DIXON

City Manager Rose introduced this item and invited Assembly Member Diane Dixon to provide a presentation. No public comment was offered. Council questions were asked and answered.

ACTION: The presentation was received and filed.

**PUBLIC COMMENTS:**

Andrew O'Connor commended the Public Works department and expressed concerns with various programs and Council Member Yu.

**CONSENT CALENDAR: (Item Nos. 2 – 10)**

Item Nos. 3 – 4, and 9 were pulled for discussion.

MOTION: It was moved by Council Member Tettemer, seconded by Mayor Voigts, to approve Consent Calendar Item Nos. 2, 5 – 8, and 10. The motion was carried by a vote of 4-0 with Mayor Pro Tem Pequeño absent.

2. MOTION TO WAIVE READING OF RESOLUTIONS AND ORDINANCES

ACTION: Said Ordinances and Resolutions which appeared on the public agenda were determined to have been read by title and further reading was waived.

5. PROCLAMATION DECLARING APRIL 22, 2025, AS EARTH DAY IN THE CITY OF LAKE FOREST

ACTION: The proclamation designating Tuesday, April 22, 2025, as Earth Day In the City of Lake Forest was approved.

6. PROCLAMATION DECLARING APRIL 25, 2025, AS NATIONAL ARBOR DAY IN THE CITY OF LAKE FOREST

ACTION: A proclamation designating April 25, 2025, as National Arbor Day in the City of Lake Forest was approved.

7. SECOND AMENDMENT TO AGREEMENT FOR TRAFFIC SIGNAL MANAGEMENT SERVICES WITH ITERIS, INC.

ACTION: 1. The Second Amendment to the Professional Consultant Services Agreement with Iteris, Inc. for Traffic Signal Management Services was approved. 2. The Mayor was authorized to sign, and the City Clerk to attest the Second Amendment to the Professional Consultant Services Agreement with Iteris, Inc., substantially in the form attached.

8. FIRST AMENDMENT TO AGREEMENT WITH GMU GEOTECHNICAL, INC., FOR ON-CALL GEOTECHNICAL SERVICES

ACTION: 1. The First Amendment to the Agreement with GMU Geotechnical, Inc., for on-call geotechnical services was approved. 2. The Mayor was authorized to sign, and the City Clerk to attest, the First Amendment to the Agreement with GMU Geotechnical, Inc.

10. AWARD CONSTRUCTION CONTRACT TO FIELDTURF USA, INC. FOR LAKE FOREST SPORTS PARK SYNTHETIC TURF REPLACEMENT PROJECT (25P02)

ACTION: 1. The use of the State of California Multiple Awards Schedule

Agreement for the procurement process was approved. 2. A contract in the amount of \$1,107,402.23 was awarded to FieldTurf, USA, Inc. for the Lake Forest Sports Park Synthetic Turf Replacement Project (25P02). 3. The Mayor was authorized to sign, and the City Clerk to attest the contract with FieldTurf, USA, Inc.

**ITEMS PULLED FOR DISCUSSION: (Item Nos. 3 – 4, and 9)**

MOTION: It was moved by Council Member Yu, seconded by Mayor Voigts, to approve Consent Calendar Item Nos. 3 – 4, and 9. The motion was carried by a vote of 4-0 with Mayor Pro Tem Pequeño absent.

**3. MINUTES OF THE STRATEGIC PLANNING WORKSHOP OF THE CITY COUNCIL HELD ON MARCH 25, 2025**

Andrew O'Connor offered public comment and expressed concerns with costs associated with Kosmont.

ACTION: The minutes were approved as submitted.

**4. MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL HELD ON APRIL 1, 2025**

Andrew O'Connor offered public comment and expressed concerns with comments made by Council members.

ACTION: The minutes were approved as submitted.

**9. SECOND AMENDMENT TO THE AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES, INC., FOR LAKE FOREST CIVIC CENTER LANDSCAPE AND STREETScape MAINTENANCE**

Andrew O'Connor offered public comment and expressed concerns with the costs of the agreement.

ACTION: 1. The Second Amendment to the Agreement for Maintenance Services for Lake Forest Civic Center Landscape and Streetscape Maintenance Services with Brightview Landscape Services, Inc. was approved 2. The Mayor was authorized to sign, and the City Clerk to attest, the Second Amendment substantially in the form attached.

**PUBLIC HEARING(S): (Item No. 11)**

**11. RESOLUTION UPDATING FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES**

Mayor Voigts opened the public hearing. City Manager Rose introduced this item and invited Assistant Finance Director Lewis to provide a presentation. No public comment was offered. Council questions were asked and answered. Mayor Voigts closed the public hearing.

MOTION: It was moved by Mayor Voigts, seconded by Council Member Yu, to: Adopt a Resolution entitled: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, ESTABLISHING UPDATED FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES." The motion was carried by a vote of 4-0 with Mayor Pro Tem Pequeño absent.

#### **DISCUSSION/ACTION ITEMS: (Item Nos. 12 – 15)**

##### **12. SHOPPING CENTER ANALYSIS RESULTS PRESENTED BY KOSMONT**

City Manager Rose introduced this item and invited President of Kosmont Ken Hira to provide a presentation. Economic Development/Housing Manager Grijalva also provided a presentation. Andrew O'Connor offered public comment and expressed concerns with the costs associated with Kosmont. Council questions were asked and answered.

ACTION: The presentation was received and filed.

##### **13. DRAFT FISCAL YEAR 2025-2030 CDBG FIVE-YEAR CONSOLIDATED PLAN AND DRAFT FISCAL YEAR 2025-26 EXPENDITURE PLAN**

City Manager Rose introduced this item and Economic Development/Housing Manager Grijalva to provide a presentation. No public comment was offered. Council questions were asked and answered. City Manager Rose advised the City Council on forming an ad hoc committee to further discuss the draft plans. Mayor Voigts nominated Council Members Tettemer and Yu to serve on this ad hoc.

ACTION: Council members reviewed and commented on the draft Fiscal Year 2025-2030 CDBG Five-Year Consolidated Plan and draft Fiscal Year 2025-26 Expenditure Plan.

##### **14. ASSET MANAGEMENT PLAN UPDATE**

City Manager Rose introduced this item and invited Finance Management Analyst Shrago to provide a presentation. No public comment was offered. Council questions were asked and answered.

ACTION: An update on the City's Asset Management Plan for improved long-term financial planning for capital asset maintenance and replacement was received.

## 15. CAPITAL IMPROVEMENT PLAN UPDATE

City Manager Rose introduced this item and invited Assistant City Engineer Erdman to provide a presentation. No public comment was offered. Council questions were asked and answered.

ACTION: The update was received and filed.

CITY MANAGER'S REPORT: City Manager Rose had nothing further to report.

### CITY COUNCIL COMMENTS:

Council Member Cirbo: Council Member Cirbo reported on his attendance at the Bunny Blast event and his involvement with the League of California Cities Fire Insurance group. He wished everyone a Happy Easter.

Council Member Tettemer: Council Member Tettemer reported on his attendance at the Bunny Blast event, the Bennet Ranch Homeowners Association meeting, a Clean Lake Forest event, and an Orange County Fire Authority ride-along.

Council Member Yu: Council Member Yu received consensus from Mayor Voigts to discuss proclamations declaring the month of May as Asian American Pacific Islander Heritage Month and Jewish Heritage Month. He wished everyone a Happy Easter.

Mayor Voigts: Mayor Voigts reported on his attendance at the Bunny Blast event and he wished everyone a Happy Easter.

ADJOURNMENT: The Regular Meeting of the City Council was adjourned at 9:03 p.m.

Respectfully submitted:

APPROVED:

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THY MERRITT  
ACTING CITY CLERK

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SCOTT VOIGTS  
MAYOR