



**CITY COUNCIL AGENDA REPORT**  
**MEETING DATE:** 2/2/2021  
**DEPARTMENT:** City Manager

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**SUBJECT:**

AN ORDINANCE AMENDING CHAPTER 13.20 AND 13.28 OF THE LAKE FOREST MUNICIPAL CODE REGARDING USE OF CIVIC CENTER AND ITS RELATED FACILITIES AT NIGHT

**RECOMMENDED ACTION(S):**

1. Introduce for first reading an Ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST, CALIFORNIA AMENDING CHAPTERS 13.20 AND 13.28 OF TITLE 13 OF THE LAKE FOREST MUNICIPAL CODE REGARDING CAMPING ON PUBLIC PROPERTY AND USE OF THE CIVIC CENTER AND ITS RELATED FACILITIES; and
  2. Find that the proposed Ordinance is exempt from CEQA under State CEQA Guidelines section 15061(b)(3).
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**EXECUTIVE SUMMARY:**

The proposed Ordinance would amend chapters 13.20 and 13.28 of Title 13 of the Lake Forest Municipal Code (“LFMC”) which establishes Civic Center Rules and Regulations, Violations, and further clarifies persons using the Civic Center and its facilities at night. The proposed regulations include: operation of bicycles, skateboards, and roller-skates/blades, vendor and commercial business rules, animals, and property damage, to name a few. The proposed Ordinance would also update the City’s camping on public property provisions and would establish the regulations and procedures governing the removal and recovery of personal property that has been abandoned on public property for more than 24 hours.

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**BACKGROUND:**

In December 2019, the City of Lake Forest opened its new Civic Center campus which includes City Hall, Community Center, Senior Center, and Council Chambers/Performing Arts Center. At its October 6, 2020, meeting, the City Council adopted Ordinance No. 338 which prohibits persons from using the Civic Center and its related facilities at night unless the Civic Center is specifically designated as open during that time. Such prohibition furthers the public health,

welfare and interest to help ensure that individuals are not at the property when Civic Center facilities are closed and there is decreased oversight. Ordinance No. 338 specifies that no one should be or remain on the Civic Center property between 9 p.m. and 7 a.m. of the following day without the City Manager or his or her designee's permission.

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## **DISCUSSION:**

The proposed Ordinance provides Civic Center Regulations to safeguard City property and protect the health, safety, and welfare of members of the public. It also further clarifies use of the Civic Center at night, Civic Center Regulations, and Violations. A brief synopsis of LFMC amendments are below:

### Section 13.28.030 - Use of Civic Center at Night

- No person shall be or remain in the Civic Center between 9 p.m. and 7 a.m. of the following day without permission of the City Manager or designee, except that if a portion of the Civic Center is specifically designated by the City as being open later than 9 p.m.
- Any person who attends a City-authorized public or private meeting or event occurring between 9 p.m. and 7 a.m. of the following day shall not be in violation of this Section while that meeting or event is in progress.

### Section 13.28.040 – Civic Center Regulations

- No person shall enter, be or remain at the Civic Center unless he or she complies at all times with all of the posted City regulations applicable to the Civic Center. Any person who violates any posted City regulation applicable to the Civic Center may be subject to administrative, criminal and/or civil remedies.
- All Vehicle Code violations shall be enforced.
- No person shall clean, wash, repair or in any manner service any vehicle.
- No person shall operate a bike, skateboard, or roller-skate on a non-roadway.
- Vehicles may not be parked between the hours of 9 p.m. and 7 a.m. of the following day at the Civic Center unless: (1) a vehicle belonging to any person is utilizing a portion of the Civic Center that is specifically designated by the City as being open later than 9 p.m., and (2) a vehicle is actively charging at an electric charging station.
- Vehicles parked in areas not designated for parking may be removed and stored at the owner's expense.
- No person shall sell anything except unless they obtain a sidewalk vending permit.
- Camping is prohibited.

- Pets are prohibited, unless: (1) Dogs or cats are confined within the interior of a vehicle; (2) Dogs which have been specially trained and are being used by blind or disabled persons to aid and guide them in their movements; (3) are in connection with activities authorized in writing by the City Council or City Manager, or his/her designee; and (4) fowls or animals that are turned loose at the direction of the City Council.
- No person shall carry or discharge firearms, explosives, or use any other object capable of propelling a projectile, or use any object calculated to make noise sufficient to disturb the peace and quiet.
- No person shall carry on his or her person, in plain view, any knife or dagger.
- No person shall hold any “special event” without first obtaining a special event permit.
- No person shall deface any building, monument, bench or other structure.
- No person shall smoke at the Civic Center.
- The provisions of the California Uniform Controlled Substances Act are applicable and shall be enforced and prosecuted.

#### Section 13.28.050 – Violations-Ejection and other penalties

- A person is subject to ejection if the following occur:
  - The person is in violation of a Civic Center rule or regulation.
  - The person has been warned and another violation occurs.
- A group is subject to ejection if the following occur:
  - Probable cause to believe an unlawful assembly exists.
  - Clear and present danger of imminent violence.
  - There exists a group sponsored or organized activity which violates one or more Civic Center rules or regulations and such group sponsored activity has not ceased as a result of one or more warnings given to the permit applicant or group as a whole.

The proposed Ordinance also amends LFMC section 13.20.040 to provide regulations and procedures governing the removal and recovery of personal property that has been abandoned on public property for more than 24 hours. The proposed Ordinance is necessary to help ensure public safety and safeguard public property, as there is decreased oversight at the Civic Center campus in the late evening and early morning.

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#### **FISCAL IMPACT:**

There is minimal fiscal impact associated with the recommended action.

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**ATTACHMENTS:**

Draft Ordinance No. \_\_\_\_\_

Initiated By: Adrian Grijalva, Sr. Management Analyst  
Submitted By: Keith Neves, Assistant City Manager  
Approved By: Debra Rose, City Manager