

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, December 3, 2024, at the Lake Forest City Council Chambers, 100 Civic Center Drive, Lake Forest, California, was called to order at 6:30 p.m. with all members present.

|            |                  |   |
|------------|------------------|---|
| ROLL CALL: | Council Members: | Doug Cirbo<br>Robert Pequeño<br>Benjamin Yu |
|            | Mayor Pro Tem:   | Scott Voigts                                |
|            | Mayor:           | Mark Tettemer                               |
|            | City Manager:    | Debra Rose                                  |
|            | City Attorney:   | Matthew E. Richardson                       |
|            | City Clerk:      | Lisa Berglund                               |

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

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance to the Flag of our Country was led by Boy Scout Troop #628.

**REPORT FROM STUDENT LIAISON:** Maya Lowrey, Student Liaison from El Toro High School, provided a report.

**PRESENTATIONS: (Item Nos. 1 – 3)**

**MOTION:** It was moved by Council Member Yu, seconded by Mayor Pro Tem Voigts, to approve Presentation Item Nos. 1 – 3. The motion was carried by a vote of 5-0.

1. 2024 HALLOWEEN HOUSE DECORATING CONTEST

City Manager Rose introduced this item and invited Communications and Marketing Manager Volzke to provide a presentation. No public comment was offered.

**ACTION:** The 2024 Halloween Decorating Contest Winner Linda MacPherson was recognized.

2. MAYOR'S AWARD

City Manager Rose introduced this item and invited Management Assistant Toyooka to provide a presentation. No public comment was offered.

ACTION: The Mayor's Award was presented to the selected recipient.

3. SERVICE AWARDS

City Manager Rose introduced this item and invited Human Resources Manager Cisneros to provide a presentation. No public comment was offered.

ACTION: Employee Service Awards were presented to those present.

**PUBLIC COMMENTS:**

Andrew O'Connor expressed concerns with City Manager Rose and Council Member Yu.

**CONSENT CALENDAR: (Item Nos. 4 – 10)**

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

4. 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.

8. AMENDMENT OF THE CITY OF LAKE FOREST PERSONNEL RULES AND REGULATIONS

ACTION: A Resolution entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THE LAKE FOREST, CALIFORNIA, ADOPTING AN AMENDMENT OF THE PERSONNEL RULES AND REGULATIONS was adopted.

9. NOTICE OF COMPLETION FOR NON-ARTERIAL STREETS, ZONE A (PW 2022-05A) AND LAKE FOREST SPORTS PARK PARKING LOT (24P15) SLURRY SEAL PROJECTS

ACTION: 1. American Asphalt South, Inc. was found to have completed construction of Slurry Seal Project for Non-Arterial Streets, Zone A (PW 2022-05A) and Lake Forest Sports Park Parking Lot Slurry Seal (24P15). 2. The Notice of Completion was approved and the Mayor was authorized to execute the document on behalf of the City. 3. The City Clerk was authorized to submit Notice of Completion for recordation to the Office of the County Recorder of Orange County within fifteen days of the City Council approval, as required by Section 9204 of the California Civil Code. 4. Staff was authorized to release any

unencumbered retention in accordance with California law.

10. AWARD CONSTRUCTION CONTRACT TO MARINA LANDSCAPE, INC. FOR IRRIGATION CONSERVATION PROGRAM PROJECT (PW 2022-03)

ACTION: 1. A contract in the amount of \$310,265.75 was awarded to Marina Landscape, Inc. for the Irrigation Conservation Program Project (PW 2022-03). 2. A Resolution entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA AMENDING THE 2023-2030 CAPITAL IMPROVEMENT PLAN, AMENDING APPROPRIATIONS FOR FISCAL YEAR 2024-25" was adopted. 3. The Mayor was authorized to sign, and the City Clerk to attest, the award of contract to Marina Landscape, Inc. substantially in the form attached. 4. All other bids received were rejected and the return of the bid bonds was authorized upon receipt of the executed contract documents with Marina Landscape, Inc.

**ITEMS PULLED FOR DISCUSSION: (Item Nos. 5 – 7)**

**STATEMENTS READ INTO THE RECORD:**

*Mayor Pro Tem Voigts: There are warrants on the register to the County of Orange. I am an employee of the County of Orange, but I do not work for the department that generated the warrants. Because the County of Orange is a public agency and because I do not work for the departments in question, I have determined that I have a non-interest in these warrants and will vote on this item.*

MOTION: It was moved by Mayor Pro Tem Voigts, seconded by Council Member Yu, to approve Consent Calendar Item Nos. 5 – 7. The motion was carried by a vote of 5-0.

5. MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL HELD ON NOVEMBER 19, 2024

Andrew O'Connor offered public comment and expressed concerns with staff and City Council members reporting on attending conferences.

ACTION: The minutes were approved as submitted.

6. CERTIFICATION OF WARRANT REGISTER

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

ACTION: The warrant register was approved in the amount of \$7,048,708.73.

7. SECOND READING OF AN ORDINANCE AMENDING THE PRIMA FACIE

## **SPEED LIMITS ON VARIOUS ROADWAYS THROUGHOUT THE CITY**

Andrew O'Connor offered public comment and expressed concerns with City Council Member Yu.

**ACTION:** The second reading was conducted and an Ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF LAKE FOREST, CALIFORNIA, AMENDING THE PRIMA FACIE SPEED LIMITS ON VARIOUS ROADWAYS THROUGHOUT THE CITY was adopted.

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

11. PUBLIC HEARING TO CONSIDER A RESOLUTION OF ABANDONMENT OF A PORTION OF THE TEMPORARY CONSTRUCTION EASEMENT NOT REQUIRED FOR THE JERONIMO ROAD WIDENING IMPROVEMENT PROJECT

Mayor Tettemer opened the public hearing. City Manager Rose introduced this item and invited Assistant City Engineer Erdman to provide a presentation. No public comment was offered. Council member questions were asked and answered. Mayor Tettemer closed the public hearing.

**MOTION:** It was moved by Council Member Yu, seconded by Council Member Pequeño, to: 1. Conduct a Noticed Public Hearing to Consider the Adoption of a Resolution entitled: RESOLUTION OF ABANDONMENT ABANDONING THAT PORTION OF A TEMPORARY CONSTRUCTION EASEMENT IN THAT CERTAIN REAL PROPERTY COMMONLY KNOWN AS 25052 FARTHING STREET, CITY OF LAKE FOREST, CALIFORNIA, SOUGHT BY EMINENT DOMAIN THAT IS NOT REQUIRED FOR THE JERONIMO ROAD WIDENING IMPROVEMENTS PROJECT; 2. Adopt The Proposed Resolution of Abandonment entitled: RESOLUTION OF ABANDONMENT ABANDONING THAT PORTION OF A TEMPORARY CONSTRUCTION EASEMENT IN THAT CERTAIN REAL PROPERTY COMMONLY KNOWN AS 25052 FARTHING STREET, CITY OF LAKE FOREST, CALIFORNIA, SOUGHT BY EMINENT DOMAIN THAT IS NOT REQUIRED FOR THE JERONIMO ROAD WIDENING IMPROVEMENTS PROJECT. 3. Authorize City Staff and Counsel to file with the Court and serve on the Owner of Record a Notice of Abandonment. The motion was carried by a vote of 5-0.

### **DISCUSSION/ACTION ITEMS: (Item No. 12)**

12. CONSIDERATION OF TENTH FUNDING PHASE FOR THE CITY'S SHOP & DINE COMMUNITY GIFT CARD PROGRAM WITH YIFTEE, INC.

City Manager Rose introduced this item and invited Economic Development/Housing Manager Grijalva to provide a presentation. Andrew

O'Connor offered public comment and expressed concerns with the program. City Council member questions were asked and answered. Mayor Pro Tem Voigts made a friendly amendment to the motion to increase the funding to \$1,130,000.00.

MOTION: It was moved by Mayor Pro Tem Voigts, seconded by City Council Member Yu, to increase the agreement amount to \$1,130,000.00, and 1. That the City Council authorize the City Manager to enter into a BOGO Campaign Quickstart Agreement with Yiftee, Inc. and solely include the \$50 and \$100 gift card options with a limit of one gift card per purchaser for the Shop & Dine Community Gift Card Program, and increase the resolution amount to \$1,130,000.00, and 2. Adopt a Resolution Entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA, AMENDING THE 2023-2025 OPERATING BUDGET; AMENDING APPROPRIATIONS FOR FISCAL YEAR 2024-25 and updating the appropriation amount to reflect \$1,130,000.00. The motion was carried by a vote of 5-0.

CITY MANAGER'S REPORT: City Manager Rose reminded everyone of the tree lighting event on Saturday, December 14, 2024, and provided an update on holiday lights throughout the city.

#### CITY COUNCIL COMMENTS:

|                         |   |
|-------------------------|---|
| Council Member Cirbo:   | Council Member Cirbo reported on his attendance at the Elf Yourself 5k event.   |
| Council Member Pequeño: | Council Member Pequeño thanked staff for all their hard work. He reported on his attendance at the Elf Yourself 5k event, encouraged everyone to participate in the Toy Drive for Children's Hospital of Orange County, and congratulated the Saddleback Valley Pop Warner teams.   |
| Council Member Yu:      | Council Member Yu thanked staff for their hard work.  |
| Mayor Pro Tem Voigts:   | Mayor Pro Tem Voigts thanked staff for their hard work. He reported on his attendance at the Elf Yourself 5k event and a ribbon cutting ceremony for Absolute Grappling. He encouraged everyone to participate in a candlelight service at Heritage Hill Park on December 7-8, 2024, and the Third Annual Trout Derby hosted by Third District Supervisor Wagner on December 7, 2024. |
| Mayor Tettermer:        | Mayor Tettermer reported on his attendance at the Elf   |

Yourself 5k event, the ACC-OC annual business meeting, a Boy Scout Eagle court of honor event, and an OCTA express train ride.

ADJOURNMENT: The Regular Meeting of the City Council was adjourned at 8:11 p.m.

Respectfully submitted:

APPROVED:

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LISA BERGLUND  
CITY CLERK

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MARK TETTEMER  
MAYOR