

MISSION VIEJO AGENDA

City Council, Community Development Financing Authority,
Successor Agency of the Community Development Agency,
Housing Authority, and Library Board of Trustees*
October 25, 2016, at 5:00 PM (Closed Session Business)
October 25, 2016, at 6:00 PM (General Business)

City Hall, 200 Civic Center, Mission Viejo, California, 92691

City Council Chamber

CALL TO ORDER—CITY COUNCIL, COMMUNITY DEVELOPMENT FINANCING AUTHORITY, SUCCESSOR AGENCY OF THE COMMUNITY DEVELOPMENT AGENCY, HOUSING AUTHORITY, AND LIBRARY BOARD OF TRUSTEES

***Note: All Board and Agency memberships are reflected in the title “Council Member.”**

ROLL CALL: Council Member Raths
Council Member Sachs
Council Member Schlicht
Mayor Pro Tem Bucknum
Mayor Ury

CLOSED SESSION

REPORT OF CLOSED SESSION

INVOCATION: Council Member Sachs

PLEDGE OF ALLEGIANCE: Mayor Ury

PRESENTATIONS

P1. Recognize City Volunteers for Their 1,000 Hours of Service

Recommended Action: Present certificates of appreciation.

PUBLIC COMMENTS

Persons wishing to address the Council on City business that is not listed on the Agenda may do so at this time. "Public Comment" forms are available at the entrance to the Council Chamber. Each Speaker may be allotted three minutes.

Those wishing to address the Council on any item that is listed on the Agenda should submit to the City Clerk a "Request to Speak" or "Written Comments" form before the Mayor announces that agenda item. The Mayor will call speakers during consideration of each item.

CONSENT CALENDAR

1. Waive Reading of Ordinances and Resolutions

Recommended Action: Approve the reading by title of all ordinances and resolutions and declare that said titles which appear on the public agenda shall be determined to have been read by title and further reading waived.

2. City Council Minutes

Recommended Action: Approve the Minutes for the regular City Council meeting of October 12, 2016, as presented or as amended.

3. Check Register Dated September 30, 2016 in the Amount of \$1,175,020.67

Recommended Action: Ratify the accompanying check register.

4. Check Register Dated October 7, 2016 in the Amount of \$1,748,603.08

Recommended Action: Ratify the accompanying check register.

5. Check Register Dated October 14, 2016 in the Amount of \$858,525.91

Recommended Action: Ratify the accompanying check register.

6. City Treasurer's Monthly Report for August 2016

Recommended Action: Receive and file.

7. Mission Viejo Community Development Financing Authority (MVC DFA) Treasurer's Monthly Report for August 2016

Recommended Action: Receive and file.

8. Mission Viejo Housing Authority (MVHA) Treasurer's Monthly Report for August 2016

Recommended Action: Receive and file.

9. Successor Agency of the Community Development Agency Treasurer's Monthly Report for August 2016

Recommended Action: Receive and file.

10. Road Closure Request from Trabuco Hills High School for a 5K Run

Recommended Action: Approve the Special Events Permit submitted by Trabuco Hills High School authorizing the closure of Mustang Run between Los Alisos and Aguilar and a partial closure on Empanada on Saturday, June 10, 2017.

11. Renewal of Letter of Credit Related to Mission Viejo Community Development Financing Authority (MVCDDFA) Variable Rate Demand Revenue Bonds (Mission Viejo Mall Improvement Project), 1999 Series A

Recommended Action: Authorize the Executive Director to execute the Letter of Credit Renewal for a Two Year Term at a fee of 1.25%

12. Ordinances to Ensure Prohibition of all Marijuana Uses in Light of the Potential Passage of Proposition 64

Recommended Action: (1) Adopt Ordinance 16-315 a Non-Urgency Ordinance Adding Chapter 11.23B to Prohibit Recreational Marijuana Uses in the City to the Fullest Extent Allowed by State Law; and (2) adopt Ordinance 16-316 a Non-Urgency Ordinance Replacing Chapter 11.23 with Chapter 11.23A to Prohibit Medical Marijuana Uses in the City to the Fullest Extent Allowed by State Law.

ITEMS REMOVED FROM THE CONSENT CALENDAR

PUBLIC HEARINGS

13. MV Shuttle-ADA Complementary Paratransit Plan

Recommended Action: Adopt the Americans with Disabilities Act (ADA) Complementary Paratransit Plan associated with the City's fixed route local transit service (MV Shuttle).

OLD BUSINESS

14. Alicia Parkway Slope Renovation

Recommended Action: (1) Approve Contract Amendment #17 in the amount of \$10,000 to West Coast Arborist for additional trimming and selected removal of trees along Alicia Parkway in the next phase of slopes renovations; (2) approve Contract Amendment #3 in the amount of \$100,000 to WM Vandergeest Landscape Care Inc., along Alicia Parkway in the next phase of slope renovations; (3) approve Contract Amendment #3 in the amount of \$110,000 to AC Landscape for irrigation retrofits and controller installation and (4) adopt Resolution 16-XX Amending the Fiscal Year 2016/2017 Operating Budget To Appropriate General Fund Reserves For Slope Renovations Along Alicia Parkway.

MAYOR'S, COMMISSION, COMMITTEE REPORTS AND ACTIONS

15. Foothill/Eastern Transportation Corridor Agency Report

Recommended Action: Receive report.

16. San Joaquin Hills Transportation Corridor Agency Report

Recommended Action: Receive report.

17. Orange County Transportation Authority (OCTA)

Recommended Action: Receive report.

18. Update On CUSD Bond Measure Issue

Recommended Action: Receive report.

STAFF REPORTS

COUNCIL MEMBER COMMENTS AND ACTIONS

19. Council Member Reports of Events and Activities Attended

Recommended Action: Receive reports.

Council Member Raths

Council Member Sachs

Council Member Schlicht

20. Civic Core Area Vision Plan Process: Concerns as to Process and Scope of Land-Use Planning and Regulations

Recommended Action: Reject The Kosmont Opportunity Sites until the council answers policy questions on Mixed-Use Housing, Zoning Incentives, Financial Incentives and CEQA Process Review

Mayor Pro Tem Bucknum

Mayor Ury

Adjournment to Tuesday, November 8, 2016, at 5:00 PM

At the hour of 9:30 p.m., the City Council will review the remaining agenda items and make a decision regarding the items to be considered before the 11:00 p.m. adjournment and the items to be continued to the next meeting.

NOTICE TO THE PUBLIC

Supplemental material received after the posting of the Agenda

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the City Clerk's Office located at 200 Civic Center, Mission Viejo, California, during normal business hours. In addition, such writings or documents will be made available on the City's web site at <http://cityofmissionviejo.org/> and will be available for public review at the respective meeting.

If you have any questions regarding any item of business on the Agenda for this meeting, please contact City Clerk's Office staff at (949) 470-3052 or by email – cityclerk@cityofmissionviejo.org.



MISSION VIEJO MINUTES

City Council, Community Development Financing Authority,
Successor Agency of the Community Development Agency,
Housing Authority, and Library Board of Trustees*

October 12, 2016

A Regular Meeting of the City Council, the Community Development Financing Authority, the Successor Agency of the Community Development Agency, the Housing Authority, and the Library Board of Trustees of the City of Mission Viejo, California, was called to order by Mayor Ury at 5:01 p.m., on October 12, 2016, at 200 Civic Center, Mission Viejo, California.

A complete copy of the agenda for the meeting containing all items as shown herein was posted by 5:00 p.m. on October 7, 2016, on the outdoor bulletin board at City Hall. Copies were also posted at the Montanoso Recreation and Fitness Center, 25800 Montanoso Drive, and the Norman P. Murray Community and Senior Center, 24932 Veterans Way.

*All Board and Agency memberships are reflected in the title "Council Member."

Present: Council Member Raths
Council Member Sachs (arrived at 6:57 p.m.)
Council Member Schlicht
Mayor Pro Tem Bucknum

Absent: Mayor Ury

Staff Present: Dennis Wilberg, City Manager
William P. Curley III, City Attorney
Keith Rattay, Assistant City Manager/Director of Public Services
Cheryl Dyas, Director of Administrative Services
Karen Hamman, City Clerk

RECESS TO CLOSED SESSION AND RECONVENE

At the hour of 5:01 p.m., Mayor Ury declared a recess. The City Council reconvened at 6:02 p.m. with four City Council Members present. Council Member Sachs arrived at 6:57 p.m.

CLOSED SESSION

CS1. Public Employee Performance Evaluation of the Incumbent for the Position of City Attorney Pursuant to Government Code Sections 54957 and 54957.6

REPORT OF CLOSED SESSION

City Manager Wilberg announced that there was no reportable action from Closed Session.

INVOCATION: Council Member Schlicht

PLEDGE OF ALLEGIANCE: Council Member Rath

PRESENTATIONS

P1. Mission Viejo Hometown Settlers Recognition

Mission Viejo Heritage Committee Members Bob Breton and Art Villalobos, along with Mayor Ury, recognized the Golden Anniversary of Mission Viejo's first homeowners.

P2. Proclaim October 16 through October 22, 2016 To Be "Friends of Libraries Week"

Mayor Ury presented the proclamation to Genesis Hansen, Director of Library Services.

P3. Proclaim October 9 through 16, 2016 To Be "Fire Prevention Week"

Mayor Ury presented the proclamation to Orange County Fire Authority Battalion Chief, Steve Pardi.

PUBLIC COMMENTS

Gail Reavis, M.V.: suggested that residents visit www.transparentcalifornia.com to view the salaries of California's elected officials, including the Mission Viejo City Council Members.

Khatra Molina, Mission Viejo Police Services: announced that the 28th annual Walk Against Drugs and Community Fair will be held on Saturday, October 15, 2016, beginning at 8:00 a.m. at Mission Viejo High School. She recommended that participants arrive early to get parking and a free event-themed t-shirt.

Trish Kelley, M.V.: thanked the Mission Viejo Rotary Club for hosting a Candidate Forum for all five City Council candidates. She noted that she is running for City Council and she recommended that voters look in the sample ballot or on the candidate websites to learn more about each one. Mrs. Kelley expressed her dismay that campaign signs are being stolen right out of residents' front yards.

Brian Goodell, M.V.: announced that he is running for Mission Viejo City Council. He said that he too enjoyed the Rotary Candidate Forum and he discussed topics that interest him, including the Vision Plan for the community's core, overseeing city facilities and programs, and emergency preparedness.

CONSENT CALENDAR

Item 4 was removed from the Consent Calendar for separate consideration.

Motion made by Mayor Pro Tem Bucknum, seconded by Council Member Raths, to approve the Consent Calendar as outlined below.

On roll call, said motion carried by the following vote:

AYES: Bucknum, Raths, Schlicht, and Ury
NOES: None
ABSENT: Sachs

1. Waive Reading of Ordinances and Resolutions

Approved the reading by title of all ordinances and resolutions and declared that said titles which appear on the public agenda shall be determined to have been read by title and further reading waived.

2. City Council Minutes

Approved the Minutes for the regular City Council meeting of September 27, 2016, as presented.

3. Check Register Dated September 16, 2016 in the Amount of \$762,645.60

Ratified the accompanying check register.

5. Quarterly Check Register Report - Fourth Quarter of FY 2015-16

Received and filed.

6. Year-End Financial Report for the City of Mission Viejo for the Twelve Months Ended June 30, 2016

Received and filed.

7. Semi-Annual Financial Report for the Community Development Financing Authority - For the Year Ended June 30, 2016

Received and filed.

8. Renewal of Library Automated System Software and Hardware Support Agreement

Approved issuance of a purchase order for year 5 of 5-year agreement in the amount of \$67,894.06 for maintenance and support of the Library Automated Systems (ALS) Software and Hardware Agreement with SirsiDynix, Inc.

9. Replacement of Network Security Systems (Firewalls)

Approved entering into agreement and issuance of a purchase order in the amount of \$263,962.29 to Catalyst Systems for purchase of equipment and professional services for implementation of network security systems (firewalls).

STAFF REPORTS

13. Marguerite Aquatics Complex Renovation Construction Contract CIP 14325

Keith Rattay, Assistant City Manager/Director of Public Services, presented the staff report.

Council Member Sachs arrived at 6:57 p.m.

Kimberly Barnes, Mission Viejo Nadadores Foundation Board Member and President of Nadadores Dive Team: thanked all of those who stood up both behind the scenes and leading the pack to make the renovation of the Marguerite Aquatics Complex possible. She presented the City with a check in the amount of \$170,749.80 which represents 30 months of the Nadadores Foundation's contractual payments.

Coach Mark Schubert, Seal Beach: expressed his support for the renovation of the Marguerite Aquatics Complex.

Motion made by Mayor Pro Tem Bucknum, seconded by Mayor Ury, to (1) award a contract to Construct 1 One, Corp., (A16-35) and issue a purchase order in an amount not to exceed \$8,568,731.00; (2) adopt **Resolution 16-49** amending the Budget for CIP 14325 in an amount of \$2,282,051.00; (3) approve change order #1 to Griffin Structures in an amount not to exceed \$299,900.00; (4) approve change order #2 to Aquatic Design Group in an amount not to exceed \$144,650.00; (5) issue a purchase order to GMU Geotechnical in an amount not to exceed \$55,560.00; and (6) award a contract to Tuff Shed Inc. (A16-50) and issued a purchase order in an amount not to exceed \$158,391.00.

On roll call, said motion carried by the following vote:

AYES: Bucknum, Raths, Sachs, Schlicht, and Ury
NOES: None
ABSENT: None

ITEMS REMOVED FROM THE CONSENT CALENDAR

4. Check Register Dated September 23, 2016 in the Amount of \$2,792,007.03

Council Member Schlicht asked about a payment made to Eric Winter for storm channel drone footage.

City Manager Wilberg responded that staff will get back to the City Council with an explanation for the expenditure.

Motion made by Council Member Schlicht, seconded by Mayor Ury, to ratify the accompanying check register.

On roll call, said motion carried by the following vote:

AYES: Bucknum, Raths, Sachs, Schlicht, and Ury
NOES: None
ABSENT: None

STAFF REPORTS (Continued)

15. Adoption of two (2) urgency ordinances to prohibit all marijuana uses in light of the potential passage of Proposition 64; Introduction for first reading of two (2) corresponding non-urgency ordinances to ensure prohibition of all marijuana uses in light of the potential passage of Proposition 64.

City Attorney Bill Curley presented the staff report.

Anna T. Boyce, M.V.: expressed her opposition to Proposition 64. She stated that she is in favor of the use of marijuana for medical purposes but she does not support recreational use.

Motion made by Mayor Ury, seconded by Mayor Pro Tem Bucknum, to (1) adopt ***Urgency Ordinance 16-313*** Adding Chapter 11.23B to Prohibit Recreational Marijuana Uses in the City to the Fullest Extent Allowed by State Law; (2) adopt ***Urgency Ordinance 16-314*** Replacing Chapter 11.23 with Chapter 11.23A to Prohibit Medical Marijuana Uses in the City to the Fullest Extent Allowed by State Law; (3) introduce ***Ordinance 16-315*** a Non-Urgency Ordinance Adding Chapter 11.23B to Prohibit Recreational Marijuana Uses in the City to the Fullest Extent Allowed by State Law; and (4) introduce ***Ordinance 16-316*** a Non-Urgency Ordinance Replacing Chapter 11.23 with Chapter 11.23A to Prohibit Medical Marijuana Uses in the City to the Fullest Extent Allowed by State Law.

On roll call, said motion carried by the following vote:

AYES: Bucknum, Raths, Sachs, Schlicht, and Ury
NOES: None
ABSENT: None

MAYOR'S, COMMISSION, COMMITTEE REPORTS AND ACTIONS

10. Orange County Transportation Authority (OCTA)

Mayor Ury announced that he was unable to attend the recent meeting of the OCTA Board.

11. Update on CUSD Bond Measure Issue

There was no report.

STAFF REPORTS (Continued)

12. Close out of FY 2015/16 and FY 2016/17 Budget Adjustments for Certain Revenue and Expenditure Accounts and Appropriated Reserves

City Manager Wilberg summarized the budget adjustments. Director of Administrative Services Cheryl Dyas presented the staff report and answered the City Council Member's questions.

Motion made by Mayor Ury, seconded by Council Member Sachs, to (1) adopt **Resolution 16-47** Amending the FY 2015/16 City Budget for Year-End Close Out Adjustments in Certain Accounts and Funds; and (2) adopt **Resolution 16-48** Amending the FY 2016/17 City Budget; and (3) direct staff to return at the next Council Meeting with a budget for additional slope repairs along Alicia Parkway between Marguerite and Via Aurora.

On roll call, said motion carried by the following vote:

AYES: Bucknum, Raths, Sachs, Schlicht, and Ury
NOES: None
ABSENT: None

14. Minor Revision to Map Exhibit for the Placement of Temporary Signs in the Public Right-of-Way at Arterial Intersections

City Manager Wilberg presented the staff report.

Motion made by Mayor Pro Tem Bucknum, seconded by Council Member Sachs, to approve minor revision to the map exhibit for the placement of temporary signs in the public right-of-way at arterial intersections. The revisions will prohibit signs at the corner Marguerite Parkway and La Paz Road where the City's message board/marquee is located

and at the corner of Marguerite Parkway and Alicia Parkway in front of the Presbyterian Church of the Master.

On roll call, said motion carried by the following vote:

AYES: Bucknum, Raths, Sachs, Schlicht, and Ury
NOES: None
ABSENT: None

COUNCIL MEMBER COMMENTS AND ACTIONS

16. Council Member Reports of Events and Activities Attended

By consensus, the City Council Members acknowledged their event and activities calendars as presented in the report and agreed to provide any changes to the City Clerk for the public record.

Council Member Raths

No comments.

Council Member Sachs

Council Member Sachs said that while celebrating Yom Kippur at his Temple today, he learned that the Capistrano Unified School District does not allow Jewish students to have the holidays off. He noted that he will be working to try and get the school district to recognize Rosh Hashana and Yom Kippur and provide accommodations for Jews to take those holidays off.

Council Member Schlicht

17. Support Congressman Darrell Issa's draft federal legislation to help Sober Living Homes function better for the community, those in recovery, and all parties involved

Council Member Schlicht read her agenda report.

Motion made by Council Member Schlicht to direct staff to prepare a Letter in support of Congressman Darrell Issa's legislation to amend the Fair Housing Act to help states and cities regulate Sober Living Homes. The motion died for lack of a second.

18. Civic Core Area Vision Plan Process: Concerns as to Process and Scope of Land-Use Planning and Regulations

Council Member Schlicht presented her agenda report.

Council Member Schlicht reminded her colleagues that on June 6, 2011, she added an item to the agenda recommending that at the conclusion of the 2012 summer Olympics games the City should begin renovation on the Marguerite swim complex. The motion passed with a 5-0 vote. She noted that tax dollars will be expended on the project and she is concerned that it will take money away from other projects such as slope upgrades. Council Member Schlicht stated that there is a difference between a public asset that families can use and a private club with top dollar improvements funded by tax dollars. She said that the Marguerite Aquatics Center is a valuable city asset but it is not open to the public. She further stated that although the Mission Viejo Company built the community and created a wonderful master plan, it is the residents who make the City unique and special. In closing, Council Member Schlicht shared a Yiddish Proverb in celebration of Yom Kippur: "A half-truth is a full lie."

Mayor Pro Tem Bucknum

Mayor Pro Tem Bucknum discussed her participation in the Southern California Housing Summit where a panel of experts addressed the topic of cities helping developers and businesses prosper. She said that one of the solutions that the panel discussed was to conduct a vision plan. While economic development and housing are separate topics, the Housing Summit panel talked about cities doing something great that individual businesses cannot do. She said cities can conduct research and study what residents want but small business cannot do that. Mayor Pro Tem Bucknum described that the City can help businesses thrive by gathering input from residents without prejudicing them and seeking feedback through a very specific process. She stated that it was a great opportunity to be a speaker at a recent Southern California Association of Governments (SCAG) meeting and she thanked staff for providing information for her to share on the positive things that are being done within the region. She said it was also an honor to be able to represent Mission Viejo at the Housing Summit too. Mayor Pro Tem Bucknum discussed the presentation earlier in the evening for the 50th anniversary of the first homebuyers and she said that similarly, on Friday night, October 14, Mission Viejo High School will have its homecoming and all of the classes from the past 50 years will be invited to the football field for recognition. She also reminded residents that the Walk Against Drugs is Saturday, October 15, 2016, and she said she would love to see the whole community walking up La Paz Road together in red shirts, taking a stand against drugs. In closing, Mayor Pro Tem Bucknum thanked her colleagues for the great vote tonight on the renovation of the aquatics complex.

Mayor Ury

Mayor Ury thanked the Santa Margarita Water District, Lake Mission Viejo Association, and their boards and staff for putting together a great celebration for the Advanced Purified Water (APW) plant at the lake. Frances Spivy-Weber from the State Water Resources Control Board came to the event and shared her insight on the project for the first swimming lake in the State to be filled with APW. He expressed his appreciation to staff for making sure the funding for the project came together very quickly. Mayor Ury reminded residents that the 28th annual Walk Against Drugs will be held on Saturday, October 15.

ADJOURNMENT

At the hour of 8:20 p.m., with no further business to come before the City Council at this session, Mayor Ury adjourned the meeting to Tuesday, October 25, 2017, at 5:00 p.m.

Karen Hamman, City Clerk

Approved at the meeting of October 25, 2016

Amendment to the 10/25/16 City Council Minutes

The Mission Viejo City Council Minutes for October 25, 2016, failed to reflect the complete discussion on the lawsuit brought against me by the city.

This second court hearing also ended in my favor. The city attorney stated the city lost on technicalities. I disagreed. The city did not have a case.

I requested a copy of the court transcripts as that is where the truth will be told.

RECEIVED AT COUNCIL MEETING
From: Council Member Schlicht
Agenda Item #: 2



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Cheryl Dyas, Director of Administrative Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title

Check Register dated September 30, 2016 in the amount of \$1,175,020.67

Recommended Action

Ratify the accompanying check register.

Executive Summary

Government Code sections 37208(b) and 37209 provide that accounts payable warrants or checks drawn in payment of demands certified or approved by the finance director as conforming to a budget approved by ordinance or resolution of the legislative body need not be audited by the legislative body prior to payment. City Council Policy #300-4 authorizes the Director of Administrative Services to audit the demands prior to payment and calls for such checks to be issued on a weekly basis and the check register for each of the weekly pay cycles to be submitted to the City Council for ratification at the next regular Council meeting.

The following checks have been certified to be in accordance with the City's approved budget. The checks have been issued and the check register is presented to the City Council for ratification.

In addition, Government Code section 37208(a) provides that payroll warrants or checks need not be audited by the legislative body prior to payment. Payrolls shall be presented to the legislative body for ratification and approval at the first meeting after delivery of the payroll warrants or checks. The sum total of any payroll checks issued within the week prior to the date of the check register is also noted on the accompanying check register.

Fiscal Impact:

Amount Requested \$

Sufficient Budgeted Funds Available?: YES (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. NO Optg. NO Cap. NO -or- CIP# Fund#

Previous Relevant Council Actions for This Item

October 22, 1990 – Approved Council policy 300-4

February 2, 2004 – Approved the revision of Council policy 300-4

Attachments

Exhibit

City of Mission Viejo
Check Register
Week Ending 9/30/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286629	Date 9/30/2016	360 Business Consulting				
14289	9/13/2016	21600270	New Intranet Site Services	5,000.00	0.00	5,000.00
				Check # 286629 Total:		5,000.00
Check # 286630	Date 9/30/2016	A.C. Landscape Inc.				
00017952	9/1/2016	21700019	Sept Landscape/Irrig:Area #9	140.00	0.00	140.00
00017981	9/21/2016	21700019	Sept Landscape/Irrig:Area #10	610.97	0.00	610.97
00017946	8/30/2016	21700019	Aug Landscape/Irrig:Area #6	512.48	0.00	512.48
				Check # 286630 Total:		1,263.45
Check # 286631	Date 9/30/2016	America's Heroes First Foundation				
093016	9/28/2016		PE 9/23 EE Contribution	40.00	0.00	40.00
				Check # 286631 Total:		40.00
Check # 286632	Date 9/30/2016	American Society of Civil Engineers-ASCE				
2017-295290	9/6/2016		2017 ASCE Membership-R Schlesinger	295.00	0.00	295.00
2017-377261	9/6/2016		2017 ASCE Membership-J Ames	295.00	0.00	295.00
				Check # 286632 Total:		590.00
Check # 286633	Date 9/30/2016	AmeriNat				
16-01438	9/16/2016	21700072	Aug Svc Fee: Housing Rehabilitation	236.50	0.00	236.50
				Check # 286633 Total:		236.50
Check # 286634	Date 9/30/2016	Amtech Elevator Services				
DVB06972A16	9/20/2016	21700121	Oct Elevator Maint:City Hall	180.00	0.00	180.00
				Check # 286634 Total:		180.00
Check # 286635	Date 9/30/2016	AT&T				
000008620870	9/19/2016		ME 9/18 Phones:Library	322.91	0.00	322.91
				Check # 286635 Total:		322.91
Check # 286636	Date 9/30/2016	AT&T Corp.				
3383023301	9/10/2016		ME 10/9 10MB NPM Internet Backup:City Hall	1,060.87	0.00	1,060.87
				Check # 286636 Total:		1,060.87
Check # 286637	Date 9/30/2016	AV Now Inc.				
108283	9/14/2016		(1)Wireless Mic:Sierra	268.74	0.00	268.74
				Check # 286637 Total:		268.74
Check # 286638	Date 9/30/2016	Baker & Taylor Inc.				
4011697539	9/6/2016	21700038	Assorted Library Books	180.96	0.00	180.96
4011697541	9/6/2016	21700038	Assorted Library Books	11.04	0.00	11.04

City of Mission Viejo
Check Register
Week Ending 9/30/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
4011697542	9/6/2016	21700038	Assorted Library Books	55.62	0.00	55.62
4011697543	9/6/2016	21700038	Assorted Library Books	36.44	0.00	36.44
4011697544	9/6/2016	21700038	Assorted Library Books	805.04	0.00	805.04
4011699962	9/8/2016	21700038	Assorted Library Books	54.33	0.00	54.33
4011699964	9/8/2016	21700038	Assorted Library Books	570.69	0.00	570.69
Check # 286638 Total:						1,714.12
Check # 286639 Date 9/30/2016 Bayer Healthcare LLC						
6004428762	9/13/2016		Sep Shelter Supplies	173.60	0.00	173.60
Check # 286639 Total:						173.60
Check # 286640 Date 9/30/2016 The Bee Man						
90412	9/19/2016	21700000	9/12 Rmv Beehive:27474 Casta Del Sol	150.00	0.00	150.00
90424	9/20/2016	21700000	9/13 Rmv Beehive:Linda Vista Park	150.00	0.00	150.00
Check # 286640 Total:						300.00
Check # 286641 Date 9/30/2016 Caesar's Appliance Service Inc.						
177920	9/2/2016		9/2 Washer Rpr:Sierra	70.00	0.00	70.00
Check # 286641 Total:						70.00
Check # 286642 Date 9/30/2016 California Assoc for Local Economic Development						
092716	9/27/2016		Econ Develop Training Symposium	150.00	0.00	150.00
Check # 286642 Total:						150.00
Check # 286643 Date 9/30/2016 California Library Association						
300003307A	8/17/2016		YE 8/17 CLA Membership:K Kelton	100.00	0.00	100.00
Check # 286643 Total:						100.00
Check # 286644 Date 9/30/2016 California State Disbursement Unit						
093016	9/27/2016		9/30 Wage Withholding	393.00	0.00	393.00
Check # 286644 Total:						393.00
Check # 286645 Date 9/30/2016 Catalyst Systems						
1680	9/23/2016	21600360	Cisco Prime Pro Services	1,750.00	0.00	1,750.00
Check # 286645 Total:						1,750.00
Check # 286646 Date 9/30/2016 Charles Abbott Associates Inc.						
56157	9/22/2016		Aug Building Fees	137,829.16	0.00	137,829.16
Check # 286646 Total:						137,829.16
Check # 286647 Date 9/30/2016 Adam Cheo						
092316	9/23/2016		9/21 Movies in the Park Exp Reimb	100.97	0.00	100.97
Check # 286647 Total:						100.97

City of Mission Viejo
Check Register
Week Ending 9/30/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286648 Date 9/30/2016 CompuCom Systems Inc.						
63414975	9/19/2016		HDP Printer, Ribbon, Cleaning Kit	2,591.30	0.00	2,591.30
				Check # 286648 Total:		2,591.30
Check # 286649 Date 9/30/2016 County of Orange						
PW170070	9/15/2016	21700088	Aug Road Maintenance	77,597.44	0.00	77,597.44
				Check # 286649 Total:		77,597.44
Check # 286650 Date 9/30/2016 Cox Communications Inc.						
7601052986501*O16	9/17/2016		ME 10/16 Cable:Montanoso	236.97	0.00	236.97
7601052988901*O18	9/19/2016		ME 10/18 Cable:Sierra	243.83	0.00	243.83
0017601053756601*O16	9/21/2016		ME 10/20 Internet Srv:RACES	99.00	0.00	99.00
				Check # 286650 Total:		579.80
Check # 286651 Date 9/30/2016 CPRS District 10						
FRLTC1601	9/19/2016		(2)CPRS Rec Leader Training:Valdes, Lemonds	30.00	0.00	30.00
				Check # 286651 Total:		30.00
Check # 286652 Date 9/30/2016 CSM Window & Door Specialists						
IN-2073	9/23/2016	21600358	Door & Window Replacement:Melinda Building	7,707.31	0.00	7,707.31
				Check # 286652 Total:		7,707.31
Check # 286653 Date 9/30/2016 Delta Nursery Inc						
45459	8/27/2016		Misc Plants:Trabuco & Alicia Slopes	1,674.00	0.00	1,674.00
45467	8/26/2016		Misc Plants:Alicia Medians	1,998.00	0.00	1,998.00
45458	8/27/2016		Misc Plants:Jeronimo Slopes	1,728.00	0.00	1,728.00
				Check # 286653 Total:		5,400.00
Check # 286654 Date 9/30/2016 DM Color Express Inc						
0596100-IN	9/20/2016		Misc Plants:Via San Fernando	1,217.71	0.00	1,217.71
0597072-IN	9/23/2016		Misc Plants:Alicia Park Field 1	588.61	0.00	588.61
0596603-IN	9/22/2016		Misc Plants:Marg Tennis	164.16	0.00	164.16
				Check # 286654 Total:		1,970.48
Check # 286655 Date 9/30/2016 Efficient X-Ray Inc.						
279395	9/14/2016		Sep Bio-Hazard Disposal: Shelter	75.00	0.00	75.00
				Check # 286655 Total:		75.00
Check # 286656 Date 9/30/2016 Eisenbart & Sons						
61850	9/7/2016	21700120	Mirror Replacement:Montanoso	956.84	0.00	956.84
				Check # 286656 Total:		956.84

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286657	Date 9/30/2016	Federal Express Corp				
5-548-67268	9/16/2016		Shipping for Return of UPS Equipment	169.56	0.00	169.56
5-556-06586	9/23/2016		Express Mail:IT	45.39	0.00	45.39
				Check # 286657 Total:		214.95
Check # 286658	Date 9/30/2016	The Gale Group				
58879487	9/8/2016		Assorted Library Books	294.52	0.00	294.52
				Check # 286658 Total:		294.52
Check # 286659	Date 9/30/2016	Galls LLC/Quartermaster LLC				
006035124	9/10/2016		Uniforms: Fernandez	178.89	0.00	178.89
				Check # 286659 Total:		178.89
Check # 286660	Date 9/30/2016	The Gas Company				
00718342389*S16	9/19/2016		ME 9/16 Natural Gas:Library	1,499.27	0.00	1,499.27
06160842537*S16	9/21/2016		ME 9/19 Natural Gas:Sierra	1,213.75	0.00	1,213.75
07010826001*S16	9/20/2016		ME 9/16 Natural Gas:Montanoso	719.62	0.00	719.62
				Check # 286660 Total:		3,432.64
Check # 286661	Date 9/30/2016	Marlene D. Gerloff				
4139	9/19/2016		8/10-9/14 Wonderful Watercolor	1,216.00	0.00	1,216.00
				Check # 286661 Total:		1,216.00
Check # 286662	Date 9/30/2016	Green Angels Private Security				
4612	9/18/2016	21700062	WE 9/10 Security Guard:NPMCSC Night Watch	512.00	0.00	512.00
				Check # 286662 Total:		512.00
Check # 286663	Date 9/30/2016	Head/Penn Racquet Sports				
5192479039	9/20/2016		(480)Cs Tennis Balls:Tennis Centers	1,310.40	0.00	1,310.40
				Check # 286663 Total:		1,310.40
Check # 286664	Date 9/30/2016	Home Depot				
4432419	9/21/2016		Misc Supplies:Parks	134.77	0.00	134.77
				Check # 286664 Total:		134.77
Check # 286665	Date 9/30/2016	Huntington Beach Honda				
88003	9/12/2016	21700106	Sept Motorcycle Maint:Veh #025	552.66	0.00	552.66
88088	9/21/2016	21700106	Sept Motorcycle Maint:Veh #015	1,040.88	0.00	1,040.88
88089	9/21/2016	21700106	Sept Motorcycle Maint:Veh #460	703.39	0.00	703.39
				Check # 286665 Total:		2,296.93
Check # 286666	Date 9/30/2016	Jamey Clark Inc				
68231	9/20/2016	21700008	Sept Rpr/Maint:Various Parks	343.46	0.00	343.46

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
68227	9/19/2016	21700008	Sept Rpr/Maint:Various Parks	250.30	0.00	250.30
68223	9/15/2016	21700008	Sept Rpr/Maint:Christopher Park	354.75	0.00	354.75
68222	9/15/2016	21700008	Sept Rpr/Maint:Various Parks	412.50	0.00	412.50
68214	9/13/2016	21700008	Sept Rpr/Maint:Various Parks	190.45	0.00	190.45
68213	9/12/2016	21700008	Sept Rpr/Maint:Granada	2,165.00	0.00	2,165.00
68211	9/9/2016	21700008	Sept Rpr/Maint:Various Parks	655.77	0.00	655.77
68210	9/9/2016	21700008	Sept Rpr/Maint:La Paws	975.00	0.00	975.00
68209	9/9/2016	21700008	Sept Rpr/Maint:Melinda	1,965.00	0.00	1,965.00
68208	9/9/2016	21700008	Sept Rpr/Maint:Various Parks	300.00	0.00	300.00
68192	9/7/2016	21700008	Sept Rpr/Maint:O'Neill	262.50	0.00	262.50
68191	9/7/2016	21700008	Sept Rpr/Maint:Various Parks	553.57	0.00	553.57
68224	9/16/2016	21700008	Sept Rpr/Maint:Various Loc	927.53	0.00	927.53
68194	9/7/2016	21700008	Sept Rpr/Maint:Various Parks	363.37	0.00	363.37
68201	9/8/2016	21700008	Aug Rpr/Maint:Library & City Hall Fountain	581.50	0.00	581.50
68230	9/20/2016	21700008	Sept Rpr/Maint:Potocki	412.50	0.00	412.50
68218	9/14/2016	21700008	Sept Rpr/Maint:Various Parks	5,485.00	0.00	5,485.00
68207	9/9/2016	21700008	Sept Rpr/Maint:Olympiad	168.75	0.00	168.75
68199	9/8/2016	21700008	Sept Rpr/Maint:World Cup	562.50	0.00	562.50
68198	9/8/2016	21700008	Sept Rpr/Maint:Oso Park	757.74	0.00	757.74
68193	9/7/2016	21700008	Sept Rpr/Maint:Various Parks	657.89	0.00	657.89
68217	9/14/2016	21700008	Sept Rpr/Maint:Melinda	131.25	0.00	131.25
				Check # 286666	Total:	18,476.33

Check # 286667 Date 9/30/2016 George Katzenberger

4676	9/19/2016		9/17 Understanding Your Camera	140.00	0.00	140.00
4678	9/26/2016		iPhone Photography 9/24	31.50	0.00	31.50
				Check # 286667	Total:	171.50

Check # 286668 Date 9/30/2016 King Roofing

127056	9/9/2016		Receipt #127056 Refund C&D Deposit	500.00	0.00	500.00
				Check # 286668	Total:	500.00

Check # 286669 Date 9/30/2016 Landscape West Management Services Inc.

6345	8/31/2016	21700023	Aug Landscape Maint:Area 9	40,474.75	0.00	40,474.75
				Check # 286669	Total:	40,474.75

Check # 286670 Date 9/30/2016 Lindy Office Products

350010-0	9/8/2016		Sept Kitchen Supplies:Shelter	37.06	0.00	37.06
351779-0	9/21/2016	21700037	Sept Kitchen/Coffee Supplies	144.61	0.00	144.61
351788-0	9/21/2016	21700037	Sept Kitchen/Coffee Supplies	13.50	0.00	13.50
351777-0	9/21/2016	21700037	Sept Kitchen/Coffee Supplies	335.01	0.00	335.01
351776-0	9/21/2016		Sept Coffee/Kitchen Suppl:Library	31.97	0.00	31.97

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
339665-0	7/11/2016	21700111	July Janitorial Supplies:Montanoso	68.04	0.00	68.04
340909-0	7/18/2016	21700111	July Janitorial Supplies:Montanoso	71.06	0.00	71.06
344520-0	8/4/2016	21700111	Aug Janitorial Supplies:Montanoso	142.13	0.00	142.13
351672-0	9/20/2016	21700111	Sept Janitorial Supplies:Montanoso	118.26	0.00	118.26
351672-1	9/21/2016	21700111	Sept Janitorial Supplies:Montanoso	275.94	0.00	275.94
344650-0	8/4/2016	21700111	Aug Janitorial Supplies:NPMCSC	476.28	0.00	476.28
350171-0	9/9/2016	21700111	Sept Janitorial Supplies:NPMCSC	337.50	0.00	337.50
351671-0	9/20/2016	21700111	Sept Janitorial Supplies:NPMCSC	394.20	0.00	394.20
350446-0	9/21/2016	21700111	Sept Janitorial Supplies:City Hall	1,377.00	0.00	1,377.00
				Check # 286670 Total:		3,822.56
Check # 286671 Date 9/30/2016 Larry Longenecker						
092016	9/20/2016		Mileage and Misc Expenses	94.34	0.00	94.34
				Check # 286671 Total:		94.34
Check # 286672 Date 9/30/2016 Martin Lock & Safe Company						
Q82427	9/21/2016		(8)Duplicate Keys:Marg Aqua/Melinda House	62.49	0.00	62.49
				Check # 286672 Total:		62.49
Check # 286673 Date 9/30/2016 Master Protection Services						
3931	9/16/2016	21700087	2WE 9/15 Security Guard:Library	900.00	0.00	900.00
				Check # 286673 Total:		900.00
Check # 286674 Date 9/30/2016 Dru Maurer						
091616	9/16/2016		Out of the Box Arts Rec/Civic Core Vision Exp Rmb	391.04	0.00	391.04
				Check # 286674 Total:		391.04
Check # 286675 Date 9/30/2016 Merchants Landscape Services Inc						
48158	7/31/2016	21700010	July Landscape Maint:Area 1	29,696.21	0.00	29,696.21
48467	8/31/2016	21700010	Aug Landscape Maint:Area 1	6,671.25	0.00	6,671.25
48289	7/31/2016	21700010	July Landscape Maint:Area 1	2,048.00	0.00	2,048.00
48361	8/31/2016	21700010	Aug Landscape Maint:Area 1/Includes Deficiency	28,196.21	0.00	28,196.21
				Check # 286675 Total:		66,611.67
Check # 286676 Date 9/30/2016 Mission Viejo Animal Hospital						
132214916	9/16/2016		Sep Veterinary Srvcs	62.21	0.00	62.21
				Check # 286676 Total:		62.21
Check # 286677 Date 9/30/2016 Mothers Against Drunk Driving						
2016-111	8/19/2016		10/15 Walk Against Drugs Exhibit Trailer	300.00	0.00	300.00
				Check # 286677 Total:		300.00

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net	
Check # 286678	Date 9/30/2016	Moulton Niguel Water					
62631*S16	9/20/2016		ME 9/12 Water:Library/City Hall	226.99	0.00	226.99	
62630*S16	9/20/2016		ME 9/12 Water:Library/City Hall	296.22	0.00	296.22	
092016	9/20/2016		ME 9/13 Water:MOSS	12,715.85	0.00	12,715.85	
092016A	9/20/2016		ME 9/13 Water:Parks	2,776.56	0.00	2,776.56	
Check # 286678 Total:						16,015.62	
Check # 286679	Date 9/30/2016	Mr. Plant					
SEPT 4649	9/1/2016	21700130	Sept Interior Plant Maint:Various Locations	1,103.00	0.00	1,103.00	
Check # 286679 Total:						1,103.00	
Check # 286680	Date 9/30/2016	MV Service Centers Inc.					
10117	9/9/2016	21700039	Sept Rpr/Maint:Veh #407	336.55	0.00	336.55	
10123	9/12/2016	21700039	Sept Rpr/Maint:Veh #410	1,258.87	0.00	1,258.87	
10136	9/14/2016	21700039	Sept Rpr/Maint:Veh #603	562.13	0.00	562.13	
10138	9/14/2016	21700039	Sept Rpr/Maint:Veh #505	1,166.44	0.00	1,166.44	
10140	9/14/2016	21700039	Sept Rpr/Maint:Veh #307	149.12	0.00	149.12	
10144	9/15/2016	21700039	Sept Rpr/Maint:Veh #411	417.30	0.00	417.30	
10145	9/15/2016	21700039	Sept Rpr/Maint:Veh #805	127.16	0.00	127.16	
10148	9/16/2016	21700039	Sept Rpr/Maint:Veh #262	49.95	0.00	49.95	
10150	9/16/2016	21700039	Sept Rpr/Maint:Veh #608	162.96	0.00	162.96	
10153	9/16/2016	21700039	Sept Rpr/Maint:Veh #403	240.22	0.00	240.22	
Check # 286680 Total:						4,470.70	
Check # 286681	Date 9/30/2016	Office Depot Business Services Divsn 819					
862165192001	9/6/2016		Sept Kitchen/Office Supplies:Sierra	167.05	0.00	167.05	
Check # 286681 Total:						167.05	
Check # 286682	Date 9/30/2016	One Stop Pool Pros 1, Inc					
50886	9/26/2016	21700077	9/7 Pool Rpr/Maint:Marg Aqua	155.00	0.00	155.00	
50887	9/26/2016	21700077	9/19 Pool Rpr/Maint:Marg Aqua	260.00	0.00	260.00	
Check # 286682 Total:						415.00	
Check # 286683	Date 9/30/2016	Pacific Party Rental					
PP195472	9/16/2016	21700156	9/17 Chairs/Tables Rental:Shred Event	62.98	0.00	62.98	
PP195315	9/20/2016		2016 ICCUD Furniture Rental	357.44	0.00	357.44	
Check # 286683 Total:						420.42	
Check # 286684	Date 9/30/2016	PerfectMind Inc					
MIS20160922	9/22/2016	21700015	Project Initiating Milestone 2 Acceptance Form B	10,877.00	0.00	10,877.00	
Check # 286684 Total:						10,877.00	

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286685	Date 9/30/2016	Photo Finishers Supplies, Inc.				
117627	9/12/2016		(3)Cs Passport Photo Paper	622.34	0.00	622.34
				Check # 286685 Total:		622.34
Check # 286686	Date 9/30/2016	Pitney Bowes Inc.				
385919	10/3/2015		3ME 9/30/15 Postage Meter Rental	207.36	0.00	207.36
				Check # 286686 Total:		207.36
Check # 286687	Date 9/30/2016	Pitney Bowes Inc.				
1001786729	9/10/2016		3ME 9/30/16 Postage Meter Retal	184.68	0.00	184.68
				Check # 286687 Total:		184.68
Check # 286688	Date 9/30/2016	Post Alarm Systems				
903247	9/6/2016		ME 10/31 Fire Monitoring:Montanoso	41.95	0.00	41.95
				Check # 286688 Total:		41.95
Check # 286689	Date 9/30/2016	Quick Crete Products				
0104441-IN	9/16/2016	21700054	Replacement Trash Cans and Lids	11,502.00	0.00	11,502.00
				Check # 286689 Total:		11,502.00
Check # 286690	Date 9/30/2016	Redmond Ramos STS				
151016	8/25/2016		10/15 Keynote Speaker:Walk Against Drugs	1,000.00	0.00	1,000.00
				Check # 286690 Total:		1,000.00
Check # 286691	Date 9/30/2016	Rancho Niguel Animal Hospital				
17747	9/16/2016		Sep Veterinary Srvcs	264.32	0.00	264.32
				Check # 286691 Total:		264.32
Check # 286692	Date 9/30/2016	W. Keith Rattay				
091916	9/19/2016		11/15 Water & Sustainability Conf Reg Reimb	195.00	0.00	195.00
				Check # 286692 Total:		195.00
Check # 286693	Date 9/30/2016	Roadway Construction Service				
R1726	8/8/2016		Traffic Equipment Rental:Campout	980.00	0.00	980.00
				Check # 286693 Total:		980.00
Check # 286694	Date 9/30/2016	S. Parker Engineering Inc.				
PP#5C-21700060-00	9/20/2016	21700060	Rpr/Rpl Concrete:La Paz Planter Block Wall	962.44	0.00	962.44
PP#4C-21700060-00	9/20/2016	21700060	Rpr/Rpl Concrete:Var Loc	2,835.00	0.00	2,835.00
				Check # 286694 Total:		3,797.44
Check # 286695	Date 9/30/2016	Saddleback Valley Unified School Distrct				

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
092916	8/29/2016	21700164	July Youth Programs	48,725.07	0.00	48,725.07
Check # 286695 Total:						48,725.07
Check # 286696 Date 9/30/2016 SAWA						
7315501	9/13/2016		(1) Yr Member Dues:De Young	210.00	0.00	210.00
Check # 286696 Total:						210.00
Check # 286697 Date 9/30/2016 April D. Sayegh						
4669	9/26/2016		Acting for Kids & Teens 9/3-9/24	75.00	0.00	75.00
Check # 286697 Total:						75.00
Check # 286698 Date 9/30/2016 Scholastic Library Publishing						
11469467	8/31/2016		Assorted Library Books	164.27	0.00	164.27
Check # 286698 Total:						164.27
Check # 286699 Date 9/30/2016 SDK LLC dba Conroy's Flowers						
01149301	9/19/2016		Sympathy Wreath for Matt Davis at City Hall	228.91	0.00	228.91
Check # 286699 Total:						228.91
Check # 286700 Date 9/30/2016 Charles Still						
04424	8/31/2016		Aug Fingerprint Filing Fee	60.00	0.00	60.00
Check # 286700 Total:						60.00
Check # 286701 Date 9/30/2016 Sherry Merrifield Custodian Petty Cash						
092116*1	9/21/2016		ME 9/21 Petty Cash Reimb	57.60	0.00	57.60
092116*2	9/21/2016		ME 9/21 Petty Cash Reimb	104.36	0.00	104.36
092116*3	9/21/2016		ME 9/21 Petty Cash Reimb	47.85	0.00	47.85
092116*4	9/21/2016		ME 9/21 Petty Cash Reimb	39.21	0.00	39.21
092116*5	9/21/2016		ME 9/21 Petty Cash Reimb	22.04	0.00	22.04
092116*6	9/21/2016		ME 9/21 Petty Cash Reimb	5.94	0.00	5.94
092116*7	9/21/2016		ME 9/21 Petty Cash Reimb	75.00	0.00	75.00
092116*8	9/21/2016		ME 9/21 Petty Cash Reimb	43.16	0.00	43.16
092116*9	9/21/2016		ME 9/21 Petty Cash Reimb	6.25	0.00	6.25
092116*10	9/21/2016		ME 9/21 Petty Cash Reimb	25.00	0.00	25.00
092116*11	9/21/2016		ME 9/21 Petty Cash Reimb	25.00	0.00	25.00
092116*12	9/21/2016		ME 9/21 Petty Cash Reimb	27.38	0.00	27.38
Check # 286701 Total:						478.79
Check # 286702 Date 9/30/2016 Siemens Industry Inc.						
5610016083	9/21/2016	21600315	Furnish/Install Battery Backup	96,125.00	0.00	96,125.00
Check # 286702 Total:						96,125.00
Check # 286703 Date 9/30/2016 SiteOne Landscape Supply. LLC						

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
77600638	9/14/2016	21700040	Sept Landscape/Irrig Materials:Area 2	182.95	5.08	177.87
77609200	9/14/2016	21700040	Sept Landscape/Irrig Materials:Area 8	187.65	5.21	182.44
77612293	9/14/2016	21700040	Sept Landscape/Irrig Materials:Area 1	1,382.44	38.40	1,344.04
77629288	9/15/2016	21700040	Sept Landscape/Irrig Materials:Area 10	678.27	18.84	659.43
77627483	9/15/2016	21700040	Sept Landscape/Irrig Materials:Area 9	9.33	0.26	9.07
77684902	9/20/2016	21700040	Sept Landscape/Irrig Materials:Area 8	230.28	6.40	223.88
77688225	9/20/2016	21700040	Sept Landscape/Irrig Materials:Area 8	29.37	0.82	28.55
77699275	9/20/2016	21700040	Sept Landscape/Irrig Materials:Area 8	663.56	18.43	645.13
77668372	9/19/2016	21700040	Sept Landscape/Irrig Materials:Area 6	459.90	12.77	447.13
77544136	9/9/2016	21700040	Sept Landscape/Irrig Materials:Area 2	773.23	21.48	751.75
77542096	9/9/2016	21700040	Sept Landscape/Irrig Materials:Area 9	283.08	7.86	275.22
77526110	9/8/2016	21700040	Sept Landscape/Irrig Materials:Area 10	523.16	14.53	508.63
77508563	9/7/2016	21700040	Sept Landscape/Irrig Materials:Area 2	106.25	2.95	103.30
77526075	9/8/2016	21700040	Sept Landscape/Irrig Materials:Area 3	495.23	13.76	481.47
77447168	9/1/2016	21700040	Sept Landscape/Irrig Materials:Area 5	1,218.35	33.84	1,184.51
77448192	9/1/2016	21700040	Sept Landscape/Irrig Materials:Area 6	218.66	6.07	212.59
77448209	9/1/2016	21700040	Sept Landscape/Irrig Materials:Area 6	7.29	0.20	7.09
77465740	9/2/2016	21700040	Sept Landscape/Irrig Materials:Area 6	616.79	17.13	599.66
77514764	9/8/2016	21700040	Sept Landscape/Irrig Materials:Area 6	181.76	5.05	176.71
77523089	9/8/2016	21700040	Sept Landscape/Irrig Materials:Area 6	91.97	2.55	89.42
77500847	9/7/2016	21700040	Sept Landscape/Irrig Materials:Area 7	864.70	24.02	840.68
77442312	9/1/2016	21700040	Sept Landscape/Irrig Materials:Area 8	95.50	2.65	92.85
77478274	9/6/2016	21700040	Sept Landscape/Irrig Materials:Area 8	91.80	2.55	89.25
77501747	9/7/2016	21700040	Sept Landscape/Irrig Materials:Area 8	1,683.09	46.75	1,636.34
77515119	9/8/2016	21700040	Sept Landscape/Irrig Materials:Area 8	2,537.10	70.48	2,466.62
77443851	9/1/2016	21700040	Sept Landscape/Irrig Materials:Area 9	302.68	8.41	294.27
77444022	9/1/2016	21700040	Sept Landscape/Irrig Materials:Area 9	782.03	21.72	760.31
				Check # 286703 Total:		14,288.21
Check # 286704 Date 9/30/2016 SkyFit Tech Inc.						
1400035080	9/16/2016		9/16 Treadmill Rpr:Montanoso	120.00	0.00	120.00
1400034813	9/19/2016		9/19 Cardio Equip Rpr:Montanoso	985.75	0.00	985.75
				Check # 286704 Total:		1,105.75
Check # 286705 Date 9/30/2016 South Coast Mechanical Inc.						
37052	9/15/2016	21700115	9/6 HVAC Rpr/Maint:City Hall	425.18	0.00	425.18
				Check # 286705 Total:		425.18
Check # 286706 Date 9/30/2016 Southern California Edison						
2346244908*S16	9/16/2016		ME 9/13 Electric:Marg Tennis	2,383.75	0.00	2,383.75
2290071687*S16	9/21/2016		ME 9/20 Electric:MOSS	25.25	0.00	25.25
2238670616*S16	9/22/2016		ME 9/21 Electric:MOSS	25.46	0.00	25.46
				Check # 286706 Total:		2,434.46

City of Mission Viejo
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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286707	Date 9/30/2016	Southern California Shredding Inc				
63052	9/19/2016		9/17 Shred Event	720.00	0.00	720.00
				Check # 286707 Total:		720.00
Check # 286708	Date 9/30/2016	Team One Management				
62	9/12/2016	21700134	July Janitorial Maint.:Various Locations	24,344.00	0.00	24,344.00
				Check # 286708 Total:		24,344.00
Check # 286709	Date 9/30/2016	Townsend Public Affairs Inc.				
11992	9/22/2016	21700089	Sept Legislative Advocacy Srvc	5,000.00	0.00	5,000.00
				Check # 286709 Total:		5,000.00
Check # 286710	Date 9/30/2016	True North Research				
2187	8/16/2016	21600367	ME 8/16 Consultant Services	28,850.00	0.00	28,850.00
				Check # 286710 Total:		28,850.00
Check # 286711	Date 9/30/2016	Joseph Merit Tully III				
092016	9/20/2016		Sept Community Srvc Commission Stipend	100.00	0.00	100.00
				Check # 286711 Total		100.00
Check # 286712	Date 9/30/2016	United Pacific Pet LLC				
1618918	9/15/2016		Sep Shelter Supplies	548.20	0.00	548.20
				Check # 286712 Total:		548.20
Check # 286713	Date 9/30/2016	Vocational Visions				
7184	8/30/2016	21700017	Aug Janitorial Srv:Various Loc	11,559.45	0.00	11,559.45
				Check # 286713 Total:		11,559.45
Check # 286714	Date 9/30/2016	Vology Inc				
INV408846	9/21/2016		Whats Up Gold Renewal	2,219.20	0.00	2,219.20
INV408939	9/22/2016		(3)APC Batteries	269.40	0.00	269.40
				Check # 286714 Total:		2,488.60
Check # 286715	Date 9/30/2016	Waxie				
76205497	9/7/2016		Paper Towels:Rec Centers	475.74	0.00	475.74
				Check # 286715 Total:		475.74
Check # 286716	Date 9/30/2016	West Coast Arborists Inc				
117699	7/26/2016	21700050	July Tree Maintenance	795.00	0.00	795.00
117700	7/29/2016	21700050	July Tree Maintenance	5,580.00	0.00	5,580.00
117835	7/31/2016	21700050	July Tree Maintenance	5,815.00	0.00	5,815.00
117834	7/31/2016	21700050	July Tree Maintenance	55,205.00	0.00	55,205.00
				Check # 286716 Total:		67,395.00

City of Mission Viejo
Check Register
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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286717 Date 9/30/2016 Willdan Financial Services						
010-32267	9/21/2016	21600363	ME 8/26 Cost Allocation Plan and User Fee Study	2,890.00	0.00	2,890.00
Check # 286717 Total:						2,890.00
Check # 286718 Date 9/30/2016 Eric Winter						
5335	9/27/2016	21700057	Council Meeting Cablecast, 9/27/16	1,091.00	0.00	1,091.00
2628	9/26/2016	21700154	MVTV's SportsZone, 9/16/16 & 9/26/16	2,350.00	0.00	2,350.00
Check # 286718 Total:						3,441.00
Check # 286719 Date 9/30/2016 WM Vandergeest Landscape Care Inc						
11400	9/5/2016	21700004	Aug Landscape Maint:Area 2	41,804.20	0.00	41,804.20
11340	8/5/2016	21700004	July Landscape Maint:Area 2	1,800.00	0.00	1,800.00
11472	9/15/2016	21700006	Sept Landscape Maint:Area 6	8,380.00	0.00	8,380.00
11471	9/15/2016	21700006	Sept Landscape Maint:Area 6	3,300.00	0.00	3,300.00
11470	9/15/2016	21700006	Sept Landscape Maint:Area 6	2,440.00	0.00	2,440.00
11469	9/15/2016	21700006	Sept Landscape Maint:Area 6	875.00	0.00	875.00
Check # 286719 Total:						58,599.20
Check # 286720 Date 9/30/2016 Xerox Corporation						
085662134A	8/1/2016	21700104	Copy Charges: Shelter	609.06	0.00	609.06
Check # 286720 Total:						609.06
Check # 286721 Date 9/30/2016 Z-Medica LLC						
79663	9/9/2016	21700123	9/9 Bleeding Control Kits:Emergency Prep	6,316.54	0.00	6,316.54
Check # 286721 Total:						6,316.54
Check # 286722 Date 9/30/2016 Zee Medical Service Co.						
42-050306	9/15/2016		First Aid Kit Supplies:Shelter	94.25	0.00	94.25
Check # 286722 Total:						94.25
Check # 2966 Date 9/30/2016 Judy L. Bullockus						
092016	9/20/2016		Sept Community Srvc Commission Stipend	100.00	0.00	100.00
Check # 2966 Total:						100.00
Check # 2967 Date 9/30/2016 City of Mission Viejo Benefit Trust						
093016	9/28/2016		PE 9/23 PR Contribution	1,984.06	0.00	1,984.06
Check # 2967 Total:						1,984.06
Check # 2968 Date 9/30/2016 Brian Stuart Goodell						
092016	9/20/2016		Sept Community Srvc Commission Stipend	100.00	0.00	100.00

City of Mission Viejo
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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
				Check # 2968 Total:		100.00
Check # 2969	Date 9/30/2016	Kimberly Lashley				
091516	9/15/2016		Education Reimbursement	2,500.00	0.00	2,500.00
				Check # 2969 Total:		2,500.00
Check # 2970	Date 9/30/2016	Michael Baker International Inc				
954726	9/19/2016	21600264	PE 8/28 CIP 224 Felipe/Oso Intersectio	10,185.14	0.00	10,185.14
				Check # 2970 Total:		10,185.14
Check # 2971	Date 9/30/2016	Philip Nitollama				
Auto-7-28-16	8/20/2016		ME 7/28 Mileage Reimbursement	43.74	0.00	43.74
				Check # 2971 Total:		43.74
Check # 2972	Date 9/30/2016	Hannah Raes				
092316	9/23/2016		ME 9/23 Tennis Comm:Felipe	704.40	0.00	704.40
				Check # 2972 Total:		704.40
Check # 2973	Date 9/30/2016	Gregory G. Rath				
082616	9/13/2016		8/26 Mileage Reimb Exp	3.56	0.00	3.56
				Check # 2973 Total:		3.56
Check # 2974	Date 9/30/2016	Gail Doris Reavis				
092016	9/20/2016		Sept Community Svcs Commission Stipend	100.00	0.00	100.00
				Check # 2974 Total:		100.00
Check # 2975	Date 9/30/2016	Ronald E. Ruef				
092016	9/20/2016		Sept Community Svcs Commission Stipend	100.00	0.00	100.00
				Check # 2975 Total:		100.00
Check # 2976	Date 9/30/2016	Edward Sachs				
090216	9/13/2016		2WE 9/2 Mileage Reimb Exp	52.49	0.00	52.49
				Check # 2976 Total:		52.49
Check # 2977	Date 9/30/2016	John Sangveraphunsiri				
092316	9/23/2016		ME 9/23 Tennis Commission	7,801.56	0.00	7,801.56
093016	9/27/2016		9/30 Wage Withholding	(393.00)	0.00	(393.00)
				Check # 2977 Total:		7,408.56
Check # 2978	Date 9/30/2016	Frank Ury				
090816	9/13/2016		2WE 9/8 Mileage Reimb Exp	59.08	0.00	59.08
				Check # 2978 Total:		59.08

City of Mission Viejo
Check Register
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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 2979 Date 9/30/2016 Grant Voss						
092016	9/20/2016		Sept Community Srvc Commission Stipend	100.00	0.00	100.00
				Check # 2979 Total:		100.00
TOTAL ALL ACCOUNTS PAYABLE CHECKS						843,366.07
9/30/2016 PAYROLL, CK #'S 439-455 INCLUDES DIRECT DEPOSIT AND PAYROLL TAX DEPOSITS						331,654.60
GRAND TOTAL						\$1,175,020.67

I hereby certify and attest that the above listed demands are in accordance with the City's Budget, and, in accordance with Section 37202 of the Government Code, I certify and attest to the accuracy and availability of funds for the payment thereof.

 Cheryl Dyas
 Director of Administrative Services



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Cheryl Dyas, Director of Administrative Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title

Check Register dated October 7, 2016 in the amount of \$1,748,603.08

Recommended Action

Ratify the accompanying check register.

Executive Summary

Government Code sections 37208(b) and 37209 provide that accounts payable warrants or checks drawn in payment of demands certified or approved by the finance director as conforming to a budget approved by ordinance or resolution of the legislative body need not be audited by the legislative body prior to payment. City Council Policy #300-4 authorizes the Director of Administrative Services to audit the demands prior to payment and calls for such checks to be issued on a weekly basis and the check register for each of the weekly pay cycles to be submitted to the City Council for ratification at the next regular Council meeting.

The following checks have been certified to be in accordance with the City's approved budget. The checks have been issued and the check register is presented to the City Council for ratification.

In addition, Government Code section 37208(a) provides that payroll warrants or checks need not be audited by the legislative body prior to payment. Payrolls shall be presented to the legislative body for ratification and approval at the first meeting after delivery of the payroll warrants or checks. The sum total of any payroll checks issued within the week prior to the date of the check register is also noted on the accompanying check register.

Fiscal Impact:

Amount Requested \$

Sufficient Budgeted Funds Available?: YES (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. NO Optg. NO Cap. NO -or- CIP# Fund#

Previous Relevant Council Actions for This Item

October 22, 1990 – Approved Council policy 300-4

February 2, 2004 – Approved the revision of Council policy 300-4

Attachments

Exhibit

City of Mission Viejo
Check Register
Week Ending 10/7/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286723 Date 10/7/2016 A.C. Landscape Inc.						
00017947	8/30/2016	21700019	Aug Landscape/Irrig:Area #2	140.00	0.00	140.00
00017964	9/8/2016	21700019	Sept Landscape/Irrig:Area #2	140.00	0.00	140.00
00017974	9/16/2016	21700019	Sept Landscape/Irrig:Area #2	140.00	0.00	140.00
00017950	9/1/2016	21700019	Sept Landscape/Irrig:Area #9	200.00	0.00	200.00
00017951	9/1/2016	21700019	Sept Landscape/Irrig:Area #10	400.00	0.00	400.00
00017958	9/2/2016	21700019	Sept Landscape/Irrig:Area #10	300.00	0.00	300.00
00017959	9/2/2016	21700019	Sept Landscape/Irrig:Area #10	500.00	0.00	500.00
00017990	9/26/2016	21700019	Sept Landscape/Irrig:Area #10	210.00	0.00	210.00
00017991	9/26/2016	21700019	Sept Landscape/Irrig:Area #10	745.52	0.00	745.52
00017982	9/21/2016	21700019	Sept Landscape/Irrig:Area #2	1,040.00	0.00	1,040.00
00017989	9/26/2016	21700019	Sept Landscape/Irrig:Area #2	650.00	0.00	650.00
00017980	9/20/2016	21700019	Sept Landscape/Irrig:Area #2	1,040.00	0.00	1,040.00
00017969	9/9/2016	21700019	Sept Landscape/Irrig:Area #2	1,040.00	0.00	1,040.00
00017968	9/9/2016	21700019	Sept Landscape/Irrig:Area #2	800.00	0.00	800.00
00017965	9/8/2016	21700019	Sept Landscape/Irrig:Area #2	1,280.00	0.00	1,280.00
00017961	9/7/2016	21700019	Sept Landscape/Irrig:Area #2	1,280.00	0.00	1,280.00
00017960	9/6/2016	21700019	Sept Landscape/Irrig:Area #2	1,280.00	0.00	1,280.00
00017957	9/2/2016	21700019	Sept Landscape/Irrig:Area #2	640.00	0.00	640.00
00017949	9/1/2016	21700019	Sept Landscape/Irrig:Area #2	1,280.00	0.00	1,280.00
00017948	8/31/2016	21700019	Aug Landscape/Irrig:Area #2	1,280.00	0.00	1,280.00
00017941	8/29/2016	21700019	Aug Landscape/Irrig:Area #2	1,280.00	0.00	1,280.00
00017945	8/30/2016	21700019	Aug Landscape/Irrig:Area #2	1,280.00	0.00	1,280.00
00017940	8/29/2016	21700019	Aug Landscape/Irrig:Area #8	500.00	0.00	500.00
00017956	9/2/2016	21700019	Sept Landscape/Irrig:Area #8	520.00	0.00	520.00
00017971	9/14/2016	21700019	Sept Landscape/Irrig:Area #8	1,040.00	0.00	1,040.00
00017973	9/16/2016	21700019	Sept Landscape/Irrig:Area #8	1,040.00	0.00	1,040.00
00017976	9/19/2016	21700019	Sept Landscape/Irrig:Area #8	1,727.54	0.00	1,727.54
00017978	9/20/2016	21700019	Sept Landscape/Irrig:Area #8	500.00	0.00	500.00
00017979	9/20/2016	21700019	Sept Landscape/Irrig:Area #3	300.00	0.00	300.00
00017983	9/22/2016	21700019	Sept Landscape/Irrig:Area #8	650.00	0.00	650.00
00017984	9/22/2016	21700019	Sept Landscape/Irrig:Area #8	650.00	0.00	650.00
00017988	9/26/2016	21700019	Sept Landscape/Irrig:Area #8	800.00	0.00	800.00
				Check # 286723 Total:		24,673.06
Check # 286724 Date 10/7/2016 Julie Anne Adamo						
093016	9/30/2016		ZWE 9/30 Aerobics Fee	168.00	0.00	168.00
				Check # 286724 Total:		168.00
Check # 286725 Date 10/7/2016 AFLAC						
118441	9/25/2016		Sept Suppl Ins Premium	831.12	0.00	831.12
				Check # 286725 Total:		831.12

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net	
Check # 286726	Date 10/7/2016	Animal Pest Management Services Inc					
402238	9/30/2016	21700025	Sept Rodent Pest Control:Area 2	1,346.25	0.00	1,346.25	
402059	9/30/2016	21700049	Sept Rodent Pest Control:Area 1	2,711.18	0.00	2,711.18	
				Check # 286726 Total:		4,057.43	
Check # 286727	Date 10/7/2016	ARC					
8833204	9/23/2016		Outside Printing:Nadadores	132.62	0.00	132.62	
				Check # 286727 Total:		132.62	
Check # 286728	Date 10/7/2016	Michelle Arenal					
093016	9/30/2016		2WE 9/30 Aerobics Fee	160.00	0.00	160.00	
				Check # 286728 Total:		160.00	
Check # 286729	Date 10/7/2016	Susan Assad					
093016	9/30/2016		2WE 9/30 Aerobics Fee	72.00	0.00	72.00	
				Check # 286729 Total:		72.00	
Check # 286730	Date 10/7/2016	The Bee Man					
90492	9/27/2016	21700000	9/16 Rmv Beehive:Vista Del Lago Park	150.00	0.00	150.00	
				Check # 286730 Total:		150.00	
Check # 286731	Date 10/7/2016	Roxanne Bell					
4944	9/23/2016		8/2-9/20 Adult Intro to Ballet	80.00	0.00	80.00	
				Check # 286731 Total:		80.00	
Check # 286732	Date 10/7/2016	Susan E Benington					
093016	9/30/2016		2WE 9/30 Aerobics Fee	80.00	0.00	80.00	
				Check # 286732 Total:		80.00	
Check # 286733	Date 10/7/2016	Bonanza Steam Cleaning Inc.					
59	9/13/2016	21700139	Graffiti Rmv/Pressure Wash:Various Loc	25,048.00	0.00	25,048.00	
				Check # 286733 Total:		25,048.00	
Check # 286734	Date 10/7/2016	Mel Branham					
646098	9/21/2016		9/21 Line Dance Instruction	76.80	0.00	76.80	
				Check # 286734 Total:		76.80	
Check # 286735	Date 10/7/2016	Michele Brosch					
093016	9/30/2016		2WE 9/30 Aerobics Fee	76.00	0.00	76.00	
				Check # 286735 Total:		76.00	
Check # 286736	Date 10/7/2016	Brynn Lavison: Custodian Petty Cash					
92716	9/27/2016		ME 9/27 Petty Cash Reimb	92.31	0.00	92.31	

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
				Check # 286736	Total:	92.31
Check # 286737	Date 10/7/2016	C & D Electric				
612024CC	9/22/2016	21700007	Sept Electrical Rpr:Los Alisos & VDL	2,938.43	0.00	2,938.43
84162CC	9/22/2016	21700007	Sept Electrical Rpr:Barcelona Park	280.94	0.00	280.94
841600	9/21/2016	21700007	Sept Electrical Rpr:Civic Center	124.00	0.00	124.00
611363CC	9/27/2016	21700007	Sept Pump Rpr:Shelter	2,839.84	0.00	2,839.84
				Check # 286737	Total:	6,183.21
Check # 286738	Date 10/7/2016	Governor's Office of Emergency Services				
0146-16	9/26/2016		10/17 Emergency Mngmt Training	925.00	0.00	925.00
0135-16	9/26/2016		10/17 Emergency Mngmt Training	925.00	0.00	925.00
				Check # 286738	Total:	1,850.00
Check # 286739	Date 10/7/2016	County of Orange				
SH 44033	9/2/2016	21700085	Sept Law Enforcement Srvc	1,529,346.33	0.00	1,529,346.33
				Check # 286739	Total:	1,529,346.33
Check # 286740	Date 10/7/2016	Cox Communications Inc.				
7061052442301*O24	9/25/2016		ME 10/24 Cable:Mg Tennis	140.67	0.00	140.67
7601043218702*O16	9/25/2016		ME 10/24 Comm Circuit CH & Marguerite	270.32	0.00	270.32
				Check # 286740	Total:	410.99
Check # 286741	Date 10/7/2016	Kelley Crawford				
093016	9/30/2016		2WE 9/30 Aerobics Fee	240.00	0.00	240.00
				Check # 286741	Total:	240.00
Check # 286742	Date 10/7/2016	CSAC Excess Insurance Authority				
17400978	9/25/2016		Oct - Dec Emp Assist Program	1,282.38	0.00	1,282.38
				Check # 286742	Total:	1,282.38
Check # 286743	Date 10/7/2016	Dana Hills Tennis Center				
083116	8/31/2016		Summer Tennis League Comm	373.83	0.00	373.83
				Check # 286743	Total:	373.83
Check # 286744	Date 10/7/2016	Data Ticket Inc.				
73063	10/5/2016		Aug Payment Processing Citation Collections	658.00	0.00	658.00
				Check # 286744	Total:	658.00
Check # 286745	Date 10/7/2016	Dave Bang Associates Inc.				
42196	8/29/2016	21700082	Purchase Park Furniture - CIP 305	16,543.44	0.00	16,543.44
				Check # 286745	Total:	16,543.44

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286746 Date 10/7/2016 Candis Davis						
646221	9/22/2016		9/20 Ballroom Dance Inst	36.00	0.00	36.00
Check # 286746 Total:						36.00
Check # 286747 Date 10/7/2016 Delta Dental of California						
BE001822573	9/25/2016		Oct Dental Insur Premium	2,028.61	0.00	2,028.61
Check # 286747 Total:						2,028.61
Check # 286748 Date 10/7/2016 Demco						
5963150	9/19/2016		Functional Supplies:Library	513.00	0.00	513.00
Check # 286748 Total:						513.00
Check # 286749 Date 10/7/2016 DirecTV						
29514442404	9/19/2016		ME 10/17 Cable TV Lib	61.55	0.00	61.55
29553592814	9/24/2016		ME 9/24 Cable TV CH	165.54	0.00	165.54
29562850635	9/25/2016		ME 10/23 NPM Cable TV	78.54	0.00	78.54
Check # 286749 Total:						305.63
Check # 286750 Date 10/7/2016 DM Color Express Inc						
0598284-IN	9/28/2016		Misc Plants:Senior Center/Area 8	1,324.89	0.00	1,324.89
0598559-IN	9/29/2016		Misc Plants:Back Patio NPMCSC	1,178.55	0.00	1,178.55
0598615-IN	9/29/2016		Misc Plants:Back Pation NPMCSC	1,270.08	0.00	1,270.08
0598769-IN	9/30/2016		Misc Plants:NPMCSC Pots	134.46	0.00	134.46
0597332-IN	9/24/2016		Misc Plants:Walk Against Drugs	2,689.20	0.00	2,689.20
0598006-IN	9/27/2016		Misc Plants:La Paz & Chrisanta	2,457.01	0.00	2,457.01
0598051-IN	9/28/2016		Misc Plants:Oso Median & Oso & Marguerite Quad	1,992.61	0.00	1,992.61
Check # 286750 Total:						11,046.80
Check # 286751 Date 10/7/2016 Documedia Group						
100564	9/22/2016		(250) Business Cards:McDonald	28.62	0.00	28.62
100567	9/22/2016		Business Cards:Longenecker	28.62	0.00	28.62
Check # 286751 Total:						57.24
Check # 286752 Date 10/7/2016 Documedia Group						
100565	9/22/2016		(500) Business Cards:OCSD	58.43	0.00	58.43
100566	9/22/2016		Business Cards:Stones	28.62	0.00	28.62
Check # 286752 Total:						87.05
Check # 286753 Date 10/7/2016 Ilknur Erbas-White						
093016a	9/30/2016		2WE 9/30 Aerobics Fee	76.00	0.00	76.00
093016	9/30/2016		2WE 9/30 Aerobics Fee	152.00	0.00	152.00
Check # 286753 Total:						228.00

City of Mission Viejo
Check Register
Week Ending 10/7/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286754	Date 10/7/2016	Fernandez, Yvette				
101016	10/5/2016		Lodging for PC 832 - Laws of Arrest Class	482.57	0.00	482.57
				Check # 286754 Total:		482.57
Check # 286755	Date 10/7/2016	First Care Provider Inc				
1605	10/5/2016	21700160	9/26 Training/Workshop	3,500.00	0.00	3,500.00
				Check # 286755 Total:		3,500.00
Check # 286756	Date 10/7/2016	Suzy Galaz				
093016	9/30/2016		2WE 9/30 Aerobics Fee	484.00	0.00	484.00
				Check # 286756 Total:		484.00
Check # 286757	Date 10/7/2016	Galls LLC/Quartermaster LLC				
006093958	9/20/2016		Uniforms:Fernandez	61.48	0.00	61.48
006094033	9/20/2016		(1) Belt:Fernandez	82.83	0.00	82.83
006093947	9/20/2016		Uniforms:Galeano	397.88	0.00	397.88
				Check # 286757 Total:		542.19
Check # 286758	Date 10/7/2016	The Gas Company				
19600831002*SEP16	9/21/2016		ME 9/18 Natural Gas:Shelter	239.40	0.00	239.40
				Check # 286758 Total:		239.40
Check # 286759	Date 10/7/2016	Gillis + Panichapan Architects, Inc.				
106859J	10/1/2016	21700067	Animal Shelter Expansion Design	2,160.00	0.00	2,160.00
				Check # 286759 Total:		2,160.00
Check # 286760	Date 10/7/2016	Ronald L. Gorman				
093016	10/1/2016		September Beginning Guitar	360.00	0.00	360.00
				Check # 286760 Total:		360.00
Check # 286761	Date 10/7/2016	Griffin Structures Inc				
GSI-MAC-06	8/31/2016	21600286	ME 8/31 Management Srvs:Marg Aqua	9,288.72	0.00	9,288.72
				Check # 286761 Total:		9,288.72
Check # 286762	Date 10/7/2016	Lisa Ann Groves				
093016	9/30/2016		2WE 9/30 Aerobics Fee	92.00	0.00	92.00
				Check # 286762 Total:		92.00
Check # 286763	Date 10/7/2016	Valerie Jacqueline Gutierrez				
093016	10/1/2016		September Ceramics Workshops	420.00	0.00	420.00
				Check # 286763 Total:		420.00
Check # 286764	Date 10/7/2016	Craig Buddy Hammon				

City of Mission Viejo
Check Register
Week Ending 10/7/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
093016	9/30/2016		2WE 9/30 Aerobics Fee	76.00	0.00	76.00
				Check # 286764	Total:	76.00
Check # 286765	Date 10/7/2016	Home Depot				
8432475	9/27/2016		Misc Supplies:Parks	29.11	0.00	29.11
5432522	9/30/2016		Misc Supplies:Water Seminar at NPMCSC	72.99	0.00	72.99
2974433	10/3/2016		Misc Supplies:Parks	135.91	0.00	135.91
				Check # 286765	Total:	238.01
Check # 286766	Date 10/7/2016	1st Marine Division Social Fund				
09282016	9/21/2016		(10) Marine Ball	950.00	0.00	950.00
				Check # 286766	Total:	950.00
Check # 286767	Date 10/7/2016	Huntington Beach Honda				
88164	9/29/2016	21700106	Sept Motorcycle Maint:007	1,079.95	0.00	1,079.95
				Check # 286767	Total:	1,079.95
Check # 286768	Date 10/7/2016	Jobs Available Inc.				
1620024	9/20/2016		Employment Advertisement	448.50	0.00	448.50
				Check # 286768	Total:	448.50
Check # 286769	Date 10/7/2016	Johns Bridge Club				
646447	9/26/2016		9/26 Duplicate Bridge	302.40	0.00	302.40
				Check # 286769	Total:	302.40
Check # 286770	Date 10/7/2016	Kelly Paper Company				
8164359	9/26/2016		(1) Ctn 30" Plotter Paper	50.88	0.00	50.88
				Check # 286770	Total:	50.88
Check # 286771	Date 10/7/2016	Marilyn E Kochendorfer				
4572	9/21/2016		9/2-9/20 This 'n That About School	140.00	0.00	140.00
				Check # 286771	Total:	140.00
Check # 286772	Date 10/7/2016	Michael Kovar				
093016	9/30/2016		ME 9/30 Tennis Comm	5,267.70	0.00	5,267.70
				Check # 286772	Total:	5,267.70
Check # 286773	Date 10/7/2016	LaBell Exchange				
466609292016	9/29/2016		Oct Answering Services CH	169.10	0.00	169.10
				Check # 286773	Total:	169.10
Check # 286774	Date 10/7/2016	Jeannine E. Lattime				
093016	9/30/2016		2WE 9/30 Aerobics Fee	160.00	0.00	160.00

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Check Register
Week Ending 10/7/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
				Check # 286774 Total:		160.00
Check # 286775	Date 10/7/2016	Lilley Planning Group Inc.				
INV-1498	9/30/2016	21700107	Sept Prof Svcs: Housing Rehab	1,915.00	0.00	1,915.00
				Check # 286775 Total:		1,915.00
Check # 286776	Date 10/7/2016	Lindy Office Products				
351775	9/21/2016		Sept Coffee Supplies:NPMCSC	143.00	0.00	143.00
352121-0	9/23/2016	21700111	Sept Janitorial Supplies:Montanoso	139.00	0.00	139.00
352122-0	9/23/2016	21700111	Sept Janitorial Supplies:City Hall	34.02	0.00	34.02
				Check # 286776 Total:		316.02
Check # 286777	Date 10/7/2016	David B Cuneo dba The Mad Platter				
101516	9/23/2016		10/15 DJ Service:Walk Against Drugs	600.00	0.00	600.00
				Check # 286777 Total:		600.00
Check # 286778	Date 10/7/2016	Lawrence Allen Maurer				
093016	10/1/2016		September Math Homework Lab	210.00	0.00	210.00
				Check # 286778 Total:		210.00
Check # 286779	Date 10/7/2016	Miracle Recreation Equipment Co				
780211	9/22/2016		Replacement Play Equipment:Oso Park	2,457.35	0.00	2,457.35
				Check # 286779 Total:		2,457.35
Check # 286780	Date 10/7/2016	Mission Hills Pet Care Center				
5467	9/22/2016		Sep Veterinary Svcs	406.23	0.00	406.23
				Check # 286780 Total:		406.23
Check # 286781	Date 10/7/2016	Moulton Niguel Water				
62279*S16	9/20/2016		ME 9/13 Water:Sierra	481.52	0.00	481.52
				Check # 286781 Total:		481.52
Check # 286782	Date 10/7/2016	Moulton Niguel Water				
62341*S16	9/20/2016		ME 9/12 Water:Montanoso	700.59	0.00	700.59
62342*S16	9/20/2016		ME 9/12 Water:Montanoso	75.66	0.00	75.66
				Check # 286782 Total:		776.25
Check # 286783	Date 10/7/2016	Nellie Gail Ranch Tennis & Swim Club				
083116	8/30/2016		Women's Summer League Comm	373.83	0.00	373.83
				Check # 286783 Total:		373.83
Check # 286784	Date 10/7/2016	Office Depot Business Services Divsn 819				
864564053001	9/15/2016		Sept Office Supplies:Library	64.12	0.00	64.12
				Check # 286784 Total:		64.12

City of Mission Viejo
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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286785	Date 10/7/2016	Outdoor Sign Systems Inc.				
27248	9/27/2016	21600292	(2)Monument & (5)Custom Tube Frame Park Signs	11,697.35	0.00	11,697.35
				Check # 286785 Total:		11,697.35
Check # 286786	Date 10/7/2016	Pacific Party Rental				
PP195542	9/22/2016	21700167	9/24 Rental Equip:Last Dive Event	380.03	0.00	380.03
				Check # 286786 Total:		380.03
Check # 286787	Date 10/7/2016	Joseph L Pollard IV				
093016	9/30/2016		2WE 9/30 Aerobics Fee	320.00	0.00	320.00
				Check # 286787 Total:		320.00
Check # 286788	Date 10/7/2016	Pyro-Comm Systems Inc.				
87280	9/23/2016	21700153	9/20 Alarm Service Testing:Library	235.00	0.00	235.00
				Check # 286788 Total:		235.00
Check # 286789	Date 10/7/2016	Rancho Niguel Animal Hospital				
17821	9/22/2016		Sep Veterinary Srvcs	277.73	0.00	277.73
17885	9/27/2016		Sep Veterinary Srvcs	171.94	0.00	171.94
				Check # 286789 Total:		449.67
Check # 286790	Date 10/7/2016	Red Wing Shoe Store				
00408055764	9/28/2016		(1)Pr Work Boots:Robinson	129.60	0.00	129.60
00408055883	9/28/2016		(1)Pr Insoles:Robinson	27.00	0.00	27.00
				Check # 286790 Total:		156.60
Check # 286791	Date 10/7/2016	redit / KIO Networks				
0223092134	10/1/2016	21600353	October Redit Fee	1,683.00	0.00	1,683.00
				Check # 286791 Total:		1,683.00
Check # 286792	Date 10/7/2016	RJM Design Group Inc.				
31444	9/21/2016	21700124	ME 8/31 Master Plan:MV Lake Loop	4,799.80	0.00	4,799.80
				Check # 286792 Total:		4,799.80
Check # 286793	Date 10/7/2016	S. Parker Engineering Inc.				
PP#6C-21700060-00	9/23/2016	21700060	Sept Rpr/Rpl Concrete:Var Loc	8,835.00	0.00	8,835.00
				Check # 286793 Total:		8,835.00
Check # 286794	Date 10/7/2016	Santa Margarita Water District				
15540543335*S16	9/23/2016		ME 9/22 Water:MOSS	369.44	0.00	369.44
4800543165*S16	9/23/2016		ME 9/22 Water:Parks	1,331.94	0.00	1,331.94
14730436355*S16	9/27/2016		ME 9/26 Water:Marg Rec Pool	1,242.34	0.00	1,242.34
				Check # 286794 Total:		2,943.72

City of Mission Viejo
Check Register
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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286795 Date 10/7/2016 Secure Live Scan						
04536	9/30/2016		Sept Fingerprint Filing Fee	120.00	0.00	120.00
						Check # 286795 Total: 120.00
Check # 286796 Date 10/7/2016 Sheri Corlett Custodian Petty Cash						
100316	9/30/2016		ME 9/30 Petty Cash Reimb	273.76	0.00	273.76
						Check # 286796 Total: 273.76
Check # 286797 Date 10/7/2016 Sherry Merrifield Custodian Petty Cash						
100316*1	10/3/2016		ME 9/27 Petty Cash Reimb	16.15	0.00	16.15
100316*2	10/3/2016		ME 9/27 Petty Cash Reimb	59.58	0.00	59.58
100316*3	10/3/2016		ME 9/27 Petty Cash Reimb	62.92	0.00	62.92
100316*4	10/3/2016		ME 9/27 Petty Cash Reimb	12.97	0.00	12.97
100316*5	10/3/2016		ME 9/27 Petty Cash Reimb	52.69	0.00	52.69
100316*6	10/3/2016		ME 9/27 Petty Cash Reimb	81.00	0.00	81.00
100316*7	10/3/2016		ME 9/27 Petty Cash Reimb	99.18	0.00	99.18
100316*8	10/3/2016		ME 9/27 Petty Cash Reimb	53.00	0.00	53.00
100316*9	10/3/2016		ME 9/27 Petty Cash Reimb	43.75	0.00	43.75
100316*10	10/3/2016		ME 9/27 Petty Cash Reimb	80.00	0.00	80.00
						Check # 286797 Total: 561.24
Check # 286798 Date 10/7/2016 SiteOne Landscape Supply. LLC						
77891925	10/3/2016	21700040	Oct Landscape/Irrig Materials:Area 3	2,525.00	70.15	2,454.85
						Check # 286798 Total: 2,454.85
Check # 286799 Date 10/7/2016 Sonrise Electric Inc						
7809	9/30/2016	21700155	Scoreboard Installation:Gilleran Park	6,000.00	0.00	6,000.00
						Check # 286799 Total: 6,000.00
Check # 286800 Date 10/7/2016 Southern California Edison						
2253664536*S16	9/23/2016		ME 9/22 Electric:Parks	115.04	0.00	115.04
2219394491*S16	9/27/2016		ME 9/26 Electric:MOSS	82.95	0.00	82.95
2336460506*S16	9/27/2016		ME 9/26 Electric:MOSS	26.15	0.00	26.15
2306959040*S16	9/28/2016		ME 9/27 Electric:Parks	104.59	0.00	104.59
2271506362*S16	9/29/2016		ME 9/28 Electric:MOSS	24.57	0.00	24.57
2222838567*O16	10/1/2016		ME 9/30 Electric:MOSS	24.58	0.00	24.58
2285525663*O16	10/1/2016		ME 9/30 Electric:MOSS	29.76	0.00	29.76
						Check # 286800 Total: 407.64
Check # 286801 Date 10/7/2016 State of CA - Dept of Pesticide Reg						
72417/106783	10/5/2016		(1)Yr Certificate Renew:Hill	200.00	0.00	200.00
						Check # 286801 Total: 200.00

City of Mission Viejo
Check Register
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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286802	Date 10/7/2016	Maria Cristina Stiefel				
092316	9/23/2016		WE 9/23 Arthritis Exercise Inst	240.00	0.00	240.00
				Check # 286802 Total:		240.00
Check # 286803	Date 10/7/2016	Melisa Ann Stoner				
093016	9/30/2016		2WE 9/30 Aerobics Fee	800.00	0.00	800.00
				Check # 286803 Total:		800.00
Check # 286804	Date 10/7/2016	Tree of Life Wholesale Nursery				
59817	9/20/2016		Misc Trees:Oso Creek	182.53	0.00	182.53
				Check # 286804 Total:		182.53
Check # 286805	Date 10/7/2016	U.S. Healthworks Medical Group, P.C.				
2988982-CA	9/16/2016		Sept Pre-Employment Physical	105.00	0.00	105.00
2992710-CA	9/23/2016		Sept Pre-Employment Physicals	140.00	0.00	140.00
				Check # 286805 Total:		245.00
Check # 286806	Date 10/7/2016	Verizon Wireless				
9772673530	9/25/2016		ME 9/25 Text a Tip Phones	300.95	0.00	300.95
9772673529	9/25/2016		ME 9/25 Wireless Cards	342.42	0.00	342.42
				Check # 286806 Total:		643.37
Check # 286807	Date 10/7/2016	Vision Service Plan - (CA)				
100116	9/25/2016		Oct Vision Insur Premium	3,440.81	0.00	3,440.81
				Check # 286807 Total:		3,440.81
Check # 286808	Date 10/7/2016	Visual Information Systems Company				
16350	8/23/2016	21700021	Sept Rpr/Maint:Electronic Sign	404.00	0.00	404.00
				Check # 286808 Total:		404.00
Check # 286809	Date 10/7/2016	Voyager Fleet Systems Inc.				
869140178639	9/24/2016		ME 9/24 Gas/Wash/Tax Adj:City Vehicles	4,738.75	0.00	4,738.75
				Check # 286809 Total:		4,738.75
Check # 286810	Date 10/7/2016	Waxie				
76242388	9/23/2016		(8)Cs Sanitizing Wipes:Rec Centers	704.25	0.00	704.25
				Check # 286810 Total:		704.25
Check # 286811	Date 10/7/2016	Kathryn Wilcox				
093016	9/30/2016		2WE 9/30 Aerobics Fee	80.00	0.00	80.00
				Check # 286811 Total		80.00
Check # 286812	Date 10/7/2016	Eric Winter				

City of Mission Viejo
Check Register
Week Ending 10/7/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
2630	10/3/2016	21700154	MVTV's SportsZone, 10/3/16	1,175.00	0.00	1,175.00
3491	9/30/2016	21700058	MVTV Coordinator Services, September 2016	2,581.00	0.00	2,581.00
Check # 286812 Total:						3,756.00
Check # 286813 Date 10/7/2016 WM Vandergeest Landscape Care Inc						
11483	9/30/2016	21700006	Sept Landscape Maint:Area 6	720.00	0.00	720.00
11484	9/30/2016	21700006	Sept Landscape Maint:Area 6	16,120.00	0.00	16,120.00
Check # 286813 Total:						16,840.00
Check # 286814 Date 10/7/2016 Wendy Woerz						
093016	9/30/2016		2WE 9/30 Aerobics Fee	240.00	0.00	240.00
Check # 286814 Total:						240.00
Check # 286815 Date 10/7/2016 Wood, Gayle						
106	9/28/2016		Marine Adopt Supplies & Postage	623.35	0.00	623.35
Check # 286815 Total:						623.35
Check # 286816 Date 10/7/2016 Xerox Corporation						
086453311	10/1/2016	21700031	8/21-9/21 Copy Charges:Corp Yard	475.66	0.00	475.66
086453233	10/1/2016	21700028	Sep Copy Charges:Admin Services	543.09	0.00	543.09
086453231	10/1/2016	21700027	Sep Copy Charges:City Manager	216.35	0.00	216.35
086453230	10/1/2016	21700026	Sep Copy Charges:Public Works	688.87	0.00	688.87
086453234	10/1/2016	21700030	Sep Copy Charges:Mail Room	235.60	0.00	235.60
086453235	10/1/2016	21700029	Sep Copy Charges:Human Resources	683.03	0.00	683.03
Check # 286816 Total:						2,842.60
Check # 286817 Date 10/7/2016 Zee Medical Service Co.						
42-026172	9/20/2016		First Aid Kit Supplies:Library	211.46	0.00	211.46
Check # 286817 Total:						211.46
Check # 286818 Date 10/7/2016 Jane Zeiger						
093016	9/30/2016		2WE 9/30 Aerobics Fee	38.00	0.00	38.00
Check # 286818 Total:						38.00
Check # 2980 Date 10/7/2016 Gia A Anderson						
093016	9/30/2016		2WE 9/30 Aerobics Fee	120.00	0.00	120.00
Check # 2980 Total:						120.00
Check # 2981 Date 10/7/2016 Kathryn S. Beitz						
093016	10/1/2016		September Homework Assistance Lab	210.00	0.00	210.00
Check # 2981 Total:						210.00
Check # 2982 Date 10/7/2016 DocuLynx Inc						

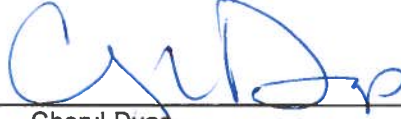
City of Mission Viejo
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Week Ending 10/7/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
A322502	7/31/2016	21500160	July Bldg Document Scanning	5,242.65	0.00	5,242.65
A322917	8/31/2016	21500160	Aug Bldg Document Scanning	1,765.86	0.00	1,765.86
Check # 2982 Total:						7,008.51
Check # 2983 Date 10/7/2016 Donna Gowen-Moon						
093016	9/30/2016		2WE 9/30 Aerobics Fee	380.00	0.00	380.00
Check # 2983 Total:						380.00
Check # 2984 Date 10/7/2016 Ashley Nacole Johnson						
093016	9/30/2016		2WE 9/30 Aerobics Fee	1,350.00	0.00	1,350.00
Check # 2984 Total:						1,350.00
Check # 2985 Date 10/7/2016 Renee R. Keady						
4544	9/28/2016		Mandala Art 9/28	10.50	0.00	10.50
4691	9/28/2016		Mandala Art in the evening 9/28	28.00	0.00	28.00
093016	10/1/2016		September Open Studio with Mrs. Keady	70.00	0.00	70.00
Check # 2985 Total:						108.50
Check # 2986 Date 10/7/2016 Amy Pence						
093016	9/30/2016		2WE 9/30 Aerobics Fee	38.00	0.00	38.00
Check # 2986 Total:						38.00
Check # 2987 Date 10/7/2016 PKSA California LLC						
4344	9/21/2016		Aug Life Skills - Karate for Beginners	71.20	0.00	71.20
4543	9/21/2016		9/10 Take a Stand	136.50	0.00	136.50
Check # 2987 Total:						207.70
Check # 2988 Date 10/7/2016 Cynthia L Price						
093016	9/30/2016		2WE 9/30 Aerobics Fee	95.00	0.00	95.00
Check # 2988 Total:						95.00
Check # 2989 Date 10/7/2016 Peggy Summerville						
093016	9/30/2016		2WE 9/30 Aerobics Fee	598.00	0.00	598.00
Check # 2989 Total:						598.00
TOTAL ALL ACCOUNTS PAYABLE CHECKS						1,748,603.08
GRAND TOTAL						\$1,748,603.08

City of Mission Viejo
Check Register
Week Ending 10/7/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
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I hereby certify and attest that the above listed demands are in accordance with the City's Budget, and, in accordance with Section 37202 of the Government Code, I certify and attest to the accuracy and availability of funds for the payment thereof.



Cheryl Dyas
Director of Administrative Services



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Cheryl Dyas, Director of Administrative Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title

Check Register dated October 14, 2016 in the amount of \$858,525.91

Recommended Action

Ratify the accompanying check register.

Executive Summary

Government Code sections 37208(b) and 37209 provide that accounts payable warrants or checks drawn in payment of demands certified or approved by the finance director as conforming to a budget approved by ordinance or resolution of the legislative body need not be audited by the legislative body prior to payment. City Council Policy #300-4 authorizes the Director of Administrative Services to audit the demands prior to payment and calls for such checks to be issued on a weekly basis and the check register for each of the weekly pay cycles to be submitted to the City Council for ratification at the next regular Council meeting.

The following checks have been certified to be in accordance with the City's approved budget. The checks have been issued and the check register is presented to the City Council for ratification.

In addition, Government Code section 37208(a) provides that payroll warrants or checks need not be audited by the legislative body prior to payment. Payrolls shall be presented to the legislative body for ratification and approval at the first meeting after delivery of the payroll warrants or checks. The sum total of any payroll checks issued within the week prior to the date of the check register is also noted on the accompanying check register.

Fiscal Impact:

Amount Requested \$

Sufficient Budgeted Funds Available?: YES (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. NO Optg. NO Cap. NO -or- CIP# Fund#

Previous Relevant Council Actions for This Item

October 22, 1990 – Approved Council policy 300-4

February 2, 2004 – Approved the revision of Council policy 300-4

Attachments

Exhibit

City of Mission Viejo
Check Register
Week Ending 10/14/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286819	Date 10/10/2016		Governor's Office of Emergency Services			
0136-16	9/26/2016		10/17 Emergency Mngmt Training	925.00	0.00	925.00
				Check # 286819 Total:		925.00
Check # 286820	Date 10/10/2016		Lager, Jeanne			
127685	10/7/2016		Receipt #127685 Refund C&D Deposit	500.00	0.00	500.00
				Check # 286820 Total:		500.00
Check # 286821	Date 10/14/2016		Alajoki, John			
128686	10/11/2016		Receipt #128686 Refund C&D Deposit	500.00	0.00	500.00
				Check # 286821 Total:		500.00
Check # 286822	Date 10/14/2016		Aliso Niguel Animal Hospital			
230051	9/28/2016		Sep Veterinary Srvc	71.79	0.00	71.79
				Check # 286822 Total:		71.79
Check # 286823	Date 10/14/2016		All American Repipe			
127364	10/11/2016		Receipt #127364 Refund Cancelled Permit #116079	151.64	0.00	151.64
				Check # 286823 Total:		151.64
Check # 286824	Date 10/14/2016		Alliant Insurance Services Inc.			
093016	10/7/2016		QE 9/30 Special Event Insurance	4,765.00	0.00	4,765.00
				Check # 286824 Total:		4,765.00
Check # 286825	Date 10/14/2016		Animal Health & Sanitary Supply			
40681	9/29/2016		Sept Shelter Supplies	75.60	0.00	75.60
				Check # 286825 Total:		75.60
Check # 286826	Date 10/14/2016		Animal Medical Ctr Spay/Neuter Clinic Inc			
103742	9/28/2016		Sep Veterinary Srvc	108.00	0.00	108.00
103752	9/28/2016		Sep Veterinary Srvc	105.00	0.00	105.00
103795	9/29/2016		Sept Veterinary Srvc	90.00	0.00	90.00
				Check # 286826 Total:		303.00
Check # 286827	Date 10/14/2016		ARC			
8841316	9/28/2016		Traffic Control Plan:Drug Walk	24.55	0.00	24.55
				Check # 286827 Total:		24.55
Check # 286828	Date 10/14/2016		Audio Video Supply Inc			
1672	10/3/2016		(1)Videology Camera:IT	727.68	0.00	727.68
				Check # 286828 Total:		727.68
Check # 286829	Date 10/14/2016		Kenneth K. Bailey			

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
126615	10/11/2016		Receipt #126615 Refund C&D Deposit	750.00	0.00	750.00
				Check # 286829 Total:		750.00
Check # 286830	Date 10/14/2016	Baker & Taylor Inc.				
4011666776	8/5/2016	21700038	Assorted Library Books	102.33	0.00	102.33
4011677556	8/17/2016	21700038	Assorted Library Books	40.33	0.00	40.33
4011683870	8/19/2016	21700038	Assorted Library Books	93.40	0.00	93.40
4011683871	8/19/2016	21700038	Assorted Library Books	157.36	0.00	157.36
4011683872	8/19/2016	21700038	Assorted Library Books	65.48	0.00	65.48
4011684253	8/25/2016	21700038	Assorted Library Books	83.50	0.00	83.50
4011691058	8/26/2016	21700038	Assorted Library Books	294.25	0.00	294.25
4011691060	8/26/2016	21700038	Assorted Library Books	62.21	0.00	62.21
4011691061	8/26/2016	21700038	Assorted Library Books	51.34	0.00	51.34
4011691062	8/26/2016	21700038	Assorted Library Books	8.45	0.00	8.45
4011686605	8/30/2016	21700038	Assorted Library Books	183.37	0.00	183.37
4011689253	8/30/2016	21700038	Assorted Library Books	102.35	0.00	102.35
4011692279	8/30/2016	21700038	Assorted Library Books	18.71	0.00	18.71
4011692281	8/30/2016	21700038	Assorted Library Books	19.14	0.00	19.14
4011690865	9/6/2016	21700038	Assorted Library Books	81.08	0.00	81.08
4011695846	9/14/2016	21700038	Assorted Library Books	120.24	0.00	120.24
4011706119	9/14/2016	21700038	Assorted Library Books	204.61	0.00	204.61
4011706120	9/14/2016	21700038	Assorted Library Books	17.51	0.00	17.51
4011706121	9/14/2016	21700038	Assorted Library Books	2,449.84	0.00	2,449.84
4011706122	9/14/2016	21700038	Assorted Library Books	488.46	0.00	488.46
4011706123	9/14/2016	21700038	Assorted Library Books	812.40	0.00	812.40
4011706124	9/14/2016	21700038	Assorted Library Books	25.64	0.00	25.64
4011698307	9/15/2016	21700038	Assorted Library Books	40.33	0.00	40.33
4011701642	9/16/2016	21700038	Assorted Library Books	61.54	0.00	61.54
4011703156	9/19/2016	21700038	Assorted Library Books	102.98	0.00	102.98
4011705809	9/19/2016	21700038	Assorted Library Books	82.81	0.00	82.81
4011714026	9/22/2016	21700038	Assorted Library Books	157.66	0.00	157.66
4011714028	9/22/2016	21700038	Assorted Library Books	20.79	0.00	20.79
4011714029	9/22/2016	21700038	Assorted Library Books	17.51	0.00	17.51
4011714030	9/22/2016	21700038	Assorted Library Books	154.40	0.00	154.40
4011714031	9/22/2016	21700038	Assorted Library Books	15.71	0.00	15.71
4011714032	9/22/2016	21700038	Assorted Library Books	18.30	0.00	18.30
4011714033	9/22/2016	21700038	Assorted Library Books	52.66	0.00	52.66
4011710623	9/23/2016	21700038	Assorted Library Books	35.58	0.00	35.58
4011719856	9/29/2016	21700038	Assorted Library Books	338.13	0.00	338.13
4011719857	9/29/2016	21700038	Assorted Library Books	31.22	0.00	31.22
4011719858	9/29/2016	21700038	Assorted Library Books	56.11	0.00	56.11
4011719859	9/29/2016	21700038	Assorted Library Books	32.52	0.00	32.52

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
				Check # 286830 Total:		6,700.25
Check # 286831	Date 10/14/2016	The Bee Man				
90626	10/4/2016	21700000	9/24 Rmv Beehive:Venado	425.00	0.00	425.00
90649	10/5/2016	21700000	9/27 Rmv Beehive:Potocki	150.00	0.00	150.00
				Check # 286831 Total:		575.00
Check # 286832	Date 10/14/2016	Bistline Engineering				
1106	10/3/2016	21700092	Emergency Rpr/Maint:Various Locations	17,975.75	0.00	17,975.75
				Check # 286832 Total:		17,975.75
Check # 286833	Date 10/14/2016	Blais & Associates Inc				
08-2016-MV1	9/16/2016	21700052	Aug Grant Development Services	1,092.50	0.00	1,092.50
				Check # 286833 Total:		1,092.50
Check # 286834	Date 10/14/2016	Bonanza Steam Cleaning Inc.				
65	10/3/2016	21700139	Aug & Sept Graffiti Rmv:Various Loc	2,810.00	0.00	2,810.00
				Check # 286834 Total:		2,810.00
Check # 286835	Date 10/14/2016	Mel Branham				
646605	9/28/2016		9/28 Line Dance Inst	96.00	0.00	96.00
649752	10/5/2016		10/5 Line Dance Inst	79.20	0.00	79.20
				Check # 286835 Total:		175.20
Check # 286836	Date 10/14/2016	Wendy Bucknum				
092416	9/27/2016		2WE 9/27 Mileage Reimb Exp	5.72	0.00	5.72
				Check # 286836 Total:		5.72
Check # 286837	Date 10/14/2016	C & D Electric				
608936CC	9/29/2016	21700007	Sept Electrical Rpr:Scroll Installation	2,476.00	0.00	2,476.00
612981HD	9/28/2016	21700007	Sept Electrical Rpr:Jeronimo Pedestal	2,938.43	0.00	2,938.43
				Check # 286837 Total:		5,414.43
Check # 286838	Date 10/14/2016	California Park & Recreation Society				
100416	10/4/2016		2/28-3/3 CPRS Conference: Blair, Gutfeld, Voss	1,215.00	0.00	1,215.00
				Check # 286838 Total:		1,215.00
Check # 286839	Date 10/14/2016	California Yellow Cab				
09108016	10/1/2016	21700113	ME 9/30 Prof Srvc:Dial-A-Taxi	4,850.00	0.00	4,850.00
				Check # 286839 Total:		4,850.00
Check # 286840	Date 10/14/2016	CalPERS				
100116	10/1/2016		PE 10/16 Post Emp Med Ins Cont	19,583.33	0.00	19,583.33

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
				Check # 286840 Total:		19,583.33
Check # 286841	Date 10/14/2016	Centro Cristiano Internacional Church				
25582A	10/13/2016		Permit #25582 Refund Deposit	350.00	0.00	350.00
				Check # 286841 Total:		350.00
Check # 286842	Date 10/14/2016	Adam Cheo				
100516	10/5/2016		Movies in the Park Expense Reimb	89.93	0.00	89.93
				Check # 286842 Total:		89.93
Check # 286843	Date 10/14/2016	Circuit Jet Sports Inc.				
10616	10/6/2016		10/6 Rpr/Maint:Mule Cart	307.00	0.00	307.00
				Check # 286843 Total:		307.00
Check # 286844	Date 10/14/2016	County of Orange				
083116	9/27/2016		Aug Construct Fund/State Fixit Share	4,645.50	0.00	4,645.50
				Check # 286844 Total:		4,645.50
Check # 286845	Date 10/14/2016	Cox Communications Inc.				
7601048486401*O16	10/1/2016		ME 10/31 Comm Circuit CH & SD Internet	4,887.39	0.00	4,887.39
				Check # 286845 Total:		4,887.39
Check # 286846	Date 10/14/2016	CSAC Excess Insurance Authority				
2019	10/1/2016		Oct Life & Disability	8,608.04	0.00	8,608.04
				Check # 286846 Total:		8,608.04
Check # 286847	Date 10/14/2016	D & D Disposal Inc				
13340	9/30/2016		Sept Animal Disposal: Shelter	409.00	0.00	409.00
				Check # 286847 Total:		409.00
Check # 286848	Date 10/14/2016	Data Ticket Inc.				
73057	10/5/2016		Aug Parking Citations Processed	786.17	0.00	786.17
73500	10/7/2016		Aug Shleter Citation Processing	633.00	0.00	633.00
				Check # 286848 Total:		1,419.17
Check # 286849	Date 10/14/2016	Candis Davis				
649862	10/6/2016		10/6 Ballroom Dance Inst	64.00	0.00	64.00
				Check # 286849 Total:		64.00
Check # 286850	Date 10/14/2016	Delta Nursery Inc				
45518	9/30/2016		Misc Plants:Via Aurora Median	1,919.70	0.00	1,919.70
45519	9/30/2016		Misc Plants:Alicia Parkway Slope	864.00	0.00	864.00
				Check # 286850 Total:		2,783.70

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286851	Date 10/14/2016	DirecTV				
29615771965	10/2/2016		ME 10/31 Cable TV:Corp Yard	54.55	0.00	54.55
				Check # 286851 Total:		54.55
Check # 286852	Date 10/14/2016	DM Color Express Inc				
0600048-IN	10/5/2016		Misc Plants:Area 8	463.05	0.00	463.05
0600230-IN	10/6/2016		Misc Plants:Oso Trail Fill-In	91.81	0.00	91.81
0600375-IN	10/6/2016		Misc Plants:Area 3	255.42	0.00	255.42
				Check # 286852 Total:		810.28
Check # 286853	Date 10/14/2016	Documedia Group				
100563	9/22/2016		(250) Business Cards:Blair	28.62	0.00	28.62
				Check # 286853 Total:		28.62
Check # 286854	Date 10/14/2016	Documedia Group				
100568	9/22/2016		(500) Officer's Daily Logs: Shelter	151.54	0.00	151.54
				Check # 286854 Total:		151.54
Check # 286855	Date 10/14/2016	Dianne Salem Durben, RPT				
100516	10/5/2016		9/22 Piano Tuning:NPMCSC	320.00	0.00	320.00
				Check # 286855 Total:		320.00
Check # 286856	Date 10/14/2016	Galang, Lerma				
33355	10/11/2016		Permit #33355 Refund Deposit	100.00	0.00	100.00
				Check # 286856 Total:		100.00
Check # 286857	Date 10/14/2016	The Gas Company				
18317393934*S16	9/20/2016		ME 9/16 Natural Gas:City Hall	535.64	0.00	535.64
09695970401*O16	10/6/2016		ME 10/1 Natural Gas:Shelter	32.26	0.00	32.26
05297044595*O16	10/6/2016		ME 10/1 Natural Gas:Corp Yard	440.04	0.00	440.04
				Check # 286857 Total:		1,007.94
Check # 286858	Date 10/14/2016	Gillis + Panichapan Architects, Inc.				
106860J	10/1/2016	21600343	Animal Shelter Expansion Design	8.40	0.00	8.40
				Check # 286858 Total:		8.40
Check # 286859	Date 10/14/2016	Glee Music Academy Inc				
4613	10/1/2016		9/12-10/3 Singing Pre-Glee	39.20	0.00	39.20
4612	10/1/2016		9/8-9/29 Singing Pre-Glee	39.20	0.00	39.20
				Check # 286859 Total:		78.40
Check # 286860	Date 10/14/2016	Golden Office Trailers Inc				
112243	9/29/2016	21700169	Office Trailer Rental:Animal Shelter Expansion	993.44	0.00	993.44

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
112575	10/1/2016	21700169	Nov Office Trailer Rental:Animal Shelter Expansion	171.72	0.00	171.72
Check # 286860 Total:						1,165.16
Check # 286861 Date 10/14/2016 Green Angels Private Security						
4611	9/18/2016	21700064	9/3 Security Services:NPMCSC	64.00	0.00	64.00
4618	10/1/2016	21700064	9/24 Security Guard:NPMCSC	384.00	0.00	384.00
4617	10/1/2016	21700064	9/16 Security Guard:NPMCSC	80.00	0.00	80.00
Check # 286861 Total:						528.00
Check # 286862 Date 10/14/2016 Grey House Publishing Inc						
339913	7/29/2016		Assorted Library Books	363.50	0.00	363.50
Check # 286862 Total:						363.50
Check # 286863 Date 10/14/2016 Hewlett-Packard Company						
0410125	9/28/2016	21700100	ME 9/20 Printer Support Services	1,471.45	0.00	1,471.45
Check # 286863 Total:						1,471.45
Check # 286864 Date 10/14/2016 Home Depot						
9974660	10/6/2016		Misc Supplies:Parks	200.35	0.00	200.35
Check # 286864 Total:						200.35
Check # 286865 Date 10/14/2016 Jamey Clark Inc						
68254	10/3/2016	21700009	Sept Park Inspections	13,750.00	0.00	13,750.00
68252	9/30/2016	21700008	Sept Rpr/Maint:La Paws	2,495.02	0.00	2,495.02
68263	10/3/2016	21700008	Sept Rpr/Maint:Various Parks	693.75	0.00	693.75
68262	10/3/2016	21700008	Sept Rpr/Maint:Gilleran	273.28	0.00	273.28
68261	10/3/2016	21700008	Sept Rpr/Maint:Madrid Fore	131.25	0.00	131.25
68260	10/3/2016	21700008	Sept Rpr/Maint:NPMCSC	458.05	0.00	458.05
68253	9/30/2016	21700008	Sept Rpr/Maint:Olympiad Park	164.88	0.00	164.88
68250	9/30/2016	21700008	Sept Rpr/Maint:YAP	124.73	0.00	124.73
68248	9/26/2016	21700008	Sept Rpr/Maint:Marg Tennis Center	380.21	0.00	380.21
68247	9/23/2016	21700008	Sept Rpr/Maint:Alicia Park	112.50	0.00	112.50
68246	9/23/2016	21700008	Sept Rpr/Maint:Cordova Park	103.68	0.00	103.68
68242	9/22/2016	21700008	Sept Rpr/Maint:Birchwood Park	523.37	0.00	523.37
68241	9/22/2016	21700008	Sept Rpr/Maint:City Hall	874.77	0.00	874.77
68240	9/22/2016	21700008	Sept Rpr/Maint:Pacific Hills Park & Pavion Park	610.00	0.00	610.00
68239	9/22/2016	21700008	Sept Rpr/Maint:Various Parks	262.50	0.00	262.50
68236	9/21/2016	21700008	Sept Rpr/Maint:Alicia Park	56.25	0.00	56.25
68235	9/21/2016	21700008	Sept Rpr/Maint:Pacific Hills South Side	187.50	0.00	187.50
68234	9/21/2016	21700008	Sept Rpr/Maint:Sgt. Matt Davis	506.25	0.00	506.25
68233	9/21/2016	21700008	Sept Rpr/Maint:Various Parks	243.75	0.00	243.75
68232	9/21/2016	21700008	Sept Rpr/Maint:Minaya	1,655.00	0.00	1,655.00

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
				Check # 286865	Total:	23,606.74
Check # 286866	Date 10/14/2016	Jeter Systems Corporation				
2344951	9/30/2016		Numerical Labels	191.06	0.00	191.06
				Check # 286866	Total:	191.06
Check # 286867	Date 10/14/2016	Johns Bridge Club				
649560	10/3/2016		10/3 Duplicate Bridge Class	218.40	0.00	218.40
650124	10/10/2016		10/10 Duplicate Bridge Inst	201.60	0.00	201.60
				Check # 286867	Total:	420.00
Check # 286868	Date 10/14/2016	Joylani Roseann Kamalu				
4620	10/6/2016		9/8-10/6 Healthy Happy Hula	98.00	0.00	98.00
				Check # 286868	Total:	98.00
Check # 286869	Date 10/14/2016	Ketabsara Inc.				
003853	9/9/2016		Assorted Library Books	262.04	0.00	262.04
				Check # 286869	Total:	262.04
Check # 286870	Date 10/14/2016	Koppel & Gruber Public Finance				
16-1275	9/30/2016	21700126	QE 9/30 Admin Srvc CFD 92-1 & 2009 Refund Bonds	1,119.75	0.00	1,119.75
				Check # 286870	Total:	1,119.75
Check # 286871	Date 10/14/2016	Lindy Office Products				
353376-0	9/30/2016		Sept Coffee/Kitchen Suppl:Library	36.97	0.00	36.97
353463-0	9/30/2016	21700111	Sept Janitorial Suppl:City Hall	444.96	0.00	444.96
				Check # 286871	Total:	481.93
Check # 286872	Date 10/14/2016	Linen X Press				
298940	9/29/2016		Linen Drycleaning:Business Expo	205.80	0.00	205.80
				Check # 286872	Total:	205.80
Check # 286873	Date 10/14/2016	Lozano Smith LLP				
2010590	9/12/2016		Aug Legal Srvc:Administrative Services	11,479.99	0.00	11,479.99
2010591	9/12/2016		Aug Legal Srvc:IT	170.50	0.00	170.50
2010592	9/12/2016		Aug Legal Srvc:Personnel	3,751.00	0.00	3,751.00
2010593	9/12/2016		Aug Legal Srvc:City Council	15,974.65	0.00	15,974.65
2010594	9/12/2016		Aug Legal Srvc:Public Safety	325.50	0.00	325.50
2010595	9/12/2016		Aug Legal Srvc:Public Works	11,344.00	0.00	11,344.00
2010597	9/12/2016		Aug Legal Srvc:Community Development	4,564.02	0.00	4,564.02
2010599	9/12/2016		Aug Legal Srvc:Library	830.00	0.00	830.00
2010601	9/12/2016		Aug Legal Srvc:CMV v. Karen Worth	14,095.50	0.00	14,095.50

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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
2010600	9/12/2016		Aug Legal Srvc:Code Enforcement	2,522.27	0.00	2,522.27
2010596	9/12/2016		Aug Legal Srvc:Public Services	124.00	0.00	124.00
				Check # 286873 Total:		65,181.43
Check # 286874	Date 10/14/2016	Master Protection Services				
3937c	9/30/2016	21700087	2WE 9/30 Security Guard:Library	900.00	0.00	900.00
				Check # 286874 Total:		900.00
Check # 286875	Date 10/14/2016	Mission Hills Pet Care Center				
5596	10/5/2016		Oct Veterinary Srvc	152.85	0.00	152.85
5660	10/6/2016		Oct Veterinary Srvc	595.59	0.00	595.59
5572	9/27/2016		Sept Veterinary Srvc	125.85	0.00	125.85
				Check # 286875 Total:		874.29
Check # 286876	Date 10/14/2016	Mission Viejo Tennis				
093016	9/30/2016		ME 9/30 Tennis Comm	359.55	0.00	359.55
				Check # 286876 Total:		359.55
Check # 286877	Date 10/14/2016	MV Service Centers Inc.				
10186	9/24/2016	21700039	Sept Rpr/Maint:Veh #101	42.95	0.00	42.95
10187	9/24/2016	21700039	Sept Rpr/Maint:Veh #301	42.95	0.00	42.95
10216	9/30/2016	21700039	Sept Rpr/Maint:Veh #805	77.02	0.00	77.02
10218	10/1/2016	21700039	Oct Rpr/Maint:Veh #504	1,186.44	0.00	1,186.44
10223	10/1/2016	21700039	Oct Rpr/Maint:Veh #408	213.52	0.00	213.52
				Check # 286877 Total:		1,562.88
Check # 286878	Date 10/14/2016	OCLC Online Computer Library Center Inc.				
0000491975	9/30/2016	21700035	Sept Core Charges	830.60	0.00	830.60
				Check # 286878 Total:		830.60
Check # 286879	Date 10/14/2016	One Stop Pool Pros 1, Inc				
51152	9/30/2016	21700077	9/2 Pool Rpr/Maint:Sierra & Montanoso	333.74	0.00	333.74
51153	10/3/2016	21700077	9/2 Pool Rpr/Maint:Sierra & Montanoso	445.00	0.00	445.00
				Check # 286879 Total:		778.74
Check # 286880	Date 10/14/2016	Brandi Perez				
L16-145526	10/4/2016		Animal License Refund	20.00	0.00	20.00
				Check # 286880 Total:		20.00
Check # 286881	Date 10/14/2016	Preferred Benefit Insurance				
EIA18699	10/1/2016		Oct Dental Insur Premium	8,784.30	0.00	8,784.30
				Check # 286881 Total:		8,784.30
Check # 286882	Date 10/14/2016	Pyro-Comm Systems Inc.				

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88359	10/1/2016	21700153	ME 10/31 Security Monitoring:City Hall	50.00	0.00	50.00
88109	10/1/2016	21700153	QE 12/31 Fire Alarm Monitoring:City Hall	120.00	0.00	120.00
88110	10/1/2016	21700153	QE 12/31 Fire Alarm Monitoring:Library	120.00	0.00	120.00
88342	10/1/2016	21700153	QE 12/31 Fire Alarm Monitoring:NPMCSC	120.00	0.00	120.00
Check # 286882 Total:						410.00
Check # 286883 Date 10/14/2016 Quizon, Charisse						
33311	10/11/2016		Permit #33311 Refund Deposit	50.00	0.00	50.00
Check # 286883 Total:						50.00
Check # 286884 Date 10/14/2016 Arthur William Ramirez						
649620	10/4/2016		10/3 Photography Class	88.00	0.00	88.00
649610	10/4/2016		10/3 Photography Class	8.00	0.00	8.00
Check # 286884 Total:						96.00
Check # 286885 Date 10/14/2016 Rancho Niguel Animal Hospital						
17957	10/3/2016		Oct Veterinary Svcs	246.70	0.00	246.70
Check # 286885 Total:						246.70
Check # 286886 Date 10/14/2016 RD Systems Inc						
30138	10/1/2016	21700066	QE 12/31 Security Alarm Monitoring	351.00	0.00	351.00
Check # 286886 Total:						351.00
Check # 286887 Date 10/14/2016 ReadyRefresh						
1610027433911	9/26/2016		ME 9/24 Water:Various Locations	567.16	0.00	567.16
Check # 286887 Total:						567.16
Check # 286888 Date 10/14/2016 S. Parker Engineering Inc.						
PP#7C-21700060-00	9/29/2016	21700060	Sept Rpr/Rpl Concrete:Various Locations	19,005.00	0.00	19,005.00
Check # 286888 Total:						19,005.00
Check # 286889 Date 10/14/2016 San Diego Gas & Electric						
39788521791*O16	10/4/2016		ME 10/2 Electric:MOSS	26.18	0.00	26.18
82759276078*O16	10/6/2016		ME 10/4 Electric:MOSS	8.84	0.00	8.84
71412700434*O16	10/6/2016		ME 10/3 Electric:MOSS	36.51	0.00	36.51
13465326717*O16	10/6/2016		ME 10/4 Electric:MOSS	10.47	0.00	10.47
48087447962*O16	10/6/2016		ME 10/4 Electric:Parks	21.12	0.00	21.12
99658943566*O16	10/3/2016		ME 9/30 Electric:Street Lights	6,947.60	0.00	6,947.60
88408943570*O16	10/3/2016		ME 9/30 Electric:Street Lights	2,270.40	0.00	2,270.40
32159017085*O16	10/3/2016		ME 9/30 Electric:Street Lights	9,034.07	0.00	9,034.07
20909017075*O16	10/3/2016		ME 9/30 Electric:Street Lights	13,408.00	0.00	13,408.00

City of Mission Viejo
Check Register
Week Ending 10/14/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
16320092275*O16	10/5/2016		ME 10/3 Electric:City Hall	17,360.77	0.00	17,360.77
01466881731*O16	10/5/2016		ME 10/3 Electric:Library	22,410.25	0.00	22,410.25
22991567843*O16	10/5/2016		ME 10/3 Electric:Parks	8.01	0.00	8.01
93200094424*O16	10/5/2016		ME 10/3 Electric:MOSS	10.46	0.00	10.46
72796010234*O16	10/5/2016		ME 10/3 Electric:MOSS	10.05	0.00	10.05
44958957403*O16	10/5/2016		ME 10/3 Electric:MOSS	8.22	0.00	8.22
38485791566*O16	10/5/2016		ME 10/3 Electric:MOSS	8.59	0.00	8.59
42617953623*O16	10/5/2016		ME 10/3 Electric:MOSS	26.11	0.00	26.11
38311902254*O16	10/5/2016		ME 10/3 Electric:MOSS	8.42	0.00	8.42
14539196714*O16	10/5/2016		ME 10/3 Electric:MOSS	50.48	0.00	50.48
54171768891*O16	10/5/2016		ME 10/3 Electric:Parks	14.74	0.00	14.74
90496859841*O16	10/5/2016		ME 10/3 Electric:Sierra	3,598.06	0.00	3,598.06
				Check # 286889	Total:	75,277.35
Check # 286890 Date 10/14/2016 Santa Margarita Water District						
25130538605*S16	9/29/2016		ME 9/28 Water:NPMCSC	590.08	0.00	590.08
915080267335*S16	9/29/2016		ME 9/28 Water:Potocki	508.21	0.00	508.21
092916	9/29/2016		ME 9/28 Water:MOSS	14,124.27	0.00	14,124.27
092916A	9/29/2016		ME 9/28 Water:Parks	8,823.77	0.00	8,823.77
092916B	9/29/2016		ME 9/28 Water:MOSS	12,350.57	0.00	12,350.57
100316	10/3/2016		ME 10/2 Water:Parks	21,616.79	0.00	21,616.79
176520151965*S16	9/29/2016		ME 9/28 Electric:NPMCSC	155.49	0.00	155.49
				Check # 286890	Total:	58,169.18
Check # 286891 Date 10/14/2016 Secure Live Scan						
04510	9/30/2016		Sept Fingerprint Filing Fee	60.00	0.00	60.00
				Check # 286891	Total:	60.00
Check # 286892 Date 10/14/2016 Sonrise Roofing, Inc.						
128517	10/11/2016		Receipt #128517 Refund C&D Deposit	500.00	0.00	500.00
				Check # 286892	Total:	500.00
Check # 286893 Date 10/14/2016 Southern California Edison						
2183658491*O16	10/5/2016		ME 10/4 Electric:Parks	26.02	0.00	26.02
2350787461*O16	10/5/2016		ME 10/4 Electric:MOSS	26.02	0.00	26.02
2040272304*O16	10/5/2016		ME 10/4 Electric:Melinda	28.57	0.00	28.57
2232475517*O16	10/6/2016		ME 10/1 Electric:Street Lights	46,368.35	0.00	46,368.35
2014157077*O16	10/6/2016		ME 10/6 Electric:Parks	5,639.89	0.00	5,639.89
				Check # 286893	Total:	52,088.85
Check # 286894 Date 10/14/2016 Staples Advantage						
8041170398	9/30/2016		Sept Office Supplies:NPMCSC	313.85	0.00	313.85
				Check # 286894	Total:	313.85

City of Mission Viejo
Check Register
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Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 286895	Date 10/14/2016	Maria Cristina Stiefel				
093016	9/30/2016		WE 9/30 Arthritis Exercise Inst	240.00	0.00	240.00
100716	10/7/2016		WE 10/7 Arthritis Exercise Class	240.00	0.00	240.00
				Check # 286895 Total:		480.00
Check # 286896	Date 10/14/2016	Sudduth Construction				
127916	10/11/2016		Receipt #127916 Refund C&D Deposit	500.00	0.00	500.00
				Check # 286896 Total:		500.00
Check # 286897	Date 10/14/2016	Sunrun				
125276	10/11/2016		Receipt #125276 Refund Cancelled Permit #113727	278.04	0.00	278.04
				Check # 286897 Total:		278.04
Check # 286898	Date 10/14/2016	Ultimate Builders, Inc.				
127966	10/11/2016		Receipt #127966 Refund Cancelled Permit #116800	151.64	0.00	151.64
				Check # 286898 Total:		151.64
Check # 286899	Date 10/14/2016	Underground Service Alert of Southern CA				
920160459	10/1/2016		Sept Service Alert Dues	210.00	0.00	210.00
				Check # 286899 Total:		210.00
Check # 286900	Date 10/14/2016	Carolyn Verhagen				
4667	10/10/2016		Glass Fusion 10/8	56.00	0.00	56.00
				Check # 286900 Total:		56.00
Check # 286901	Date 10/14/2016	Victor Medical Company				
4097978	10/5/2016		Oct Shelter Supplies	77.31	0.00	77.31
4099112	10/6/2016		Oct Shelter Supplies	180.81	0.00	180.81
				Check # 286901 Total:		258.12
Check # 286902	Date 10/14/2016	Village Nurseries				
2002733180	9/28/2016		Misc Plant Material:NPMCSC	1,989.04	0.00	1,989.04
				Check # 286902 Total:		1,989.04
Check # 286903	Date 10/14/2016	Vocational Visions				
7207	9/30/2016	21700017	Sept Janitorial Srv:Various Loc	11,559.45	0.00	11,559.45
				Check # 286903 Total:		11,559.45
Check # 286904	Date 10/14/2016	Waterline Technologies Inc				
5353232	9/16/2016	21700076	Sept Pool Chemicals:Marg Aqua	161.51	0.00	161.51
5353234	9/16/2016	21700076	Sept Pool Chemicals:Marg Aqua	398.60	0.00	398.60
5353235	9/9/2016	21700076	Sept Pool Chemicals:Marg Aqua	746.61	0.00	746.61

City of Mission Viejo
Check Register
Week Ending 10/14/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
5354487	9/29/2016	21700076	Sept Pool Chemicals:Marg Aqua	52.21	0.00	52.21
5354490	9/29/2016	21700076	Sept Pool Chemicals:Marg Aqua	803.70	0.00	803.70
5354491	9/29/2016	21700076	Sept Pool Chemicals:Marg Aqua	37.11	0.00	37.11
5355124	10/6/2016	21700076	Oct Pool Chemicals:Marg Aqua	97.10	0.00	97.10
5355126	10/6/2016	21700076	Oct Pool Chemicals:Marg Aqua	539.99	0.00	539.99
5355127	10/6/2016	21700076	Oct Pool Chemicals:Marg Aqua	719.40	0.00	719.40
5353237	9/16/2016	21700076	Sept Pool Chemicals:Sierra	557.90	0.00	557.90
5354485	9/29/2016	21700076	Sept Pool Chemicals:Sierra	291.52	0.00	291.52
5355130	10/6/2016	21700076	Oct Pool Chemicals:Sierra	316.52	0.00	316.52
5353238	9/16/2016	21700076	Sept Pool Chemicals:Montanoso	429.70	0.00	429.70
5354486	9/29/2016	21700076	Sept Pool Chemicals:Montanoso	302.50	0.00	302.50
5355129	10/6/2016	21700076	Oct Pool Chemicals:Montanoso	454.70	0.00	454.70
Check # 286904 Total:						5,909.07
Check # 286905 Date 10/14/2016 Waxie						
76242387	9/23/2016	21700081	Sept Janitorial Supplies:NPMCSC	475.74	0.00	475.74
76236364	9/21/2016	21700081	Sept Janitorial Suppl:Montanoso	1,681.32	0.00	1,681.32
76252995	9/29/2016	21700081	Sept Janitorial Suppl:City Hall	367.21	0.00	367.21
Check # 286905 Total:						2,524.27
Check # 286906 Date 10/14/2016 West Coast Roofing						
127457	10/11/2016		Receipt #127457 Refund C&D Deposit	500.00	0.00	500.00
Check # 286906 Total:						500.00
Check # 286907 Date 10/14/2016 Jennifer Wilson						
101216	10/12/2016		Computer Loan Program	2,843.37	0.00	2,843.37
Check # 286907 Total:						2,843.37
Check # 286908 Date 10/14/2016 Eric Winter						
2631	10/10/2016	21700154	MVTV's SportsZone, 10/10/16	1,175.00	0.00	1,175.00
Check # 286908 Total:						1,175.00
Check # 286909 Date 10/14/2016 Xerox Corporation						
086453313	10/1/2016	21700056	6/30-9/23 Copy Charges:NPMCSC	210.07	0.00	210.07
086453314	10/1/2016	21700055	8/21-9/21 Copy Charges:NPMCSC	1,610.11	0.00	1,610.11
086453312	10/1/2016	21700104	Copy Charges:Shelter	514.61	0.00	514.61
086453232	10/1/2016	21700033	8/21-9/21 Copy Charges:Library	483.68	0.00	483.68
086453236	10/1/2016	21700032	8/24-9/23 Copy Charges:Library	9.99	0.00	9.99
Check # 286909 Total:						2,828.46
Check # 2990 Date 10/14/2016 Sheri Corlett						
092616	9/26/2016		2WE 8/31 Mileage Exp Reimb	18.15	0.00	18.15
Check # 2990 Total:						18.15

City of Mission Viejo
Check Register
Week Ending 10/14/2016

Invoice #	Inv Date	PO #	Description	Gross	Discount	Net
Check # 2991 Date 10/14/2016 Jason Harnett						
101016	10/10/2016		2ME 10/10 Tennis Commission	3,741.75	0.00	3,741.75
						Check # 2991 Total: 3,741.75
Check # 2992 Date 10/14/2016 Ann Doris Klein						
4597	10/5/2016		9/12-10/3 Fine Arts Painting	297.50	0.00	297.50
						Check # 2992 Total: 297.50
Check # 2993 Date 10/14/2016 Dara L Linson						
4584	10/5/2016		9/6-10/4 Chair Yoga	259.00	0.00	259.00
1005162	10/5/2016		9/6-10/5 Chair Yoga Double	14.00	0.00	14.00
100516	10/5/2016		9/6-10/5 Chair Yoga Single	159.60	0.00	159.60
						Check # 2993 Total: 432.60
Check # 2994 Date 10/14/2016 MUFG Union Bank, N.A.						
MVFA2016	10/4/2016		Lease Rev Ref Bonds Series 2016 Interest	85,384.15	0.00	85,384.15
						Check # 2994 Total: 85,384.15
Check # 2995 Date 10/14/2016 Mark Nix						
091916	9/19/2016		9/17 Misc Exp Reimb	196.59	0.00	196.59
						Check # 2995 Total: 196.59
Check # 2996 Date 10/14/2016 Gregory G. Rath						
092416	9/27/2016		2WE 9/27 Mileage Reimb Exp	6.05	0.00	6.05
						Check # 2996 Total: 6.05
Check # 2997 Date 10/14/2016 Edward Sachs						
092416	9/27/2016		2WE 9/27 Mileage Reimb Exp	44.93	0.00	44.93
						Check # 2997 Total: 44.93
TOTAL ALL ACCOUNTS PAYABLE CHECKS						533,239.74
10/14/2016 PAYROLL, CK #'S 456-472	INCLUDES DIRECT DEPOSIT AND PAYROLL TAX DEPOSITS					325,286.17
GRAND TOTAL						<u>\$858,525.91</u>

I hereby certify and attest that the above listed demands are in accordance with the City's Budget, and, in accordance with Section 37202 of the Government Code, I certify and attest to the accuracy and availability of funds for the payment thereof.


 Cheryl Dyas
 Director of Administrative Services



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Cheryl Dyas, Director of Administrative Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title
City Treasurer’s Monthly Report for August 2016

Recommended Action
Receive and file.

Executive Summary
A monthly report from the City Treasurer regarding receipts, disbursements and fund balances is required by Government Code Section 41004. The accompanying report for August meets this Government Code requirement, as well as the requirements of other sections of the Government Code and the City’s Investment Policy. This report excludes the investment portfolio of the Successor Agency of the Community Development Agency, the Housing Authority and the Community Development Financing Authority.

The Government Code requires delivery to the City Council of the Treasurer’s report within 30 days after the close of the reporting period. This item will be acted upon by the City at the first meeting possible after delivery to the Council. In this case, the report is scheduled for the October 25, 2016 meeting.

Fiscal Impact:						
Amount Requested \$						
Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)						
Prog/Fund #	Category:	Pers.	Optg.	Cap.	-or- CIP#	Fund#

Previous Relevant Council Actions for This Item

Attachments
Exhibits – City’s Treasurer’s Report for August 2016; City Summary Report for August 2016; Graph Exhibit; City Reconciliation of Cash Disbursements for August 2016; Investment Transactions for August 2016; Investment Detail for August 2016

CITY OF MISSION VIEJO

CITY TREASURER'S MONTHLY REPORT

For the month of August 2016


Cash Activity for the Month:

Cash and Investments, Beginning of Month	37,480,848.50
Cash Receipts	7,285,429.55
Cash Disbursements	(7,039,128.32)
Cash and Investments, End of Month	<u>\$37,727,149.73</u>

Cash and Investment Portfolio at Month-End:	Market Value	Purchase Cost	Percent of Portfolio	Percent of Securities Managed by Treasurer		Weighted Average Remaining Life Days	Yield to Maturity for Month (Annualized)
				Actual	Maximum Policy Limit		
Investment Securities Managed by City Treasurer:							
United States Treasury Securities	7,034,766.00	6,987,089.38		20.01%	100%	406	1.080%
Federal Agency Securities	9,099,881.00	9,024,190.00		25.89%	70%	868	1.387%
Supranational Securities	1,000,323.00	1,001,000.00		2.85%	20%	765	0.961%
State Local Agency Investment Fund	13,001,388.57	12,993,316.84		36.99%	40%	1	0.614%
CAMP Local Government Investment Pool	4,008,586.26	4,008,586.26		11.40%	15%	1	0.550%
Government Money Market Funds	1,005,682.45	1,005,682.45		2.86%	20%	1	0.215%
Subtotal	<u>35,150,627.28</u>	<u>35,019,864.93</u>	92.82%	100.00%			
Investments Managed by Others:							
Trustee-Managed Investments:							
Government Money Market Funds	45,248.26	45,248.26		0.12%		1	0.230%
Local Agency Investment Fund (LAIF)	206,410.71	206,282.56		0.55%		1	0.614%
Grand Total - Investments	<u>35,402,286.25</u>	<u>35,271,395.75</u>	93.49%				
Checking Account	2,451,248.98	2,451,248.98		6.50%			
Petty Cash	4,505.00	4,505.00		0.01%			
Grand Total - Cash and Investments	<u>\$37,858,040.23</u>	<u>\$37,727,149.73</u>	100.00%				

2015-2016 Actual Interest Income	\$182,760.34
2016-2017 Budgeted Interest Income	\$164,000.00
Unrealized Gain/(Loss) as of August 31, 2016	\$130,762.35

I verify that this investment portfolio is in conformity with all State laws and the Treasurer's investment policy which is approved annually by the City Council. The Treasurer's cash management program provides sufficient liquidity to meet expenditure requirements for the next six months.


 Cheryl Dyas, City Treasurer

**Summary Report
City of Mission Viejo
Investment Securities Managed by City Treasurer
August 31, 2016**

Portfolio Characteristics

Characteristics	City of Mission Viejo
Market Value	\$35,150,627.28
Average maturity in years	0.89
Modified duration	0.86
Modified duration of benchmark	1.09
\$ change for 1% change in rates	\$302,295
% maturing within 90 days	59.7%

Maturity Distribution in Years

Term	0-3 Mos	3-6 Mos	6-12 Mos	1-3 Yrs	3-5 Yrs
% of portfolio	59.7%	2.9%	5.7%	20.1%	11.6%

Time Weighted Total Rate of Return

	1 month ⁽¹⁾	Prior 3 months ⁽¹⁾	Prior 12 months	Since Inception (8/31/95) ⁽¹⁾	Annualized Since Incept (8/31/95)
City of Mission Viejo	-0.05%	0.25%	0.84%	103.17%	3.43%
Benchmark ⁽²⁾ (Government Securities)	-0.10%	0.28%	0.85%	95.31%	3.24%
Prior Benchmark ^{(2) (4)} (Treasury Securities)	-0.12%	0.31%	0.93%	94.62%	3.22%

⁽¹⁾ Rates are not annualized.

⁽²⁾ From 9/1/95 to 11/30/96, the benchmark was an index of three-month Treasury bills. Beginning 12/1/96, the benchmark was an equally weighted composite of the three-month Treasury bills and the Merrill Lynch Index of one-to-three year Treasury notes. Beginning 7/1/97, the benchmark was a composite consisting of 2/3 of the three-month Treasury bills and 1/3 of the Merrill Lynch Index of one-to-three year Treasury notes. Beginning 7/1/98 the benchmark was an equally weighted composite of the three-month Treasury bills and one-to-three year Treasury notes. Beginning 10/1/00 the benchmark was an index of 50% three-month Treasury bills; 35% of the Merrill Lynch one-to-three year Treasury index, and 15% of the Merrill Lynch three-to-five year index. Effective with the September 2001 report the benchmark was an index of 50% 3-month U.S. Treasury bills; 35% of the Merrill Lynch 1-3 year Government (Treasury + Agency) index, and 15% of the Merrill Lynch 3-5 year Government index.

Beginning 9/21/09 the benchmark is an index comprised of 60% 3-month U.S. Treasury Bills; 25% of the Treasury and Agency securities with maturities greater than one year and up to three years; and 15% Treasury and Agency securities with maturities greater than three years and up to five years.

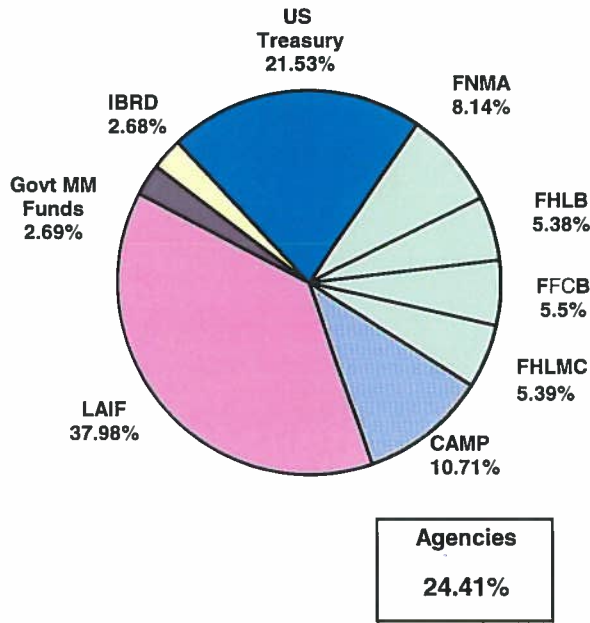
⁽³⁾ The benchmark duration has been modified to exclude callable securities, thus we are able to report modified duration.

⁽⁴⁾ Prior benchmark of Treasury Securities shown for comparative purposes only.

City of Mission Viejo

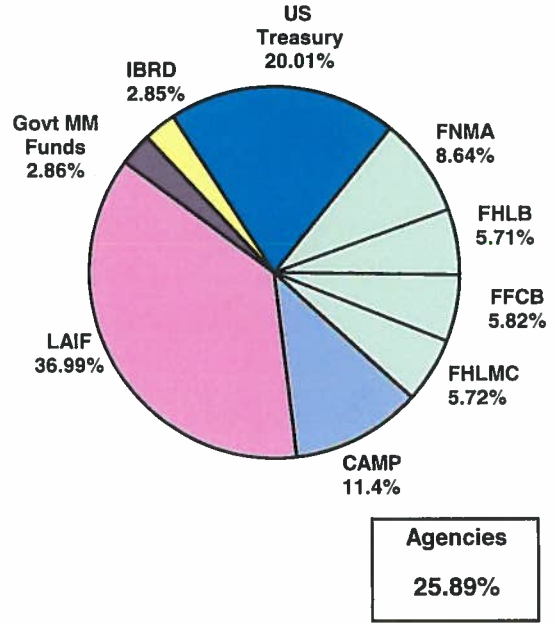
Investment Portfolio Composition

July 31, 2016



\$37,393,964.11

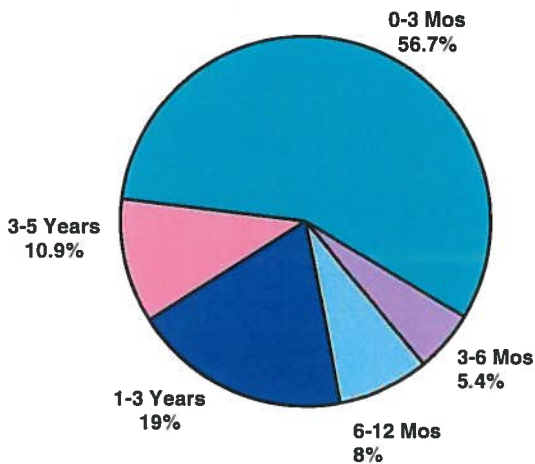
August 31, 2016



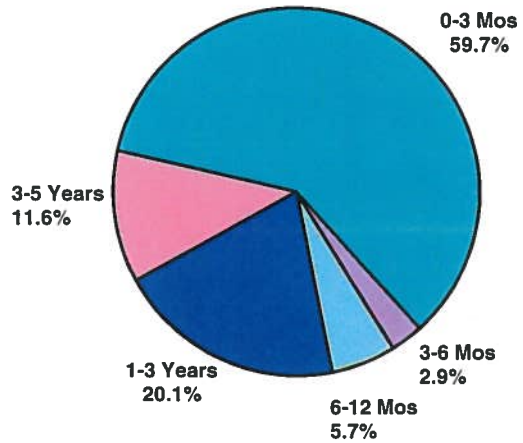
\$35,150,627.28

Maturity Distribution

July 31, 2016



August 31, 2016



**City of Mission Viejo
Reconciliation of Cash Disbursements
For the month of August 2016**

Cash Disbursements:	
Check Register Dated 8/5	886,175.31
Check Register Dated 8/12	1,926,879.17
Check Register Dated 8/19	928,397.86
Check Register Dated 8/26	1,993,740.65
CalPERS ACH	444,309.40
Payroll Disbursements	801,616.49
Void Checks	(25,000.00)
Deferred Comp Wires	69,791.88
Employee Flexible Benefit Deduction	3,542.04
Credit Card Processing Charges	9,675.52
	<u>7,039,128.32</u>

**City of Mission Viejo
Investment Transactions
For the month of August 2016**

	Date	Deposits	Withdrawals	Balance
Balance at July 31, 2016				37,228,149.09
CAMP LGIP Reinvested Interest	01-Aug-16	2,078.49		37,230,227.58
LAIF Withdrawal	02-Aug-16		200,000.00	37,030,227.58
LAIF Withdrawal	17-Aug-16		1,000,000.00	36,030,227.58
US Treasury Note Maturity	31-Aug-16		1,010,546.80	35,019,680.78
August Gov't Money Market Fund Reinvested Interest	31-Aug-16	184.15		35,019,864.93
Balance at August 31, 2016		<u>2,262.64</u>	<u>2,210,546.80</u>	<u>35,019,864.93</u>

CITY OF MISSION VIEJO
INVESTMENT DETAIL
at August 31, 2016

CUSIP	Maturity Date	Par Value	Market Value	Purchase Cost	Discount (Premium)	Settlement Date	Issuer/ Investment Type	Coupon Rate	Yield to Maturity	Duration	Life to Maturity Days	Remaining Life Days
U.S. TREASURY SECURITIES*												
912828R11	30-Sep-16	1,000,000	1,000,577.00	1,009,980.00	(9,980.00)	8-May-14	U.S.Treasury Note	1.000%	0.580%	0.08	876	30
912828RM4	31-Oct-16	1,000,000	1,001,172.00	1,007,375.00	(7,375.00)	31-Mar-14	U.S.Treasury Note	1.000%	0.711%	0.17	945	61
912828RU6	30-Nov-16	1,000,000	1,001,337.00	1,005,000.00	(5,000.00)	25-Apr-14	U.S.Treasury Note	0.875%	0.661%	0.25	950	91
912828UA6	30-Nov-17	1,000,000	998,672.00	984,687.50	15,312.50	10-Feb-14	U.S.Treasury Note	0.625%	1.037%	1.24	1389	456
912828VQ0	31-Jul-18	1,000,000	1,010,742.00	993,937.50	6,062.50	31-Mar-14	U.S.Treasury Note	1.375%	1.520%	1.89	1583	699
912828RE2	31-Aug-18	1,000,000	1,013,477.00	999,609.38	390.62	25-Apr-14	U.S.Treasury Note	1.500%	1.509%	1.97	1589	730
912828WD8	31-Oct-18	1,000,000	1,008,789.00	986,500.00	13,500.00	14-Jan-14	U.S.Treasury Note	1.250%	1.543%	2.13	1751	791
U.S. TREASURY TOTAL		7,000,000	7,034,766.00	6,987,089.38	12,910.62				1.080%	1.11	1295	406

*Market values obtained from Chandler Liquid Asset Management

**CITY OF MISSION VIEJO
INVESTMENT DETAIL
at August 31, 2016**

CUSIP	Maturity Date	Par Value	Market Value	Purchase Cost	Discount (Premium)	Settlement Date	Issuer/ Investment Type	Coupon Rate	Yield to Maturity	Duration	Life to Maturity Days	Remaining Life Days
FEDERAL AGENCY SECURITIES*												
FFC **												
3133EEHF0	5-Nov-19	1,000,000	1,021,754.00	1,019,400.00	(19,400.00)	21-Jan-15 FFC Note		1.800%	1.380%	3.08	1749	1161
3133EEW55	15-Jun-20	1,000,000	1,022,294.00	999,520.00	480.00	15-Jun-15 FFC Note		1.800%	1.810%	3.65	1827	1384
FHLB **												
313379FW4	9-Jun-17	1,000,000	1,002,551.00	1,002,030.00	(2,030.00)	29-Jun-12 FHLB Note		1.000%	0.956%	0.77	1806	282
3130A7CV5	18-Feb-21	1,000,000	1,005,999.00	1,000,910.00	(910.00)	24-Feb-16 FHLB Note		1.375%	1.356%	4.32	1821	1845
FHLMC **												
3137EADH9	29-Jun-17	1,000,000	1,002,912.00	1,005,260.00	(5,260.00)	23-Aug-12 FHLMC Note		1.000%	0.889%	0.82	1771	302
3137EADM8	2-Oct-19	1,000,000	1,006,355.00	994,000.00	16,000.00	15-Jun-15 FHLMC Note		1.250%	1.637%	3.01	1570	1127
FNMA **												
3135GGY3	30-Jan-17	1,000,000	1,003,140.00	1,009,900.00	(9,900.00)	29-Feb-12 FNMA Note		1.250%	1.042%	0.42	1797	152
3135GOYM9	18-Sep-18	1,000,000	1,018,994.00	1,009,530.00	(9,530.00)	20-Dec-13 FNMA Note		1.875%	1.665%	1.99	1733	748
3135GOYT4	27-Nov-18	1,000,000	1,015,882.00	993,640.00	6,360.00	20-Dec-13 FNMA Note		1.625%	1.760%	2.19	1803	818
		3,000,000	3,038,016.00	3,013,070.00	(13,070.00)							
FEDERAL AGENCY SECURITIES TOTAL*												
		<u>9,000,000</u>	<u>9,099,881.00</u>	<u>9,024,190.00</u>	<u>(24,190.00)</u>				<u>1.387%</u>	<u>2.25</u>	<u>1764</u>	<u>868</u>

*Market values obtained from Chandler Liquid Asset Management

** No more than the greater of \$7 million or 35% of the portfolio may be invested in the securities of any single agency.

**CITY OF MISSION VIEJO
INVESTMENT DETAIL
at August 31, 2016**

CUSIP	Maturity Date	Par Value	Market Value	Purchase Cost	Discount (Premium)	Settlement Date	Issuer/ Investment Type	Coupon Rate	Yield to Maturity	Duration	Life to Maturity Days	Remaining Life Days
SUPRANATIONALS												
459058ER0	5-Oct-18	1,000,000	1,000,323.00	1,001,000.00	(1,000.00)	26-Feb-16	Int'l Bk for Reconstruction & Dev.(IBRD)	1.000%	0.961%	2.06	952	765
SUPRANATIONAL TOTAL		1,000,000	1,000,323.00	1,001,000.00	(1,000.00)							
GOVERNMENT MONEY MARKET FUNDS												
1-Sep-16	503,362.71	503,362.71	503,362.71	503,362.71	N/A	31-Aug-16	Invesco Treasury Institutional		0.230%	*	1	1
1-Sep-16	502,319.74	502,319.74	502,319.74	502,319.74	N/A	31-Aug-16	Fidelity		0.200%	*	1	1
		1,005,682.45	1,005,682.45	1,005,682.45	N/A				0.215%			
LOCAL AGENCY INVESTMENT FUND***												
1-Sep-16	12,993,316.84	13,001,388.57	12,993,316.84	12,993,316.84	N/A	31-Aug-16	LAIF		0.614%	*	1	1
CAMP LOCAL GOVERNMENT INVESTMENT POOL												
1-Sep-16	4,008,566.26	4,008,566.26	4,008,566.26	4,008,566.26	N/A	31-Aug-16	CAMP		0.640%	*	1	1

* Government Money Market Funds, Local Agency Investment Fund, and Local Government Investment Pool have a duration in these reports based upon the same day availability of funds. These funds do not calculate a duration for their portfolios. They do calculate an Average Days to Maturity and these are as follows

- Invesco Treasury Institutional 48 days
- Fidelity 43 days
- Local Agency Investment Fund 162 days
- CAMP Local Government Investment Pool 47 days

**Market values obtained from Chandler Liquid Asset Management

*** Market Value is based on participation factor calculated by LAIF at the end of each calendar quarter. The participation factor as of June 2016 was 1.000621222

CITY OF MISSION VIEJO
 INVESTMENT DETAIL
 at August 31, 2016

CUSIP	Maturity Date	Par Value	Market Value	Purchase Cost	Discount (Premium)	Settlement Date	Issuer/ Investment Type	Coupon Rate	Yield to Maturity	Duration	Life to Maturity Days	Remaining Life Days
TRUSTEE-HELD INVESTMENTS												
			959.45	959.45			<u>Administrative Expense</u> Invesco Treasury Institutional		0.230%	*		
			206,410.71	206,282.56			<u>Reserve Fund</u> Local Agency Investment Fund (LAIF) ***		0.614%	*		
			0.36	0.36			Invesco Treasury Institutional		0.230%	*		
			44,288.45	44,288.45			<u>Special Tax Fund</u> Invesco Treasury Institutional		0.230%	*		
			<u>251,658.97</u>	<u>251,530.82</u>			Total Bank of New York Mellon Trust Company N.A. (CFD 92-1)					
			<u>251,658.97</u>	<u>251,530.82</u>			Total Trustee-Held Investments		0.545%			

Trustee: Bank of New York Mellon Trust (2011 CFD-92 Special Refunding bonds)

* Government Money Market Funds have a duration in these reports based upon the same day availability of funds. These funds do not calculate a duration for their portfolios. They do calculate an Average Days to Maturity and these are as follows:

Invesco Treasury Institutional 48 days
 Local Agency Investment Fund 162 days

*** Market Value is based on participation factor calculated by LAIF at the end of each calendar quarter. The participation factor as of June 2016 was 1.000621222. Bond proceeds invested in LAIF are restricted to one withdrawal every 30-days. The withdrawal date for the 2011 CFD-92 Special Refunding Bonds was August 19



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Cheryl Dyas, Director of Administrative Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title
Mission Viejo Community Development Financing Authority (MVC DFA) Treasurer's Monthly Report for August 2016

Recommended Action
Receive and file.

Executive Summary
A monthly report from the Authority Treasurer regarding receipts, disbursements and fund balances is required by Government Code Section 41004. The accompanying report for August meets this Government Code requirement, as well as the requirements of other sections of the Government Code.

The Government Code requires delivery to the Authority Board of the Treasurer's report within 30 days after the close of the reporting period. This item will be acted upon by the Authority at the first meeting possible after delivery to the Authority Board. In this case, the report is scheduled for the October 25, 2016 meeting.

Fiscal Impact:

Amount Requested \$						
Sufficient Budgeted Funds Available?:	(If no, see attached fiscal analysis)					
Prog/Fund #	Category:	Pers.	Optg.	Cap.	-or- CIP#	Fund#

Previous Relevant Council Actions for This Item

Attachments
Exhibits – CDFA Treasurer's Monthly Report for August 2016; CDFA Reconciliation of Cash Disbursements for August 2016; CDFA Investments Transactions Summary for August 2016; CDFA Investment Detail for August 2016

**MISSION VIEJO COMMUNITY DEVELOPMENT
FINANCING AUTHORITY
TREASURER'S MONTHLY REPORT
for the month of August 2016**

Cash Activity for the Month:

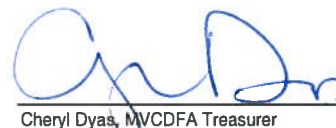
Cash and Investments, Beginning of Month	\$8,065,552.19
Cash Receipts	14,790,773.81
Cash Disbursements	<u>(15,554,052.29)</u>
Cash and Investments, End of Month	<u>\$7,302,273.71</u>

Investment Portfolio at Month-End:

	Market Value	Purchase Cost	Percent of Portfolio	Maximum Policy Limit	Weighted Average Remaining Life Days	Yield To Maturity for Month (Annualized)
Trustee-Managed Investments						
Government Money Market Funds	<u>7,302,273.71</u>	<u>7,302,273.71</u>	100.00%	N/A	1	0.007%
Grand Total - Investments	<u>7,302,273.71</u>	<u>7,302,273.71</u>	100.00%			
Grand Total - Cash and Investments	<u>7,302,273.71</u>	<u>\$7,302,273.71</u>	100.00%			

2015-2016 Actual Interest Income	\$6,008.46
2016-2017 Budgeted Interest Income	\$4,000.00
Unrealized Gain/(Loss) as of August 31, 2016	\$0.00

I verify that this investment portfolio is in conformity with all State laws and Bond Documents. The Treasurer's cash management program provides sufficient liquidity to meet expenditure requirements for the next six months.



Cheryl Dyas, MVCDFA Treasurer

**MISSION VIEJO COMMUNITY DEVELOPMENT
FINANCING AUTHORITY
Reconciliation of Cash Disbursements - 2009 Series A
(Lease Revenue Refunding Bonds)
for the month of August 2016**

Cash Disbursements-Reserve Account

Payee	Description	
10-Aug The Bank of New York Mellon Trust Company	Transfer Reserve Fund Balance to Escrow account	1,363,980.78
	Total Disbursement Reserve Account	<u>1,363,980.78</u>
	TOTAL DISBURSEMENTS 2009 SERIES A	<u><u>1,363,980.78</u></u>

**MISSION VIEJO COMMUNITY DEVELOPMENT
FINANCING AUTHORITY
Reconciliation of Cash Disbursements - 2016 Series
(Lease Revenue Refunding Bonds)
for the month of August 2016**

Cash Disbursements-Cost of Issuance

	Payee	Description	Amount
10-Aug	Fieldman, Rolapp and Associates, Inc	Financial Advisor Fee	51,500.00
10-Aug	S&P Global Ratings	Rating Agency Fee	19,500.00
10-Aug	Stewart Title Guaranty Company	Title Insurance Premium and Reimbursable Expenses	11,527.50
10-Aug	Elabra Inc.	POS/OS Posting and Printing	1,400.00
10-Aug	Quint & Thimmig LLP	Bond Counsel Fee and Disclosure Fee	80,975.00
10-Aug	Grant Thornton LLP	Verification Agent Fee	2,500.00
10-Aug	The Bank of New York Mellon Trust Company	Escrow Bank Fees	2,600.00
10-Aug	MUFG Union Bank N.A.	Trustee Fees	4,000.00
Total Disbursements Cost of Issuance Account			174,002.50

Cash Disbursements-Proceeds Fund

	Payee	Description	Amount
10-Aug	The Bank of New York Mellon Trust Company	Escrow Fund Transfer	14,016,069.01
Total Disbursement Proceeds Account			14,016,069.01

TOTAL DISBURSEMENTS LEASE REV RFDG BONDS 2016 SERIES 2016 14,190,071.51

**MISSION VIEJO COMMUNITY DEVELOPMENT
FINANCING AUTHORITY
Investment Transactions Summary
for the month of August 2016**

	Date	Deposits	Withdrawals	Balance
Balance at July 31, 2016				8,065,552.19
Purchase Government Money Market Fund	2-Aug	200.26		8,065,752.45
Purchase Government Money Market Fund	10-Aug	14,205,209.55		22,270,962.00
Sold Government Money Market Fund	10-Aug		15,554,052.29	6,716,909.71
Purchase Government Money Market Fund	29-Aug	585,364.00		7,302,273.71
Balance at August 31, 2016		<u>14,790,773.81</u>	<u>15,554,052.29</u>	<u>7,302,273.71</u>

**MISSION VIEJO COMMUNITY DEVELOPMENT
FINANCING AUTHORITY
INVESTMENT DETAIL**

at August 31, 2016

CUSIP #	Maturity Date	Par Value	Market Value	Purchase Cost	Discount (Premium)	Purchase Date	Issuer/Investment Type	Coupon Rate	Yield to Maturity	Duration	Life to Maturity Days	Remaining Life Days
TRUSTEE-HELD INVESTMENTS												
							Trustee: Bank of New York Mellon Trust Company N.A. (1999 Series A & B Mission Viejo Mall Improvement Project)					
			221,098.15	221,098.15			Expense Account Dreyfus Institutional Reserves Treasury Fund	0.010%	0.010%	*		
			2,278,157.68	2,278,157.68			Reserve Fund-Series A Dreyfus Institutional Reserves Treasury Fund	0.010%	0.010%	*		
			1,956,599.27	1,956,599.27			Rolling Reserve Fund-Series A Dreyfus Institutional Reserves Treasury Fund	0.010%	0.010%	*		
			2,829,618.88	2,829,618.88			Revenue Fund-Series A Dreyfus Institutional Reserves Treasury Fund	0.010%	0.010%	*		
			0.63	0.63			Revenue Fund-Series B Dreyfus Institutional Reserves Treasury Fund	0.010%	0.010%	*		
			<u>7,285,474.61</u>	<u>7,285,474.61</u>			Total Bank of New York Mellon Trust Company N.A. (1999 Series A & B Mission Viejo Mall Improvement Project)					

**MISSION VIEJO COMMUNITY DEVELOPMENT
FINANCING AUTHORITY
INVESTMENT DETAIL
at August 31, 2016**

CUSIP #	Maturity Date	Par Value	Market Value	Purchase Cost	Discount (Premium)	Purchase Date	Issuer/Investment Type	Coupon Rate	Yield to Maturity	Duration	Life to Maturity Days	Remaining Life Days
Trustee: Bank of New York Mellon Trust Company N.A. (Lease Revenue Refunding Bonds 2009 Series A)												
			1,631.08	1,631.08			Reserve Account Federated Government Obligation Fund		0.140%	*		
			29.98	29.98			Revenue Fund Federated Government Obligation Fund		0.140%	*		
		<u>1,661.06</u>	<u>1,661.06</u>	<u>1,661.06</u>			Total Bank of New York Mellon Trust Company N.A. (Lease Revenue Refunding Bonds 2009 Series A)					
Trustee: Union Bank - Lease Revenue Refunding Bonds Series 2016 Bond												
			15,138.04	15,138.04			Cost of Issuance Account Blackrock FedFund (Dollar Shares)		0.070%			
		<u>15,138.04</u>	<u>15,138.04</u>	<u>15,138.04</u>								

* Government Money Market Funds and the Local Agency Investment Fund (LAIF) have a duration in these reports based upon the same day availability of funds. These funds do not calculate a duration for their portfolios. They do calculate an Average Days to Maturity and these are as follows:

Dreyfus Institutional Reserves Treasury Fund	9 days
Federated Government Obligation Fund	44 days
Blackrock FedFund (Dollar Shares)	35 days



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Cheryl Dyas, Director of Administrative Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title
Mission Viejo Housing Authority (MVHA) Treasurer's Monthly Report for August 2016

Recommended Action
Receive and file.

Executive Summary
A monthly report from the Authority Treasurer regarding receipts, disbursements and fund balances is required by Government Code Section 41004. The accompanying report for August meets this Government Code requirement.

The Government Code requires delivery to the Authority Board of the Treasurer's report within 30 days after the close of the reporting period. This item will be acted upon by the Authority at the first meeting possible after delivery to the Authority Board. In this case, the report is scheduled for the October 25, 2016 meeting. This report includes the activity of the former CDA Housing Fund.

Fiscal Impact:

Amount Requested \$						
Sufficient Budgeted Funds Available?:	(If no, see attached fiscal analysis)					
Prog/Fund #	Category: Pers.	Optg.	Cap.	-or-	CIP#	Fund#

Previous Relevant Council Actions for This Item

Attachments

Exhibits - MVHA Treasurer's Report for August 2016; MVHA Reconciliation of Cash Disbursements for August 2016; MVHA Investment Transactions for August 2016; MVHA Investment Detail for August 2016

**MISSION VIEJO HOUSING AUTHORITY
TREASURER'S MONTHLY REPORT
for the month of August 2016**

Cash Activity for the Month:

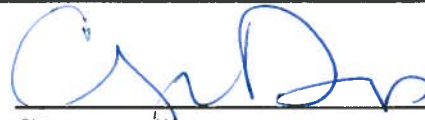
Cash and Investments, Beginning of Month MVHA	1,987,570.28
Cash Receipts	0.00
Cash Disbursements	<u>(1,678,277.00)</u>
Cash and Investments, End of Month	<u><u>\$309,293.28</u></u>

Cash and Investment Portfolio at Month-End:

	Market Value	Purchase Cost	Percent of Portfolio	Maximum Policy Limit	Yield to Maturity for Month (Annualized)
Local Agency Investment Fund	307,540.57	307,349.64		100% **	0.614%
Grand Total - Investments	307,540.57	307,349.64	99.37%		
Checking Account MVHA	1,943.64	1,943.64	0.63%		
Grand Total - Cash and Investments	<u><u>\$309,484.21</u></u>	<u><u>\$309,293.28</u></u>	100.00%		

2015-2016 Actual Interest Income	\$53,130.00
2016-2017 Budgeted Interest Income	\$11,575.00

I verify that this investment portfolio is in conformity with all State laws.
Treasurer's cash management program provides sufficient liquidity to meet expenditure requirements for the next six months.


Cheryl Dyas, MVHA Treasurer

**Mission Viejo Housing Authority
Reconciliation of Cash Disbursements
for the month of August 2016**

Cash Disbursements:

<u>Check</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
264	Amerinational Community Services	June 2016 Monthly Service Fees	16.50
265	City of Mission Viejo	July 2016 Annual Site C Loan Installment	1,600,000.00
266	Keyser Marston Associates	June 2016 Review Ridge Project	280.00
267	Davis Farr LLP	June 2016 Independent Audit Services	190.00
268	Stradling Yocca Carlson & Rauth	May-June 2016 Legal Expenses	7,052.50
23-Aug	Lennar Homes of California	Wire Transfer per Affordable Housing Agreement (22nd unit sold of 22)	70,738.00
Total Disbursements			<u>1,678,277.00</u>

**Mission Viejo
Housing Authority
Investment Transactions
for the month of August 2016**

	Date	Deposits	Withdrawals	Balance
Balance at July 31, 2016				1,262,349.64
LAIF Withdrawal	02-Aug-16		880,000.00	382,349.64
LAIF Withdrawal	22-Aug-16		70,000.00	312,349.64
LAIF Withdrawal	25-Aug-16		5,000.00	307,349.64
Balance at August 31, 2016		0.00	955,000.00	307,349.64

MISSION VIEJO
HOUSING AUTHORITY
INVESTMENT DETAIL
at August 31, 2016

CUSIP #	Maturity Date	Par Value	Market Value	Purchase Price	Discount (Premium)	Purchase Date	Issuer/Investment Type	Coupon Rate	Yield to Maturity	Duration	Life to Maturity Days	Remaining Life Days
N/A	1-Sep-16	307,349.64	307,540.57	307,349.64	N/A	31-Aug-16	LAIF	N/A	0.614%	**	1	1

LOCAL AGENCY INVESTMENT FUND***

*** Local Agency Investment Fund (LAIF) has a duration in these reports based upon same day availability of funds. LAIF does not calculate a duration for their portfolio, however, the average life in days is 162 days in August. Market Value is based on participation factor calculated by LAIF at the end of each calendar quarter. The participation factor as of June 2016 was 1.000621222



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Cheryl Dyas, Director of Administrative Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title
Successor Agency of the Community Development Agency Treasurer's Monthly Report for August 2016

Recommended Action
Receive and file.

Executive Summary
A monthly report from the Agency Treasurer regarding receipts, disbursements and fund balances is required by Government Code Section 41004. The accompanying report for August meets this Government Code requirement, as well as the requirements of other sections of the Government Code and the Agency's Investment Policy.

The Government Code requires delivery to the Agency Board of the Treasurer's report within 30 days after the close of the reporting period. This item will be acted upon by the Agency at the first meeting possible after delivery to the Agency Board. In this case, the report is scheduled for the October 25, 2016 meeting. This report excludes the activity of the former CDA Housing Fund.

Fiscal Impact:
Amount Requested \$
Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)
Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Council Actions for This Item

Attachments
Exhibits - SACDA Treasurer's Report for August 2016; SACDA Reconciliation of Cash Disbursements for August 2016

**SUCCESSOR AGENCY OF THE
COMMUNITY DEVELOPMENT AGENCY
OF THE CITY OF MISSION VIEJO
TREASURER'S MONTHLY REPORT
for the month of August 2016**


Cash Activity for the Month:

Cash and Investments, Beginning of Month Successor Agency	\$1,049,922.92
Cash Receipts	0.00
Cash Disbursements	<u>(595,811.80)</u>
Cash and Investments, End of Month	<u>\$454,111.12</u>

Cash and Investment Portfolio at Month-End:

	<u>Market Value</u>	<u>Purchase Cost</u>	<u>Percent of Portfolio</u>	<u>Actual</u>	<u>Weighted Average Remaining Life Days</u>	<u>Yield to Maturity for Month (Annualized)</u>
Checking Account	<u>454,111.12</u>	<u>454,111.12</u>	100.00%			
Grand Total - Cash and Investments	<u>\$454,111.12</u>	<u>\$454,111.12</u>	100.00%			

I verify that this investment portfolio is in conformity with all State laws and City's guidelines. Treasurer's cash management program provides sufficient liquidity to meet expenditure requirements for the next six months.


Cheryl Dyas, City Treasurer

**Successor Agency of the
Community Development Agency
Of the City of Mission Viejo
Reconciliation of Cash Disbursements
for the month of August 2016**

Cash Disbursements:

<u>Check</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1264	City of Mission Viejo	Reimbursement for June 2016 Legal Services	992.00
1265	Davis Farr LLP	June 2016 Independent Auditing Services	190.00
1266	VOID	VOID	-
1267	Lozano Smith LLP	June 2016 Legal Services	3,312.00
1268	Stradling Yocca Carlson & Rauth	May-June 2016 Legal Services	5,953.80
29-Aug	Bank of New York Mellon	Mall Bonds Tax Increment Wire	585,364.00
Total Disbursements			595,811.80



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Mark Chagnon, Director of Public Works
Budgetary Review By: Cheryl Dyas, Director of Administrative Services/City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title

Road Closure Request from Trabuco Hills High School for a 5K Run

Recommended Action

Approve the Special Events Permit submitted by Trabuco Hills High School authorizing the closure of Mustang Run between Los Alisos and Aguilar and a partial closure on Empanada on Saturday, June 10, 2017.

Executive Summary

This event was previously approved by the City Council on June 28, 2016 to be held on October 29, 2016. However, Trabuco Hills High School ultimately determined that holding the event later in the school year would be preferable and is requesting approval of a new date Saturday, June 10, 2017. The time of the event would remain from 7:00 a.m. to 9:30 a.m. Pertinent event information from the previous staff report is provided below.

The event is being planned as a fundraiser to benefit the school's athletic program including facilities on campus that athletes use for training.

The school staff developed a route that will allow the majority of the run to occur on campus, city sidewalks, and along the Wilderness Glen trail system; however, they need to use Mustang Run to connect runners with sidewalks and the trail system. In addition, this course will require intermittent closures along Empanada between Entidad and Valia throughout the duration of the run to allow runners to cross Empanada to reconnect with the trail system.

The Sheriff's Department will provide an on-duty officer to provide traffic control at Empanada and Explorers to man the closures on Mustang Run. This will be at no additional cost to the City.

Staff recommends that the City Council approve the request for these road closures provided the conditions of approval in Exhibit A are met. As staff works with the race coordinators, additional conditions may be required.

Fiscal Impact:

Amount Requested \$

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund #	Category:	Pers.	Optg.	Cap.	-or-	CIP #	Fund #
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Previous Relevant Council Actions for This Item

6-28-16 Approval of Event for 10-29-16

Attachments

Exhibit A [Conditions of Approval]

Exhibit B [Map]

CONDITIONS OF APPROVAL

TRABUCO HILLS HIGH SCHOOL 5K RUN
SATURDAY, JUNE 10, 2017

1. **Traffic Control**
Mustang Run will be closed between Los Alisos Boulevard and Aguilar from 6:00 a.m. to 11:00 a.m., on Saturday, June 10, 2017. Intermittent closures along Empanada between Entidad and Valia will also occur throughout the duration of the event. Trabuco Hills High School shall be responsible for providing the equipment, placement, and maintenance of all traffic controls for the entire duration of the closure. A professional contractor is required. A traffic control plan detailing the signs, barricades, and delineators shall be submitted to the City at least ten (10) business days before the event for approval and shall be based on the current Work Area Traffic Control Handbook (WATCH) and Caltrans Manual of Uniform Traffic Control (MUTCD).
2. **Emergency Preparedness**
The applicant will notify the Orange County Fire Authority and will develop a plan to allow emergency vehicle access.
3. **Clean Up**
The applicant will be responsible for providing clean up of any trash and debris that accumulates along this portion of Mustang Run.
4. **Resident Notification**
The applicant will notify the residents through the distribution of flyers on the adjacent streets of the closure fourteen (14) days and again seven (7) days prior to the closing. At a minimum, all residents between Aguilar and Vista del Lago shall receive a notification about the closure.
5. **Insurance**
The applicant will provide a Certificate of Insurance in the amount of \$1 million naming the City of Mission Viejo, its employees, and agents as additionally insured. In addition, a separate Certificate of Insurance in the amount of \$1 million naming the Orange County Sheriff's Department, its officers, and agents will also be required.
6. **Indemnification**
The applicant agrees to and shall defend, indemnify, protect and hold harmless the City, its elective and appointive boards, officers, officials, employees, agents and volunteers from and against any and all claims, demands, losses, defense costs, fines, penalties, expenses, causes of action and judgments at law or in equity, or liability of any kind or nature which the City, its elective and appointive boards, officers, officials, employees, agents and volunteers may sustain or incur or which may be imposed upon them for injury to or death of persons, or damage to property arising out of applicant's negligent or wrongful act or omission under the terms of this permit excepting only liability arising out of the sole negligence of the City.

7. **Traffic Management Plan**

The applicant shall provide a proposed circulation and parking management plan as it relates to the participants, spectators, and any other vehicles associated with this event. It shall show how traffic will be permitted to access the school and where parking will occur on-site. A copy of the plan shall be distributed to the participants, spectators, and anyone else associated with this event. This plan shall be submitted as soon as possible for City review and approval and before distributed to the participants.

8. **Parking Plan**

The applicant shall provide a parking plan for participants.

9. **Other**

The applicant shall verify that no other conflicting school activities will take place during this event.

I hereby agree to the conditions incorporated herein. I understand that failure to execute this agreement will result in the denial of the Special Event Permit Application.

Signature: _____

Date: _____

Print Name: _____

Title: _____



ROUTE MAP
Trabuco Hills High Schools 5K Run
June 10, 2017

- Mile 1
- Mile 2
- Mile 3



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Cheryl Dyas, Director of Administrative Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title

Renewal of Letter of Credit Related to Mission Viejo Community Development Financing Authority (MVC DFA) Variable Rate Demand Revenue Bonds (Mission Viejo Mall Improvement Project), 1999 Series A

Recommended Action

Authorize the Executive Director to execute the Letter of Credit Renewal for a Two Year Term at a fee of 1.25%

Executive Summary

On November 16, 1998, the Community Development Agency (CDA) and Mission Viejo Associates (Developer) entered into an Owner Participation Agreement (OPA) related to the redevelopment of the Mission Viejo Mall. In connection with the Project, the CDA, the City and the Mission Viejo Community Development Financing Authority (MVC DFA) also entered into various other agreements with the Developer, including the Bond Documents for the Series A Bonds issued May 1999 for the Project.

The Authority's financing in 1999 was an innovative private-public partnership based on a limited obligation structure in which debt service payments are limited to project revenue consisting of property and sales taxes. Mission Viejo, on the strength of its economy and the mall developer, the Simon Group, and with the help of its credit enhancer, Union Bank, was able to accomplish this financing.

Union Bank's role was critical to the original financing, as they guaranteed repayment to investors in the variable rate bonds through a letter-of-credit (LOC). The original letter-of-credit from Union Bank has been renewed four times. The current Union Bank letter-of-credit expires on November 18. Union Bank has offered a two-year extension at a cost of 125 basis points (1.25%). The current cost is 100 basis points. That represents an increase of approximately \$49,000 in the first year and \$46,000 in the second year. As the bond principal amount is paid down annually, the LOC cost will go down. According to the terms of the agreement with the Developer, these fees are to be reimbursed by the Developer.

On June 26, 2014, the Successor Agency and Oversight Board approved an agreement with KNN Public Finance (KNN) to assist with the process of securing an LOC for the bonds. Additional information has been prepared by David Brodsky of KNN and is attached.

Fiscal Impact:

Amount Requested \$						
Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)						
Prog/Fund #	Category:	Pers.	Optg.	Cap.	-or- CIP#	Fund#

Previous Relevant Council Actions for This Item

- May 6, 2013 - Amendment to Indenture of Trust and other documents related to the MVC DFA Variable Rate Demand Revenue Bonds, 1999 Series A**
- June 26, 2014 - Successor Agency Agreement with KNN Public Finance**

Attachments

KNN Memorandum, LOC Renewal Application



MEMORANDUM

Date: October 11, 2016

To: Dennis Wilberg, City Manager
City of Mission Viejo

From: David Brodsky, Managing Director
KNN Public Finance

A handwritten signature in black ink, appearing to read "David Brodsky", written over the printed name in the "From:" field.

Subject: Letter-of-Credit Extension for the Mall Improvement Financing

The Mission Viejo Successor Agency has engaged KNN Public Finance (“KNN”) to assist in various matters relating to its 1999 Mission Viejo Community Development Financing Authority Variable Rate Demand Revenue Bonds (Mission Viejo Mall Improvement Project) enforceable obligation. This bond issue financed various improvements at The Shops at Mission Viejo mall. Like most variable rate bonds, this bond issue was secured by a letter-of-credit (“LOC”), which is required by the market to ensure that the bonds can be “put” by investors at each weekly interest rate set. The LOC has been provided by Union Bank since issuance. The current LOC expires November 18, and Union Bank has offered to renew its LOC for two years under what we believe are favorable terms.

The purpose of this memo is to provide background information supporting our recommendation that the City, the Successor Agency, and the City’s Financing Authority (all of whom have interests in the transaction) approve this extension by authorizing the “Application for Amendment to Irrevocable Standby Letter of Credit” prepared by Union Bank.

This memo also evaluates the alternative of fixing the interest rate on these bonds, and the various challenges and risks of doing so.

Background: The Mall Improvement Financing

The Mission Viejo Community Development Financing Authority was formed by the City to serve as the issuer of bonds for the construction of capital facilities. The Authority’s financing in 1999 was an innovative private-public partnership, whereby the City leveraged the growth in property and sales taxes to be generated by a mall renovation to finance parking. While the financing is nominally secured by a City lease, payments are limited to revenues from tax increment (i.e., growth in property tax) and a portion of the sales tax generated from activity at the mall. This limited obligation structure was not common; it was used in only a handful of financings in California, including for public improvements associated with Disneyland’s California Adventure and the expansion of San Francisco’s Moscone Convention Center. Mission Viejo, on the strength of its

economy and the mall developer, the Simon Group, and with the help of its credit enhancer, Union Bank, was able to join this select group in accomplishing its financing.

Union Bank's role was critical to the original financing, as they guaranteed repayment to investors in the bonds. The bonds were issued as weekly variable rate bonds, which means that not only does the interest rate get set every week but also that, every seven days, investors can put their bonds back to the Financing Authority. Union Bank's letter-of-credit provides the liquidity that guarantees that those bonds would be purchased from investors if put. To the extent that the bonds could not be remarketed to new investors, the City, Redevelopment Agency (and now the Successor Agency) and Financing Authority would owe Union Bank under the terms of a reimbursement agreement.

The original letter-of-credit from Union Bank has been renewed four times.

Since the original transaction in 1999, a number of things have changed in public finance. Several recessions shook the faith of the capital markets in transactions secured by limited real estate obligations. The market events of 2008 eliminated a number of credit providers (bond insurers and banks), and those that survived withdrew from certain markets and raised their fees. Most recently, the State dissolved redevelopment agencies, further shaking the confidence of the capital markets.

The Union Bank letter-of-credit expires on November 18. Unless renewed or replaced, the bonds would be tendered (put back to the bank). Under terms of the reimbursement agreement, the interest rate on such "bank bonds" would increase from its current rate (most recently re-set at 87 basis points or 0.87%) to 4.5% (the current prime rate of 3.50%, plus 1%). If that were to occur, the surplus revenues available to the General Fund from sales tax would be redirected to repay the bank.

As an alternative to renewing the LOC, the Authority could attempt to refinance the variable-rate bonds with new bonds bearing a fixed interest rate. The challenges with doing so, and the basis for our recommendation for retaining the current bond structure, are outlined further in this memorandum.

The Letter of Credit Renewal

Union Bank has offered a two-year extension at a cost of 125 basis points (1.25%). This is a shorter term than previously offered (the last renewal was for three years, and the ones before were for seven years), and a higher rate (the prior rate was 100 basis points, and the rate before was 62.5 basis points).

Notwithstanding the shorter term and higher rates, we believe these are excellent terms in the current market. Shorter terms for LOCs are increasingly common as it helps banks manage capital charges, and longer terms result in a higher cost. More significantly, we have not seen new letters of credit offered for transactions without underlying ratings or for transactions repaid out of tax increment for many years. Regarding the underlying rating, it is important to note that not only is the underlying transaction not rated (the bonds' rating reflects that of Union Bank), but in our opinion this transaction would not receive an investment grade rating due to the fact that repayment is limited to incremental property and sales tax from the mall.

We have assisted several cities recently in securing letters-of-credit, so are familiar with current market terms. We have also worked with several cities that issued variable rate debt in the past

secured by redevelopment tax increment. In those cases, the letter of credit bank has indicated that they would not renew the LOC, requiring a refunding. We are currently working on refunding a variable rate bond for an A rated tax increment credit with nearly 7-times debt service coverage; their current LOC fee is 140 basis points. (Mission Viejo's tax increment is not sufficient to pay all of the debt service.)

In addition, the other terms of your current letter of credit and associated reimbursement agreement do not reflect current market practices; they are more favorable to the City and Authority. For example, while the rate on any bonds held by the bank would increase to 4.50% under the current documents, a new letter of credit would set a minimum rate of 8% on such bonds. A contemporary letter of credit would also require more rapid repayment of the debt in such circumstances.

In our opinion, the Union Bank proposal for renewal is very favorable to the City.

Review of the Fixed-Rate Alternative to the Current Debt Structure

In connection with the pending need for LOC renewal and the recent raise in short term interest rates, we have reviewed the alternatives to the current debt structure. Besides the increase in the cost of the letter of credit, short-term interest rates have risen significantly. As recently as February of this year, the underlying interest rate paid to investors on the Mission Viejo bonds was an extraordinarily low 1 basis point. The most recent pricing was at 87 basis points. This increase is the result of several factors. The Federal Reserve Bank's decision to raise the federal funds rate last December finally caught up with the short-term municipal market, as tax-exempt money market fund investors began to withdraw funds to reinvest in higher yielding taxable investments. As a result, interest rates on short-term tax-exempt rates were forced to rise. In addition, changes in the regulations governing money market funds have resulted in further erosion of investor interest in these funds, resulting in large outflows of money from these funds. These funds are the primary investors in variable rate municipal bonds, and therefore rates had to increase further to attract buyers.

With the expectation of further interest rate hikes by the Federal Reserve Bank, short-term municipal bond rates may increase even higher. On the other hand, some observers believe that the market has overreacted to the impending changes in money market fund rules, which go into effect this week. Rates may fall as the regulatory changes are digested.

Nevertheless, given that long-term interest rates remain low, it is appropriate to consider a fixed-rate refunding of the Mall bonds. The challenge with such a refunding, however, is that the particular credit for the bonds is very unique, and would be difficult (meaning expensive) if at all possible to sell in the current market.

As discussed above, the credit behind these bonds is extremely limited, representing the property tax and sales tax derived from the mall itself. To the extent that these revenues proved insufficient to pay debt service, investors have no recourse to any other source of repayment. While such site-specific revenue bonds are issued from time to time, they also have recourse to the underlying real estate, with foreclosure providing the ultimate remedy. The City's mall bonds have no such recourse. Even these "land secured" bonds are sold without ratings, the municipal equivalent of higher-yielding "junk bonds".

Furthermore, the market has turned more skeptical as to the long-term prospects for large commercial development. Despite the fact that The Shops at Mission Viejo remains successful, and is still owned by a strong and pro-active mall developer, large malls have struggled to compete against big box retailers and the internet.

It is our opinion that the only way to sell fixed-rate refunding bonds in the current market would be for the City to absorb the risk of these revenues by pledging its General Fund to make lease payments, notwithstanding whether the revenues were received. That might, in fact, be a reasonable risk for the City to take, given its knowledge of the underlying credit fundamentals of the project.

But a second problem is that any restructuring of the debt could jeopardize the Successor Agency's ability to capture the property tax increment currently being used to pay most debt service on the bonds. The restructuring would require amendments to existing agreements, which would require Department of Finance approval. Given that the DOF has been hostile of the Successor Agency's ability to continue to place this obligation on the Recognized Obligations Payment Schedule, assuming their cooperation in a revised financing structure seems to represent a very high risk. While the potential for rising interest rates might reduce the amount of sales taxes that the City retains from the current flow of funds, losing the tax increment pledge altogether is, in our view, a far greater risk.

In our view, the risks to the retention of tax increment far outweigh the risk of rising interest rates. We further note that, at least in the short-run, the cost of the current financing structure is still less than would be that of a fixed-rate transaction, even if the City did pledge its General Fund.

We want to address one other item relative to restructuring the current financing. When this transaction was originally executed, an interest rate cap was obtained to limit the potential impact of rising rates. Such agreements are no longer widely available, and would be nearly impossible to obtain for this credit. If an interest rate cap were available, it would be very expensive and not cost effective.



APPLICATION FOR AMENDMENT TO IRREVOCABLE STANDBY LETTER OF CREDIT

Letter of Credit Number: 306S231880

PLEASE CHECK AND COMPLETE APPLICABLE BOXES BELOW.

We ("Applicant") request you, MUFG Union Bank, N.A. ("Bank") to amend the captioned standby letter of credit ("Credit") as described herein below and advise the beneficiary by: [] Telex/SWIFT or [] Courier

BENEFICIARY NAME Bank of New York Trust Company National Association Att: Greg Chenail (213)630-6229

[] Amount: [] increase or [] decreased by: Total Amount Now: (in figures and words, including currency type)

[] Cancel this Credit

[x] Expiry Date of Credit now extended to: 11/18/2018 (Month/Day/Year)

[] Final Expiry Date of Credit now extended to: (Month/Day/Year)

[] Change of Address of [] Beneficiary or [] Applicant now to:

[x] Other Amendment(s) to terms and conditions: Fee increased to 1.25% annually from 1.0%.

IMPORTANT NOTICE

(A) Applicant understands that this amendment is subject to acceptance by the beneficiary and Bank. All other terms and conditions of Credit shall remain unchanged, and all of Applicant's obligations and liabilities to Bank with respect to Credit shall apply to Credit as so amended. (B) Applicant understands that the final form of the amendment to Credit may be subject to such revision and changes as are deemed necessary or appropriate by Bank and Applicant hereby consents to such revisions and changes.

NAME OF APPLICANT Mission Viejo Community Development Financing Authority

AUTHORIZED SIGNATURE | DATE | ADDITIONAL AUTHORIZED SIGNATURE | DATE X X TELEPHONE NUMBER | ACCOUNT NUMBER

BANK USE ONLY

AMENDMENT COMMISSION (Increase/Extension): % P.A. (min. \$) + \$ Narrative: \$ ACCOUNT OFFICER PRINT NAME & TITLE ACCOUNT OFFICER APPROVAL OFFICE PHONE NUMBER RC NUMBER OFFICE NO. CUSTOMER CODE ADDITIONAL APPROVAL PRINT NAME & TITLE ADDITIONAL APPROVAL SIGNATURE VERIFIED BY LIABILITY CONTROL TELETRANSMISSION AGREEMENT LINE AVAILABILITY (Unit \$1,000.00) Current Amount: \$ This L/C: \$



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Karen Hamman, City Clerk
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title

Ordinances to Ensure Prohibition of all Marijuana Uses in Light of the Potential Passage of Proposition 64

Recommended Action

(1) Adopt Ordinance 16-315 a Non-Urgency Ordinance Adding Chapter 11.23B to Prohibit Recreational Marijuana Uses in the City to the Fullest Extent Allowed by State Law; and (2) adopt Ordinance 16-316 a Non-Urgency Ordinance Replacing Chapter 11.23 with Chapter 11.23A to Prohibit Medical Marijuana Uses in the City to the Fullest Extent Allowed by State Law.

Executive Summary

At the regular City Council Meeting of October 12, 2016, the City Council introduced Ordinances 13-315 and 16-316. The ordinances are now presented to the City Council for adoption.

Fiscal Impact:

Amount Requested \$						
Sufficient Budgeted Funds Available?:	(If no, see attached fiscal analysis)					
Prog/Fund #	Category:	Pers.	Optg.	Cap.	-or- CIP#	Fund#

Previous Relevant Council Actions for This Item

October 12, 2016

Attachments

Draft Ordinances 16-315 and 16-316

ORDINANCE 16-315

AN ORDINANCE OF THE CITY OF MISSION VIEJO, CALIFORNIA, ADDING CHAPTER 11.23B TO TITLE 11 OF THE MISSION VIEJO MUNICIPAL CODE TO PROHIBIT RECREATIONAL MARIJUANA BUSINESSES, MARIJUANA CULTIVATION AND MARIJUANA DELIVERY WITHIN THE CITY BOUNDARIES AND TO ENSURE PROSECUTORIAL AND JURISDICTIONAL PROVISIONS TO THE CITY OR STATE AS RESPECTIVELY REQUIRED.

RECITALS

1. California Constitution Article 11, Section 7 authorizes the City of Mission Viejo ("City") to make and enforce within its limits all local, police, sanitary, and other ordinances and regulations not in conflict with general laws; and
2. In 1996, the voters of the State of California approved Proposition 215, known as the Compassionate Use Act and codified as Health and Safety Code Section 11362.5 (the "CUA"), which exempts patients and their primary caregivers from criminal prosecution under state law for the possession and cultivation of marijuana for the patient's personal medical purposes; and
3. In 2003, the California Legislature enacted Senate Bill 420, known as the Medical Marijuana Program Act and codified as Health and Safety Code Section 11362.7 et seq. (the "MMPA") to create a voluntary program for the issuance of identification cards to patients and their primary caregivers and to immunize from prosecution a range of conduct ancillary to the provision of medical marijuana to qualified patients; and
4. In 2011, Assembly Bill 1300 was adopted and codified as Health & Safety Code Section 11362.83 to clarify that cities are free to adopt and enforce local ordinances that regulate the location, operation, or establishment of medical marijuana cooperatives or collectives; and
5. In *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.* (2013) 56 Cal.4th 729, the California Supreme Court held that neither the CVA nor the MMPA preempt the authority of cities and counties to regulate or prohibit facilities that distribute medical marijuana; and
6. In *Maral v. City of Live Oak* (2013) 221 Cal. App. 4th 975, the Court of Appeal held neither the CVA nor the MMPA preempt a city's police power to completely prohibit marijuana cultivation within a city; and
7. A recent case involving the City of Fresno upheld bans on all cultivation and clarified enforcement protocols; and
8. On October 9, 2015, a series of bills (Assembly Bill 266, Assembly Bill 243, and Senate Bill (43) that are collectively referred to as the Medical Marijuana Regulation and Safety Act ("MMRSA") were enacted to provide for the licensure and regulation of medical marijuana

by the California Department of Consumer Affairs and the California Department of Food and Agriculture; and

9. The MMRSA expressly preserves the authority of cities and counties to regulate or prohibit the cultivation and delivery of medical marijuana, as well as medical marijuana dispensaries; and

10. The City passed Urgency Ordinance 15-309 on December 8, 2015, which, amongst other things, prohibits medical marijuana businesses, medical marijuana delivery, and marijuana cultivation anywhere in the City; and

11. On June 28, 2016, the Secretary of State certified Proposition 64, the Control, Regulate, and Tax Adult Use of Marijuana Act (“AUMA”), for the November 8, 2016 ballot; and

12. The AUMA would become law if a majority of the electorate votes “Yes” on the proposition; and

13. The AUMA would regulate, among other items, the use of marijuana for personal and commercial purposes, including the recreational use of marijuana by adults over 21 years of age; and

14. To regulate personal use of marijuana, the AUMA would add Section 11362.1 to the Health and Safety Code, which makes it “lawful under state and local law” for persons 21 years of age or older to “possess, process, transport, purchase, obtain, or give away to persons 21 years of age or older without any compensation whatsoever” up to 28.5 grams of marijuana in the form of concentrated cannabis or not more than eight grams of marijuana in the form of concentrated cannabis contained in marijuana products; and

15. The AUMA would make it lawful for those individuals to “possess, plant, cultivate, harvest, dry, or process not more than six living marijuana plants and possess the marijuana produced by the plants”; and

16. The AUMA would make it lawful for those individuals to smoke or ingest marijuana or marijuana products; and

17. To regulate commercial use of marijuana, the AUMA would add Division 10 (Marijuana) to the Business & Professions Code, which grants state agencies “the exclusive authority to create, issue, renew discipline, suspend, or revoke” licenses for businesses including the transportation, storage, distribution, sale, cultivation, manufacturing, and testing of marijuana; and

18. The AUMA provides that the above state agencies shall promulgate rules and regulations and shall begin issuing licenses under Division 10 by January 1, 2018; and

19. The AUMA states that a local jurisdiction shall not prevent transportation of marijuana or marijuana products on public roads by a licensee transporting marijuana or marijuana products in compliance with Division 10; and

20. The AUMA would authorize cities to “reasonably regulate” without completely prohibiting cultivation of marijuana inside a private residence or inside an “accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure; and

21. The AUMA would authorize cities to completely prohibit outdoor cultivation on the grounds of a private residence, up to and until a “determination by the California Attorney General that nonmedical use of marijuana is lawful in the State of California under federal law”; and

22. The AUMA would authorize cities to completely prohibit the establishment or operation of any marijuana business licensed under Division 10 within its jurisdiction, including marijuana dispensaries, marijuana retailers, and marijuana delivery services; and

23. Absent appropriate local regulation authorized by the AUMA, state regulations will control; and

24. The City has permissive zoning standards which prohibit all uses not expressly authorized as allowed and has applied that without exception to all instances of recreational and medicinal marijuana, including, but not limited to, cultivation, distribution, dispensing, transportation, sales and gifting; and

25. The presence of marijuana cultivation operations has the potential to lead to: (1) an increase in break-ins and thefts due to the high monetary value of marijuana plants; (2) dangerous alterations to the electrical wiring of buildings; (3) an increase in the amount of mold spores present in buildings; (4) the potential for exposure to or increased usage by school aged children; and (5) the emittance of strong or noxious odors from the marijuana plants; and

26. The City has a compelling interest in protecting the public health, welfare and safety of its residents, as well as preserving the peace and quiet of the neighborhoods in the City; and

27. The City desires to amend Urgency Ordinance 15-309, adopted on December 8, 2015, to clarify its medical marijuana regulations in conjunction with this Ordinance’s recreational marijuana regulations to be consistent with the provisions of MMRSA and the AUMA, if the proposition passes; and

28. The City desires to amend the Mission Viejo Municipal Code (“MVMC”) to prohibit the cultivation of marijuana anywhere within the City to the maximum extent allowable under California law, expressly regulate cultivation everywhere in the City to the extent a complete prohibition on indoor cultivation is not permitted under California law, and to add additional sections to the Mission Viejo Municipal Code that prohibit recreational marijuana

dispensaries, dispensing, mobile marijuana dispensaries and all other activities involving recreational marijuana to preemptively address some proposed changes to California law in the event AUMA passes on November 8, 2016.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MISSION VIEJO DOES ORDAIN AS FOLLOWS:

SECTION 1. The Recitals stated above are incorporated herein by reference.

SECTION 2. Chapter 11.23B (Recreational Marijuana Regulations) is hereby added to Title 11 of the Mission Viejo Municipal Code to read as follows:

“CHAPTER 11.23B
RECREATIONAL MARIJUANA REGULATIONS

Sections

- 11.23B.001 Purpose.
- 11.23B.002 Definitions.
- 11.23B.003 Personal Recreational Use.
- 11.23B.004 Commercial Use.
- 11.23B.005 Public nuisance declared.
- 11.23B.006 Violations.

11.23B.001 Purpose

The purpose of this Chapter is to regulate personal and commercial recreational marijuana uses. Nothing in this Chapter shall preempt or make inapplicable any provision of state or federal law.

11.23B.002 Definitions

For the purpose of this Chapter, the following words and phrases will be construed to have the meanings set forth in this chapter unless it is apparent from the context that a different meaning is intended.

(A) “Authorized grower” means a person 21 years and older who is authorized by, and in compliance with, federal or state law to cultivate marijuana indoors for personal or medical use.

(B) “Commercial marijuana activity” includes the cultivation, delivery, possession, manufacture, distribution, processing, storing, laboratory testing, labeling, transportation, distribution, or sale of marijuana and marijuana products.

(C) “Cultivation” means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of marijuana.

(D) “Delivery” means the commercial transfer of marijuana or marijuana products to a customer. “Delivery” also includes the use by a retailer of any technology platform owned and controlled by the retailer, or independently licensed under California law, that enables customers to arrange for or facilitate the commercial transfer by a licensed retailer of marijuana or marijuana products.

(E) “Distribution” means the procurement, sale, and transport of marijuana and marijuana products between entities for commercial use purposes.

(F) “Fully enclosed and secure structure” means a fully-enclosed space within a building that has a complete roof, a foundation, slab or equivalent base to which the floor is secured by bolts or similar attachments, is secure against unauthorized entry, is accessible only through one or more lockable doors, and is not visible from a public right-of-way.

(G) “Indoors” means within a fully enclosed and secure structure as that structure is defined in subsection (F) of this section.

(H) “Manufacture” means to compound, blend, extract, infuse, or otherwise make or prepare a marijuana product.

(I) “Marijuana” means as defined in California State Law and as hereafter: “Marijuana means all parts of the plant Cannabis sativa Linnaeus, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin.”

(J) “Marijuana business” means a marijuana dispensary and/or a business, establishment, facility, operation or person that offers or engages in any commercial marijuana activity.

(K) “Marijuana dispensary” or “dispensary” means any facility or location, including, without limitation, any type of motor vehicle or mobile facility that is not limited to a fixed location, where marijuana or marijuana products are offered, made available and/or distributed for retail sale, including, but not limited to an establishment that provides marijuana delivery services.

(L) “Operation” means any effort to locate, operate, own, lease, supply, allow to be operated, or aid, abet or assist in the operation of a marijuana business.

(M) “Person” includes any individual, firm, co-partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit.

(N) “Private residence” means a house, an apartment unit, a mobile home, or other similar dwelling.

(O) “Sale” includes any transaction whereby, for any consideration, title to marijuana is transferred from one person to another, and includes the delivery of marijuana or marijuana products pursuant to an order placed for the purchase of the same and soliciting or receiving an order for the same.

11.23B.003 Personal Recreational Use.

(A) For purposes of this subsection, personal recreational use, possession, purchase, transport, or dissemination of marijuana shall be considered unlawful in all areas of the City to the extent it is unlawful under California law.

(B) Outdoor cultivation. A person may not plant, cultivate, harvest, dry, or process marijuana plants outdoors in any zoning district of the City. No use permit, building permit, variance, or any other permit or entitlement, whether administrative or discretionary, shall be approved or issued for any such use or activity.

(C) Indoor cultivation.

(1) A person may not plant, cultivate, harvest, dry, or process marijuana plants inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence, or inside any other enclosed structure within any zoning district of the City. No use permit, building permit, variance, or any other permit or entitlement, whether administrative or discretionary, shall be approved or issued for any such use or activity.

(2) To the extent a complete prohibition on indoor cultivation is not permitted under California law, an authorized grower may cultivate marijuana only in a private residence in a residential zone, only indoors, and only for personal use, subject to the following regulations:

(a) The marijuana cultivation area shall be located indoors within a residential structure and shall not exceed fifty square feet and not exceed ten feet in height, nor shall it come within twelve (12) inches of the ceiling or any cultivation lighting. Cultivation in an accessory structure on the property of the residence but not physically part of the home is permitted, as long as it is fully enclosed, secure, not visible from a public right-of-way and meeting all requirements in this Chapter.

(b) Marijuana cultivation lighting shall not exceed one thousand two hundred watts in total for the total cultivation area within the residence.

(c) The use of gas products such as but not limited to CO₂, butane, methane, or any other flammable or non-flammable gas for marijuana cultivation or processing is prohibited.

(d) There shall be no exterior visibility or evidence of marijuana cultivation outside the private residence from the public right-of-way, including but not limited to any marijuana plants, equipment used in the growing and cultivation operation, and any light emanating from cultivation lighting.

(e) The authorized grower shall reside full-time in the residence where the marijuana cultivation occurs.

(f) The authorized grower shall not participate in marijuana cultivation in any other location within the City.

(g) The residence shall include fully functional and usable kitchen, bathroom, and bedroom areas for their intended use by the resident authorized grower, and the premises shall not be used primarily or exclusively for marijuana cultivation.

(h) The marijuana cultivation area shall be in compliance with the current building, housing, electrical, and fire codes as adopted by the City, as amended from time to time.

(i) The marijuana cultivation area shall not result in a nuisance or adversely affect the health, welfare, or safety of the resident or nearby residents by creating dust, glare, heat, noise, noxious gasses, odors, smoke, traffic, vibration, or other impacts, or be hazardous due to use or storage of materials, processes, products or wastes.

(j) No more than 6 marijuana plants, mature or immature, are permitted for indoor personal cultivation under this Chapter.

(k) Marijuana in excess of 28.5 grams produced by plants kept for indoor personal cultivation under this Chapter must be kept in a locked space on the grounds of the private residence not visible from the public right-of-way.

11.23B.004 Commercial Recreational Use.

(A) The establishment or operation of any marijuana business is prohibited anywhere in the City. No use permit, building permit, variance, or any other permit or entitlement, whether administrative or discretionary, shall be approved or issued for the establishment or operation of any such business or operation.

(B) No person or marijuana business shall engage in any commercial marijuana activity anywhere in the City, including the delivery of any marijuana or marijuana products to any location within the City, regardless of where the marijuana business is located, or engage in any operation for this purpose.

11.23B.005 Public nuisance declared.

Any violation of the provisions of this Chapter is hereby declared a public nuisance and shall be abated pursuant to all available remedies.

11.23B.006 Violations

Violations of this Chapter may be enforced by any applicable law; provided, however, that a person who is in full compliance with the Compassionate Use Act (California Health & Safety Code Section 11362.5) ("CUA") and the Medical Marijuana Program Act (California Health & Safety Code Section 11362.7 et seq.) ("MMPA") shall not be subject to criminal penalties and nothing in this chapter is intended, nor shall it be construed, to conflict with or burden any defense to criminal prosecution under the CUA and the MMPA. Notwithstanding the foregoing and in addition to the specific prohibitions set forth in this code, this chapter is intended to prohibit all activities for which a license from the State of California is required under Proposition 64, the Control, Regulate, and Tax Adult Use of Marijuana Act ("AUMA"). Accordingly, the City shall not issue any permit, license, approval or other entitlement for any activity for which a license from the State of California is required under the AUMA. Notwithstanding the foregoing, nothing in this Chapter is intended or shall be interpreted as limiting the city's rights under all applicable laws, rules and regulations, including, but not limited to, its police powers and applicable case law, to regulate the storage, cultivation, selling, giving away, delivery or other distribution or dispensing of marijuana or marijuana-related products."

SECTION 3. CEQA. This Ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines, because it has no potential for resulting in physical change in the environment, directly or indirectly. The City Council further finds, under Title 14 of the California Code of Regulations, Section 15061(b)(3), that this Ordinance is nonetheless exempt from the requirements of CEQA in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 4. Severability. If any provision or clause of this Ordinance or any application of it to any person, firm, organization, partnership or corporation is held invalid, such invalidity shall not affect other provisions of this Ordinance which can be given effect without the invalid provision or application. To this end, the provisions of this Ordinance are declared to be severable.

SECTION 5. Effective Date. The Mayor shall sign this Ordinance and the City Clerk shall attest thereto and shall within fifteen (15) days of its adoption cause it, or a summary of it, to be published in a general circulation newspaper published and circulated in the City of Mission Viejo. This Ordinance shall take effect thirty (30) days after its adoption. This

Ordinance shall supersede Urgency Ordinance 16-313, adopted on October 12, 2016, in its entirety, thirty (30) days after this Ordinance's adoption.

PASSED, APPROVED AND ADOPTED this 25th day of October, 2016.

Frank Ury
Mayor

STATE OF CALIFORNIA }
COUNTY OF ORANGE } ss.
CITY OF MISSION VIEJO }

I, Karen Hamman, City Clerk of the City of Mission Viejo, California, do hereby certify that the foregoing Ordinance 16-315 was duly and regularly introduced by the City Council of the City of Mission Viejo at a regular meeting thereof on the 12th day of October, 2016 and that the same was passed and adopted by the following vote, to wit on October 25, 2016:

AYES:
NOES:
ABSENT:

Karen Hamman
City Clerk

APPROVED AS TO FORM:

William P. Curley, III
City Attorney

ORDINANCE 16-316

AN ORDINANCE OF THE CITY OF MISSION VIEJO, CALIFORNIA, REPLACING CHAPTER 11.23 OF THE MISSION VIEJO MUNICIPAL CODE WITH CHAPTER 11.23A TO PROHIBIT MEDICAL MARIJUANA BUSINESSES, MARIJUANA CULTIVATION AND MARIJUANA DELIVERY WITHIN THE CITY BOUNDARIES AND TO ENSURE PROSECUTORIAL AND JURISDICTIONAL PROVISIONS TO THE CITY OR STATE AS RESPECTIVELY REQUIRED.

RECITALS

1. California Constitution Article 11, Section 7 authorizes the City of Mission Viejo ("City") to make and enforce within its limits all local, police, sanitary, and other ordinances and regulations not in conflict with general laws; and
2. In 1996, the voters of the State of California approved Proposition 215, known as the Compassionate Use Act and codified as Health and Safety Code Section 11362.5 (the "CUA"), which exempts patients and their primary caregivers from criminal prosecution under state law for the possession and cultivation of marijuana for the patient's personal medical purposes; and
3. In 2003, the California Legislature enacted Senate Bill 420, known as the Medical Marijuana Program Act and codified as Health and Safety Code Section 11362.7 et seq. (the "MMPA") to create a voluntary program for the issuance of identification cards to patients and their primary caregivers and to immunize from prosecution a range of conduct ancillary to the provision of medical marijuana to qualified patients; and
4. In 2011, Assembly Bill 1300 was adopted and codified as Health & Safety Code Section 11362.83 to clarify that cities are free to adopt and enforce local ordinances that regulate the location, operation, or establishment of medical marijuana cooperatives or collectives; and
5. In *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.* (2013) 56 Cal.4th 729, the California Supreme Court held that neither the CVA nor the MMPA preempt the authority of cities and counties to regulate or prohibit facilities that distribute medical marijuana; and
6. In *Maral v. City of Live Oak* (2013) 221 Cal. App. 4th 975, the Court of Appeal held neither the CVA nor the MMPA preempt a city's police power to completely prohibit marijuana cultivation within a city; and
7. A recent case involving the City of Fresno upheld bans on all cultivation and clarified enforcement protocols; and
8. On October 9, 2015, a series of bills (Assembly Bill 266, Assembly Bill 243, and Senate Bill (43) that are collectively referred to as the Medical Marijuana Regulation and Safety Act ("MMRSA") were enacted to provide for the licensure and regulation of medical marijuana

by the California Department of Consumer Affairs and the California Department of Food and Agriculture; and

9. The MMRSA expressly preserves the authority of cities and counties to regulate or prohibit the cultivation and delivery of medical marijuana, as well as medical marijuana dispensaries; and

10. The City passed Urgency Ordinance 15-309 on December 8, 2015, which, amongst other things, prohibits medical marijuana businesses, medical marijuana delivery, and marijuana cultivation anywhere in the City; and

11. On June 28, 2016, the Secretary of State certified Proposition 64, the Control, Regulate, and Tax Adult Use of Marijuana Act (“AUMA”), for the November 8, 2016 ballot; and

12. The AUMA would become law if a majority of the electorate votes “Yes” on the proposition; and

13. The AUMA would regulate, among other items, the use of marijuana for personal and commercial purposes, including the recreational use of marijuana by adults over 21 years of age; and

14. To regulate personal use of marijuana, the AUMA would add Section 11362.1 to the Health and Safety Code, which makes it “lawful under state and local law” for persons 21 years of age or older to “possess, process, transport, purchase, obtain, or give away to persons 21 years of age or older without any compensation whatsoever” up to 28.5 grams of marijuana in the form of concentrated cannabis or not more than eight grams of marijuana in the form of concentrated cannabis contained in marijuana products; and

15. The AUMA would make it lawful for those individuals to “possess, plant, cultivate, harvest, dry, or process not more than six living marijuana plants and possess the marijuana produced by the plants”; and

16. The AUMA would make it lawful for those individuals to smoke or ingest marijuana or marijuana products; and

17. To regulate commercial use of marijuana, the AUMA would add Division 10 (Marijuana) to the Business & Professions Code, which grants state agencies “the exclusive authority to create, issue, renew discipline, suspend, or revoke” licenses for businesses including the transportation, storage, distribution, sale, cultivation, manufacturing, and testing of marijuana; and

18. The AUMA provides that the above state agencies shall promulgate rules and regulations and shall begin issuing licenses under Division 10 by January 1, 2018; and

19. The AUMA states that a local jurisdiction shall not prevent transportation of marijuana or marijuana products on public roads by a licensee transporting marijuana or marijuana products in compliance with Division 10; and

20. The AUMA would authorize cities to “reasonably regulate” without completely prohibiting cultivation of marijuana inside a private residence or inside an “accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure; and

21. The AUMA would authorize cities to completely prohibit outdoor cultivation on the grounds of a private residence, up to and until a “determination by the California Attorney General that nonmedical use of marijuana is lawful in the State of California under federal law”; and

22. The AUMA would authorize cities to completely prohibit the establishment or operation of any marijuana business licensed under Division 10 within its jurisdiction, including marijuana dispensaries, marijuana retailers, and marijuana delivery services; and

23. Absent appropriate local regulation authorized by the AUMA, state regulations will control; and

24. The City has permissive zoning standards which prohibit all uses not expressly authorized as allowed and has applied that without exception to all instances of recreational and medicinal marijuana, including, but not limited to, cultivation, distribution, dispensing, transportation, sales and gifting; and

25. The presence of marijuana cultivation operations has the potential to lead to: (1) an increase in break-ins and thefts due to the high monetary value of marijuana plants; (2) dangerous alterations to the electrical wiring of buildings; (3) an increase in the amount of mold spores present in buildings; (4) the potential for exposure to or increased usage by school aged children; and (5) the emittance of strong or noxious odors from the marijuana plants; and

26. The City has a compelling interest in protecting the public health, welfare and safety of its residents, as well as preserving the peace and quiet of the neighborhoods in the City; and

27. The City desires to adopt Ordinance 16-XXX, adding Chapter 11.23B to the Mission Viejo Municipal Code (“MVMC”), to immediately prohibit the cultivation of marijuana anywhere within the City to the maximum extent allowable under California law, expressly regulate cultivation everywhere in the City to the extent a complete prohibition on indoor cultivation is not permitted under California law, and to add additional sections to the Mission Viejo Municipal Code that prohibit recreational marijuana dispensaries, dispensing, mobile marijuana dispensaries and all other activities involving recreational marijuana to preemptively address some proposed changes to California law in the event AUMA passes on November 8, 2016; and

28. The City desires to amend Urgency Ordinance 15-309, adopted on December 8, 2015, to clarify its medical marijuana regulations in conjunction with Ordinance 16-XXX's recreational marijuana regulations to be consistent with the provisions of MMRSA and the AUMA, if the proposition passes.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MISSION VIEJO DOES ORDAIN AS FOLLOWS:

SECTION 1. The Recitals stated above are incorporated herein by reference.

SECTION 2. Chapter 11.23 of the Mission Viejo Municipal Code is hereby deleted in its entirety and replaced with Chapter 11.23A (Medical Marijuana Regulations) to read as follows:

“CHAPTER 11.23A
MEDICAL MARIJUANA REGULATIONS

Sections

- 11.23A.001 Purpose.
- 11.23A.002 Definitions.
- 11.23A.003 Personal Medical Use.
- 11.23A.004 Commercial Medical Use.
- 11.23A.005 Public nuisance declared.
- 11.23A.006 Violations.

11.23A.001 Purpose

The purpose of this Chapter is to regulate personal and commercial medical marijuana uses. Nothing in this Chapter shall preempt or make inapplicable any provision of state or federal law.

11.23A.002 Definitions

For the purpose of this Chapter, the following words and phrases will be construed to have the meanings set forth in this chapter unless it is apparent from the context that a different meaning is intended.

(A) “Authorized grower” means a person 21 years and older who is authorized by, and in compliance with, federal or state law to cultivate marijuana indoors for personal or medical use.

(B) “Commercial marijuana activity” includes the cultivation, delivery, possession, manufacture, distribution, processing, storing, laboratory testing, labeling, transportation, distribution, or sale of marijuana and marijuana products.

(C) “Cultivation” means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of marijuana.

(D) “Delivery” means the commercial transfer of marijuana or marijuana products to a customer. “Delivery” also includes the use by a retailer of any technology platform owned and controlled by the retailer, or independently licensed under California law, that enables customers to arrange for or facilitate the commercial transfer by a licensed retailer of marijuana or marijuana products.

(E) “Distribution” means the procurement, sale, and transport of marijuana and marijuana products between entities for commercial use purposes.

(F) “Fully enclosed and secure structure” means a fully-enclosed space within a building that has a complete roof, a foundation, slab or equivalent base to which the floor is secured by bolts or similar attachments, is secure against unauthorized entry, is accessible only through one or more lockable doors, and is not visible from a public right-of-way.

(G) “Indoors” means within a fully enclosed and secure structure as that structure is defined in subsection (F) of this section.

(H) “Manufacture” means to compound, blend, extract, infuse, or otherwise make or prepare a marijuana product.

(I) “Marijuana” means as defined in California State Law and as hereafter: “Marijuana means all parts of the plant *Cannabis sativa* Linnaeus, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin.”

(J) “Marijuana business” means a marijuana dispensary and/or a business, establishment, facility, operation or person that offers or engages in any commercial marijuana activity.

(K) “Marijuana dispensary” or “dispensary” means any facility or location, including, without limitation, any type of motor vehicle or mobile facility that is not limited to a fixed location, where marijuana or marijuana products are offered, made available and/or distributed for retail sale, including, but not limited to an establishment that provides marijuana delivery services.

(L) “Operation” means any effort to locate, operate, own, lease, supply, allow to be operated, or aid, abet or assist in the operation of a marijuana business.

(M) “Person” includes any individual, firm, co-partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit.

(N) “Private residence” means a house, an apartment unit, a mobile home, or other similar dwelling.

(O) “Sale” includes any transaction whereby, for any consideration, title to marijuana is transferred from one person to another, and includes the delivery of marijuana or marijuana products pursuant to an order placed for the purchase of the same and soliciting or receiving an order for the same.

11.23A.003 Personal Medical Use.

(A) For purposes of this subsection, personal medical use, possession, purchase, transport, or dissemination of marijuana shall be considered unlawful in all areas of the City to the extent it is unlawful under California law.

(B) Outdoor cultivation. A person may not plant, cultivate, harvest, dry, or process marijuana plants outdoors for in any zoning district of the City. No use permit, building permit, variance, or any other permit or entitlement, whether administrative or discretionary, shall be approved or issued for any such use or activity.

(C) Indoor cultivation.

(1) A person may not plant, cultivate, harvest, dry, or process marijuana plants inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence, or inside any other enclosed structure within any zoning district of the City. No use permit, building permit, variance, or any other permit or entitlement, whether administrative or discretionary, shall be approved or issued for any such use or activity.

(2) To the extent a complete prohibition on indoor cultivation is not permitted under California law, an authorized grower may cultivate marijuana only in a private residence in a residential zone, only indoors, and only for personal use, subject to the following regulations:

(a) The marijuana cultivation area shall be located indoors within a residential structure and shall not exceed fifty square feet and not exceed ten feet in height, nor shall it come within twelve (12) inches of the ceiling or any cultivation lighting. Cultivation in an accessory structure on the property of the residence but not physically part of the home is permitted, as long as it is fully enclosed, secure, not visible from a public right-of-way and meeting all requirements in this Chapter.

(b) Marijuana cultivation lighting shall not exceed one thousand two hundred watts in total for the total cultivation area within the residence.

(c) The use of gas products such as but not limited to CO₂, butane, methane, or any other flammable or non-flammable gas for marijuana cultivation or processing is prohibited.

(d) There shall be no exterior visibility or evidence of marijuana cultivation outside the private residence from the public right-of-way, including but not limited to any marijuana plants, equipment used in the growing and cultivation operation, and any light emanating from cultivation lighting.

(e) The authorized grower shall reside full-time in the residence where the marijuana cultivation occurs.

(f) The authorized grower shall not participate in marijuana cultivation in any other location within the City.

(g) The residence shall include fully functional and usable kitchen, bathroom, and bedroom areas for their intended use by the resident authorized grower, and the premises shall not be used primarily or exclusively for marijuana cultivation.

(h) The marijuana cultivation area shall be in compliance with the current building, housing, electrical, and fire codes as adopted by the City, as amended from time to time.

(i) The marijuana cultivation area shall not result in a nuisance or adversely affect the health, welfare, or safety of the resident or nearby residents by creating dust, glare, heat, noise, noxious gasses, odors, smoke, traffic, vibration, or other impacts, or be hazardous due to use or storage of materials, processes, products or wastes.

(j) No more than 6 marijuana plants, mature or immature, are permitted for indoor personal cultivation under this Chapter.

(k) Marijuana in excess of 28.5 grams produced by plants kept for indoor personal cultivation under this Chapter must be kept in a locked space on the grounds of the private residence not visible from the public right-of-way.

11.23A.004 Commercial Medical Use.

(A) The establishment or operation of any marijuana business is prohibited anywhere in the City. No use permit, building permit, variance, or any other permit or entitlement, whether administrative or discretionary, shall be approved or issued for the establishment or operation of any such business or operation.

(B) No person or marijuana business shall engage in any commercial marijuana activity anywhere in the City, including the delivery of any marijuana or marijuana products to any location within the City, regardless of where the marijuana business is located, or engage in any operation for this purpose.

11.23A.005 Public nuisance declared.

Any violation of the provisions of this Chapter is hereby declared a public nuisance and shall be abated pursuant to all available remedies.

11.23A.006 Violations

Violations of this Chapter may be enforced by any applicable law; provided, however, that a person who is in full compliance with the Compassionate Use Act (California Health & Safety Code Section 11362.5) ("CUA") and the Medical Marijuana Program Act (California Health & Safety Code Section 11362.7 et seq.) ("MMPA") shall not be subject to criminal penalties and nothing in this chapter is intended, nor shall it be construed, to conflict with or burden any defense to criminal prosecution under the CUA and the MMPA. Notwithstanding the foregoing and in addition to the specific prohibitions set forth in this code, this chapter is intended to prohibit all activities for which a license from the State of California is required under the Medical Marijuana Regulation and Safety Act ("MMRSA"). Accordingly, the City shall not issue any permit, license, approval or other entitlement for any activity for which a license from the State of California is required under the MMRSA. Notwithstanding the foregoing, nothing in this Chapter is intended or shall be interpreted as limiting the city's rights under all applicable laws, rules and regulations, including, but not limited to, its police powers and applicable case law, to regulate the storage, cultivation, selling, giving away, delivery or other distribution or dispensing of marijuana or marijuana-related products."

SECTION 3. CEQA. This Ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines, because it has no potential for resulting in physical change in the environment, directly or indirectly. The City Council further finds, under Title 14 of the California Code of Regulations, Section 15061(b)(3), that this Ordinance is nonetheless exempt from the requirements of CEQA in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 4. Severability. If any provision or clause of this Ordinance or any application of it to any person, firm, organization, partnership or corporation is held invalid, such invalidity shall not affect other provisions of this Ordinance which can be given effect without the invalid provision or application. To this end, the provisions of this Ordinance are declared to be severable.

SECTION 5. Effective Date. The Mayor shall sign this Ordinance and the City Clerk shall attest thereto and shall within fifteen (15) days of its adoption cause it, or a summary of it, to be published in a general circulation newspaper published and circulated in the City of Mission Viejo. This Ordinance shall take effect thirty (30) days after its adoption. This Ordinance shall supersede Urgency Ordinance 16-316 adopted on October 12, 2016, in its entirety, thirty (30) days after this Ordinance's adoption.

PASSED, APPROVED AND ADOPTED this 25th day of October, 2016.

Frank Ury
Mayor

STATE OF CALIFORNIA }
COUNTY OF ORANGE } ss.
CITY OF MISSION VIEJO }

I, Karen Hamman, City Clerk of the City of Mission Viejo, California, do hereby certify that the foregoing Ordinance 16-316 was duly and regularly introduced by the City Council of the City of Mission Viejo at a regular meeting thereof on the 12th day of October, 2016 and that the same was passed and adopted by the following vote, to wit on October 25, 2016:

AYES:
NOES:
ABSENT:

Karen Hamman
City Clerk

APPROVED AS TO FORM:

William P. Curley, III
City Attorney



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Mark Chagnon, Director of Public Works
Budgetary Review By: Cheryl Dyas, Director of Administrative Services/City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title
 MV Shuttle—ADA Complementary Paratransit Plan

Recommended Action
 Adopt the Americans with Disabilities Act (ADA) Complementary Paratransit Plan associated with the City’s fixed route local transit service (MV Shuttle).

Executive Summary
 On August 23, 2016, Council approved Cooperative Agreement No. C-6-1292 with OCTA for the operation of the City’s new local transit service, the MV Shuttle. The Americans with Disabilities Act (ADA) of 1990 requires that public entities that operate fixed-route transportation services also provide complementary paratransit services for individuals whose disabilities make them unable to use the fixed route. In addition, the regulations require those entities to prepare and adopt an ADA Complementary Paratransit Plan to document compliance with these and other paratransit regulatory provisions.

Per the cooperative agreement, OCTA is operating the MV Shuttle on behalf of the City and is completely responsible for providing the required paratransit service. As such the proposed paratransit plan for the MV Shuttle is consistent with OCTA’s paratransit plans for its other fixed-route bus services. The required paratransit service will be provided through the existing OCTA Access service.

Fiscal Impact:

Amount Requested \$0						
Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)						
Prog/Fund #	Category:	Pers.	Optg.	Cap.	-or- CIP #	Fund #

Previous Relevant Council Actions for This Item
 8-23-2016 Project V Local Transit Cooperative Agreement
 2-23-2016 Authorization to Submit Grant Applications

Attachments
 Exhibit A [OCTA Cooperative Agreement No. C-6-1292 for Project V Community-Based Transit Circulators]
 Exhibit B [ADA Complementary Paratransit Plan]

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COOPERATIVE AGREEMENT NO. C-6-1292

BETWEEN

ORANGE COUNTY TRANSPORTATION AUTHORITY

AND

CITY OF MISSION VIEJO

FOR

PROJECT V COMMUNITY-BASED TRANSIT/CIRCULATORS

THIS AGREEMENT is effective this _____ day of _____, 2016, by and between the Orange County Transportation Authority, 600 South Main Street, Orange, California 92863-1584, a public corporation of the State of California (hereinafter referred to as "AUTHORITY"), and the City of Mission Viejo, 200 Civic Center, Mission Viejo, California 92691, a municipal corporation duly organized and existing under the constitution and laws of the State of California (hereinafter referred to as "CITY") (mutually referred to herein as "PARTIES" or each individually as a "PARTY").

RECITALS:

WHEREAS, AUTHORITY and CITY desire to enter into a Cooperative Agreement to define the roles and responsibilities related to funding between AUTHORITY and CITY for two buses, bus stop amenities, marketing and operation of a community circulator (hereinafter referred to as "PROJECT"), further defined by the project description provided by the Project description in Exhibit A; and

WHEREAS, AUTHORITY's Board of Directors (Board) approved the Renewed Measure M (M2) Eligibility Guidelines - Local Agency Preparation Manual on January 25, 2010, and subsequent amendments, most recently on April 11, 2016; and

WHEREAS, AUTHORITY's Board approved the Comprehensive Transportation Funding Programs (CTFP) Guidelines on March 22, 2010; and

WHEREAS, AUTHORITY's Board approved the revised Project V - Community based Transit Circulator Program Guidelines on November 23, 2015; and

/

COOPERATIVE AGREEMENT NO. C-6-1292

1 **WHEREAS**, AUTHORITY will periodically update the M2 Eligibility Guidelines - Local Agency
2 Preparation Manual and the CTFP Guidelines whereby the most recent update is incorporated herein by
3 reference; and

4 **WHEREAS**, AUTHORITY and CITY agree that M2 funding is subject to CITY fulfilling M2 eligibility
5 requirements; and

6 **WHEREAS**, AUTHORITY and CITY agree that PROJECT must adhere to the CTFP Guidelines
7 precepts except where specific, more detailed instruction is provided through Project V guidelines or
8 within this Cooperative Agreement; and

9 **WHEREAS**, CITY and AUTHORITY agree that AUTHORITY shall provide two buses and operate
10 service on CITY's behalf; and

11 **WHEREAS**, AUTHORITY will provide federally required complementary paratransit service; and

12 **WHEREAS**, CITY shall act as lead to perform all marketing for the PROJECT, purchase bus stop
13 amenities (including bus shelters, bus benches, trash cans, sidewalks, curb and gutter and ramps) and
14 provide all signage and maintenance for the bus stop amenities including adherence to AUTHORITY
15 safety requirements for bus stops; and

16 **WHEREAS**, PROJECT bus service/operations is fixed-route, open to the public, and fully
17 accessible for persons with disabilities in compliance with the Americans with Disabilities Act; and

18 **WHEREAS**, AUTHORITY's Board has approved Project V funding for PROJECT for up to seven
19 (7) years in the total amount not-to-exceed Three Million, Three Hundred Thirty-Two Thousand, Eight
20 Hundred Seventy-Nine Dollars (\$3,332,879), and AUTHORITY and CITY agree that the capital amount
21 to be provided by AUTHORITY is Four Hundred Seventy-Five Thousand, Three Hundred Dollars
22 (\$475,300) and the annual operating subsidy will be provided consistent with operating statistics as
23 defined in the Project V Guidelines in an uninflated amount of Two Million, Eight Hundred Fifty-Seven
24 Thousand, Five Hundred Seventy-Nine Dollars (\$2,857,579).

25 **WHEREAS**, CITY has agreed to provide a minimum of thirty percent (30%) local match for
26 minimum capital purchases of Six Hundred Seventy-Nine Thousand Dollars (\$679,000) and additional

1 local match for operations and maintenance costs to meet operating expenses not covered by
2 AUTHORITY subsidy and fares/fees; and

3 **WHEREAS**, this Cooperative Agreement defines the specific terms, conditions, roles and funding
4 responsibilities between AUTHORITY and CITY for PROJECT(s); and

5 **WHEREAS**, CITY's Council approved this Cooperative Agreement on this 23rd day of August,
6 2016;

7 **NOW, THEREFORE**, it is mutually understood and agreed by AUTHORITY and CITY as follows:

8 **ARTICLE 1. COMPLETE AGREEMENT**

9 A. This Agreement, including any attachments incorporated herein and made applicable
10 by reference, constitutes the complete and exclusive statement of the term(s) and condition(s) of this
11 Agreement between PARTIES and it supersedes all prior representations, understandings, and
12 communications. The invalidity in whole or in part of any term(s) or condition(s) of this Agreement
13 shall not affect the validity of other term(s) or condition(s) of this Agreement. The above-referenced
14 Recitals are true and correct and are incorporated by reference herein.

15 B. AUTHORITY's failure to insist on any instance(s) of CITY's performance of any term(s)
16 or condition(s) of this Agreement shall not be construed as a waiver or relinquishment of
17 AUTHORITY's right to such performance or to future performance of such term(s) or condition(s), and
18 CITY's obligation in respect thereto shall continue in full force and effect. Changes to any portion of
19 this Agreement shall not be binding upon AUTHORITY except when specifically confirmed in writing
20 by an authorized representative of AUTHORITY by way of a written amendment to this Agreement
21 and issued in accordance with the provisions of this Agreement.

22 C. CITY's failure to insist on any instance(s) of AUTHORITY's performance of any term(s)
23 or condition(s) of this Agreement shall not be construed as a waiver or relinquishment of CITY's right
24 to such performance or to future performance of such term(s) or condition(s), and AUTHORITY's
25 obligation in respect thereto shall continue in full force and effect. Changes to any portion of this
26 Agreement shall not be binding upon CITY except when specifically confirmed in writing by an

1 authorized representative of CITY by way of a written amendment to this Agreement and issued in
2 accordance with the provisions of this Agreement.

3 **ARTICLE 2. SCOPE OF AGREEMENT**

4 This Agreement specifies the terms and conditions, roles and responsibilities of the PARTIES as
5 they pertain to the subjects and projects addressed herein. Both AUTHORITY and CITY agree that each
6 will cooperate and coordinate with the other in all activities covered by this Agreement and any other
7 supplemental agreements, including Letter Agreements, which may be required to facilitate purposes
8 thereof.

9 **ARTICLE 3. RESPONSIBILITIES OF AUTHORITY**

10 AUTHORITY agrees to the following responsibilities for PROJECT:

- 11 A. To provide two 32-foot CNG buses to operate service and outfit with technology necessary
12 for communications and fare collection.
- 13 B. To provide a spare/backup vehicle and outfit with technology necessary for
14 communications and fare collection.
- 15 C. To assist in the scheduling of the service and include information as appropriate in
16 AUTHORITY's Bus Book and Just Click Trip Planner.
- 17 D. To operate service on behalf of CITY.
- 18 E. To provide federally required complementary paratransit service.
- 19 F. To act as the lead agency responsible for activities as defined as "OCTA Role" in Exhibit
20 C, Mission Viejo Project V – Responsibilities.
- 21 G. To provide PROJECT funding for capital purchases in the amount not to exceed Four
22 Hundred Seventy-Five Thousand, Three Hundred Dollars (\$475,300) for bus stop amenities and
23 marketing provided by CITY and for two 32-foot CNG buses provided by AUTHORITY.
- 24 H. To provide annual operating subsidy for PROJECT for up to six (6) years in the amount
25 of no more than Nine Dollars (\$9.00) per boarding OR Ninety Percent (90%) of net operations and
26 maintenance costs (after deducting fares/fees) at an estimated amount in accordance with Project V

COOPERATIVE AGREEMENT NO. C-6-1292

1 Guidelines, whichever is lower, consistent with Exhibit B, Mission Viejo Project V Estimated Funding
2 Schedule.

3 I. To adjust Nine Dollars (\$9.00) per boarding OCTA subsidy based on Consumer Price
4 Index (CPI) published by Department of Industrial Relations (DIR) for the Los Angeles, Riverside and
5 Orange County areas and to account for other cost increases to provide bus service.

6 J. To provide ridership data to CITY at least quarterly, but no more frequently than monthly.

7 K. To calculate operations and maintenance cost per boarding and boardings per revenue
8 vehicle hour on a monthly basis.

9 L. Upon notification from CITY, include any non-AUTHORITY revenues (excluding fares)
10 received for PROJECT in calculation of the matching amount.

11 M. To submit a quarterly invoice to CITY, Project V - Capital and Operations & Maintenance
12 Invoice, for matching amount for two 32-foot CNG buses and quarterly operating subsidy in accordance
13 with Project V Guidelines, consistent with Exhibit B, Mission Viejo Project V Estimated Funding Schedule.

14 N. To reimburse CITY for AUTHORITY's share of marketing efforts, bus stop amenities
15 procured directly by CITY within sixty (60) days of receipt of an acceptable invoice according to ARTICLE
16 5.

17 O. To compile all operational data necessary for National Transit Database reporting and file
18 with the Federal Transit Administration.

19 P. To provide all services in accordance with the Board-approved Project V guidelines.

20 Q. In the event that the minimum performance standards in accordance with Project V
21 guidelines are not met after the first and second years of service and maintained at least annually based
22 on an annual average thereafter, to provide sixty (60) days' notice to CITY that service will be
23 discontinued, to work with CITY to notify the public and to discontinue the service.

24 R. In the event service is discontinued, AUTHORITY will retain ownership of the two 32-foot
25 CNG buses. AUTHORITY will reimburse CITY depreciated net value of the vehicles based upon the
26 proportional share of City's matching funds.

1 S. To provide and install decals on the two dedicated buses.

2 T. To provide customer service for non-operational issues and forward all operational issues
3 including Lost and Found inquiries to AUTHORITY.

4 **ARTICLE 4. RESPONSIBILITIES OF CITY**

5 CITY agrees to the following responsibilities for PROJECT:

6 A. Act as lead to purchase bus stop amenities and provide all signage and maintenance for
7 the bus stops including adherence to AUTHORITY's safety requirements for bus stops.

8 B. To act as the lead agency responsible for activities as defined as "City Role" in Exhibit C,
9 Mission Viejo Project V - Responsibilities.

10 C. To provide branding and marketing of service.

11 D. To assist AUTHORITY Transit Police Services as necessary.

12 E. To provide eligible local matching amounts for capital purchases at a minimum amount of
13 thirty percent (30%) required local match in an amount currently estimated to be Two Hundred Three
14 Thousand, Seven Hundred Dollars (\$203,700).

15 F. To provide eligible local matching amounts of ten percent (10%) of net operations and
16 maintenance costs (after deducting fares/fees), OR balance of net operations and maintenance costs
17 after AUTHORITY has paid Nine Dollars (\$9.00) per boarding, whichever is greater, in accordance with
18 Project V Guidelines, consistent with Exhibit B, Mission Viejo Project V Estimated Funding Schedule.

19 G. To adopt AUTHORITY regular adult fare and note in any CITY publications of fares that
20 CITY is subsidizing the AUTHORITY adult fare.

21 H. To pay matching amounts for all work performed on PROJECT as invoiced by
22 AUTHORITY in accordance with Project V Guidelines within sixty (60) days of receipt of the invoice,
23 consistent with Exhibit B.

24 I. To notify AUTHORITY of any non-AUTHORITY revenues received for PROJECT.

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1 J. To include and identify any non-AUTHORITY or grant revenues received along with any
2 requirements associated with external fund sources for PROJECT in payment to AUTHORITY for local
3 match.

4 K. To submit invoices to AUTHORITY consistent with ARTICLE 5. CITY REQUEST FOR
5 REIMBURSEMENT for bus stop amenities and marketing included in PROJECT.

6 **ARTICLE 5. CITY REQUEST FOR REIMBURSEMENT**

7 A. CITY shall contribute at least thirty percent (30%) of matching funds, as is specified within
8 this Agreement in ARTICLE 4, Paragraph F, toward the actual costs of buses, marketing and bus stop
9 amenities included in PROJECT.

10 B. CITY shall prepare and submit to AUTHORITY invoices in accordance with the
11 reimbursement procedures identified in the CTFP guidelines. CITY's invoice shall include allowable
12 PROJECT costs incurred and paid for by CITY consistent with the PROJECT's Scope of Work. The
13 invoice submitted by CITY shall be signed by an authorized agent who can duly certify the accuracy of
14 the included information. Advance payments by AUTHORITY are not allowed.

15 C. The invoice must be submitted on CITY's letterhead.

16 D. The invoice shall be submitted by CITY and in duplicate to AUTHORITY's Accounts
17 Payable Office. Each invoice shall include the following information:

18 a. Agreement Number C-6-1292;
19 b. The total of PROJECT expenditures shall specify the percent and amount to be
20 reimbursed which shall not exceed Seventy Percent (70%) of the total eligible capital expenditures in
21 accordance with Exhibit B, Mission Viejo Project V Estimated Funding Schedule. In addition, to include
22 any non-AUTHORITY revenues received in calculation of local match.

23 c. Support documentation for all expenses invoiced.

24 d. Adequate detail describing all work completed.

25 e. Documentation providing evidence that the contractor has been paid by the CITY
26 or evidence of payment for force account work.

1 f. Certification signed by the CITY or his/her designated alternate that a) The invoice
2 is a true, complete and correct statement of reimbursable costs and progress; b) The backup information
3 included with the invoice is true, complete and correct in all material respects; c) All payments due and
4 owing to subcontractors and suppliers have been made; d) Timely payments will be made to
5 subcontractors and suppliers from the proceeds of the payments covered by the certification and; e) The
6 invoice does not include any amount which CITY intends to withhold or retain from a subcontractor or
7 supplier unless so identified on the invoice.

8 g. Such other information as requested by AUTHORITY.

9 E. Total payments by AUTHORITY shall not exceed the funding amount for bus stop
10 amenities and marketing specified in ARTICLE 3, paragraph G above.

11 F. CITY shall submit final invoice no later than ninety (90) days after final acceptance of
12 bus stop amenities.

13 G. CITY shall submit at minimum annual invoices for the marketing costs.

14 **ARTICLE 6. DELEGATED AUTHORITY**

15 The actions required to be taken by CITY in the implementation of this Agreement are delegated
16 to its Director of Public Works, or his/her designee, and the actions required to be taken by AUTHORITY
17 in the implementation of this Agreement are delegated to AUTHORITY's Chief Executive Officer, or
18 designee.

19 **ARTICLE 7. AUDIT AND INSPECTION**

20 AUTHORITY and CITY shall maintain a complete set of records in accordance with generally
21 accepted accounting principles. Upon reasonable notice, CITY shall permit the authorized
22 representatives of AUTHORITY to inspect and audit all work, materials, payroll, books, accounts, and
23 other data and records of CITY for a period of five (5) years after final payment, or completion of audit by
24 AUTHORITY, or after final payment of debt service, whichever is longer. For purposes of audit, the date
25 of completion of this Agreement shall be the date of AUTHORITY's payment of CITY's final billing under
26 this Agreement. AUTHORITY shall have the right to reproduce any such books, records, and accounts.

1 The above provision with respect to audits shall extend to and/or be included in contracts with CITY's
2 contractor(s).

3 **ARTICLE 8. INDEMNIFICATION**

4 A. To the fullest extent permitted by law, CITY shall defend, indemnify, protect, and hold
5 harmless AUTHORITY, its officers, directors, employees, and agents (collectively the "Indemnified
6 Parties"), from and against any and all liabilities, actions, suits, claims, demands, losses, costs,
7 judgments, arbitration awards, settlements, damages, demands, orders, penalties, and expenses
8 including legal costs and attorney fees (collectively "Claims"), including but not limited to Claims arising
9 from injuries to or death of persons (CITY's employees included), for damage to property, including
10 property owned by AUTHORITY, or from any violation of any federal, state, or local law or ordinance,
11 alleged to be caused by the negligent acts, omissions or willful misconduct of CITY, its officers, directors,
12 employees or agents in connection with or arising out of the performance of this Agreement.

13 B. To the fullest extent permitted by law, AUTHORITY shall defend, indemnify, protect, and
14 hold harmless CITY, its officers, directors, employees, and agents (collectively the "Indemnified Parties"),
15 from and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgments,
16 arbitration awards, settlements, damages, demands, orders, penalties, and expenses including legal
17 costs and attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to
18 or death of persons (AUTHORITY's employees included), for damage to property, including property
19 owned by CITY, or from any violation of any federal, state, or local law or ordinance, alleged to be caused
20 by the negligent acts, omissions or willful misconduct of AUTHORITY, its officers, directors, employees
21 or agents in connection with or arising out of the performance of this Agreement.

22 C. Any Contractor hired by AUTHORITY to perform business related to this Agreement shall
23 be required to list CITY as an additional insured under the insurance policies related to the Agreement
24 as appropriate. In the event CITY hires a contractor to perform business related to this Agreement,
25 Contractor shall be required to list AUTHORITY as an additional insured under the insurance policies
26 related to the Agreement as appropriate.

1 D. The indemnification and defense obligations of this Agreement shall survive its expiration
2 or termination.

3 **ARTICLE 9. ADDITIONAL PROVISIONS**

4 PARTIES agree to the following mutual responsibilities:

5 A. Term of Agreement: This Agreement shall continue in full force and effect on an annual
6 basis subject to meeting minimum performance standards of ridership or December 31, 2023, whichever
7 is earlier. This Agreement may only be extended upon mutual agreement by both parties.

8 B. Termination: AUTHORITY may terminate this Agreement at any time for any reason
9 following sixty (60) days' written notice to CITY.

10 C. Termination for Convenience: Either PARTY may terminate this Agreement for its
11 convenience by providing sixty (60) days' prior written notice of its intent to terminate for convenience to
12 the other PARTY.

13 D. Amendments: This Agreement may be amended in writing at any time by the mutual
14 consent of all PARTIES. No amendment shall have any force or effect unless executed in writing by all
15 PARTIES.

16 E. PARTIES shall comply with all applicable federal, state, and local laws, statues,
17 ordinances and regulations of any governmental authority having jurisdiction over the PROJECT.

18 F. Legal Authority: PARTIES hereto consent that they are authorized to execute this
19 Agreement on behalf of said PARTIES and that; by so executing this agreement, all PARTIES hereto are
20 formally bound to the provisions of this Agreement.

21 G. Severability: If any term, provision, covenant or condition of this Agreement is held to be
22 invalid, void or otherwise unenforceable, to any extent, by any court of competent jurisdiction, the
23 remainder of this Agreement shall not be affected thereby, and each term, provision, covenant or
24 condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

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1 H. Counterparts of Agreement: This Agreement may be executed and delivered in any
2 number of counterparts, each of which, when executed and delivered shall be deemed an original and all
3 of which together shall constitute the same agreement. Facsimile signatures will be permitted.

4 I. Force Majeure: Each of the PARTIES shall be excused from performing its obligations
5 under this Agreement during the time and to the extent that it is prevented from performing by an
6 unforeseeable cause beyond its control, including but not limited to; any incidence of fire; flood; acts of
7 God; commandeering of material, products, plants or facilities by the federal, state or local government;
8 national fuel shortage; or a material act or omission by the other party; when satisfactory evidence of
9 such cause is presented to the other party, and provided further that such nonperformance is
10 unforeseeable, beyond the control and is not due to the fault or negligence of the PARTY not performing.

11 J. Assignment: Neither this Agreement, nor any of the PARTIES' rights, obligations, duties,
12 or authority hereunder may be assigned in whole or in part by any PARTY without the prior written consent
13 of the other PARTIES in their sole and absolute discretion. Any such attempt of assignment shall be
14 deemed void and of no force and effect. Consent to one assignment shall not be deemed consent to any
15 subsequent assignment, nor the waiver of any right to consent to such subsequent assignment.

16 K. Governing Law: The laws of the State of California and applicable local and federal laws,
17 regulations and guidelines shall govern this Agreement.

18 L. Litigation fees: Should litigation arise out of this Agreement for the performance thereof,
19 the court shall award costs and expenses, including attorney's fees, to the prevailing PARTY.

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1 M. Notices: Any notices, requests, or demands made between the PARTIES pursuant to this
 2 Agreement are to be directed as follows:

To CITY:	To AUTHORITY:
4 City of Mission Viejo 5 200 Civic Center 6 Mission Viejo, CA 92691 7 Attention: Mark Chagnon 8 Director of Public Works 9 Tel: 949-470-3091 10 E-mail: mchagnon@cityofmissionviejo.org	Orange County Transportation Authority 600 South Main Street Orange, CA 92863-1584 Attention: Donald Herrera Contract Administrator Tel: 714-560-5644 E-mail: dherrera@octa.net

11 N. Successors and Assigns: The provisions of this Agreement shall bind and inure to the
 12 benefit of each of the PARTIES hereto, and all successors or assigns of the PARTIES hereto.

13 This Agreement shall be made effective upon execution by both parties.

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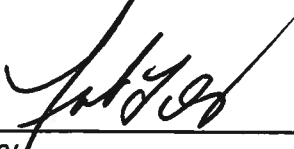
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1 IN WITNESS WHEREOF, the PARTIES hereto have caused this Agreement No. C-6-1292 to be
2 executed on the date first above written.

3 CITY OF MISSION VIEJO

ORANGE COUNTY TRANSPORTATION
AUTHORITY

4
5 By: 
6 Frank Ury
Mayor

By: _____
Darrell Johnson
Chief Executive Officer

7 ATTEST:

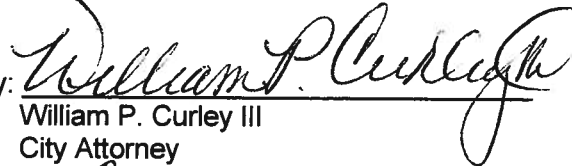
APPROVED AS TO FORM

8
9 By: 
10 Karen Hamman
City Clerk

By: _____
James Donich
General Counsel

11 APPROVED AS TO FORM:

APPROVAL RECOMMENDED:

12
13 By: 
14 William P. Curley III
City Attorney

By: _____
Kia Mortazavi
Executive Director, Planning

15 Dated: Aug 30, 2016

Dated: _____

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EXHIBIT A

ADDITIONAL INFORMATION IN RESPONSE TO OCTA GUIDELINES

The guidelines request specific information to accompany the application. The City is summarizing the information here for the sake of clarity. This section addresses the requirements in Section 8.0 of the guidelines.

Project Need, Goals and Objectives

The City of Mission Viejo has explored the concept of a circulator linking the Laguna Niguel/Mission Viejo Metrolink station, The Shops at Mission Viejo, Mission Hospital, Saddleback College, the Crown Valley Business Corridor east of 1-5, residential areas unserved by OCTA along/near Felipe Road, and the Norman P. Murray Community Center. The City prepared a *Transit Needs Assessment Study* in 2008 for OCTA's Go Local program. The need for better connections within Mission Viejo still exists in 2016. In fact, Capistrano Valley High School has expressed an interest in a community circulator that could transport its students safely to and from school.

The overall goal of this project is to improve mobility within the City of Mission Viejo. This project proposes weekday service only in the first year of operation and weekday and Saturday service in subsequent years.

Project objectives include:

- Improve connections between Mission Viejo and the Laguna Niguel/Mission Viejo Metrolink station throughout the day
- Enhance the ability of senior citizens and other residents within the City to access the Norman P. Murray Community Center
- Serve Mission Hospital and Medical Center, Saddleback College, and The Shops at Mission Viejo
- Fill in gaps in OCTA service, particularly along Felipe Road
- Provide parents and students at Capistrano Valley High School with new options for traveling to and from school.

1 **Project Development and Implementation Schedule**

2 The City has done all necessary planning work. The Mission Viejo Circulator is ready for
3 implementation in 2017, with operations commencing at the beginning of FY 2017-18.

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EXHIBIT B

MISSION VIEJO PROJECT V FUNDING SCHEDULE

CAPITAL COSTS
Shuttle Purchase, Shelters and Marketing

	OCTA	LOCAL MATCH 30%	TOTAL CAPITAL
FY 16/17	\$139,300	\$59,700	\$199,000
FY 17/18	\$7,000	\$3,000	\$10,000
FY 18/19	\$7,000	\$3,000	\$10,000
FY 19/20	\$7,000	\$3,000	\$10,000
FY 20/21	\$7,000	\$3,000	\$10,000
FY 21/22	\$7,000	\$3,000	\$10,000
FY 22/23	<u>\$301,000</u>	<u>\$129,000</u>	<u>\$430,000</u>
7-YEAR TOTAL	\$475,300	\$203,700	\$679,000

OPERATIONS COSTS
Bus Operations

	OCTA	LOCAL MATCH 10%	TOTAL OPERATIONS COSTS
FY 16/17	\$410,304	\$45,589	\$455,893
FY 17/18	\$489,455	\$54,384	\$543,839
FY 18/19	\$489,455	\$54,384	\$543,839
FY 19/20	\$489,455	\$54,384	\$543,839
FY 20/21	\$489,455	\$54,384	\$543,839
FY 21/22	<u>\$489,455</u>	<u>\$54,384</u>	<u>\$543,839</u>
FY 22/23	<u>\$489,455</u>	<u>\$54,384</u>	<u>\$543,839</u>
7-YEAR TOTAL	<u>\$2,857,579</u>	<u>\$317,509</u>	<u>\$3,175,088</u>
Total Share	<u>\$3,332,879</u>	<u>\$521,209</u>	
Total Percentage	86%	14%	
Total Project Cost			<u>\$3,854,088</u>

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EXHIBIT C

MISSION VIEJO PROJECT V RESPONSIBILITIES

VEHICLE OPERATIONS

DUTY	OCTA ROLE	CITY ROLE
Revenue Vehicle Movement Control (Dispatch)	OCTA will dispatch Project V service within the same resources used of OCTA fixed-route service.	City may contact OCTA Central Communications for questions regarding status of bus service.
Scheduling and Routing	OCTA will develop the final schedule and provide to City for circulation.	City may develop span of service, routing, and frequency with input from OCTA.
Ticketing and Fare Collection	OCTA will collect and deposit all fare revenue. OCTA will provide credit of OCTA's average fare for passengers using OCTA fare media. Farebox reports will be used to determine fares from Project V service and will be considered in development of Project V invoice to City.	City will set fares and may sell its own fare media. If fare is less than OCTA adult fare, all City publications of fares must note the fare is being subsidized by the City. OCTA bus passes will be accepted on the Project V route.
Fares	OCTA will determine appropriate credit for use of OCTA fare media. OCTA will amend the existing agreement with Metrolink to receive reimbursement from Metrolink for accepting Metrolink passes.	City will determine passenger fares. If fare is less than OCTA adult fare, all City publications of fares must note the fare is being subsidized by the City.
System Security	OCTA will include Project V routes in the service plan to deploy Transit Police Services.	City will assist OCTA Transit Police Services as necessary.
Revenue Vehicle Operation	OCTA will provide coach operators and field supervisor staff for Project V service.	None
Complementary Paratransit	OCTA will provide Federally-required complementary paratransit through the existing OCTA ACCESS service. The cost for the additional service will be reimbursed internally with Project V funds.	None

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VEHICLE MAINTENANCE		
DUTY	OCTA ROLE	CITY ROLE
Vehicle Procurement	OCTA will procure two (2) 32-foot, CNG buses appropriate for Project V service and will outfit with technology necessary for communications and fare collection. These two vehicles will be used exclusively for the Mission Viejo service. Backup/spare vehicles will be provided as needed.	City will provide OCTA with artwork for use on the sides of the buses prior to vehicle delivery.
Inspection and Maintenance of Revenue Vehicles	OCTA will maintain the Project V buses using the same processes for the existing OCTA bus fleet.	None
Repairs of Revenue Vehicles	Repairs are included in the hourly cost in the agreement. This includes repairs due to accidents and vandalism.	None
Servicing and Fuel of Service Vehicles	OCTA will service and fuel the Project V buses using the same procedures used for the existing OCTA bus fleet.	None

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GENERAL ADMINISTRATION		
DUTY	OCTA ROLE	CITY ROLE
General Insurance	OCTA will provide insurance for vehicle operations through the operations contractor's insurance. City will be named as additional insured.	None
Data Processing	OCTA will provide ridership data to City on a quarterly basis.	None
General Management	OCTA will provide a list of contacts to the City for assistance and service-related questions.	City will provide a single point of contact for OCTA. City will send operational issues to the OCTA contact.
Customer Service	OCTA will handle all customer inquiries and comments regarding all operational issues including Lost and Found inquiries.	None
Promotion	OCTA will include information about the service in the OCTA <i>Just Click Trip Planner</i> and the OCTA <i>Bus Book</i> .	City is responsible for any additional promotion.
National Transit Database	OCTA will compile operational data necessary for NTD reporting and file with the FTA.	None
Ownership	OCTA will own the vehicles purchased.	City will own the bus stop amenities.

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**AMERICAN WITH DISABILITIES ACT
COMPLEMENTARY PARATRANSIT PLAN**

THE CITY OF MISSION VIEJO

October 25, 2016

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- Appendix B: Summary of Federal Guidelines
- Appendix C: FY 2015-16 ADA-eligible Trips Data
- Appendix D: Application for ACCESS Service
- Appendix E: ADA Service Glossary of Terms

SECTION 1 INTRODUCTION & BACKGROUND

The Americans with Disabilities Act (ADA) of 1990 requires that public entities that operate fixed-route transportation services also provide complementary paratransit services for individuals whose disabilities make them unable to use the fixed route. In addition, the regulations require that those public entities subject to the complementary paratransit requirements develop and administer a process for determining if individuals who request service meet the regulatory requirements for eligibility. Finally, those entities are required to prepare and adopt an ADA Complementary Paratransit Plan to document its compliance with these and other paratransit regulatory provisions.

This plan is prepared by the City of Mission Viejo (City). Beginning in October 2016, the City will provide fixed route public transportation services within the City. The City's fixed route services will be operated by the Orange County Transportation Authority (OCTA), under a cooperative agreement.

The requirements of the ADA state that paratransit service must be "comparable" to the fixed route service levels and hours of availability. As defined further in regulatory guidance issued by the Department of Transportation, six service criteria are used to evaluate paratransit service's compatibility to the fixed route. These criteria only represent the minimum service standards and therefore these thresholds can be exceeded if the local governing body chooses to do so. The criteria require that ADA paratransit service is comparable to fixed route services in terms of:

- **SERVICE AREA:** Paratransit must be available within the same area served by the fixed route, specifically; service shall be made available to all origins and destinations within $\frac{1}{4}$ of a mile on each side of each fixed route. This includes an area within $\frac{1}{4}$ mile radius at the end of each fixed route as well.
- **HOURS AND DAYS OF SERVICE:** ADA paratransit services must be available the same hours and days of service that fixed route is available.
- **RESPONSE TIME:** Trips must be made available to any ADA paratransit eligible person at any requested time of any particular day in response to a request for service made the previous day. The service operator may negotiate to provide the trip within an "hour window." Reservations must be taken during regular business hours the day before the trip is requested.
- **FARES:** The public transit may not establish paratransit fares that are more than twice the fare that would be charged to an individual paying full fare for a trip of similar length at a similar time of day on the fixed route system.
- **TRIP RESTRICTIONS:** The operator may not impose trip restrictions to prioritize trips based on trip purpose.
- **CAPACITY CONSTRAINTS:** The operator may not impose capacity constraints on the amount of service that is provided to any eligible person. Specifically, there can be no operating practice that significantly limits the availability of service to ADA paratransit eligible individuals.

This ADA paratransit service is to be provided to all individuals who, because of their disability, are unable to use the fixed-route system. The criteria used to determine eligibility is also regulated by the ADA, and the City is required to have a documented process in place to determine if an individual qualifies for service.

Any agency providing public fixed route service is required to submit a plan showing attainment of full compliance with the ADA no later than January 26, 1996. Since the City did not initiate fixed-route service until October 2016, no plan was submitted at that time. Nonetheless, a plan is still required to show compliance with ADA and outline all aspects of paratransit service to ensure full compliance with the regulations.

In an effort to ensure full compliance with the ADA requirements, the City entered into a contractual relationship with OCTA to provide complementary paratransit services in the City service territory on the City's behalf.

The following sections systematically review all of the City's service, in concert, with OCTA rules and guidelines, as they relate to the provision of and compliance with all parts of the ADA statues. If service is determined to not comply with the regulations contained in the ADA then proper procedures and compliance actions will be outlined with specific benchmarks for achievement.

- SECTION 1:** This section provides an introduction and background to the plan, and presents some demographic information of interest to the plan.
- SECTION 2:** This section outlines existing and proposed fixed route services.
- SECTION 3:** This section describes and evaluates the ADA paratransit service.
- SECTION 4:** This section outlines the existing paratransit eligibility determination process and appeals process.
- SECTION 5:** This section describes the current public participation process for input into senior and disabled transportation services.

The CITY DEMOGRAPHIC PROFILE

According to the American Community Survey (ACS) by the US Census Bureau, the population of the City in 2010 was 93,305, making the City rank ninth in Orange County. In 2014, the population was estimated to have increased to 95,246 which represents a 2.1 percent increase. Persons over the age of 65 accounted for 15,119 or 15.9 percent of the City’s population, and persons with disabilities accounted for 8,179 or 8.6 percent.

The purpose of this report is to document the City’s compliance with Title VI ADA Complementary Paratransit Plan. To ensure full compliance with the provisions of the Complementary Paratransit Plan, the City contracts for the provision of ADA paratransit services with the OCTA. Through this cooperative agreement, the City is fully committed to the provision of transportation options for individuals who are unable to use the regular, fixed-route bus service due to functional limitations caused by a disability. Key demographic statistics of the City that are relevant to the ADA Paratransit Plan are shown in Figure 1.

**Figure 1 -- CITY Service Area Demographic Information
(2014 American Community Survey - U.S. Census Bureau)**

	CITY of Mission Viejo	% of City Total	Orange County	% of County Total
Total Population	95,246	N/A	3,086,331	N/A
Older Adults (>65 yrs.)	15,119	15.9%	382,162	12.4%
Persons in Poverty* (<100% of Poverty Level)	5,032	5.3%	390,309	12.8%
Persons with Disabilities*	8,179	8.6%	248,602	8.1%

**For whom status is determined*

SECTION 2 DESCRIPTION OF EXSITING AND PROPOSES SERVICES

FIXED ROUTE SERVICE

The OCTA currently operates nine fixed-routes in the City, consisting of six local routes, two express routes, and one rail feeder routes. Service operating characteristics for all fixed routes serving the City are shown in Figure 2. A map of the fixed route services in shown in Figure 3.

Figure 2 – Existing Fixed Route Service Operating Characteristics

Route	Type	Days / Hours of Service		PEAK	MIDDAY	WEEKEND
		Weekdays	Weekends			
82	Local	5:00AM - 8:00PM	7:00AM - 6:45PM	70	65	N/A
85	Local	5:30AM - 9:45PM	7:00AM - 8:00PM	60	60	N/A
86	Local	6:15AM - 9:00PM	N/A	60	60	N/A
87	Local	6:00AM - 7:00PM	8:00AM - 6:45PM	60	60	N/A
89	Local	4:45AM - 11:15PM	5:00AM - 9:45PM	35	35	70
91	Local	5:30AM - 10:45PM	7:00AM - 8:00PM	35	35	45
212	Express	Express Peak Hours Only		N/A	N/A	N/A
216	Express	Express Peak Hours Only		N/A	N/A	N/A
490	Rail Feeder	Rail Feeder Peak Hours Only		N/A	N/A	N/A

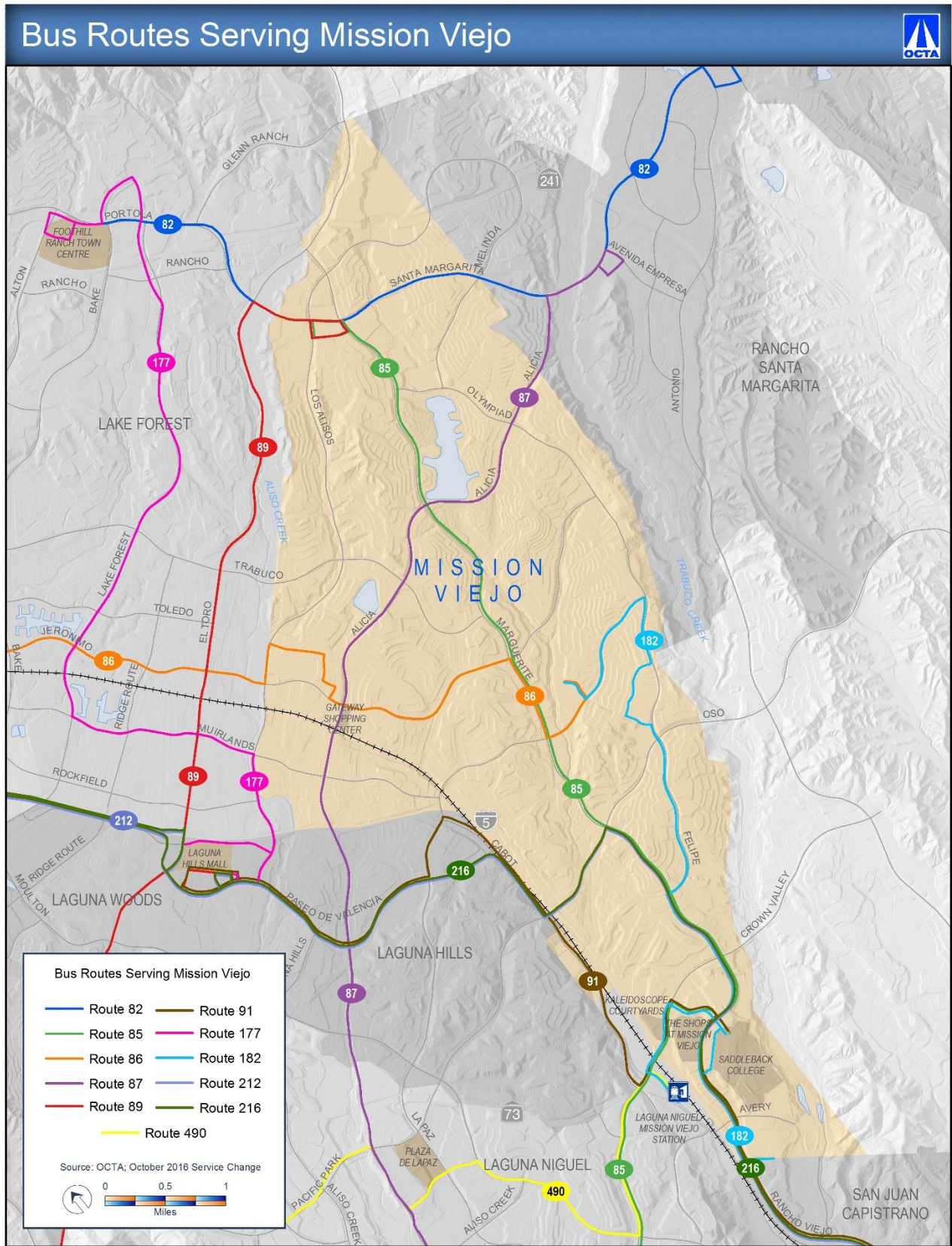
Notes:

Hours of Service within the City boundaries and rounded to nearest quarter hour

N/A = no service available;

Frequency listed in minutes

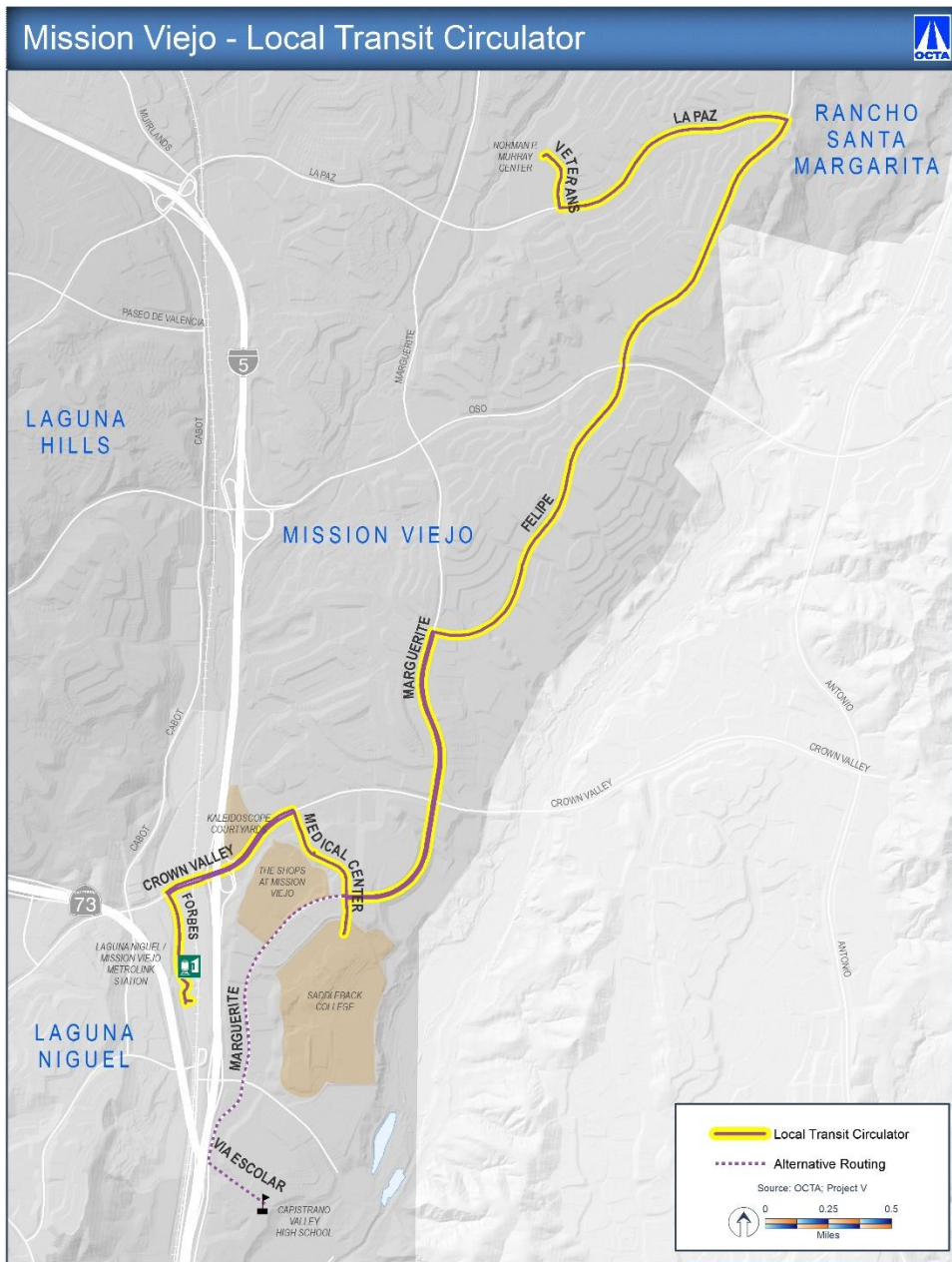
Figure 3 -- Existing Fixed Route Service



PROPOSED CITY FIXED ROUTE SERVICE

The City’s proposed fixed route service consists of a circular shuttle service providing service in the central core of the City. The circulator will operate from the Norman P. Murray Center on the northern end of the route to the Metrolink Station on the southern end of the route. The service will focus on transporting residents and visitors to key activity centers, such as the Metrolink Station, Capistrano Valley High School, The Shops at Mission Viejo, Saddleback College, and the Norman P. Murray Center (Figure 4). This area is a popular destination for the residents of the City as well as visitors. Heavy traffic congestion is typically experienced by local residents and motorists visiting the area. The shuttle will operate seven days a week from 6:00 AM to 6:20 PM. A proposed schedule is provided in Appendix A.

Figure 4 -- Proposed Shuttle Service



FARE STRUCTURE

Figure 5 shows the OCTA and the proposed City’s shuttle service fare structure.

Figure 5 – Fare Structure

Fare Type	Existing OCTA Fare Price	Proposed Project V Route 182
Regular Base Fare	\$2.00	\$2.00
Senior/Disable Base Fare	\$.75	\$.75
Children Under 6 yrs.	Free	Free

The CITY SHUTTLE FLEET

The fleet utilized for the City’s shuttle service includes two vehicles operating from OCTA’s facility in the City of Irvine. Under an agreement with OCTA, the City will receive all services required for the provision of the fixed route operation, including the vehicles, maintenance of the vehicles, and coach operators.

SECTION 3 ADA PARATRANSIT SERVICE DESCRIPTION

The OCTA holds statutory responsibility for the planning, management, administration and operation of public transit services throughout Orange County. In addition to the operation of fixed route bus services, OCTA provides “complementary paratransit” service, which is curb-to-curb, accessible demand-responsive transportation pursuant to the requirements of the ADA. In Orange County, this complementary paratransit service is known as ACCESS.

The ADA guarantees equal opportunity for individuals with disabilities in employment, public accommodations, transportation, state and local government services and telecommunications. The transportation provisions of the ADA focus on acquisition of accessible vehicles by public and private entities, requirements for complementary paratransit service by public entities operating a fixed route system, and provision of nondiscriminatory accessible transportation service.

The ADA specifically mandates that each public entity operating a fixed route transit system provides complementary paratransit service to individuals whose functional disabilities prevent use of accessible fixed route bus and rail systems. The level of service for these individuals is to be comparable to the level of service provided to individuals without disabilities. The paratransit service is intended to be comparable to the fixed route system in specific listed criteria such as days and hours of service, fares, service area, response time, etc. It is to serve strictly defined categories of individuals with functional disabilities as described in this document, which reflect the ADA requirements. A summary of federal guidelines for eligibility is included in Appendix B.

The ADA requires that each public entity establish a certification process for determining ADA paratransit eligibility for complementary paratransit service. The eligibility criteria are designed to limit ADA Paratransit eligibility to only those individuals whose disabilities prevent them from using accessible fixed route bus or rail services. Additionally, the ADA regulations specify that recertification may be required at reasonable intervals.

A person is eligible for ADA service if they are unable to board or exit a fixed-route bus, get to or from a bus stop due to physical and/or environmental barriers, or does not understand how to ride the bus. Eligibility is based on a person's functional abilities and limitations due to a disability, not a specific diagnosis or disability. The City, through OCTA, has a formal certification process that follows ADA guidelines. To request an application, individuals should contact the OCTA ACCESS Eligibility Office at (714) 560-5956 or download the application from the OCTA website.

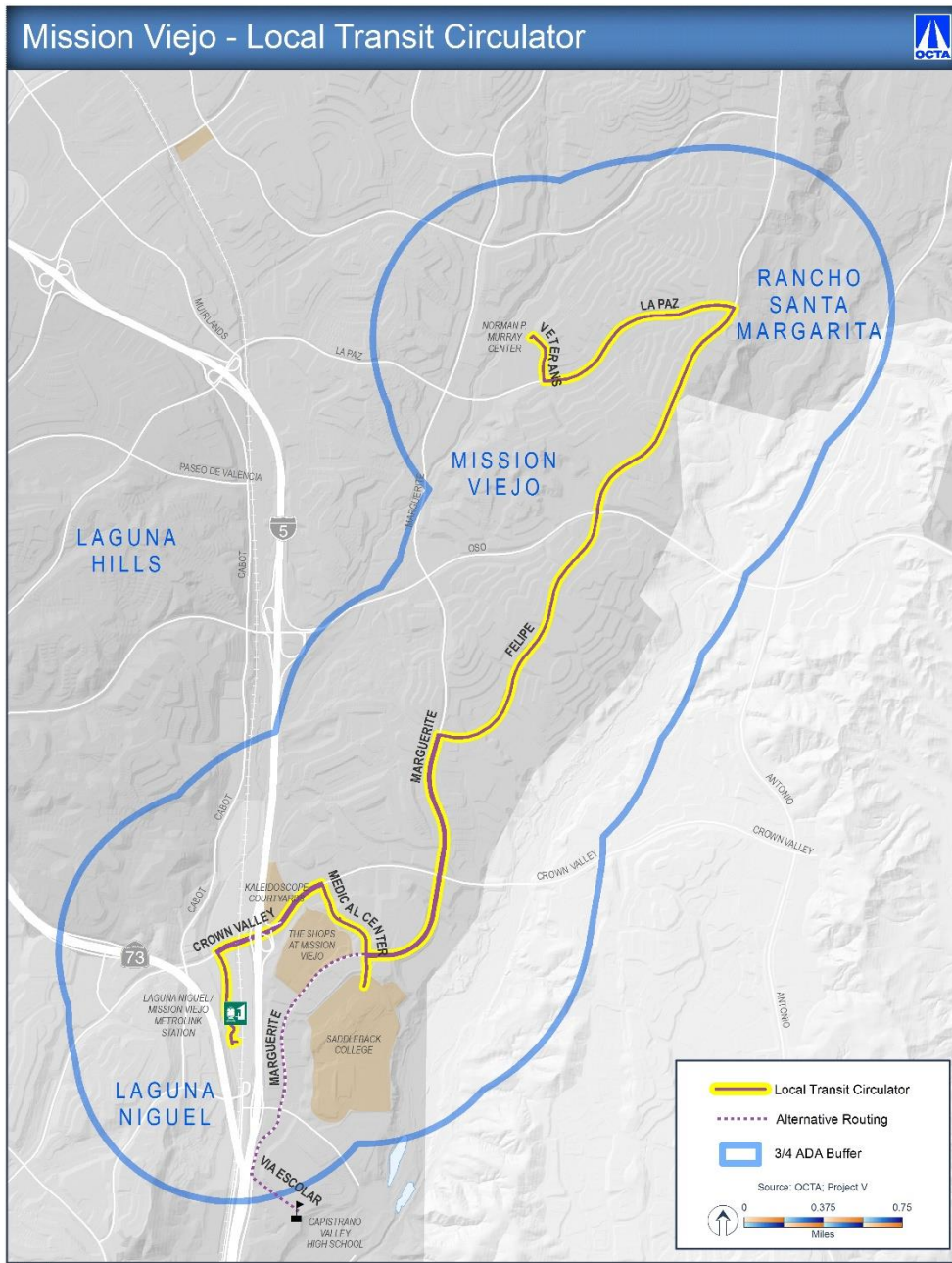
The City contracts with OCTA, a regional transit services provider, for ACCESS services. ACCESS is OCTA’s shared-ride service for individuals who are unable to use the regular, fixed-route bus service because of functional limitations caused by a disability. These passengers must be certified by OCTA, on behalf of the City, to use the ACCESS system by meeting the ADA eligibility criteria.

OCTA’s ACCESS service offered within the City is well utilized. In fiscal year 2015-16, about 167,000 ADA-eligible trips were accomplished within the City, which equates to about 14,000 monthly trips and 458 daily trips, as shown in Appendix C.

Figure 6 below illustrates the ADA service corridors within the context of the proposed fixed route service. According to OCTA’s database of ADA customers, below are trip characteristics of ADA clients who accomplished at least one ACCESS trip and whose origin and destination was within the ¼ mile zone of the proposed City shuttle:

- There are 507 unique customers within ¼ mile of the proposed shuttle.
- It is estimated that over a period one year in fiscal year 2015-16, 73 of the 507 customers accomplished at least one ACCESS trip within the ¼ mile zone.
- There were 15 clients who took more than 10 trips in fiscal year 2015-16.
- There were three clients considered regular clients who took more than 100 trips in fiscal year 2015-16.

FIGURE 6 – CITY’S ACCESS SERVICE AREA FOR PROPOSED SHUTTLE



This section describes service characteristics of the City's complementary ADA paratransit system, and compares them to the federal requirements. Through the City's contract with OCTA for ACCESS services, the City subscribes to OCTA's eligibility standards, thus, allowing all individuals using transit services in Orange County, to move freely among services and only go through the certification and eligibility determination process once. These passengers must be certified by OCTA, on behalf of the City, to use the ACCESS system by meeting the ADA eligibility criteria.

SERVICE AREA

OCTA's ACCESS service is fully compliant with the ADA regulations and provides excellent service to ADA-eligible customers. ADA service is offered as a complementary service to the fixed route service, offering service that matches the hours of operation of the fixed route service.

SERVICE HOURS

ACCESS service is available during the hours when fixed route is available, in compliance with ADA regulations. Therefore, ACCESS service hours fully complement the hours of service proposed for the shuttle, between 6:00 AM and 6:24 PM Monday through Friday.

POLICIES AND FARES

A personal care attendant may accompany the paratransit rider at no cost. A Personal Care Attendant (PCA) is an individual who travels with an ADA eligible rider to provide assistance. This may either be an employee of the eligible rider, a relative, a friend, or a care provider. ADA regulations specify that paratransit service must be provided to PCAs at no cost when traveling with an eligible rider. One companion is permitted to accompany any ACCESS eligible rider in addition to a PCA. Children under the age of 6 years who are ADA eligible must be accompanied by a responsible adult. That adult will be considered a PCA and will be allowed to ride at no charge. Trips may be taken on ACCESS for any trip purpose.

The base fare for ACCESS service is \$3.60 per passenger for each one-way trip within Orange County.

In addition, same-day taxi service is available for customers with current ACCESS eligibility. These trips are scheduled the same day a customer wishes to travel at the time they wish to travel. More information on this service can be found on the OCTA website at www.octa.net.

CAPACITY CONSTRAINTS

For ADA eligible persons, there are no capacity constraints, meaning there is no limitation on the number of trips per day or trips per person that can be made on ACCESS. ACCESS on-time performance is very good, and travel times are comparable to fixed route trips. For ADA eligible persons, there are no trip denials, turndowns, or waiting lists. All trip requests are provided as agreed upon during the reservation process.

RESPONSE TIME

Currently, service policies allow trip requests to be made the day before the service is needed by contacting OCTA between the times of 7:00 AM and 5:00 PM Monday through Friday, and 8:00 AM to 5:00 PM on Saturdays, Sundays and Holidays. Trips may be requested up to three days in advance.

ACCESS service is provided within a ¼ mile of, and during similar hours as, OCTA's regular fixed route service. ACCESS scheduling guidelines include scheduling trips within 60 minutes of the requested time, picking up customers within a quoted 30 minute pick-up window.

TRAVEL TIME

OCTA's ACCESS service is comparable to the level of service and ride time provided on OCTA's fixed route as required by the Department of Transportation's (DOT) Rules and Regulations, 37.121. When planning a trip, individuals should be aware that the ride will be shared with other ACCESS customers, and travel time is dependent on the number and time passengers are picked up or dropped off.

Section 4 ADA ELIGIBILITY DETERMINATION AND APPEALS PROCESS

Eligibility is determined by three factors:

- Individual's ability to get to/from a bus stop
- Individual's ability to board/exit the bus
- Individual's cognitive ability to navigate the regular bus system

Operational issues not used to determine eligibility, include:

- Age
- Distance
- Overcrowded buses
- Weather conditions
- Lack of bus service to an area

Operational issues are not considered in the eligibility process. These are issues that affect any individual, whether they suffer from a disability or not. The individual's disability (ies) and how it affects their functional ability to use regular bus service is the only criterion used in determining eligibility.

ACCESS eligibility may be granted for up to five years. Customers wishing to continue ACCESS service must reapply and complete the eligibility process prior to their eligibility expiration date in order to prevent a lapse in ACCESS service.

Certification Process

The certification process consists of a completed application and a one hour in-person functional assessment. If using a mobility device, it is recommended that the individual bring the device to the interview. ACCESS service may be made available to and from the in-person functional assessment upon request. Including travel, the entire assessment process may take from 4 to 5 hours. Photo ID is needed to verify individuals for the in-person assessment.

Individuals are notified by mail regarding their eligibility determination within 21 calendar days after the functional assessment is conducted. If found to be eligible for ACCESS service, individuals will receive an ACCESS identification number and a Rider's Guide describing the ACCESS service and booking process in more detail.

To apply for OCTA Paratransit Service, call the OCTA ACCESS Eligibility Contractor to schedule your in-person assessment at (714) 560-5956 ext. 2. TDD (714) 560-5474 or review the OCTA website at www.octa.net.

A copy of the application for ACCESS service is included as Appendix D.

OCTA CATEGORIES OF ELIGIBILITY

There are many reasons why an individual may or may not be able to use accessible fixed route bus or rail services. In addition, there may be times when an individual may be able to use accessible fixed route bus or rail services, and other times when they cannot. Recognizing this, OCTA has four categories of ADA

ADA COMPLEMENTARY PARATRANSIT PLAN

paratransit eligibility: Unrestricted, Trip-by-Trip, Conditional, and Temporary. In addition, applicants may be denied eligibility or determined to be ineligible. These categories are described below:

- a. Unrestricted. Individuals, who are physically or cognitively unable to ever independently board, ride or disembark from the public bus or rail service. An example would be an individual who uses a wheelchair who is unable to maneuver their wheelchair by themselves.
- b. Trip-by-Trip. An individual may utilize ACCESS service for those trips in which their disability, due to physical or environmental barriers, prevents them from getting to or from the bus or rail stop or loading location or from boarding or disembarking from the fixed route bus or rail service. An example is an individual who uses a wheelchair and the sidewalks that he/she needs to use to get to/from the bus stops for a specific trip do not have curb cuts, thus preventing him/her from using the fixed route bus for this trip.
- c. Conditional. Individuals may use ACCESS service for those trips when the episodic nature of their disability prevents them from making the trip on the public fixed route bus or rail. An example would be an individual with a disability which allows them to function well at times and less well at other times – night blindness, extreme sensitivity to cold or heat, and kidney dialysis are examples of conditions which could result in Conditional eligibility. During those days when the individual is not able to function well, he/she would be unable to use the fixed route bus and, therefore, would be eligible to use ACCESS.
- d. Temporary. ADA eligibility may be granted to individuals whose condition or functional limitations are expected to improve to the point that they would be able to utilize accessible fixed route services for all their trips as well as to individuals whose disability condition may be permanent but whose travel abilities may change with training or therapy. In these cases, the individual will be given temporary eligibility. Examples might be an individual with a medical condition or injury from which they are expected to fully recover or a person with a visual impairment who is attending mobility/orientation training which may train them sufficiently to use the fixed route bus services. Granting temporary eligibility does not necessarily mean that the recipient will eventually be denied, but that a more accurate eligibility determination can be made once training/ therapy is completed.
- e. Denied. Individuals whose disability and/or functional abilities do not prevent them from using the accessible fixed route bus services will be denied ADA paratransit eligibility.
- f. Incomplete. An individual may be deemed to be ineligible to use ADA paratransit services if they do not meet the Authority's minimum age or if their application is withdrawn for failure to complete the necessary information and/or certification process.

Children who are five years of age or younger and, with the assistance of an adult, are able to board, ride and disembark from an accessible fixed route bus will be denied ADA paratransit eligibility. Because OCTA's child protection policy requires children under the age of six to be accompanied by an adult on the fixed route bus, eligibility for children of that age is based on their ability to travel with the assistance of an adult.

ELIGIBILITY APPEALS PROCESS

Purpose

The purpose of this policy is to comply with the ADA Certification Eligibility Appeals Board process and applies to the paratransit service operated by the Orange County Transportation Authority (OCTA). The ADA requires that an eligibility appeals process be established by each operator of complementary paratransit service. The eligibility appeals process is intended to provide an applicant who disagrees with the initial eligibility determination the opportunity to have the determination reviewed by official(s) other than the person who originally determined his/her eligibility.

Requesting an Eligibility Appeal

An applicant wishing to appeal his/her initial eligibility determination must submit a written letter of appeal within 60 days of receiving the first eligibility notification letter.

All eligibility notification letters include a Request for Appeal form to be returned with the applicant's appeal letter, with the exception of applicants receiving unrestricted eligibility. The appeal form will ask if communication is required in an alternative format (Spanish, Braille or DVD audio). Visually impaired applicants receive a telephone call in addition to written notification.

If the eligibility appeal request is received by the Authority after the 60 day appeal period has elapsed, the eligibility determination will remain in place. Applicants will be notified by certified mail if the appeal request is received after the 60 day appeal period. Visually impaired applicants will receive a telephone call in addition to written notification.

Notification of Appeal Hearing

Upon receiving an appeal request within the required 60 days, OCTA will notify the applicant in writing of the next two scheduled appeals board dates. Visually impaired applicants will receive a phone call in addition to written notification. The letter will ask if any reasonable accommodations are needed for the appeal hearing. The applicant may choose one of the two dates for his/her hearing.

The applicant will be informed of the date, time and location of the appeals board hearing and have the opportunity to come before the appeals board personally to present written and oral information. All relevant OCTA records will be made available to the applicant and the appeals board. The applicant may bring a representative, such as someone from an advocacy organization, an attorney, etc., to speak on his/her behalf if desired. Appeals shall follow ADA paratransit eligibility procedures and classification guidelines. All determinations by an Appeals Specialists shall be consistent with these guidelines.

Appeals Board Hearing

The appeals board will convene as scheduled with all pertinent parties present and the appeal hearing will be conducted using the following guidelines:

- Introduction of all persons present
- Explanation of the appeals policy
- Brief overview of the criteria
- Summary of initial eligibility determination

- Opportunity for the applicant and/or his/her representative to provide additional information or dispute the initial finding
- Opportunity for the appeals board members to ask questions
- Restatement of the appeal policy to provide the applicant with a clear understanding of what will happen following the hearing

After the appeal hearing has been conducted, the appeals board will review all information and make a final determination. The majority decision may reaffirm, change or overturn the initial eligibility determination. The decision by the appeals board shall be made within 30 days from the appeal hearing. If the final determination is not made within the 30-day period following the appeal hearing, presumptive eligibility is granted to the individual and will continue until a final determination is made and the applicant is notified

Notification of Appeals Board Determination

The applicant shall be notified of the appeal decision by certified mail. Visually impaired applicants will receive a telephone call in addition to written notification. The letter will include specific reasons for the decision by the appeals board. The decision of the appeals board will be final. OCTA staff encourages anyone whose functional capabilities change to reapply for eligibility and/or inform OCTA of any changes in his/her condition.

Appeals Board

The appeal will be heard by an objective three-board consisting of the following members:

1. OCTA's manager of operations or his/her designee.
2. Two members from OCTA's Special Needs in Transit Committee, including the committee chairman or his/her committee designee.

A glossary of terms is included in Appendix E.

SECTION 5 PUBLIC PARTICIPATION PROCESS

ADA requirements specify this plan should be developed in consultation with members of the disability community. In Orange County, there is a high representation from the disabled community including individuals and agencies in the local area that provide services for the disabled.

COMPLAINT RESOLUTION AND CUSTOMER SERVICE PROCEDURES

It is the policy of the City to employ its best efforts to ensure that all programs, service, activities and benefits are implemented without discrimination. However, in those cases where a complaint must be filed due to service provision issues or any other customer service matter, the City follows complaint investigation and format procedures which are in keeping with Title VI requirements.

ADA customers may submit comments and complaints to either OCTA or the City. Contact information is shown below:

OCTA's Customer Relations Department: 714-636-7433

Mission Viejo City Clerk's Office: 949-470-3052

APPENDICES

List of Appendices

- Appendix A: Proposed City Shuttle Schedule
- Appendix B: Summary of Federal Guidelines
- Appendix C: FY 2015-16 ADA-eligible Trips Data
- Appendix D: Application for ACCESS Service
- Appendix E: ADA Service Glossary of Terms

**Project V
Mission Viejo - Route 182**

**Monday - Friday
Northbound to: Mission Viejo**

	Lag. Niguel/M.V. Metrolink Station	Capistrano Valley HS	Saddleback College	Felipe & La Paz	Murray Comm Ctr
NS	7:04	7:13	7:36	7:43
	7:49	7:58	8:21	8:28
	7:52	7:58	8:21	8:28
	8:34	8:43	9:06	9:13
	9:19	9:28	9:51	9:58
	10:04	10:13	10:36	10:43
	10:49	10:58	11:21	11:28
	11:34	11:43	12:06	12:13
	12:19	12:28	12:51	12:58
	1:04	1:13	1:36	1:43
NS	2:04	2:13	2:36	2:43
	2:45	2:54	3:17	3:24
	2:45	2:59	3:09	3:32	3:39
	3:39	3:48	4:11	4:18
	4:34	4:43	5:06	5:13
	5:04	5:13	5:36	5:43
	6:00	6:09

**Monday - Friday
Southbound to: Lag.Niguel/M.V. Metrolink Station**

	Murray Comm Ctr	Felipe & La Paz	Saddleback College	Capistrano Valley HS	Lag. Niguel/M.V. Metrolink Station
S	6:00	6:06	6:35	6:49
S	6:55	7:01	7:25	7:35
NS	7:00	7:06	7:30	7:39
	7:45	7:51	8:15	8:24
	8:30	8:36	9:00	9:09
	9:15	9:21	9:45	9:54
	10:00	10:06	10:30	10:39
	10:45	10:51	11:15	11:24
	11:30	11:36	12:00	12:09
	12:15	12:21	12:45	12:54
	1:00	1:06	1:30	1:39
	1:45	1:51	2:15	2:24
	2:45	2:51	3:15	3:24
	3:45	3:51	4:15	4:24
	4:20	4:26	4:50	4:59
	5:15	5:21	5:45	5:54
	5:45	5:51	6:15	6:24

**S = Operates on days Capistrano Valley High School is in session.
NS = Operates on days Capistrano Valley High School is not in session.**

SUMMARY OF FEDERAL ADA REGULATIONS

Subpart F Paratransit as A Complement to Fixed Route Services
Paratransit Eligibility – Standards

- (e) The following individuals are ADA paratransit eligible:
- (1) Any individual with a disability who is unable, as the result of a physical or mental impairment (including a vision impairment), and without the assistance of another individual (except the operator of a wheelchair lift or other boarding assistance device), to board, ride, or disembark from any vehicle on the system which is readily accessible to and usable by individuals with disabilities.
 - (2) Any individual with a disability who needs the assistance of a wheelchair lift or other boarding assistance device and is able, with such assistance, to aboard, ride and disembark from any vehicle which is readily accessible to and usable by individuals with disabilities if the individual wants to travel on a route on the system at a time, or within a reasonable period of such time, when such a vehicle is not being used to provide designated public transportation on the route.
 - (i) An individual is eligible under this paragraph with respect to travel on an otherwise accessible route on which the boarding or disembarking location which the individual would use is one at which boarding or disembarking from the vehicle is precluded as provided in 37.167(g) of this Part.
 - (ii) An individual using a common wheelchair is eligible under this paragraph if the individual's wheelchair cannot be accommodated on an existing vehicle (e.g., because the vehicle's lift does not meet the standards of Part 38 of this title), even if that vehicle is accessible to other individuals with disabilities and their mobility wheelchairs.
 - (iii) With respect to rail systems, an individual is eligible under this paragraph if the individual could use an accessible rail system, but
 - (A) there is not yet an accessible car per train on the system, or
 - (B) key stations have not yet been made accessible.
 - (3) Any individual with a disability who has a specific impairment-related condition which prevents such individual from traveling a boarding location or from a disembarking location on such system.
 - (i) Only specific impairment-related condition, which prevents the individual from traveling to a boarding location or from a disembarking location is a basis for eligibility under this paragraph. A condition which makes traveling to boarding location or from a

disembarking location more difficult for a person with a specific impairment-related condition than for an individual who does not have the condition, but does not prevent the travel, is not a basis for eligibility under this paragraph.

- (ii) Architectural barriers not under the control of the public entity providing fixed route service and environmental barriers (e.g., distance, terrain, weather) do not standing alone, form a basis for eligibility under this paragraph. The interaction of such barriers with an individual's specific impairment-related condition may form a basis eligibility under this paragraph, if the effect is to prevent the individual from traveling to a boarding location or from a disembarking location.

APPENDIX C

OC ACCESS ADA Trips for the City of Mission Viejo from July 2015 through June 2016

ADA Trips	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Mon. Avg.	Daily Avg.
Primary Provider															
Pick-Up	3,976	3,714	3,809	4,078	3,513	3,605	3,550	3,744	4,163	3,994	4,041	4,058	46,245	3,854	151
Drop-Off	4,016	3,851	4,006	4,180	3,598	3,717	3,672	3,775	4,257	4,071	4,079	4,162	47,384	3,949	154
Both	4,434	4,112	4,310	4,467	3,825	4,104	4,183	4,357	4,682	4,267	4,214	4,268	51,223	4,269	167
Total	12,426	11,677	12,125	12,725	10,936	11,426	11,405	11,876	13,102	12,332	12,334	12,488	144,852	12,071	472
Supplemental Provider															
Pick-Up	723	740	874	923	717	634	759	796	868	966	1,016	911	9,927	827	27
Drop-Off	709	695	804	958	783	698	710	852	901	991	990	959	10,050	838	28
Both	182	206	201	241	190	158	197	159	169	212	196	194	2,305	192	6
Total	1,614	1,641	1,879	2,122	1,690	1,490	1,666	1,807	1,938	2,169	2,202	2,064	22,282	1,857	61
Total OC ACCESS															
Pick-Up	4,699	4,454	4,683	5,001	4,230	4,239	4,309	4,540	5,031	4,960	5,057	4,969	56,172	4,681	154
Drop-Off	4,725	4,546	4,810	5,138	4,381	4,415	4,382	4,627	5,158	5,062	5,069	5,121	57,434	4,786	157
Both	4,616	4,318	4,511	4,708	4,015	4,262	4,380	4,516	4,851	4,479	4,410	4,462	53,528	4,461	147
Total	14,040	13,318	14,004	14,847	12,626	12,916	13,071	13,683	15,040	14,501	14,536	14,552	167,134	13,928	458



OCTA ADA PARATRANSIT APPLICATION

DO NOT MAIL

Please complete the application and call (714) 560-5956 ext 2 to schedule your in-person assessment. TDD (714) 560-5474

Notification of Eligibility within 21 calendar days of in-person assessment

1. PERSONAL INFORMATION – please print clearly

Last Name: _____ First: _____ Middle Initial: _____

Female Male

Date of Birth - -

*Social Security (Last 4 digits only)

*The Federal Act of 1974 requires that disclosure of your social security number is voluntary. If given, it will be used for identification purposes only.

Home Address

Street _____ Apt # _____ City _____ State _____ Zip _____

Day Phone (____) _____ - _____ Evening Phone(____) _____ - _____

TDD Yes No

Mailing Address (If different from above)

Street _____ Apt # _____ City _____ State _____ Zip _____

Emergency Contact

Name: _____ Relationship: _____

Day Phone (____) _____ - _____ Evening Phone(____) _____ - _____

Do you require information in an alternate format? Yes No

If yes, please indicate: Braille Large Print Other _____

Your primary language: English Spanish Other _____

2. MOBILITY INFORMATION – please print clearly

What is your disability? _____

Which of the following mobility aids or equipment do you use?

Power wheelchair Manual wheelchair Scooter

Crutches Cane Walker

Oxygen Tank Service Animal Other _____

Signature _____ Date _____

You must bring a valid photo identification and this completed ADA Paratransit Service application to your In-Person assessment appointment

GLOSSARY OF TERMS

As used throughout the Scope of Work, Figures, and Attachments, the following terms shall have the meanings set forth below:

Accessible – A general term that has come to mean “usable by a person with a disability.” Can refer to equipment (a passenger lift), a service (calling out bus stops), or communication formats (TDD phones).

ADA ACCESS Service – ACCESS service is the OCTA's complementary paratransit service element which began operating in October 1993. ACCESS is a curb-to-curb, fully-accessible service for travel in Orange County for persons who have been certified as eligible.

ADA Paratransit – Curb-to-curb public transportation service available to individuals whose disabilities prevent the use of fixed route transit services.

Americans with Disabilities Act of 1990 (ADA) – Federal civil rights legislation which mandates accessibility for people with disabilities. Included is a requirement that all public transit agencies operating fixed route bus service provide complementary paratransit service to persons functionally unable to use accessible fixed route systems.

Applicants – Persons who are applying for certification to use ADA paratransit service.

OCTA – OCTA shall signify the Orange County Transportation OCTA (Authority).

Certification – Term that generally refers to the award of eligibility status to an applicant who has applied to use ADA paratransit service.

Determination – Evaluation of how an applicant's disability affects his/her use of public transportation and resulting in a classification of the applicant into an ADA eligibility category.

Eligibility Category – As defined by OCTA, four categories which describe the situations under which an individual is determined eligible and may ride ADA paratransit services. As a result of the certification process, applicants may also be Denied or Ineligible. [See Attachment No. 2]

Federal Transit Administration (FTA) – A branch of the U.S. Department of Transportation (USDOT) established to improve transportation throughout the nation. The FTA provides funding and assistance to regional transportation agencies, among various other programs.

Functional Eligibility – Determination of ADA paratransit eligibility based upon the passenger's physical and/or cognitive ability to use accessible fixed route services.

Holidays – The official OCTA holidays are: New Year's Day; Memorial Day; Independence Day; Labor Day; Thanksgiving Day; and Christmas Day. In addition, the OCTA may direct a reduced level of services on unofficial holidays and during holiday periods.

Presumptive Eligibility – Unrestricted eligibility to use ADA paratransit services pending completion of an applicant's certification. See “21-Day Rule.”

Service Contractor – The OCTA's vendor for management and operation of ADA ACCESS services.

21-Day Rule – ADA Regulations require that if, by a date 21 days following the submission of a complete application, the entity has not made a determination of eligibility, the applicant shall be treated as eligible and provided paratransit service until and unless the entity denies the application. [49 CFR 37 Section 37.125(c)]



AGENDA REPORT

Meeting Date

10/25/2016

Prepared By: Keith Rattay, Director of Public Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title
Alicia Parkway Slope Renovation

Recommended Action
(1) Approve Contract Amendment #17 in the amount of \$10,000 to West Coast Arborist for additional trimming and selected removal of trees along Alicia Parkway in the next phase of slopes renovations; (2) approve Contract Amendment #3 in the amount of \$100,000 to WM Vandergeest Landscape Care Inc., along Alicia Parkway in the next phase of slope renovations; (3) approve Contract Amendment #3 in the amount of \$110,000 to AC Landscape for irrigation retrofits and controller installation and (4) adopt Resolution 16-XX Amending the Fiscal Year 2016/2017 Operating Budget To Appropriate General Fund Reserves For Slope Renovations Along Alicia Parkway.

Executive Summary
At the October 12, 2016, City Council meeting the City Council approved the close out of the FY 15/16 operating budget. As part of the action City Council directed staff to return to Council with a proposal to spend a portion of the budget surplus on the next phases of slope renovations. During the budget preparation in January 2015, City Staff identified Alicia Parkway as the next arterial to receive slope renovation efforts. Additionally, due to the drought, staff had recommended that the renovation efforts begin in areas along the street that are currently maintained with reclaimed water. Staff is recommending that the renovation efforts begin at the Marguerite/Alicia Parkway intersection. City Staff is recommending that slopes be renovated on the North and South side of the street from Marguerite Parkway west to Via Aurora, approximately 1 acre on each side for a total of 2 acres. Plus along Alicia Parkway on the south from Via Aurora to Via Burgos for a total of 2 acres, for a total of approximately 4 acres.

The estimated cost for the proposed slope renovation is \$400,000 and requires the approval of three contract amendments, including \$10,000 to West Coast Arborist for additional tree trimming and removal along this stretch; \$100,000 to WM Vandergeest Landscape Care Inc. for clear and grubbing of the slope and planting of all trees and shrubs; \$110,000 to AC Landscape for irrigation retrofits and installation of new controllers; with the balance of \$180,000 needed for the purchase of plant material and irrigation supplies including controllers and related irrigation equipment. Remaining funds will be used to replace additional irrigation controllers in contract area 2 along Alicia Parkway.

Landscape renovation will begin in the spring of 2017 with completion by summer 2017.

Fiscal Impact:
Amount Requested \$
Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)
Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Council Actions for This Item

Attachments

Exhibit A - Amendment #17 to West Coast Arborist

Exhibit B - Amendment #3 to WM Vandergeest Landscape Care Inc.,

Exhibit C - Amendment #3 to AC Landscape

Exhibit D - Resolution 16-xx

Exhibit E - Map



CITY OF MISSION VIEJO

Maintenance Contract Amendment

Effective Date of this Amendment: 10/25/2016 Amendment # 17
Contract Number: A07-21P Contract Date: 07/01/2007
Contractor: West Coast Arborists, Inc.
Contract Title or Description: Various tree pruning and removal services ("Agreement")
Account Code(s) this Amendment: 549-101-6561 City Council Meeting Date: October 25, 2016

City and Contractor desire to make certain modifications to the contract Agreement dated 07/01/2007 as set forth in this 17th Amendment. The parties agree that Section 4 of the Agreement is hereby amended to read as follows:

1. The maximum contract amount is hereby revised to (\$1,192,158.00) and changes are shown as follows:

Original Contract Amount : \$ <u>1,182,158.00</u>	FY 15/16	FY 16/17
Identify dollar amounts by fiscal year for two-year contracts	\$ <u>591,079.00</u>	\$ <u>591,079.00</u>
Original purchase order number(s) :	PO# <u>21600087</u>	PO# <u>21700050</u>
Original purchase order amount(s) :	\$ <u>591,079.00</u>	\$ <u>591,079.00</u>
Authorized purchase order changes to date :	\$ <u>N/A</u>	\$ <u>N/A</u>
Revised purchase order total :	\$ <u>591,079.00</u>	\$ <u>591,079.00</u>
This Amendment (increase or decrease to purchase order) : . .	\$ <u>N/A</u>	\$ <u>10,000.00</u>
Revised purchase order total :	\$ <u>591,079.00</u>	\$ <u>601,079.00</u>
Revised Contract Amount : \$ <u>1,192,158.00</u>		

2. All work done under this Amendment shall be in strict conformance to the project contract documents and all applicable sections therein.
3. Except as otherwise specifically provided in this 17th Amendment, all other terms and provisions of the contract Agreement shall remain in full force and effect.

By: _____
Patrick Mahoney, President Date

By: _____
Dennis Wilberg/City Manager Date

By: _____
Richard Mahoney, Vice President Date

Attest: _____
By: Karen Hamman, City Clerk Date

Approved as to Form:

By: _____
William P. Curley, City Attorney Date



CITY OF MISSION VIEJO

Maintenance Contract Amendment

Effective Date of this Amendment: 10/25/2016 Amendment # 3
Contract Number: A15-10 Contract Date: July 1, 2015
Contractor: WM Vandergeest Landscape Care Inc.
Contract Title or Description: Annual Routine Monthly Landscape and Facility Maintenance, Contract Area 2
("Agreement")
Account Code(s) this Amendment: 548101-6560 City Council Meeting Date: October 25, 2016

City and Contractor desire to make certain modifications to the contract Agreement dated July 1, 2015 as set forth in this 3rd Amendment. The parties agree that Section 4 of the Agreement is hereby amended to read as follows:

1. The maximum contract amount is hereby revised to One Million Two Hundred Forty Thousand Four Hundred Fifty Dollars and Eighty Cents (\$1,240,450.80) and changes are shown as follows:

	FY 15/16	FY 16/17
Original Contract Amount : \$ 1,095,450.80		
Identify dollar amounts by fiscal year for two-year contracts	\$ <u>547,725.40</u>	\$ <u>547,725.40</u>
Original purchase order number(s) :	PO# <u>21600012</u>	PO# <u>21700004</u>
Original purchase order amount(s) :	\$ <u>547,725.40</u>	\$ <u>547,725.40</u>
Authorized purchase order changes to date :	\$ <u>30,000.00</u>	\$ <u>N/A</u>
Revised purchase order total :	\$ <u>577,725.40</u>	\$ <u>547,725.40</u>
This Amendment (increase or decrease to purchase order) : . .	\$ <u>15,000.00</u>	\$ <u>100,000.00</u>
Revised purchase order total :	\$ <u>592,725.40</u>	\$ <u>647,725.40</u>
Revised Contract Amount : <u>\$1,240,450.80</u>		

2. All work done under this Amendment shall be in strict conformance to the project contract documents and all applicable sections therein.
3. Except as otherwise specifically provided in this 3rd Amendment, all other terms and provisions of the contract Agreement shall remain in full force and effect.

By: _____
Allan Curr/President Date

By: _____
Dennis Wilberg/City Manager Date

Attest: _____
By: Karen Hamman, City Clerk Date

By: _____
Chris Curr/Vice-President Date

Approved as to Form:

By: _____
William P. Curley, City Attorney Date



CITY OF MISSION VIEJO

Maintenance Contract Amendment

Effective Date of this Amendment: 10/25/2016 Amendment # 3
Contract Number: A15-18 Contract Date: July 1, 2015
Contractor: A.C. Landscape Inc.
Contract Title or Description: Annual Technical Irrigation Services ("Agreement")
Account Code(s) this Amendment: 547101-6561/548101-6561 City Council Meeting Date: October 25, 2016

City and Contractor desire to make certain modifications to the contract Agreement dated July 1, 2015 as set forth in this 3rd Amendment. The parties agree that Section 4 of the Agreement is hereby amended to read as follows:

1. The maximum contract amount is hereby revised to Six Hundred Four Thousand Dollars (\$604,000.00) and changes are shown as follows:

Original Contract Amount : \$ 514,000.00	FY 15/16	FY 16/17
Identify dollar amounts by fiscal year for two-year contracts	\$ <u>257,000.00</u>	\$ <u>257,000.00</u>
Original purchase order number(s) :	PO# <u>21600028</u>	PO# <u>21700019</u>
Original purchase order amount(s) :	\$ <u>257,000.00</u>	\$ <u>257,000.00</u>
Authorized purchase order changes to date :	\$ <u>15,120.00</u>	\$ <u>N/A</u>
Revised purchase order total :	\$ <u>272,120.00</u>	\$ <u>N/A</u>
This Amendment (increase or decrease to purchase order) : . .	\$ <u>14,880.00</u>	\$ <u>110,000.00</u>
Revised purchase order total :	\$ <u>287,000.00</u>	\$ <u>367,000.00</u>
Revised Contract Amount : \$ 654,000.00		

2. All work done under this Amendment shall be in strict conformance to the project contract documents and all applicable sections therein.
3. Except as otherwise specifically provided in this 3rd Amendment, all other terms and provisions of the contract Agreement shall remain in full force and effect.

By: _____
Dan Reynolds, Sole Owner Date

By: _____
Dennis Wilberg/City Manager Date

By: _____
Dan Reynolds, President Date

Attest: _____
By: Karen Hamman, City Clerk Date

Approved as to Form:

By: _____
William P. Curley, City Attorney Date

RESOLUTION No 16-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION VIEJO
AMENDING THE FISCAL YEAR 2016/2017 OPERATING BUDGET TO APPROPRIATE
GENERAL FUND RESERVES FOR SLOPE RENOVATIONS ALONG ALICIA PARKWAY

WHEREAS, at the October 12, 2016 City Council Meeting, the City Council closed out Fiscal Year 2015/2016 budget year with a budget surplus; and

WHEREAS, the City Council requested City Staff to come back with a plan to appropriate funds to begin the rehabilitation of the slopes along Alicia Parkway; and

WHEREAS, it is necessary to amend the Fiscal Year 2016/2017 operating budget to appropriate funds in the Medians and Parkways Maintenance and Urban Forestry Programs of the Operating Budget to accomplish the slope rehabilitation.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MISSION VIEJO HEREBY RESOLVES AS FOLLOWS:

SECTION 1. That Operating Budget of Fiscal Year 2016/2017 has been amended by appropriating an additional \$400,000 to the following budget programs:

Fund	Program	Object	Amount
101	548	6560	\$100,000
101	548	6561	\$110,000
101	548	7120	\$180,000
101	549	6561	\$10,000

SECTION 2. The City Clerk shall certify the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 25th day of October, 2016.

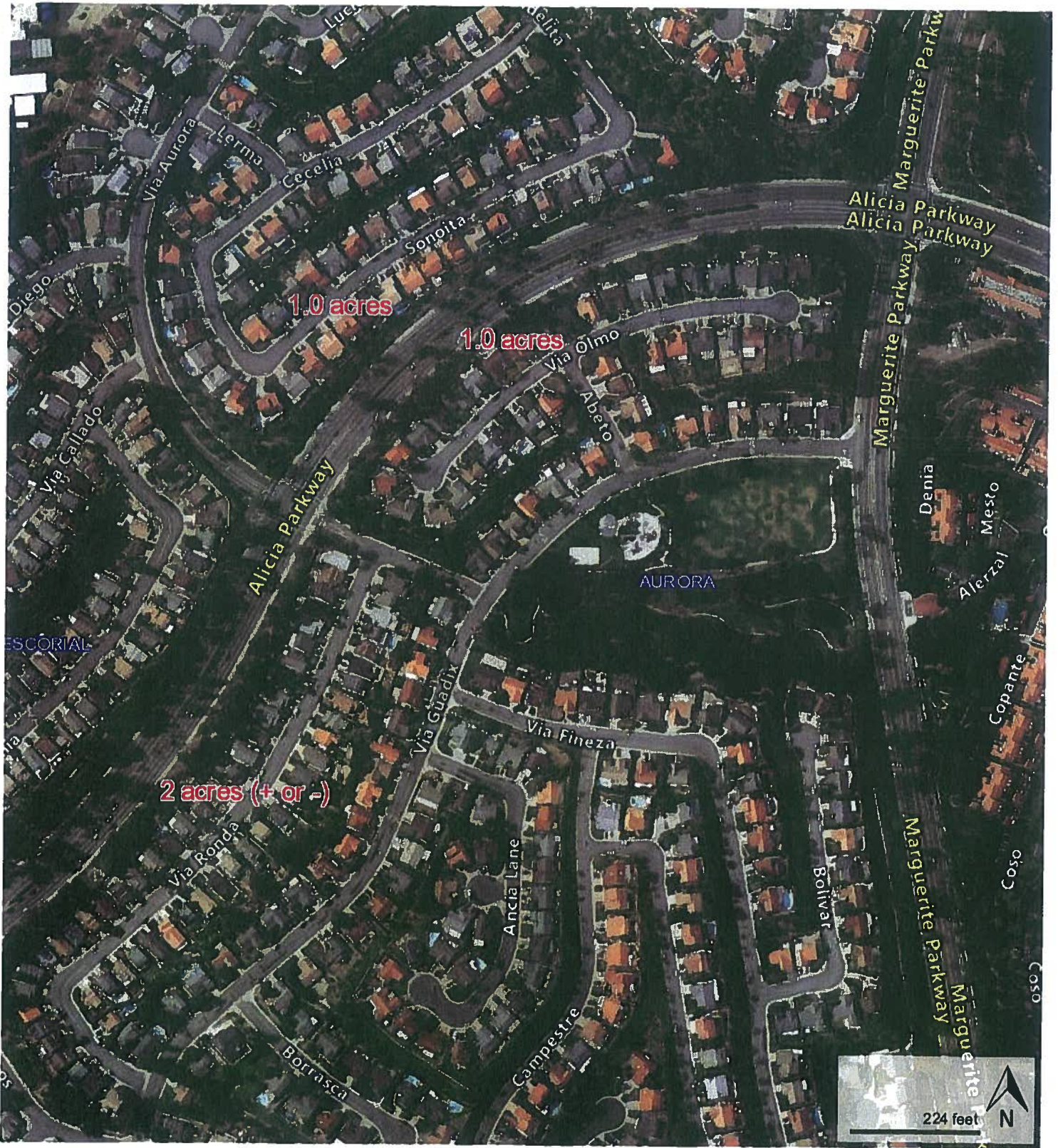
Frank Ury
Mayor

I, Karen Hamman, City Clerk of the City of Mission Viejo hereby certify that the foregoing resolution was duly adopted by the City Council of the City of Mission Viejo at a regular meeting thereof, held on the 25th day of October, 2016 by the following vote of Council:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Karen Hamman
City Clerk





AGENDA REPORT

Meeting Date

October 25, 2016

Prepared By: Jennifer Wilson, Senior Executive Assistant

Submitted By: Dennis Wilberg, City Manager

Agenda Title

Council Member Reports of Events and Activities Attended

Recommended Action

Receive reports.

Executive Summary

AB 1234, the State law regarding expense reimbursements, requires regular reporting in a public meeting of activities and events attended by members of City legislative bodies. The law requires such reports be made at the next regular meeting following attendance at the event. (Government Code Section 53232.3(d).)

Following are brief written reports of events attended by Council members at City expense since the last City Council meeting, as taken from Councilmember calendars. Council members may wish to elaborate or add additional information at the meeting.

Fiscal Impact:

Amount Requested \$ n/a

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Council Actions for This Item

n/a

Attachments

Reports of Events and Activities Attended



AB 1234 Mileage Report

Frank Ury 10/13/16 - 10/25/16

Account Code **1192/101-101-7740**

Rate Per Mile **\$0.540**

Total Mileage **56**

Total Reimbursement **\$30.24**

Date	Event	Destination	Purpose	Mileage	Reimbursement
10/15/2016	City's Annual Walk Against Drugs & Disaster Expo	NPM Center, MV	To support and participate as a city official.	6.6	\$3.56
10/19/2016	South OC Mobility Forum Workshop	NPM Center, MV	To support and participate as a city official.	6.6	\$3.56
10/20/2016	SOCAM Meeting	Hotel Laguna, 425 S. Coast Hwy, Laguna Beach	To support and participate as a city official.	29.2	\$15.77
10/21/2016	South OC Economic Coalition "Libations w/Legislators Meet and Greet"	Saddleback Memorial, Garden Level 1 - Conference Rm 1, 24451 Health Center Drive, Laguna Hills	To support and participate as a city official.	13.6	\$7.34
				56	\$30.24

City of Mission Viejo City Council Policy No. 0100-3: City officials must submit their expense reports for all expenses incurred except personal automobile mileage within 30 days of an expense being incurred, accompanied by receipts documenting each expense. For personal automobile mileage reimbursement requests, City officials must submit a monthly request for reimbursement by the last day of the month following the end of the month that the mileage was incurred.

As an example, mileage incurred in the month of January must be submitted for reimbursement no later than the last day of February. The approving authority may accept expense reports submitted up to 30 days later than the above timeframes. All expense reports submitted more than 30 days later than the above deadlines must be approved by the City Council. Expense reports submitted later than the timeframes prescribed above may result in the expense being borne by the city official.

Claimant Approval



AB 1234 Mileage Report

Wendy Bucknum 10/13/16 - 10/25/16

Account Code **3236/101-101-7746**

Rate Per Mile	\$0.540
Total Mileage	150.8
Total Reimbursement	\$81.43

Date	Event	Destination	Purpose	Mileage	Reimbursement
10/13/2016	Ribbon Cutting Ceremony for OSH	24021 Marguerite Pkwy, MV	To support and participate as a city official.	1.8	\$0.97
10/14/2016	City's 6th Annual Tee It Up Fore Marines Golf Tournament	Camp Pendelton, San Diego	To support and participate as a city official.	98.8	\$53.35
10/15/2016	City's Annual Walk Against Drugs & Disaster Expo	NPM Center, 24932 Veterans Way, MV	To support and participate as a city official.	4.4	\$2.38
10/18/2016	OCBC Chairman's Leadership Breakfast "Barry Rondinella, JWA Director Keynote Speaker" - \$85	The Center Club, 650 Town Center Drive, Costa Mesa	To support and participate as a city official.	32	\$17.28
10/21/2016	South OC Economic Coalition "Libations w/Legislators Meet and Greet"	Saddleback Memorial, Garden Level 1 - Conference Rm 1, 24451 Health Center Drive, Laguna Hills	To support and participate as a city official.	8.6	\$4.64
10/22/2016	Saddleback College "President Tod Burnett's Homecoming BBQ"	Saddleback College, MV	To support and participate as a city official.	5.2	\$2.81
				150.8	\$81.43

City of Mission Viejo City Council Policy No. 0100-3: City officials must submit their expense reports for all expenses incurred except personal automobile mileage within 30 days of an expense being incurred, accompanied by receipts documenting each expense. For personal automobile mileage reimbursement requests, City officials must submit a monthly request for reimbursement by the last day of the month following the end of the month that the mileage was incurred.

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Claimant Approval



AB 1234 Mileage Report Greg Raths 10/13/16 - 10/25/16

Account Code **3190/101-101-7745**

Rate Per Mile	\$0.540
Total Mileage	116.8
Total Reimbursement	\$63.07

Date	Event	Destination	Purpose	Mileage	Reimbursement
10/14/2016	City's 6th Annual Tee It Up Fore Marines Golf Tournament	Camp Pendleton	To support and participate as a city official.	95.6	\$51.62
10/15/2016	City's Annual Walk Against Drugs & Disaster Expo	NPM Center, 24932 Veterans	To support and participate as a city official.	4.6	\$2.48
10/22/2016	Saddleback College "President Tod Burnett's Homecoming BBQ"	Saddleback College, MV	To support and participate as a city official.	5.8	\$3.13
	Lake MV Advanced Purified Water Project Grand Opening	Lake MV Clubhouse, 22555 Olympiad, MV	To support and participate as a city official.	10.8	\$5.83
				116.8	\$63.07

City of Mission Viejo City Council Policy No. 0100-3: City officials must submit their expense reports for all expenses incurred except personal automobile mileage within 30 days of an expense being incurred, accompanied by receipts documenting each expense. For personal automobile mileage reimbursement requests, City officials must submit a monthly request for reimbursement by the last day of the month following the end of the month that the mileage was incurred.

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Claimant Approval



AB 1234 Mileage Report Ed Sachs 10/13/16 - 10/25/16

Account Code **3235/101-101-7744**

Rate Per Mile **\$0.540**

Total Mileage **215.8**

Total Reimbursement **\$116.53**

Date	Event	Destination	Purpose	Mileage	Reimbursement
10/13/2016	Ribbon Cutting Ceremony for OSH	24021 Marguerite Parkway	To support and participate as a city official.	6.2	\$3.35
10/14/2016	City's 6th Annual Tee It Up Fore Marines Golf Tournament	Camp Pendleton	To support and participate as a city official.	94.6	\$51.08
10/19/2016	South OC Mobility Forum Workshop	NPM Center, 24932 Veterans Way, MV	To support and participate as a city official.	4.4	\$2.38
10/20/2016	Mobility 21 VIP Reception	Disneyland Hotel, Anaheim	To support and participate as a city official.	52.2	\$28.19
10/21/2016	Mobility 21 VIP Reception	Disneyland Hotel, Anaheim	To support and participate as a city official.	52.2	\$28.19
10/21/2016	South OC Economic Coalition "Libations w/Legislators Meet and Greet"	Saddleback Memorial, Garden Level 1 - Conference Rm 1, 24451 Health Center Drive, Laguna Hills	To support and participate as a city official.	6.2	\$3.35
				215.8	\$116.53

City of Mission Viejo City Council Policy No. 0100-3: City officials must submit their expense reports for all expenses incurred except personal automobile mileage within 30 days of an expense being incurred, accompanied by receipts documenting each expense. For personal automobile mileage reimbursement requests, City officials must submit a monthly request for reimbursement by the last day of the month following the end of the month that the mileage was incurred.

As an example, mileage incurred in the month of January must be submitted for reimbursement no later than the last day of February. The approving authority may accept expense reports submitted up to 30 days later than the above timeframes. All expense reports submitted more than 30 days later than the above deadlines must be approved by the City Council. Expense reports submitted later than the timeframes prescribed above may result in the expense being borne by the city official.

Claimant Approval



AB 1234 Mileage Report

Cathy Schlicht 10/13/16 - 10/25/16

Account Code 101-101-7741

Rate Per Mile	\$0.540
Total Mileage	0
Total Reimbursement	\$0.00

Date	Event	Destination	Purpose	Mileage	Reimbursement
n/a	No events to report at this time.	n/a	n/a		
				0	\$0.00
				0	\$0.00

City of Mission Viejo City Council Policy No. 0100-3: City officials must submit their expense reports for all expenses incurred except personal automobile mileage within 30 days of an expense being incurred, accompanied by receipts documenting each expense. For personal automobile mileage reimbursement requests, City officials must submit a monthly request for reimbursement by the last day of the month following the end of the month that the mileage was incurred.

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Claimant Approval

Amendment to the 10/25/16 City Council Minutes

The Mission Viejo City Council Minutes for October 25, 2016, failed to reflect the complete discussion on the lawsuit brought against me by the city.

This second court hearing also ended in my favor. The city attorney stated the city lost on technicalities. I disagreed. The city did not have a case.

I requested a copy of the court transcripts as that is where the truth will be told.

RECEIVED AT COUNCIL MEETING
From: Council Member Schlicht
Agenda Item #: 2



City of Mission Viejo

Agenda Report to City Council

Council Meeting Date: October 25, 2016

City Council Member: Cathy Schlicht

Agenda Title: Civic Core Area Vision Plan Process: Concerns as to Process and Scope of Land-Use Planning and Regulations

Recommended Action: Reject The Kosmont Opportunity Sites until the council answers policy questions on Mixed-Use Housing, Zoning Incentives, Financial Incentives and CEQA Process Review

Discussion

The City of Mission Viejo has been recognized as the 16th wealthiest city in the nation.

This recognition was not an accident.

Mission Viejo was conceived, designed and built into a world class it is today because of the careful implementation and commitment to long range plans established by the Mission Viejo Company.

An attractive environment is what brought us here, from the tree lined streets to the specially designed Mission Bell street lights, all adding to our sense of pride.

Slogans from the Library's History website include:

Mission Viejo: a world class community;
The California Promise – live it in Mission Viejo;
Mission Viejo: Cradle of the good life in South Orange County;
Mission Viejo: an environment both physical and spiritual that makes people feel good whenever they step out the door.

Fifty years later, we now need to guard and protect our Mission Viejo unique lifestyle from outside groups and organizations posing as advocates for residents. These groups and organizations masquerade as champions for the resident and the taxpayer, but they are all working as lobbyists – using each other's power base to push through programs and agendas for its own special interest members, mostly working against the values of our residents.

We cannot allow this council to be influenced by the agendas of the Builders Industry Association (BIA-OC), the Orange County Business Council (OCBC) and the Orange County Association of Realtors (OCAR) to infill our community with “workforce housing”.

In January 2015, the spokesman for the South Orange County Chamber of Commerce/Economic Coalition opening comments were: “We are anti-nymby and we are here to infill your cities.”

Adding mixed-use housing to infill our commercial centers will both destroy and violate the California Promise that brought us here.

We must say NO to urbanization. We must say NO to increased traffic.

High density development will harm the character of our community.

At the city council meeting on July 6, 2015, the Kosmont Report: June 2015 Retail Market Analysis and Strategy was introduced. This Kosmont Report identified thirteen (13) Opportunity Sites through-out our community. Many of those Opportunity Sites include mixed-use housing.

It is my position that we reject the Opportunity Sites identified in the Kosmont Report until this council answers the following policy questions that were posed to the Economic Development Committee on August 21, 2015 and introduced to the city council on August 25, 2015:

1. Is the City open to allowing **mixed use development (including housing)** in the Priority sites?
2. Is the City willing to offer **Zoning incentives? These include:**
 - Increased density?
 - Parking reduction?
 - Reduced setbacks?
 - Increased height allowance?
3. Is the City willing to consider various **financial incentives** such as public-tax exempt/ or public/private (taxable-tax exempt bonds), etc?
4. Upfront/Streamlined **Environmental Review** (CEQA)?

Mission Viejo was built for those of us wanting to flee from those heavily populated and commercial areas to a clean and quiet bedroom community supporting our local businesses.

It is not that we not want change, but we need to stop “urban crawl” into our community.

As stated in earlier reports to the community, I identified areas through-out our city where market driven renovations have updated many of our commercial centers, all without adding a housing element.

Please vote with me to reject the Kosmont Report Opportunity Sites until this council answers policy question on Mix-Use Housing, Zoning and Financial Incentives as well as the CEQA process.

Do I have a second?

Exhibit: The Kosmont Report: June 2015 Retail Market Analysis and Strategy

My prior reports to the citizens of Mission Viejo:

05/24/16 Item # 21

07/12/16 Item # 25

08/23/16 Item # 30

10/12/16 Item # 18



Retail Market Analysis & Strategy

June 2015

Prepared By:
Kosmont Companies

Kosmont Companies Overview

Kosmont Companies is a nationally-recognized real estate & economics advisory firm specializing in public-private transactions for 27 years.

- **Offers a full range of economics & real estate advisory services under [Kosmont Retail NOW!](#)[®] platform including:**
 - Market and Feasibility Analyses
 - Fiscal Impact & Economic Benefit Studies
 - Economic Development Strategies & Implementation
 - Identification of Funding Sources & Financing Strategies
 - Retailer/Developer & Business Recruitment
 - Public-Private Transaction Structuring & Negotiation
- **Winning track record of initiating and implementing projects for municipalities**
 - In-house team includes registered municipal advisors, financial analysts, lawyers, former bond underwriters, former city managers & department heads
 - Extensive network of brokers, investors and market data for real-time information, and retail industry leadership
- **Kosmont is not just a “*study*” company – we create strategies & make projects a reality**
 - Over \$12 billion in project negotiation and implementation since 1986
 - Completed hundreds of public and private financial transactions blending private investment with public funding sources to create win-win public-private financing structures

Note: If needed, Financial Advisory and Real Estate Brokerage services provided by Kosmont Realty Corporation (SEC / MSRB Registered Municipal Advisor and Licensed Real Estate Brokerage Firm)

Project Background & Status

- Kosmont was retained by the City for the preparation of a Retail Market Analysis and Strategy (“Retail Strategy”)
- The purpose of the Retail Strategy is to evaluate existing retail market conditions and provide recommended strategies to successfully promote economic growth within the City
- An overview of the Retail Strategy is presented herein

1. Analysis

- a) Economic & Demographic Profile
- b) Market Demand Analysis

2. Strategy

- a) Trade Area Retailer Voids
- b) Opportunity Site Assessment

3. Summary of Findings

1. Analysis

a) Economic & Demographic Profile

- i. Population & Household Demographics*
- ii. Unemployment & Employment by Industry*

b) Market Demand Analysis

- i. Employment Growth by Industry*
- ii. Supply, Vacancy & Lease Rates*
- iii. Taxable Retail Sales Performance*
- iv. Retail Sales Surplus / Leakage*

Economic & Demographic Profile

Population & Household Demographics

Demographic Highlights

Population & Households

- Population of ~95,700 and ~34,000 households within the City in 2015
- Population of ~654,800 and ~244,400 households within 10 miles of City Hall

Income

- Avg. HH income ~\$122,500 in City and ~\$129,100 within 10 miles
- 1.9% annual growth projected for HH income over next 5 years in City

Other Demographic Characteristics

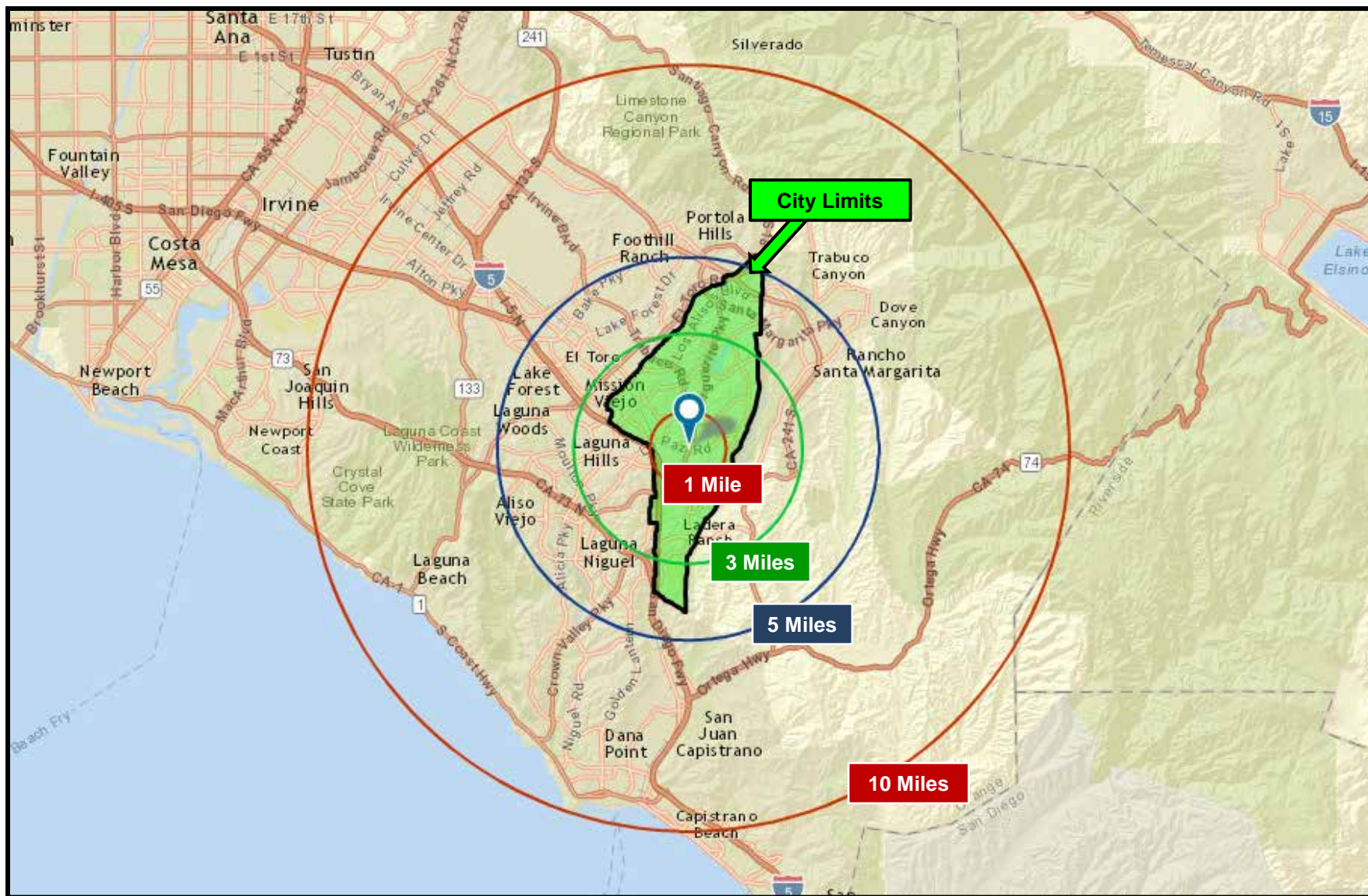
- Average household size of 2.8 in City (relatively small)
- Median age of 44 in City (older)
- ~46% Bachelor's Degree or higher (high)
- Race: ~78% White, ~10% Asian, ~12% other / two or more races
- Ethnicity: ~19% Hispanic in City
- Continually ranked safest City in the state, 9th in the nation in 2013*

* Per CQ Crime Rankings

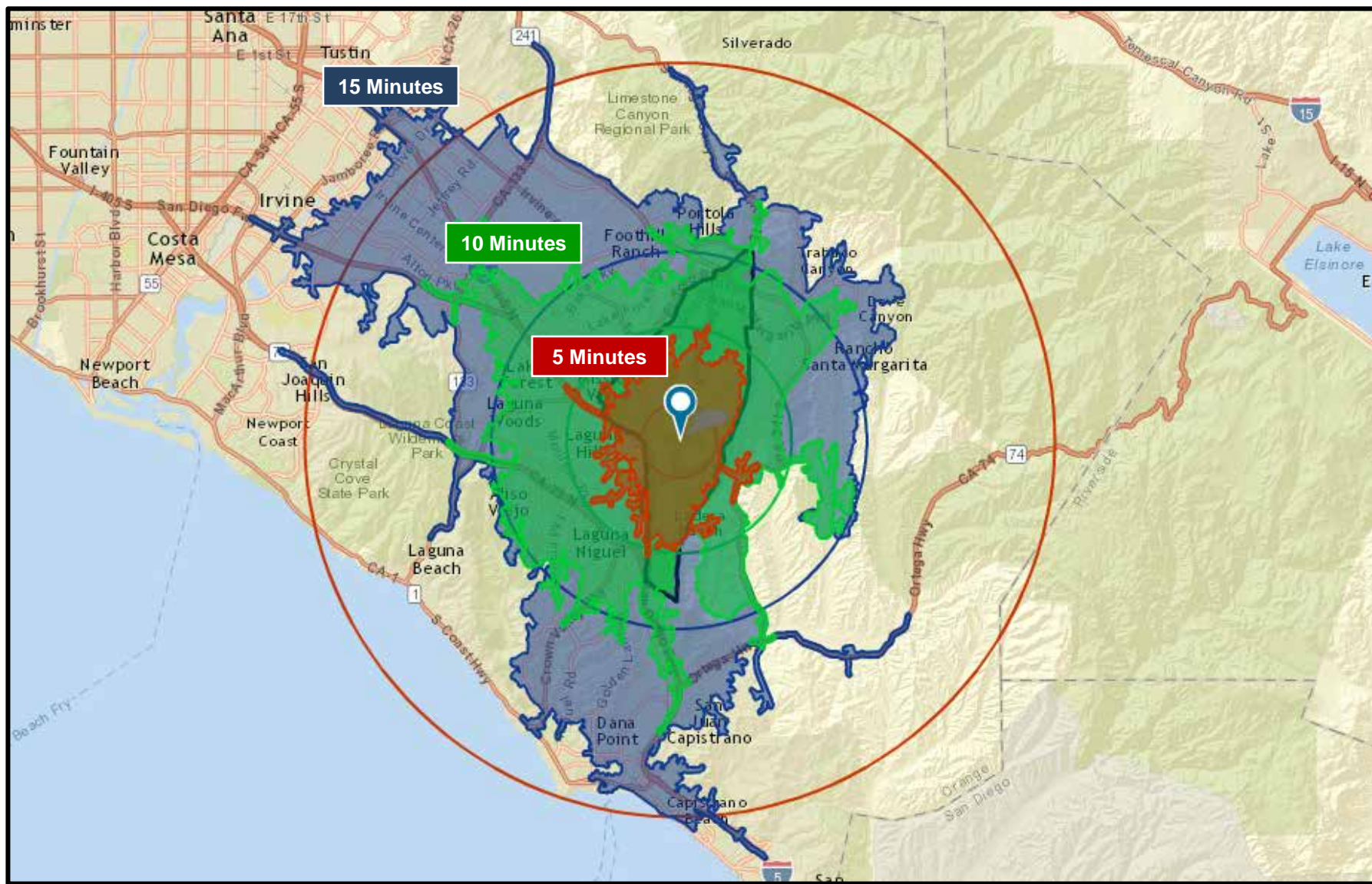
Source: U.S. Census Bureau (2010); ESRI (2015)

City Limits & Radii

(from City Hall – Marguerite Parkway & La Paz Road)



Drive Times (from City Hall)



Source: ESRI (2015)

Population and Income

City, County and State

<u>2015</u>	City of Mission Viejo	Orange County	California
Population	95,681	3,124,130	38,371,836
Households	33,969	1,026,508	12,932,388
Average HH Size	2.79	3.00	2.90
Median Age	43.9	36.9	35.7
Per Capita Income	\$43,790	\$35,179	\$29,788
Median HH Income	\$98,618	\$77,676	\$60,382
Average HH Income	\$122,454	\$106,158	\$87,152
<u>2015-2020 Annual Growth Rate</u>			
Population	0.64%	0.82%	0.73%
Median HH Income	1.91%	2.36%	3.36%

Source: U.S. Census Bureau (2010); ESRI (2015)

Population and Income

Radii from City Hall

	Radii (from City Hall)			
2015	1 Mile	3 Miles	5 Miles	10 Miles
Population	17,204	134,628	343,884	654,782
Households	5,687	46,534	125,066	244,396
Average HH Size	3.00	2.86	2.73	2.66
Median Age	45.4	42.3	40.7	40.9
Per Capita Income	\$55,747	\$49,310	\$50,603	\$48,415
Median HH Income	\$126,900	\$94,689	\$93,245	\$97,747
Average HH Income	\$144,908	\$124,488	\$122,503	\$129,145
<u>2015-2020 Annual Growth Rate</u>				
Population	0.49%	0.58%	0.75%	1.15%
Median HH Income	3.29%	2.32%	2.23%	1.98%

Source: U.S. Census Bureau (2010); ESRI (2015)

Population and Income

Drive Times from City Hall

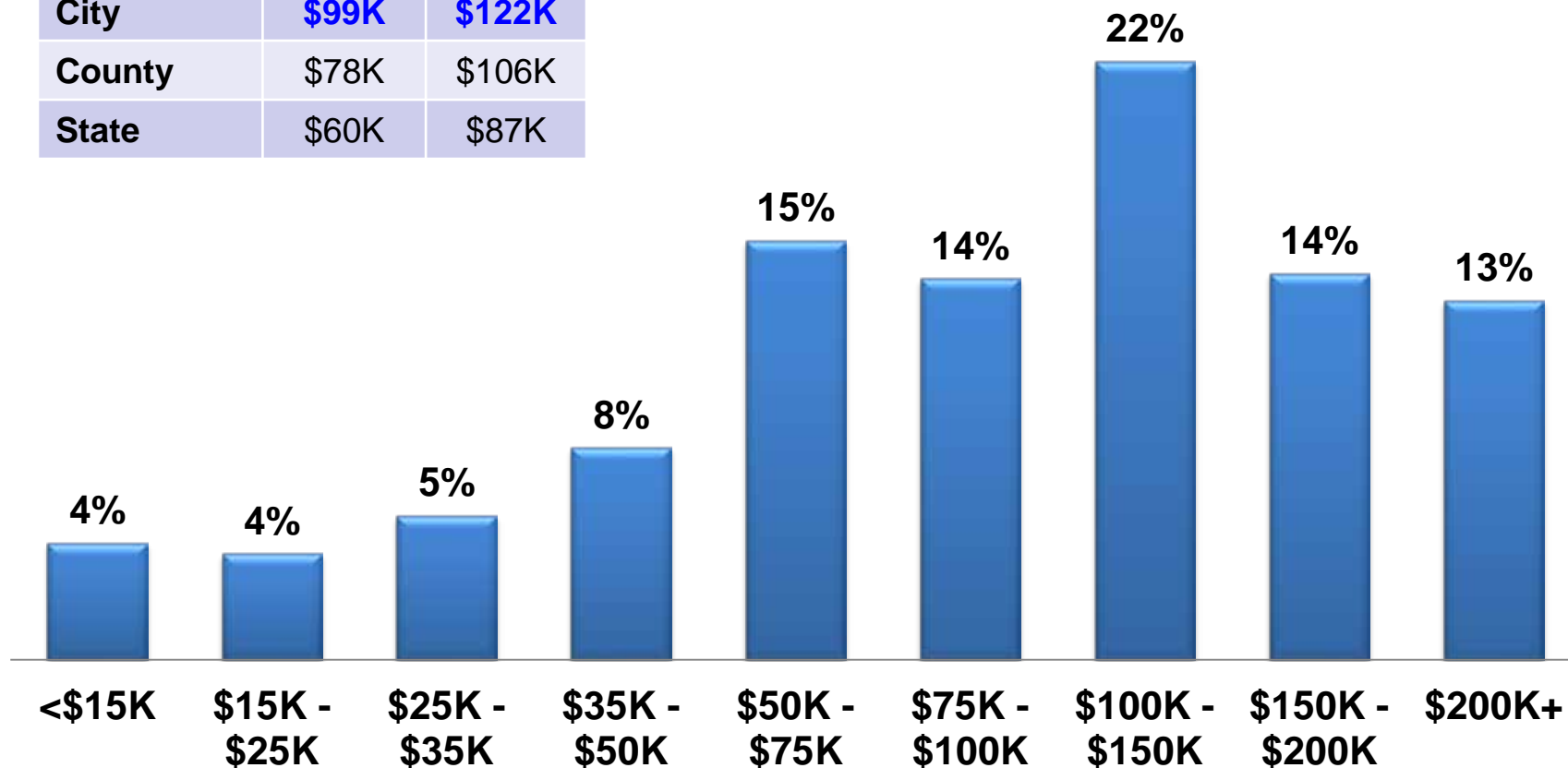
	Drive Times (from City Hall)		
<u>2015</u>	5 Minutes	10 Minutes	15 Minutes
Population	65,586	336,899	611,227
Households	22,811	123,322	226,424
Average HH Size	2.83	2.71	2.68
Median Age	45.1	40.4	40.2
Per Capita Income	\$44,362	\$43,399	\$45,735
Median HH Income	\$101,943	\$91,036	\$94,333
Average HH Income	\$126,837	\$118,369	\$123,329
<u>2015-2020 Annual Growth Rate</u>			
Population	0.61%	0.77%	1.16%
Median HH Income	2.00%	2.34%	2.15%

Source: U.S. Census Bureau (2010); ESRI (2015)

Income Profile

City of Mission Viejo – 2015 Households by Income Bracket

HH Income	Median	Avg.
City	\$99K	\$122K
County	\$78K	\$106K
State	\$60K	\$87K

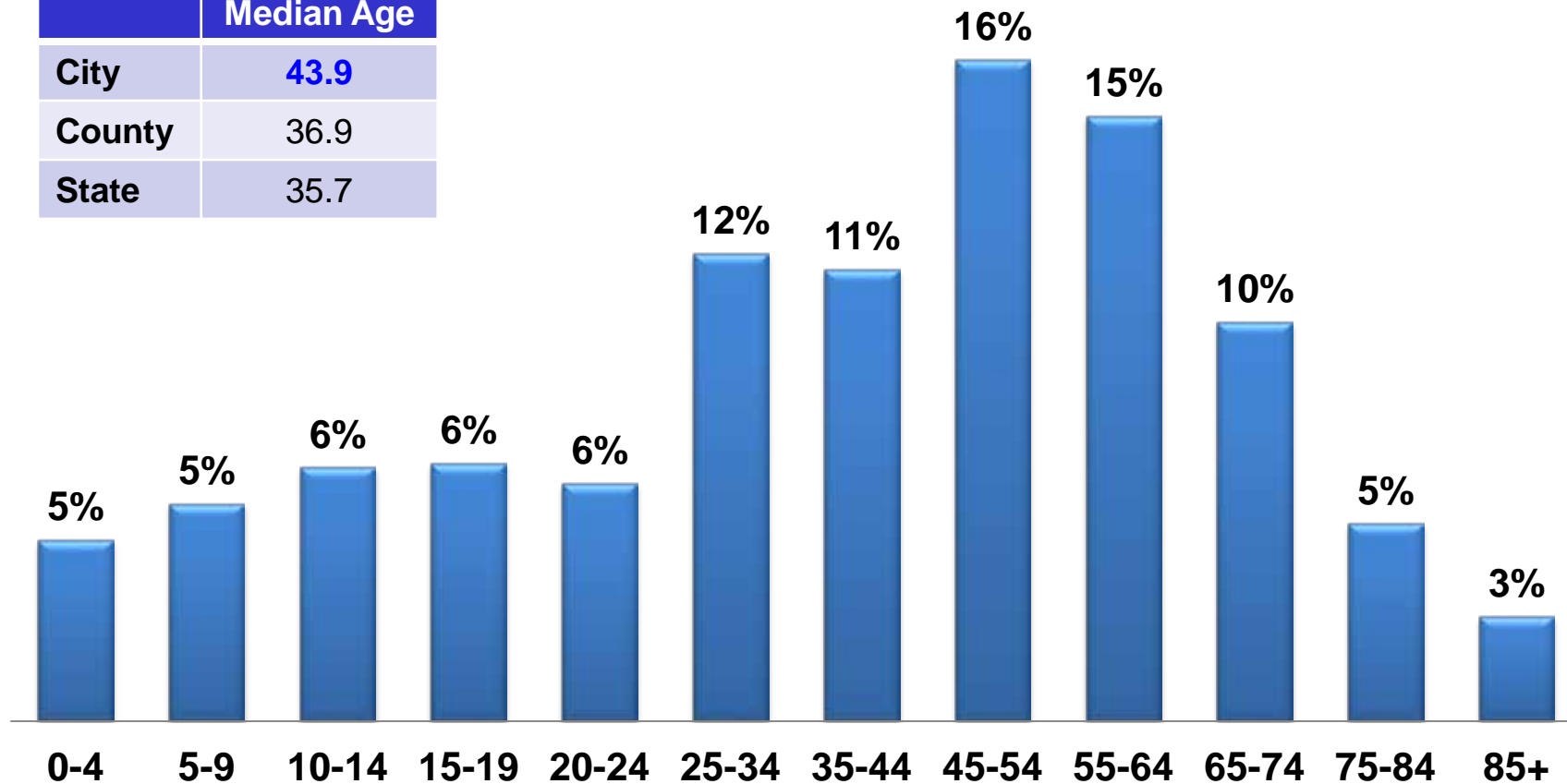


Source: U.S. Census Bureau (2010); ESRI (2015)

Age Profile

City Population by Age Bracket in 2015

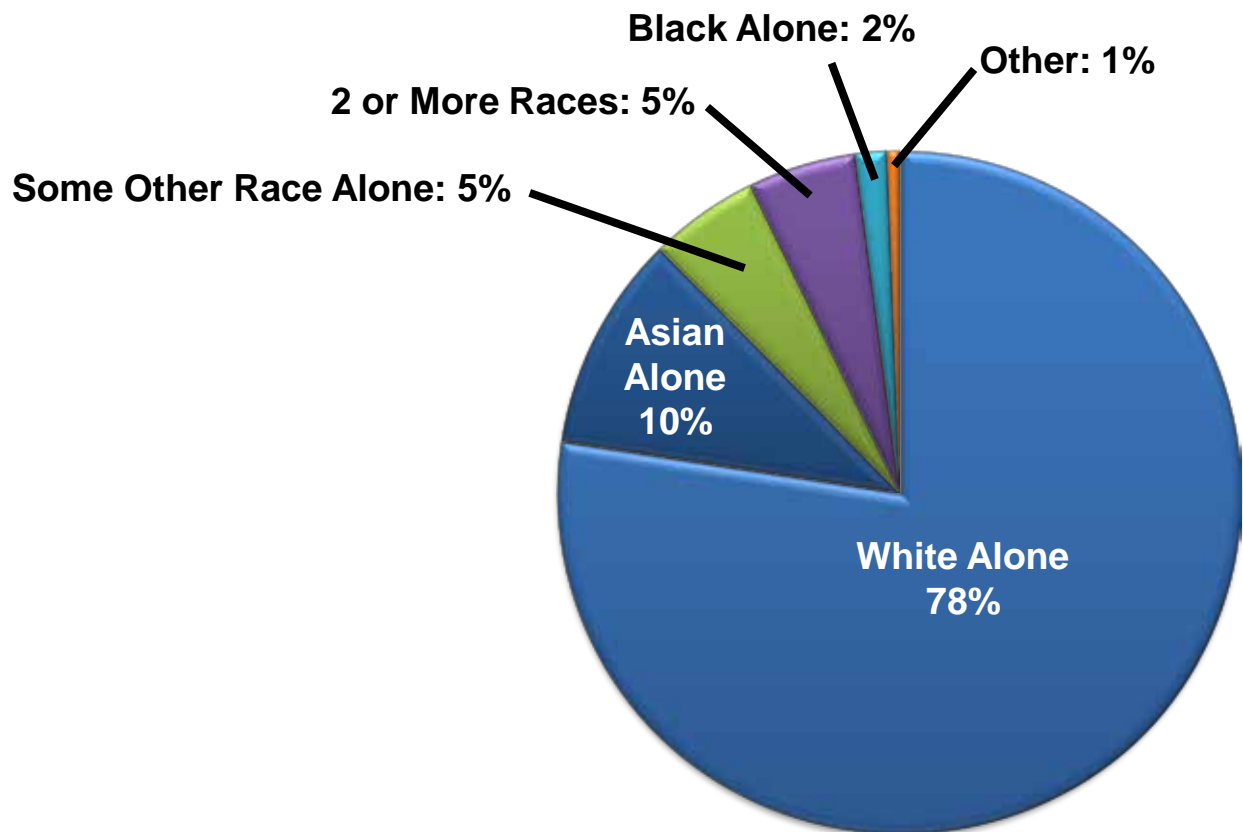
	Median Age
City	43.9
County	36.9
State	35.7



Source: U.S. Census Bureau (2010); ESRI (2015)

Race & Ethnicity

City Population by Race & Ethnicity in 2015



**Most respondents of Hispanic Origin additionally indicate "White" or "Some Other Race"*

Hispanic Origin of Any Race: 19%

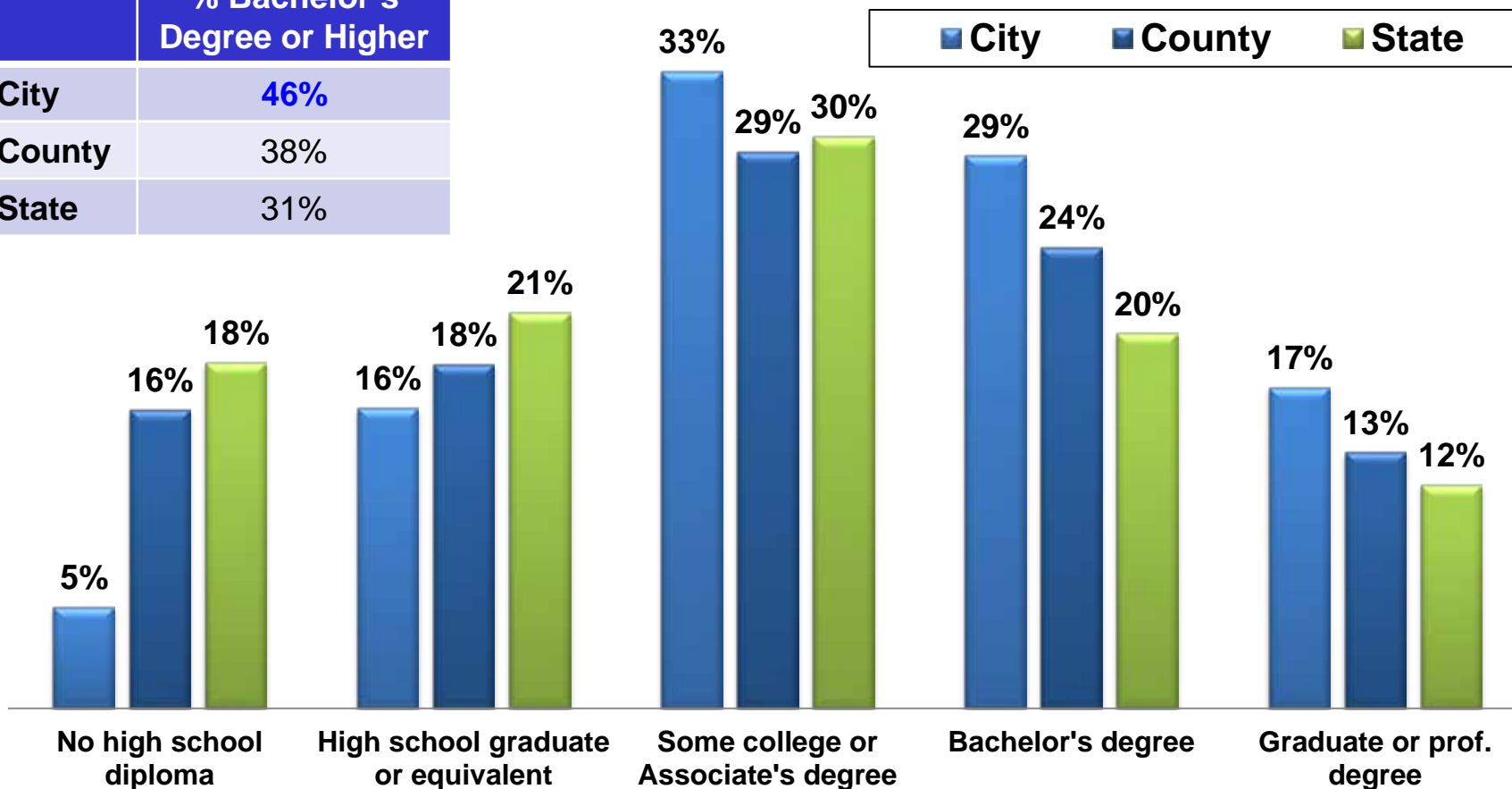
Note: U.S. Census Bureau defines race and ethnicity as two separate and distinct identities. One Census question asks respondents which socio-political race (of categories in pie chart above) they associate most closely with, and a separate question asks whether they associate with "Hispanic, Latino, or Spanish origin" or not (defined as ethnicity).

Source: U.S. Census Bureau (2010); ESRI (2015)

Educational Attainment

Population Aged 25+ by Educational Attainment

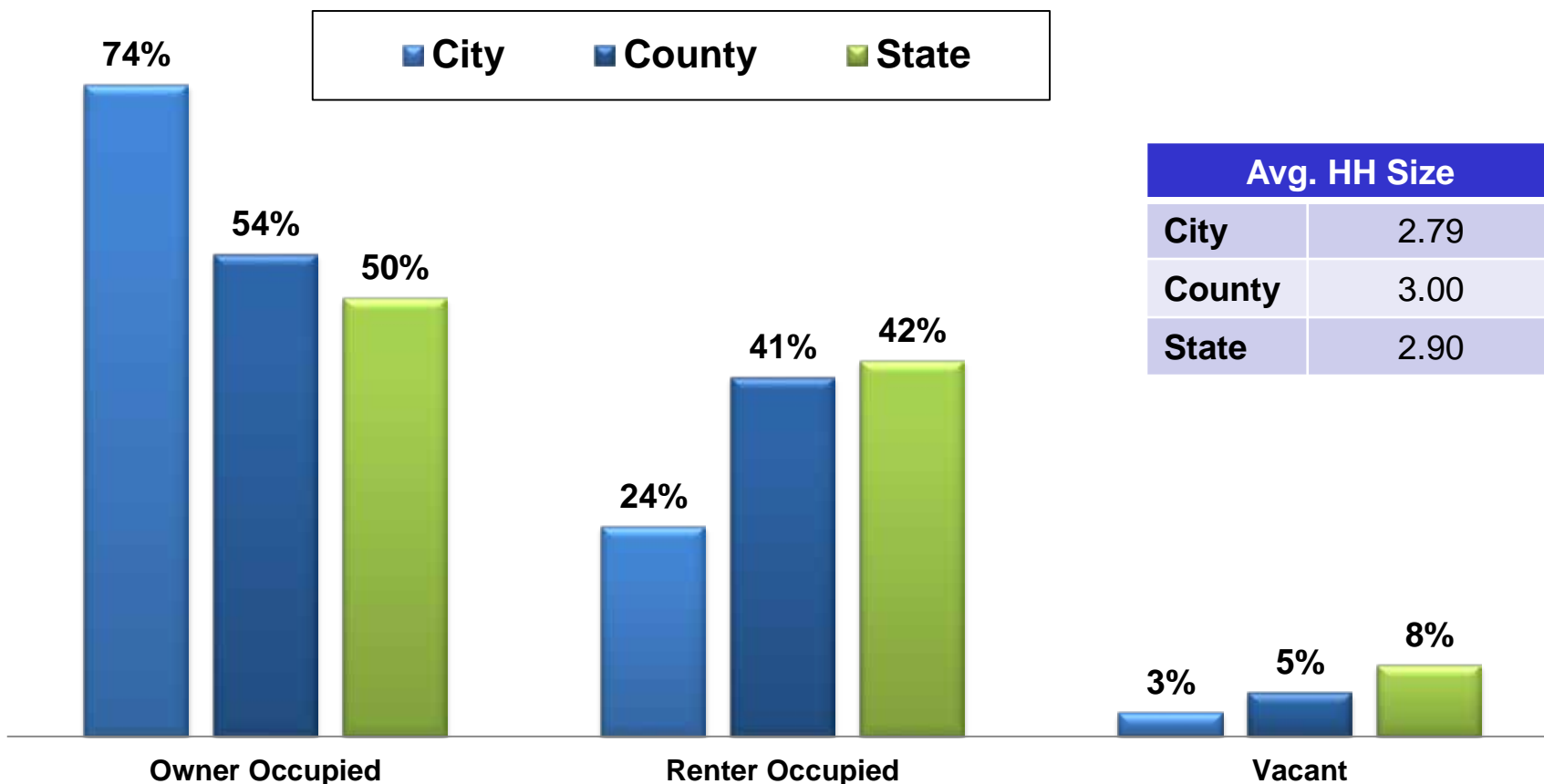
	% Bachelor's Degree or Higher
City	46%
County	38%
State	31%



Source: U.S. Census Bureau (2010); ESRI (2015)

Housing & Household Size

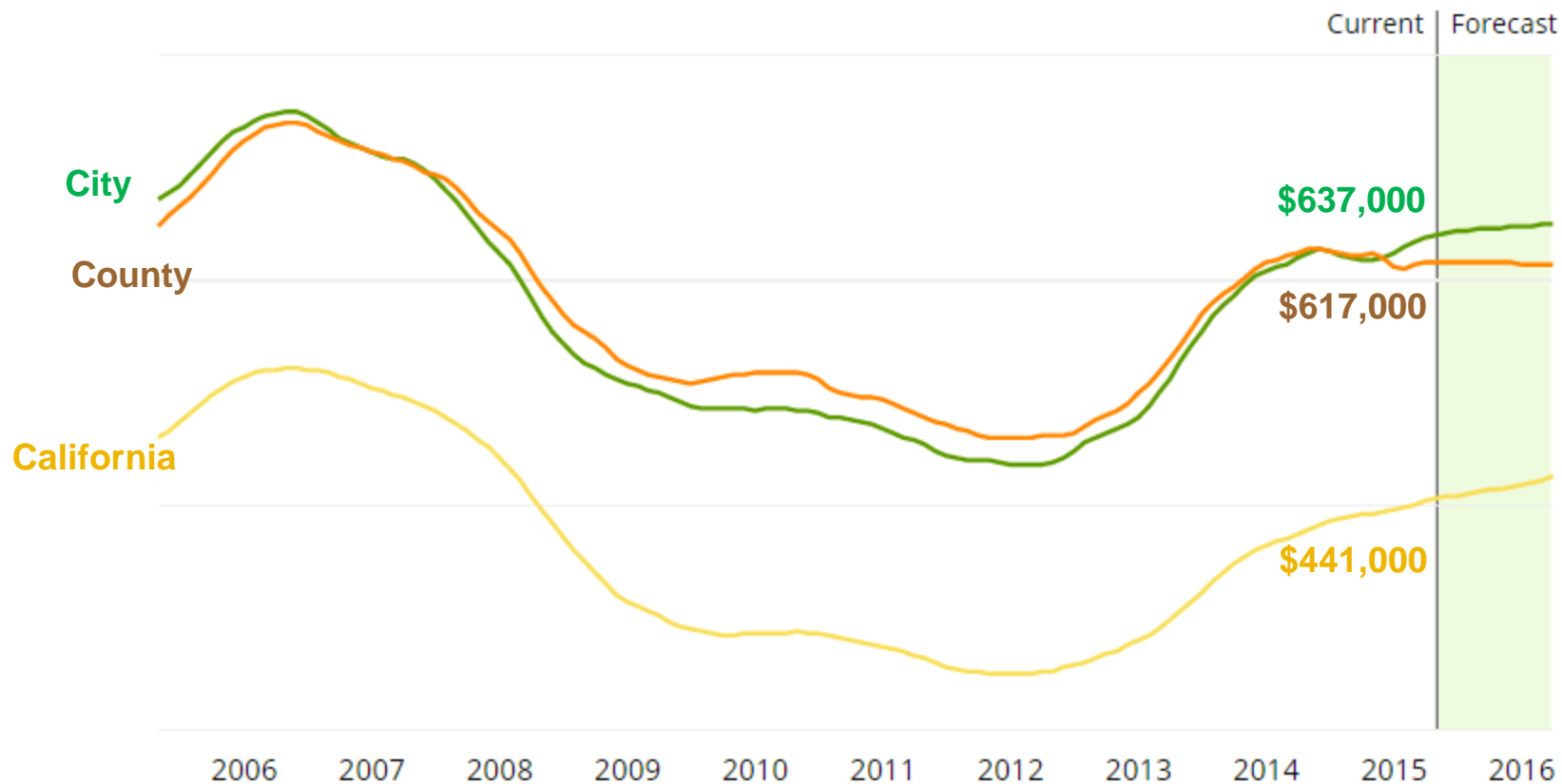
Housing Breakdown (2015)



Source: U.S. Census Bureau (2010); ESRI (2015)

Home Value History

Zillow Home Value Index



Population Segmentation Profile

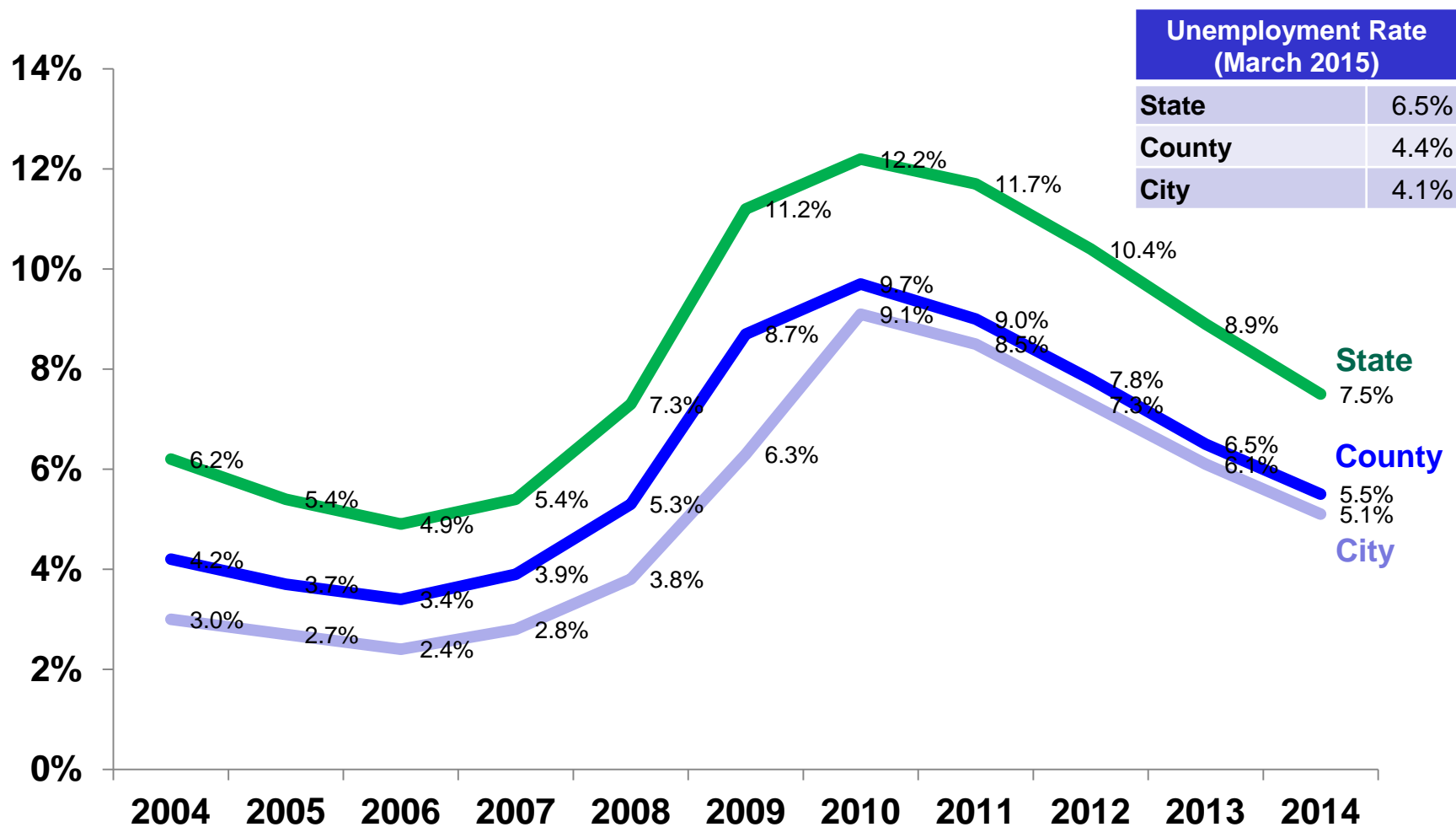
Top 5 “Tapestries” in City	Percent	Sample Characteristics
1. Savvy Suburbanites	25%	<ul style="list-style-type: none"> Well-educated, well-capitalized, active residents Owner occupied, single family homes, low vacancy Informed shoppers, connected to technology Enjoy good food and wine and cultural amenities
2. Professional Pride	15%	<ul style="list-style-type: none"> Well-educated, white-collar commuter families Financially active, frequent travelers, shop on credit Shop online and at Home Depot, Bed Bath & Beyond Tech-savvy, active, spend on health and wellness
3. Enterprising Professionals	14%	<ul style="list-style-type: none"> Employed in science, tech, engineering, mathematics Live in newer condos, town homes, apartments Active, shop organic/natural, buy name brands online Use personal care services (dry cleaning), frequent Cheesecake Factory, Chick-Fil-A, Starbucks
4. Pleasantville	14%	<ul style="list-style-type: none"> Older, settled households, educated, mostly married couples, high incomes (white collar) and net worth Older, single family homes, low vacancy Shop online and in stores, from upscale to discount
5. The Elders	9%	<ul style="list-style-type: none"> Older, smaller households, many in group quarters or nursing home / senior-living facilities Retirees, use coupons, prefer American and environmentally safe products, don’t shop online

Source: ESRI (2015)

Economic & Demographic Profile

Unemployment & Employment by Industry

Unemployment

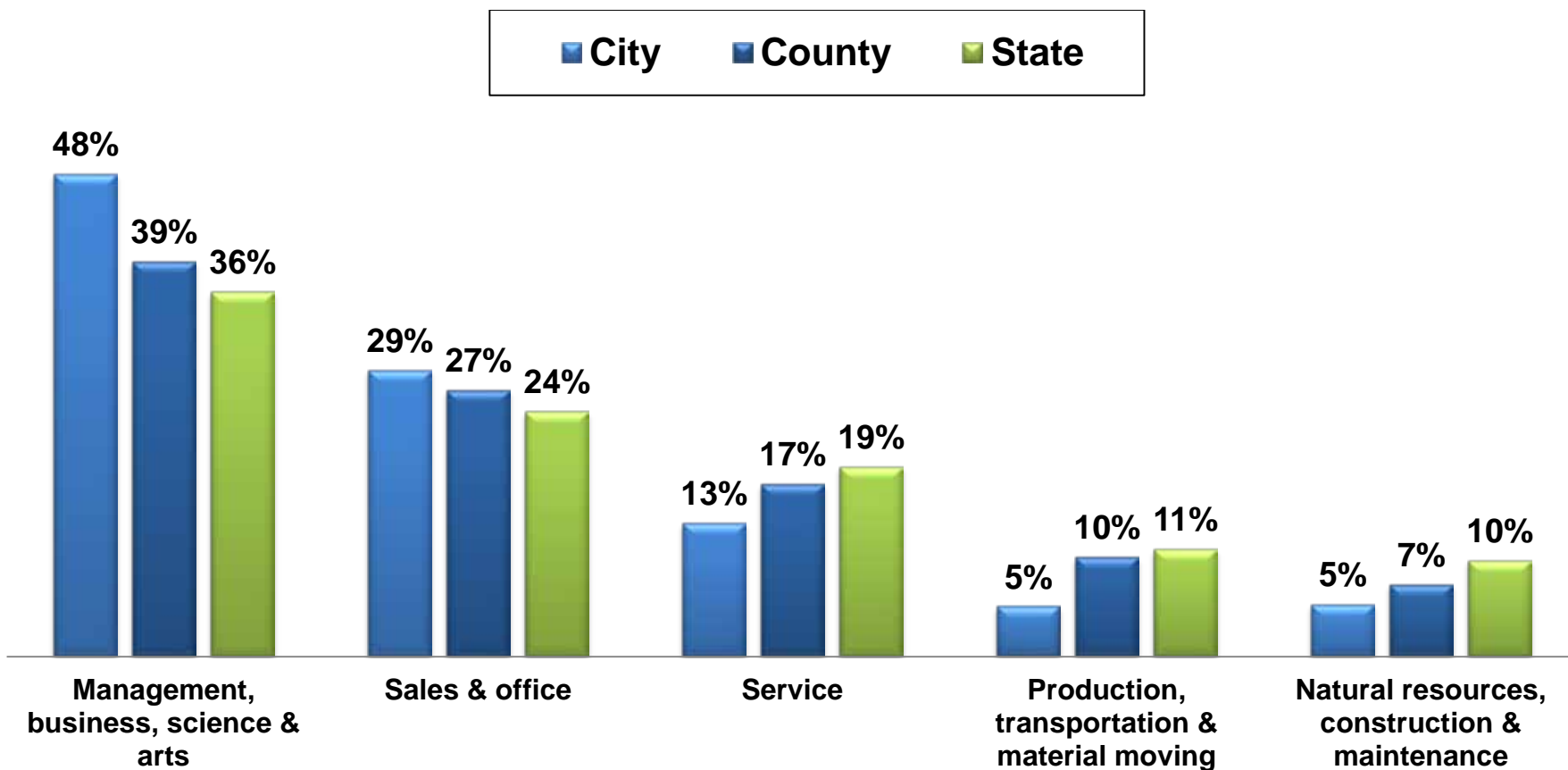


Note: Not seasonally adjusted; annual averages

Source: California Employment Development Department (2015)

Resident Employment by Occupation

Civilian Employed Population Age 16+ by Occupation



Source: U.S. Census Bureau (2010); ESRI (2015)

Employment by Industry

City Resident Employed Population (Age 16+)

Retail trade	10.6%
Healthcare & social assist.	10.5%
Prof., scientific & tech. services	10.2%
Educational services	9.2%
Accommodation & food services	8.4%
Manufacturing	8.4%
Wholesale trade	6.4%
Admin. & support & waste mgmt.	6.2%
Finance & insurance	5.5%
Other services, except public admin.	4.1%
Construction	3.7%
Public administration	3.6%
Information	3.3%
Real estate rental & leasing	2.4%
Transportation & warehousing	2.1%
Arts, entertainment & recreation	1.8%
Management of companies & enterprises	1.8%
Agriculture, forestry, fishing & hunting	0.9%
Utilities	0.8%
Mining, quarrying, oil & gas extraction	0.1%

“Industries in which City residents work”

Workers Employed within City

Healthcare & social assist.	27.8%
Retail trade	17.6%
Educational services	14.6%
Accommodation & food services	8.0%
Prof., scientific & tech. services	5.8%
Other services, except public admin.	4.2%
Admin. & support & waste mgmt.	4.1%
Construction	3.4%
Finance & insurance	3.1%
Wholesale trade	2.7%
Manufacturing	2.6%
Arts, entertainment & recreation	1.8%
Real estate rental & leasing	1.5%
Public administration	1.0%
Transportation & warehousing	0.8%
Management of companies & enterprises	0.6%
Information	0.4%
Utilities	0.0%
Agriculture, forestry, fishing & hunting	0.0%
Mining, quarrying, oil & gas extraction	0.0%

“Jobs in the City”

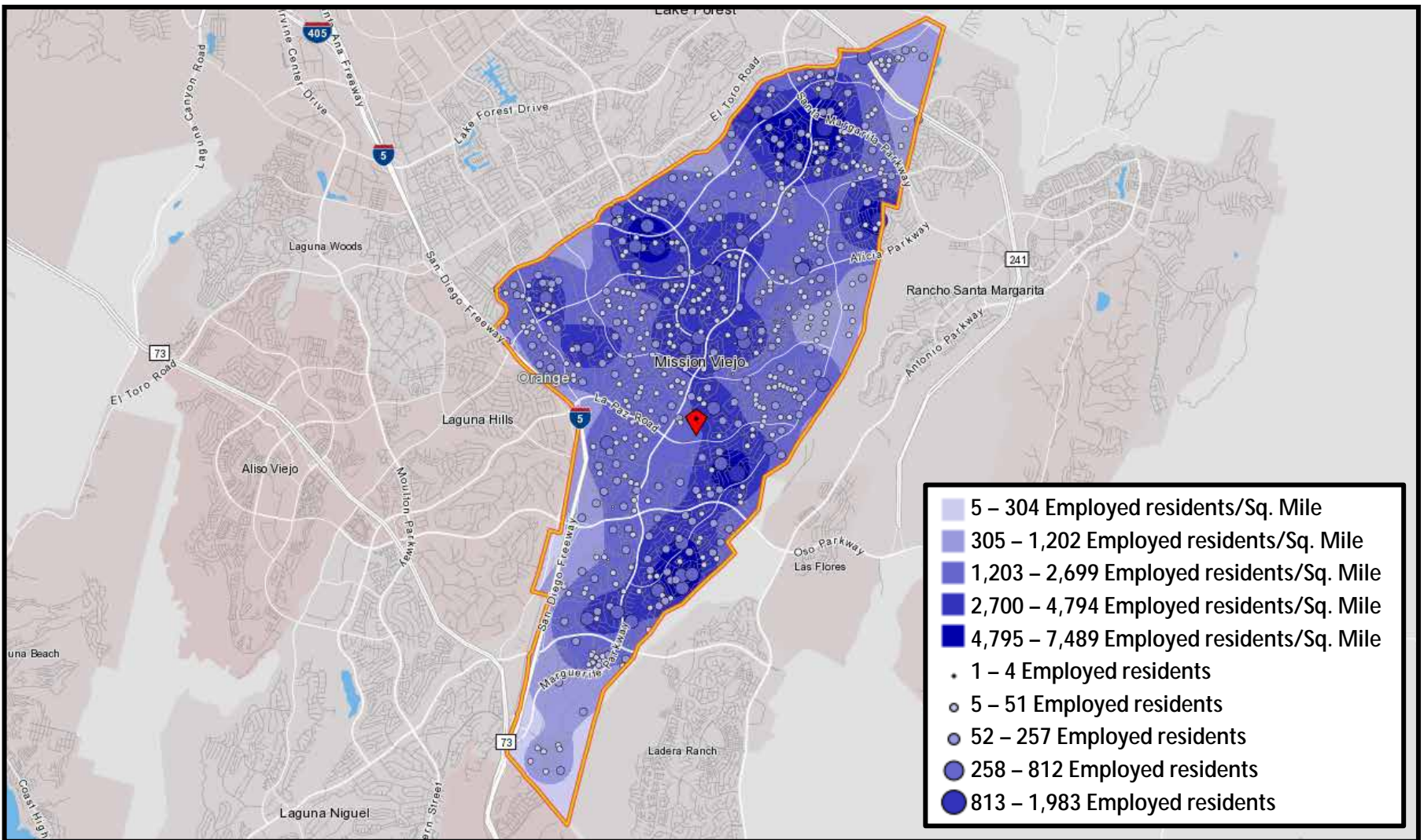
Source: U.S. Census Bureau Center for Economic Studies (2011)

Major Employers

Employer	Estimated # Employees	% Total City Employment
1) Mission Hospital Regional Medical Center	2,443	6.4%
2) Saddleback College	1,975	5.2%
3) Saddleback Valley Unified School District	1,502	3.9%
4) Capistrano Unified School District	441	1.2%
5) Nordstrom	400	1.0%
6) Macy's	250	0.7%
7) Target	250	0.7%
8) Vocational Visions	196	0.5%
9) US Post Office	194	0.5%
Top 9 Total	7,651	20.1%

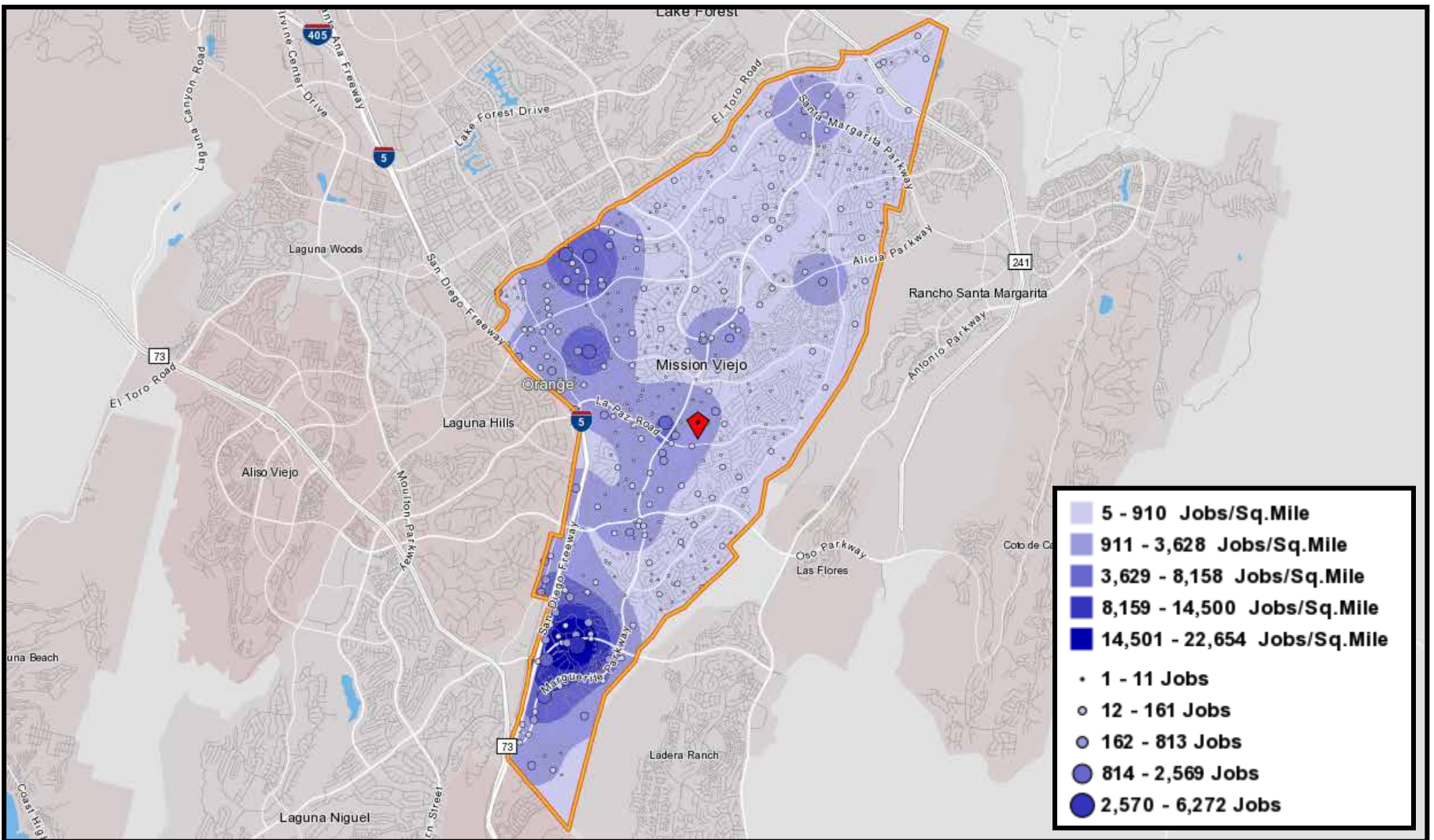
Note: Total City employment based on employees (residents and non-residents) within the City as estimated by ESRI and Dun & Bradstreet (38,211)

Resident Concentration Within City



Source: U.S. Census Bureau Center for Economic Studies (2011)

Employment Concentration Within City



Source: U.S. Census Bureau Center for Economic Studies (2011)

Resident and Employee Commute

Employed Resident Place of Work

Irvine	13.3%
Mission Viejo	9.2%
Los Angeles	6.1%
Santa Ana	5.4%
Lake Forest	4.1%
San Diego	3.5%
Newport Beach	3.2%
Costa Mesa	3.2%
Laguna Hills	2.8%
Anaheim	2.5%
Rancho Santa Margarita	2.5%
Orange	2.4%
San Juan Capistrano	1.9%
Aliso Viejo	1.8%
Laguna Niguel	1.7%
Tustin	1.7%
San Clemente	1.6%
Huntington Beach	1.0%
Dana Point	0.9%
San Francisco	0.9%
Other	30.2%

“Where City residents work”

City Employee Origin

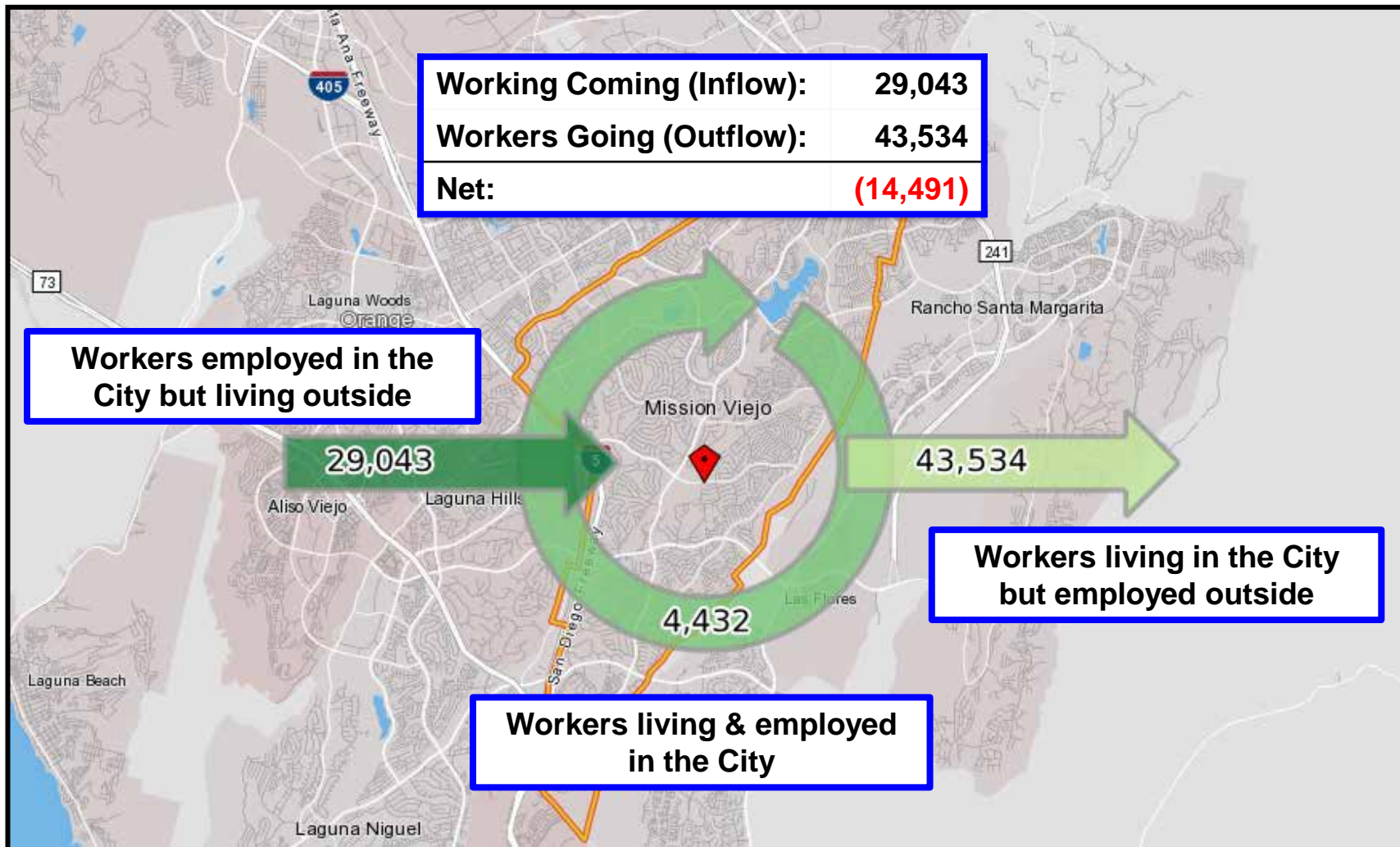
Mission Viejo	13.2%
Lake Forest	5.5%
Rancho Santa Margarita	4.4%
Laguna Niguel	4.3%
Irvine	3.9%
San Clemente	3.5%
Los Angeles	3.1%
Anaheim	2.9%
Aliso Viejo	2.9%
Santa Ana	2.5%
Laguna Hills	2.5%
San Juan Capistrano	2.3%
Dana Point	1.8%
Orange	1.8%
San Diego	1.8%
Huntington Beach	1.6%
Ladera Ranch	1.5%
Tustin	1.3%
Costa Mesa	1.2%
Newport Beach	1.2%
Other	36.9%

“Where people who work in the City come from”

Source: U.S. Census Bureau Center for Economic Studies (2011)

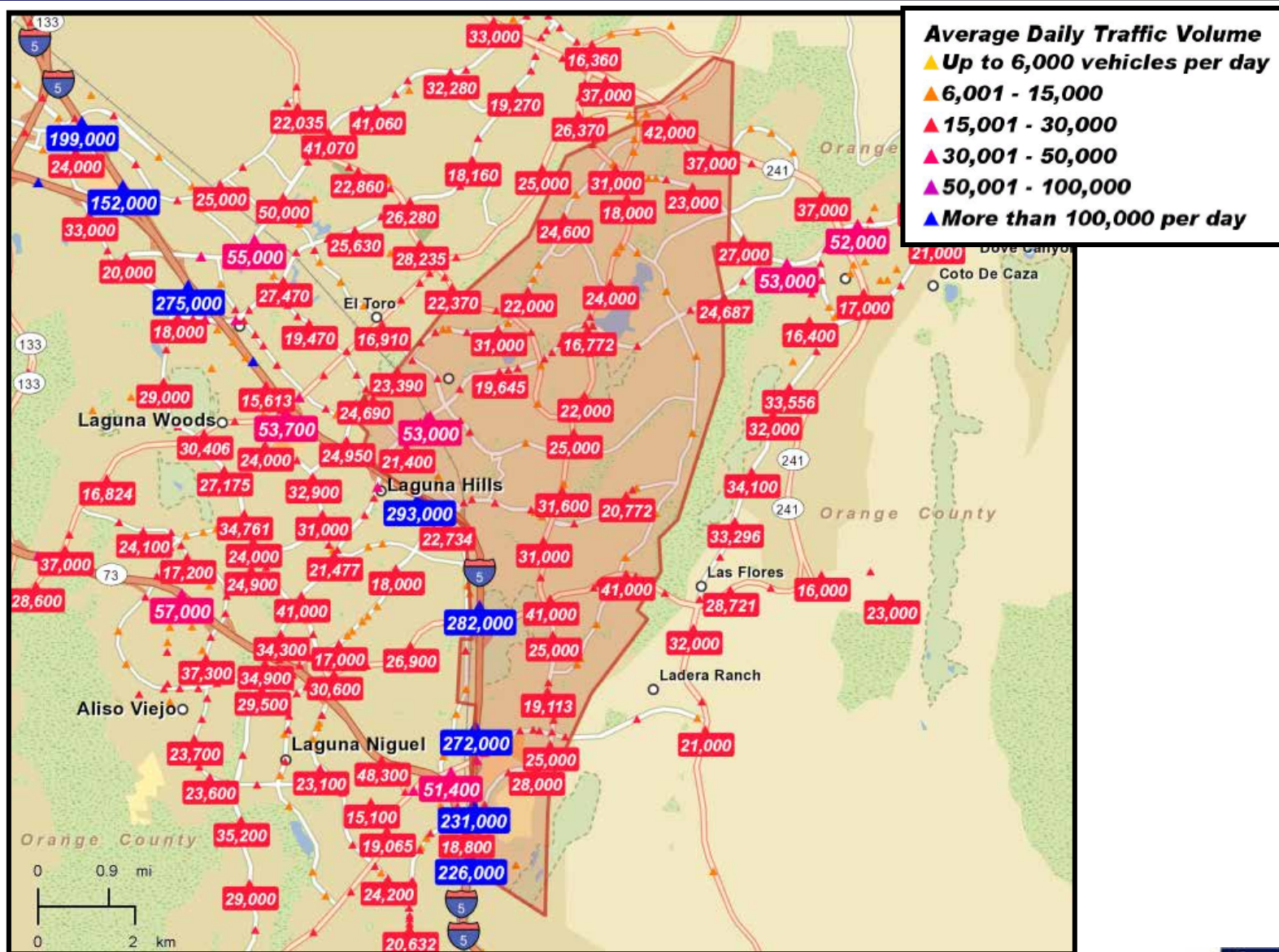
Worker Inflow / Outflow

“Are jobs coming or going?”



Source: U.S. Census Bureau Center for Economic Studies (2011)

Traffic Counts



Source: Market Planning Solutions (2012); ESRI (2015)

Summary: Demographics and Employment

- Well-educated, affluent, relatively older population
- Smaller than average household size, majority owner-occupied homes, low vacancy, home values higher than County and State averages
- Low unemployment rate relative to County and State averages
- Most employees in City work in healthcare, retail, educational services, accommodation/food services, and professional/scientific/technical services
- City is a net exporter of jobs, with residents employed in Irvine, Los Angeles, Santa Ana, within Mission Viejo, and other cities
- Continually ranked safest City in the state, among top in the nation

Market Demand Analysis

Employment Growth by Industry

Employment Projections by Industry

Orange County

Industry	2012	2022	Annual Growth 2012-22	Total Growth 2012-22	Total Change 2012-22
Professional and Business Services	259,900	335,000	2.9%	28.9%	75,100
Health Care and Social Assistance	149,100	185,900	2.5%	24.7%	36,800
Accommodation and Food Services	141,300	174,700	2.4%	23.6%	33,400
Retail Trade	143,900	168,400	1.7%	17.0%	24,500
Construction	71,400	95,700	3.4%	34.0%	24,300
Financial Activities	108,200	132,400	2.2%	22.4%	24,200
Wholesale Trade	76,900	96,000	2.5%	24.8%	19,100
Educational Services (Private)	24,700	30,400	2.3%	23.1%	5,700
Government	147,900	153,500	0.4%	3.8%	5,600
Arts, Entertainment, and Recreation	39,300	44,600	1.3%	13.5%	5,300
Information	24,300	27,300	1.2%	12.3%	3,000
Transportation and Warehousing	24,000	25,100	0.5%	4.6%	1,100
Utilities	4,000	5,000	2.5%	25.0%	1,000
Other Services	44,600	44,600	0.0%	0.0%	0
Mining and Logging	500	400	(2.0%)	(20.0%)	(100)
Manufacturing	158,200	150,900	(0.5%)	(4.6%)	(7,300)
Total Nonfarm	1,418,100	1,669,900	1.8%	17.8%	251,800
Total Farm	2,800	3,300	1.8%	17.9%	500
Self Employed / Unpaid / Other	103,000	116,100	1.3%	12.7%	13,100
Total Employment	1,523,900	1,789,300	1.7%	17.4%	265,400

Source: California Employment Development Department, U.S. Bureau of Labor Statistics (2015)

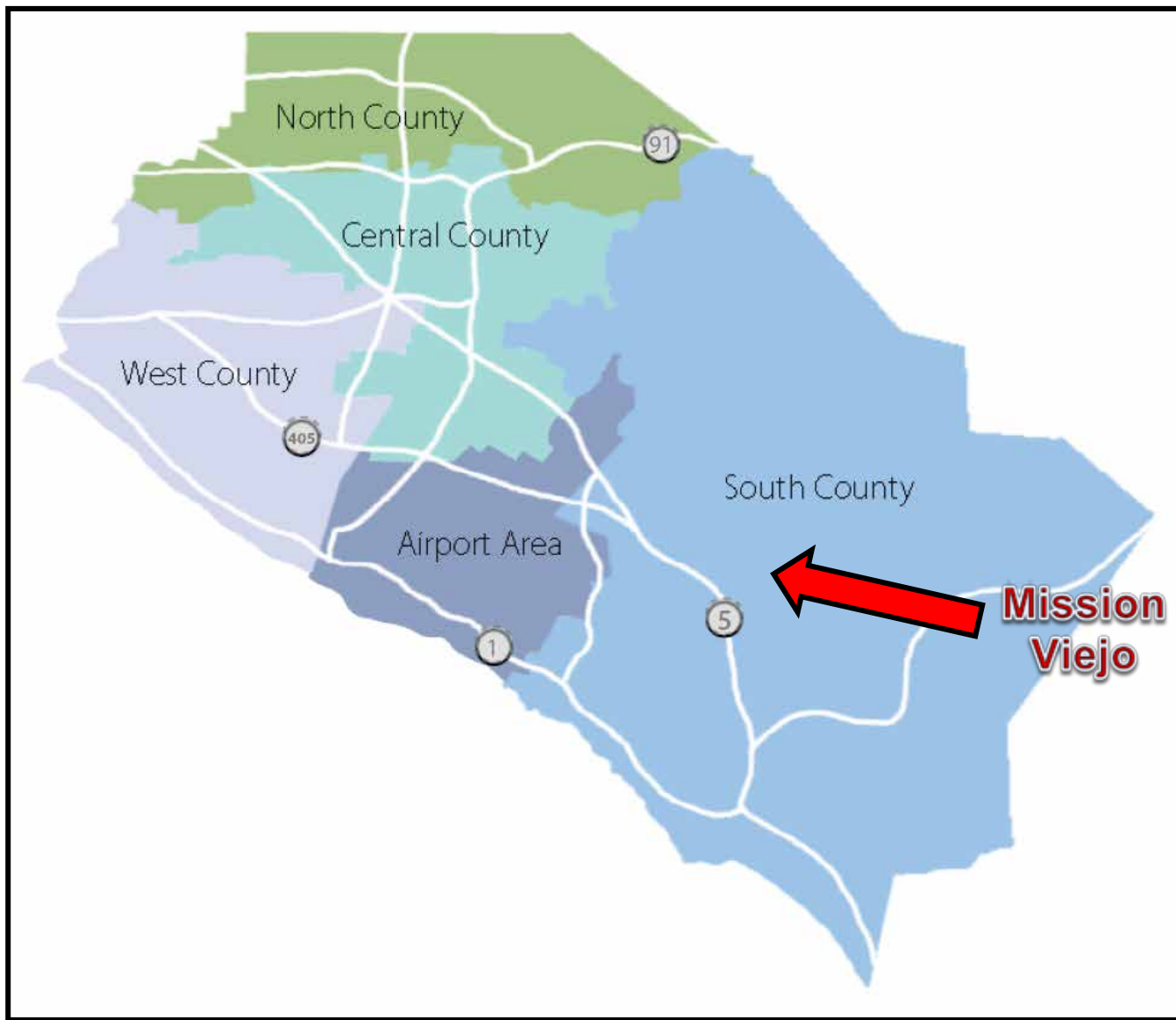
Market Demand Analysis

Supply, Vacancy & Lease Rates

Supply, Vacancy & Lease Rates

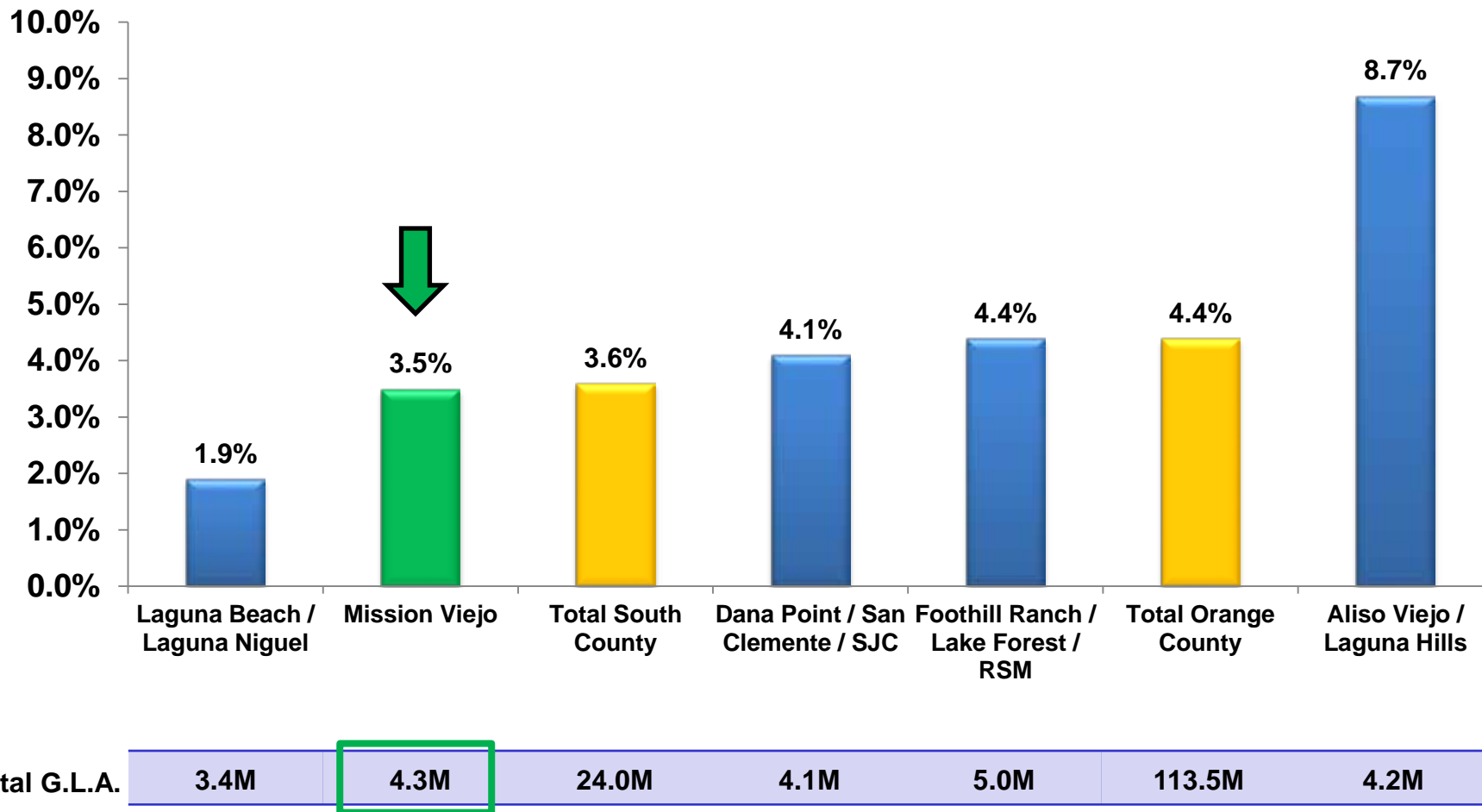
- Mission Viejo falls within the “**South County**” submarket of the Orange County market area for retail (as defined by CoStar), including:
 - *Aliso Viejo*
 - *Dana Point*
 - *Foothill Ranch*
 - *Laguna Beach*
 - *Laguna Hills*
 - *Laguna Niguel*
 - *Lake Forest*
 - *Mission Viejo*
 - *Rancho Santa Margarita*
 - *San Clemente*
 - *San Juan Capistrano*
- Supply, vacancy, and lease rates for retail uses are compared between South County and other Orange County submarkets
- Retail vacancy within the City is estimated **below** the South County submarket and total Orange County market averages
- Retail lease rates within the City are estimated **above** the South County submarket and Orange County market averages

Orange County Submarkets



Retail Vacancy South Orange County

Retail Vacancy (Q1 2015)



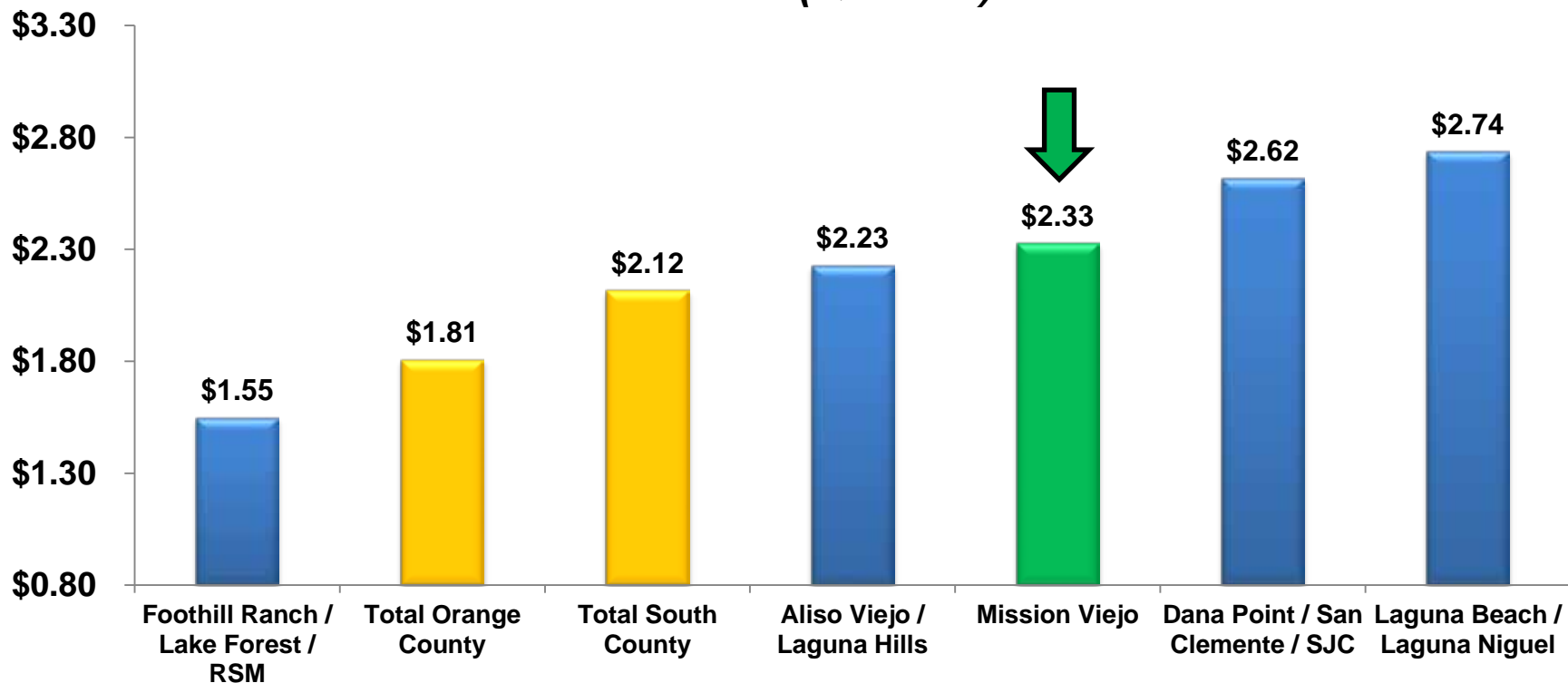
G.L.A. = Gross Leasable Area (in square feet)

Source: Avison Young; CoStar Property (Q1 2015)

Retail Asking Lease Rates

South Orange County

Average Asking Retail Lease Rates – \$PSF / Month NNN (Q1 2015)



Total G.L.A.

5.0M

113.5M

24.0M

4.2M

4.3M

4.1M

3.4M

G.L.A. = Gross Leasable Area (in square feet)

Source: Avison Young; CoStar Property (Q1 2015)

Retail Format Breakdown

South Orange County

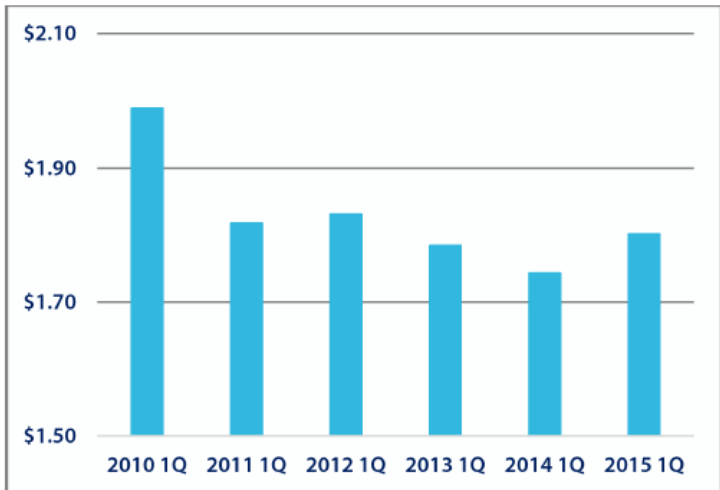
Retail Format	Total GLA	Vacancy	Asking Lease Rates
Storefront / Freestanding (<i>mixed-use, storefront, freestanding</i>)	4.1M	3.9%	\$1.77
Strip Centers (<i>convenience-oriented <30K SF</i>)	0.9M	8.8%	\$2.53
Community / Neighborhood (<i>convenience-oriented >30K SF</i>)	12.0M	4.0%	\$2.16
Power Centers (<i>category dominant anchors, big box</i>)	3.7M	2.3%	\$3.91
Mall Centers (<i>regional and super-regional malls</i>)	2.6M	1.2%	N/A*
Specialty Centers (<i>lifestyle, outlet, theme, festival, leisure, airport</i>)	0.6M	3.3%	\$2.84
Total Retail	24.0M	3.6%	\$2.14

* Mall Center asking lease rates not available

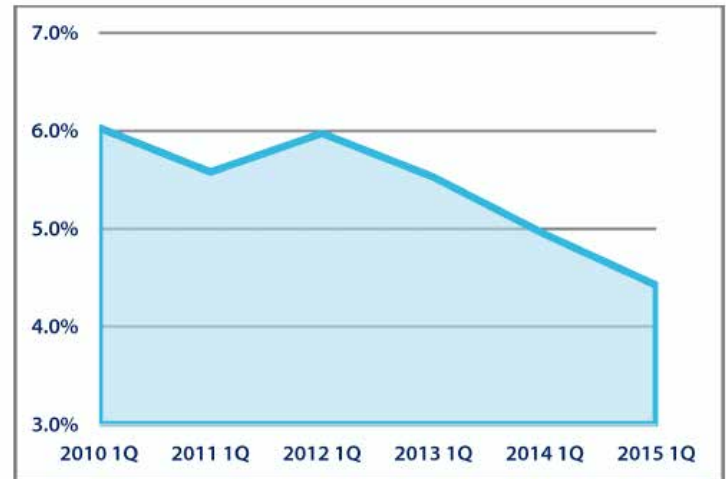
Source: Avison Young; CoStar Property (Q1 2015)

Historical Rent, Vacancy & Absorption Total Orange County

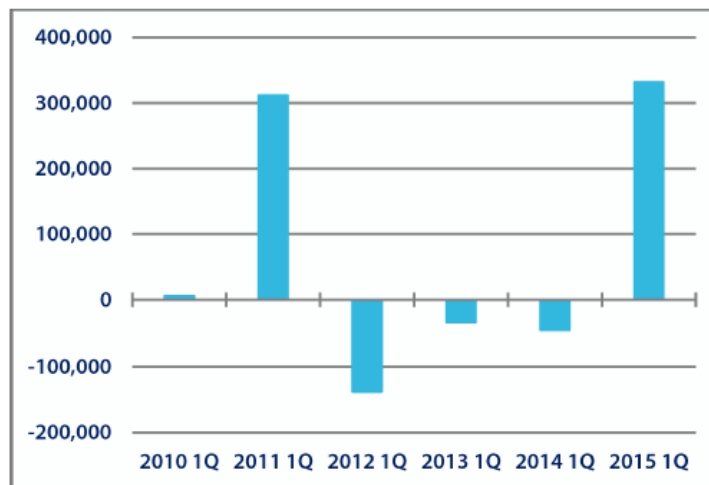
Asking Rent



Vacancy Rates



Net Absorption



Market Demand Analysis

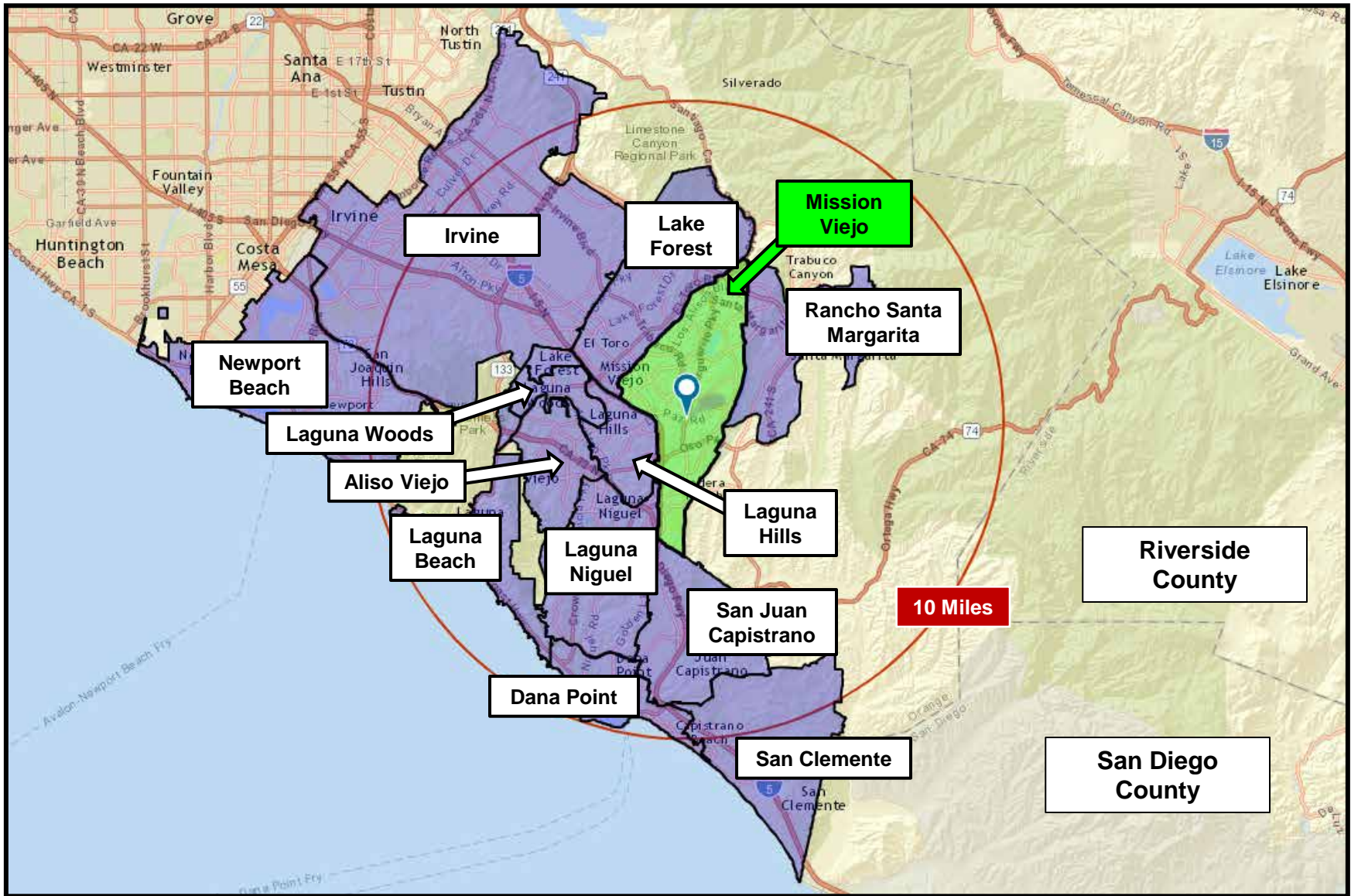
Taxable Retail Sales Performance

Taxable Retail Sales Performance

- Taxable consumer spending across retail categories is totaled and normalized for population within the City and comparison regions for the purpose of evaluating relative taxable retail sales performance
- Retail sales per capita for the City (~\$14,900) is **above average** when compared to the Orange County average (~\$13,900)

* "Other retail" includes sporting goods, office supply, drug stores, and other retail

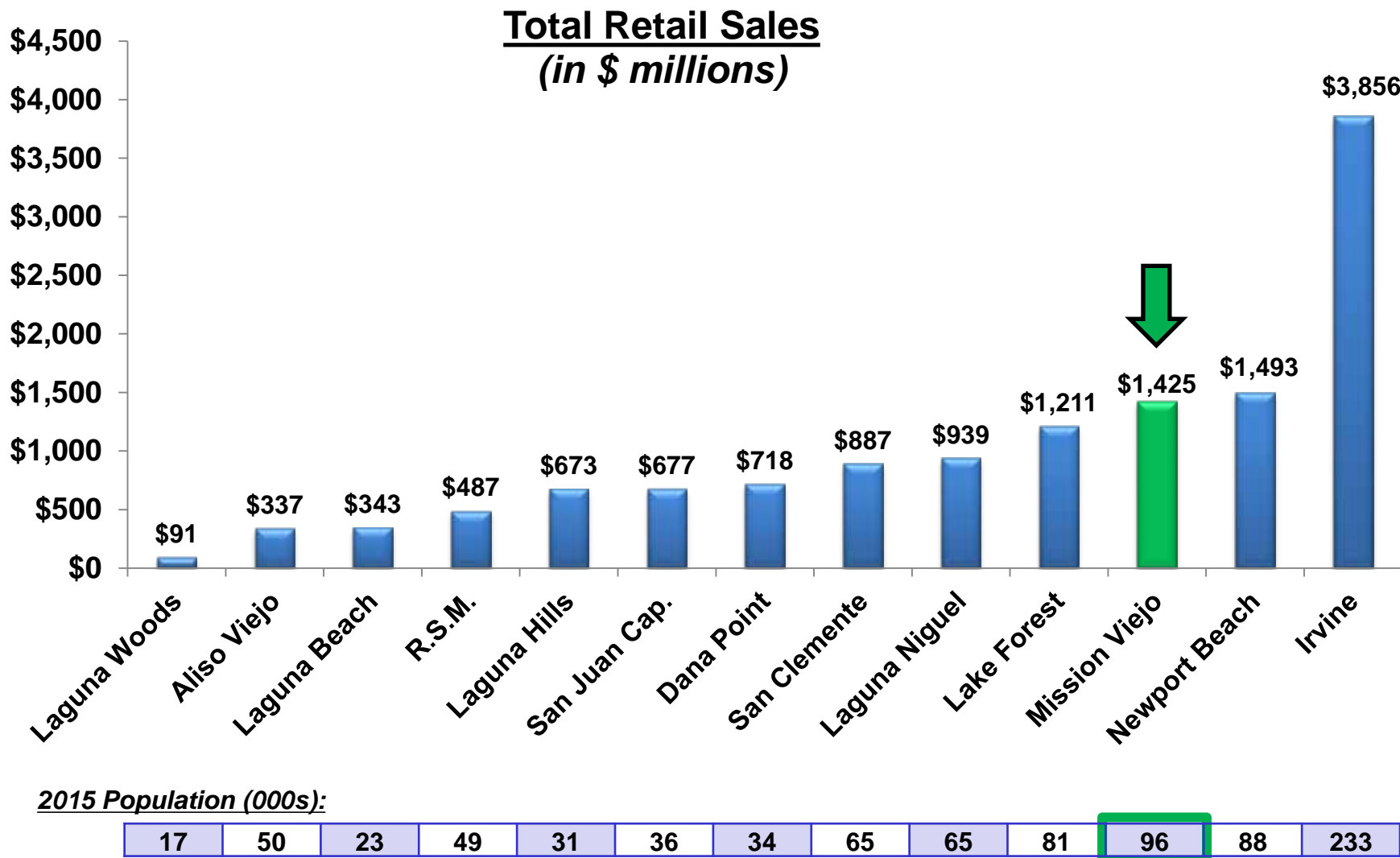
Mission Viejo & Comparison Cities



Source: ESRI (2015)

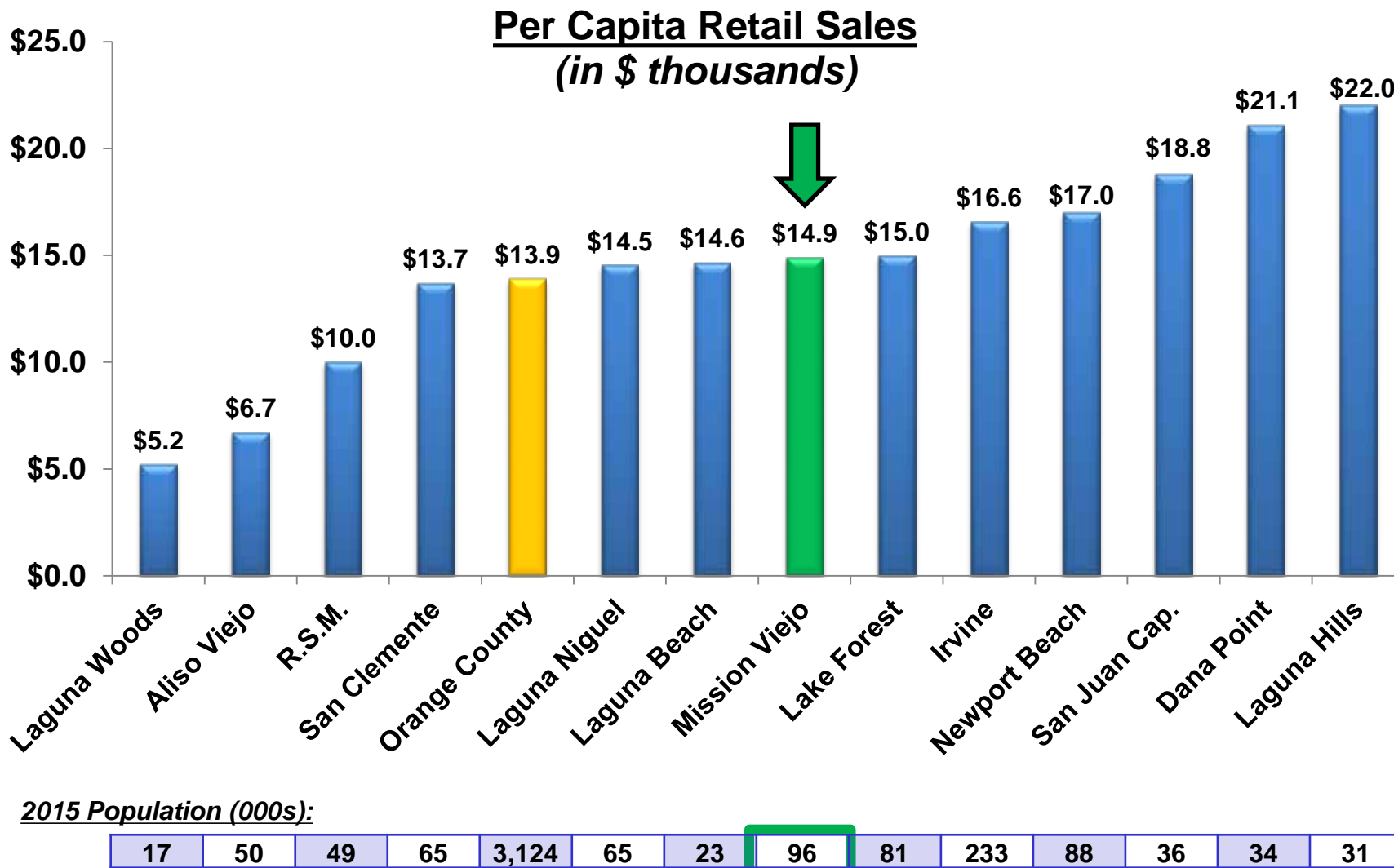
Retail Sales Comparison

Mission Viejo & Comparison Cities



Per Capita Retail Sales

Mission Viejo & Comparison Regions



Market Demand Analysis

Retail Sales Surplus / Leakage

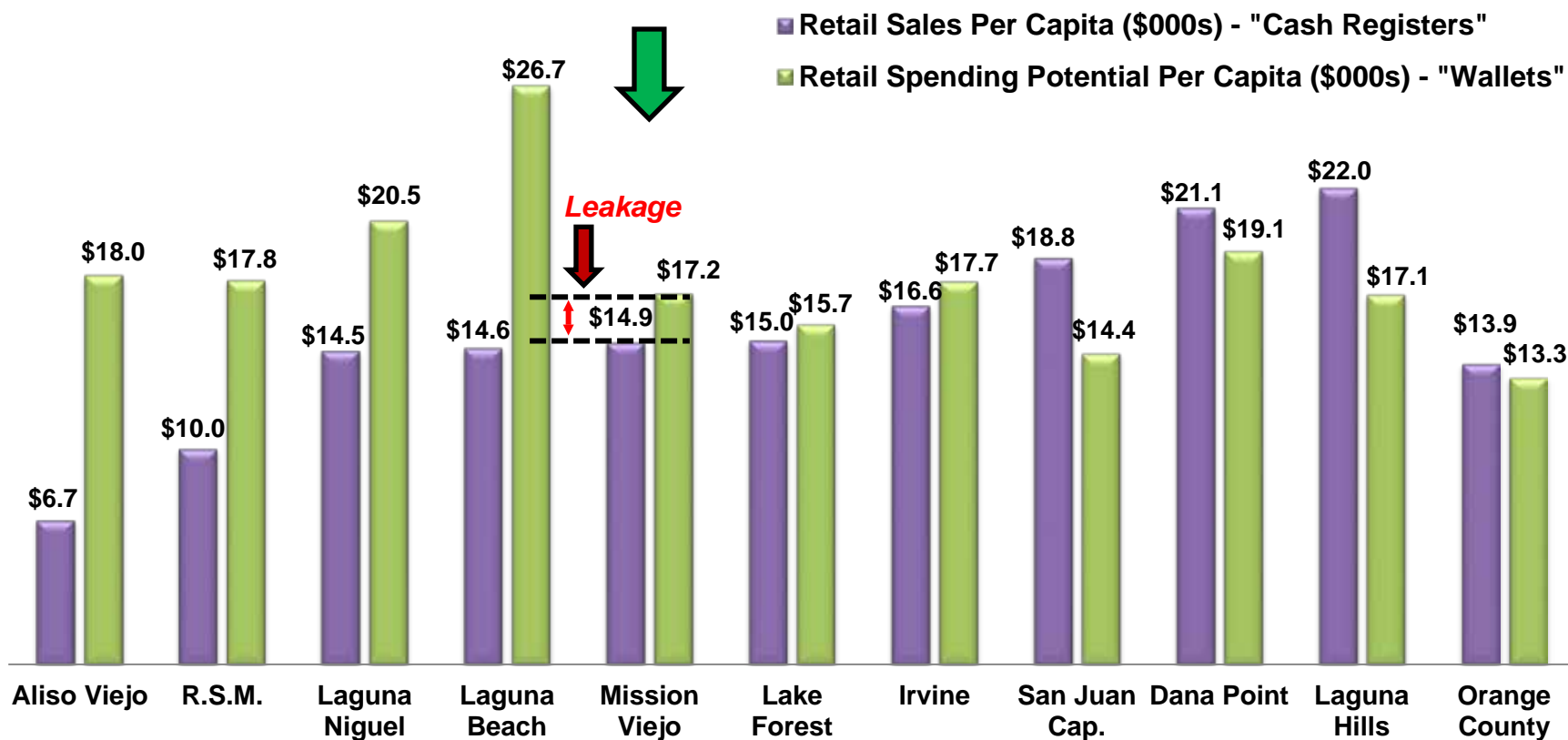
Retail Sales Surplus / Leakage

- Overall retail sales in the City are **lower** than retail spending potential based on households and average household income, suggesting that, overall, the City is likely leaking a significant portion of Mission Viejo resident retail purchases to other jurisdictions (i.e. sales **leakage**)
- Certain categories, however, are exhibiting a retail sales **surplus**, including:
 - Clothing & Clothing Accessories Stores
 - Furniture & Home Furnishings Stores
 - Electronics & Appliance Stores

Note: Includes estimated taxable and non-taxable retail sales

Retail Sales Surplus / Leakage

"Cash Registers vs. Wallets"



Surplus/Leakage – Per Capita (\$Thousands), Total (\$Millions), and Percentage:

(\$11.3)	(\$7.8)	(\$6.0)	(\$12.1)	(\$2.3)	(\$0.8)	(\$1.1)	\$4.4	\$2.0	\$4.9	\$0.6
(\$566)	(\$379)	(\$387)	(\$284)	(\$217)	(\$61)	(\$265)	\$158	\$68	\$150	\$1,929
(63%)	(44%)	(29%)	(45%)	(13%)	(5%)	(6%)	31%	10%	29%	5%

Note: Spending potential based on number of households, average household income, and estimated percentage of income spent on retail goods and services

Source: ESRI, Dun & Bradstreet (2015)

Retail Category Definitions

- **Shopper Goods / GAFO** *(General Merchandise, Apparel & Accessories, Furniture & Other Sales)*
 - Clothing & Clothing Accessories Stores
 - General Merchandise Stores
 - Furniture & Home Furnishings Stores
 - Health & Personal Care Stores
 - Sporting Goods, Hobby, Book & Music Stores
 - Electronics & Appliance Stores
 - Miscellaneous Store Retailers (incl. Office Supply)
- **Convenience Goods**
 - Food and Beverage (Grocery Stores)
 - Food Service and Drinking Places (Restaurants & Bars)
- **Heavy Commercial Goods**
 - Building Materials (Home Improvement)
 - Auto Dealers & Supplies
 - Gasoline / Service Stations
- Non-Store Retailers (e.g., Online Shopping & Mail-Order)

Note: Retail Categories delineated by NAICS / California Board of Equalization

Per Capita Retail Sales by Category

City & Comparison Regions

Per Capita Retail Sales	Mission Viejo	Rancho San. Marg.	Laguna Niguel	Lake Forest	Irvine	San Juan Capistrano	Laguna Hills	Orange County
<u>Shopper Goods (GAFO):</u>								
Clothing & Clothing Accessories Stores	\$1,258	\$338	\$439	\$757	\$1,167	\$605	\$1,387	\$964
General Merchandise Stores	\$1,438	\$845	\$3,506	\$974	\$1,650	\$2,073	\$2,656	\$1,751
Furniture & Home Furnishings Stores	\$408	\$371	\$547	\$247	\$541	\$153	\$1,245	\$320
Health & Personal Care Stores	\$1,062	\$1,960	\$1,826	\$1,510	\$519	\$635	\$1,053	\$987
Sporting Goods, Hobby, Book, Music Stores	\$298	\$83	\$178	\$494	\$234	\$86	\$1,253	\$280
Electronics & Appliance Stores	\$758	\$92	\$309	\$367	\$797	\$244	\$1,977	\$405
Miscellaneous Store Retailers	\$361	\$375	\$173	\$562	\$525	\$446	\$383	\$376
Total GAFO	\$5,584	\$4,064	\$6,978	\$4,911	\$5,432	\$4,242	\$9,953	\$5,084
<u>Convenience Goods:</u>								
Food & Beverage Stores (Grocery)	\$1,388	\$2,732	\$1,929	\$1,680	\$1,727	\$1,895	\$2,752	\$1,712
Food Services & Drinking Places (Restaurants)	\$1,435	\$1,085	\$1,236	\$1,498	\$2,063	\$1,514	\$2,110	\$1,594
Total Convenience	\$2,823	\$3,816	\$3,166	\$3,178	\$3,790	\$3,409	\$4,861	\$3,306
<u>Heavy Commercial:</u>								
Bldg Materials, Garden Equip. Supply Stores	\$283	\$332	\$341	\$395	\$186	\$540	\$276	\$299
Motor Vehicle & Parts Dealers	\$2,410	\$1,677	\$3,402	\$2,596	\$2,954	\$7,116	\$1,534	\$2,782
Gasoline Stations	\$954	\$75	\$114	\$2,328	\$1,531	\$798	\$639	\$829
Total Heavy Commercial	\$3,648	\$2,084	\$3,857	\$5,319	\$4,671	\$8,455	\$2,449	\$3,910
Non-store Retailers	\$2,836	\$26	\$515	\$1,574	\$2,685	\$2,685	\$4,748	\$1,610
Total Retail	\$14,891	\$9,991	\$14,516	\$14,982	\$16,577	\$18,791	\$22,011	\$13,909

Key: Indicates higher value for Mission Viejo Indicates lower value for Mission Viejo

Retail Sales Surplus / Leakage by Category

City of Mission Viejo

Retail Category	Retail Spending Potential	Retail Sales	Retail Surplus/ (Leakage)	Percent Surplus/ (Leakage)
<i>Shopper Goods (GAFO):</i>				
Clothing & Clothing Accessories Stores	\$105,317,238	\$120,386,202	\$15,068,964	14.3%
General Merchandise Stores	\$214,308,545	\$137,597,149	(\$76,711,396)	(35.8%)
Furniture & Home Furnishings Stores	\$37,255,094	\$39,035,656	\$1,780,562	4.8%
Health & Personal Care Stores	\$116,589,987	\$101,584,474	(\$15,005,513)	(12.9%)
Sporting Goods, Hobby, Book & Music Stores	\$34,286,521	\$28,550,346	(\$5,736,175)	(16.7%)
Electronics & Appliance Stores	\$36,781,324	\$72,554,170	\$35,772,846	97.3%
Miscellaneous Store Retailers	\$45,194,242	\$34,536,537	(\$10,657,705)	(23.6%)
Subtotal – GAFO	\$589,732,951	\$534,244,534	(\$55,488,417)	(9.4%)
<i>Convenience Goods:</i>				
Food & Beverage Stores (Grocery)	\$258,567,166	\$132,818,031	(\$125,749,135)	(48.6%)
Food Services & Drinking Places (Restaurants)	\$169,823,921	\$137,283,172	(\$32,540,749)	(19.2%)
Subtotal – Convenience	\$428,391,087	\$270,101,203	(\$158,289,884)	(36.9%)
<i>Heavy Commercial Goods:</i>				
Bldg Materials, Garden Equip. & Supply Stores	\$50,707,926	\$27,122,121	(\$23,585,805)	(46.5%)
Motor Vehicle & Parts Dealers	\$293,315,188	\$230,600,985	(\$62,714,203)	(21.4%)
Gasoline Stations	\$122,975,287	\$91,291,679	(\$31,683,608)	(25.8%)
Subtotal – Heavy Commercial	\$466,998,401	\$349,014,785	(\$117,983,616)	(25.3%)
Non-store Retailers	\$156,396,026	\$271,391,695	\$114,995,669	73.5%
Total Retail	\$1,641,518,465	\$1,424,752,217	(\$216,766,248)	(13.2%)

Retail Sales Leakage Categories and Supportable SF

Retail Sales Leakage Categories	Retail Sales Leakage	Estimated Sales PSF	Estimated Supportable SF
General Merchandise Stores	\$76,711,396	\$300	255,705 SF
Health & Personal Care Stores	\$15,005,513	\$400	37,514 SF
Sporting Goods, Hobby, Book & Music Stores	\$5,736,175	\$400	14,340 SF
Miscellaneous Store Retailers	\$10,657,705	\$400	26,644 SF
Food & Beverage Stores (Grocery)	\$125,749,135	\$400	314,373 SF
Food Services & Drinking Places (Rest. / Bars)	\$32,540,749	\$400	81,352 SF
Bldg Materials, Garden Equip. & Supply Stores	\$23,585,805	\$400	58,965 SF
Motor Vehicle & Parts Dealers	\$62,714,203	\$1,200	52,262 SF
Gasoline Stations	\$31,683,608	\$800	39,605 SF
Total Sales Leakage Categories	\$384,384,289		880,759 SF

- ~881,000 SF of retail supported by existing sales leakage
- Important to consider ~152,000 SF of vacant retail space within the City (as of Q1 2015 as estimated by Avison Young and CoStar)

Surplus/Leakage Summary by Category

Surplus Retail Categories

- Clothing & Clothing Accessories Stores
- Furniture & Home Furnishings Stores
- Electronics & Appliance Stores
- Nonstore Retailers

Leakage Retail Categories

- General Merchandise Stores
- Health & Personal Care Stores
- Sporting Goods, Hobby, Book & Music Stores
- Miscellaneous Store Retailers
- Food & Beverage Stores
- Food Services & Drinking Places
- Bldg Materials, Garden Equip. & Supply Stores
- Motor Vehicle & Parts Dealers
- Gasoline Stations

2. Strategy

- a) Trade Area Retailer Voids
- b) Opportunity Site Assessment

Trade Area Retailer Voids

Summary: Retailer Voids

- Retailer voids were evaluated for all major retail categories within the City and larger trade area
- Potential voids include [fitness](#), [casual and other restaurants](#), [wholesale](#), and other retailers

Major Shopping Center Map

Mission Viejo Trade Area



Source: Sites USA; Directory of Major Malls (2015)

National Retailer Voids

(within City Limits)

Auto Parts Tires

Big O Tires
 CARQUEST
 Firestone
 Goodyear
 NAPA
 Pep Boys

Book Stores

Barnes & Noble
 Deseret Book

Clothing Apparel

American Eagle Outfitters
 Ann Taylor Factory
 Ann Taylor Loft Outlet
 Anthropologie
 Avenue
 Buckle
 Catherines
 Citi Trends
 dd's DISCOUNTS
 Dress Barn
 Factory 2-U
 Fallas Paredes
 Hollister Co.

Clothing Apparel (Cont'd.)

Lane Bryant
 Last Call
 Loehmann's
 New York & Company
 Nordstrom Rack
 Rainbow
 Rue21
 Saks OFF 5TH
 The Limited
 Tilly's
 Urban Outfitters

Computers Electronic

Fry's Electronics
 RadioShack

Convenience Stores

BP
 Exxon
 Mobil
 Sinclair
 Texaco
 Valero

Craft Fabric Stores

Hobby Lobby
 Jo-Ann

Department Stores

Barneys New York
 Bloomingdale's
 Dillard's
 JCPenney
 Neiman Marcus
 Saks Fifth Avenue

Discount Department Stores

David's Bridal
 Kmart
 Kohl's
 Marshalls
 Ross
 Sears
 SuperTarget
 Wal-Mart
 Wal-Mart Supercenter

Dollar Stores

99 Cent Only
 Dollar General
 Family Dollar
 Just-A-Buck

Drug Stores

Rite Aid

Note: List to be refined for targeting purposes by City and Consultant Team

Source: Sites USA (2015)

National Retailer Voids

(within City Limits)

Fitness

Anytime Fitness
Crunch
Curves For Women
Equinox Fitness
Gold's Gym
In-Shape
Lifetime Fitness
Planet Fitness
Powerhouse Gym
Spectrum Athletic Clubs
World Gym

Furniture Household

Anna's Linens
Ashley Furniture
Bassett
Crate and Barrel
Ethan Allen
HomeGoods
IKEA
Jennifer Convertibles
LAMPS PLUS
Relax The Back
Sur La Table
The Container Store
Thomasville

Grocery Stores

Cardenas
El Super
Food 4 Less
fresh&easy
H Mart
Jons Marketplace
Neighborhood Market
Northgate Market
Stater Bros.
Superior Grocers
Top Valu Market
Vallarta Supermarkets
Vons
Whole Foods
WinCo Foods

Health Beauty

Cost Cutters
Great Clips
Sally Beauty Supply
ULTA

Home Improvement

Ace Hardware
Do It Best
Dunn-Edwards
Kelly-Moore
Lowe's
Orchard
Sherwin-Williams

Office Supply

Office Depot
Staples

Pet Stores

PetsMart

Shoes Footwear

Famous Footwear
Foot Locker
Johnston & Murphy
Nike
Nine West
Nine West Outlet
Off Broadway

Sporting Goods

Big 5
Champs Sports
Dick's
Golfsmith
REI

Wholesale

Costco
Sam's Club

Wireless Stores

Cricket
Sprint
Verizon Wireless

Note: List to be refined for targeting purposes by City and Consultant Team

Source: Sites USA (2015)

National Retailer Voids – Restaurants

(within City Limits)

Bakery Bagels

Bruegger's
Corner Bakery
Manhattan Bagel
Noah's

Casual

Another Broken Egg
Applebee's
BJ's Restaurant & Brewery
Bonefish Grill
Brio
Buca Di Beppo
Buffalo's Southwest Cafe
Cafe Rio
Capital Grille
Carino's
Chart House
Chevys
Costa Vida
Dickey's
Elephant Bar
Famous Dave's
Fleming's
Fuddruckers
Golden Corral
Hooters
IHOP
Joe's Crab Shack
Johnny Rockets
Macaroni Grill

Casual (Cont'd.)

Maggiano's
Marie Callender's
McCormick & Schmick's
Mimis Cafe
Morton's
Olive Garden
Outback Steakhouse
Pei Wei
Qdoba
Rainforest Cafe
Red Lobster
Red Robin
Ruth's Chris
Ryan's
Samurai Sam's
Sizzler
T.G.I. Friday's

Coffee Donuts

Peet's
The Coffee Bean
Tully's Coffee
Winchell's

Fast Food Major

Arby's
Burger King
KFC
Wendy's

Fast Food Minor

A&W
Boston Market
Church's Chicken
In-N-Out
Long John Silver's
Popeyes
Rally's
Steak n Shake
Wiener Schnitzel
Wing Stop

Ice Cream Smoothie

Ben & Jerry's
Carvel
Froots
Juice It Up!
NRgize
Orange Julius
Pinkberry
Red Mango
Robeks
Smoothie King
Surf City Squeeze
TCBY

Pizza

Chuck E. Cheese's
Hungry Howie's
Papa Murphy's
Pizza Patron
Rosati's
Sbarro
Shakeys

Sandwich

Blimpie
Capriotti's
Firehouse Subs
Great Steak
Quiznos
Sandella's Flatbread
Schlotzsky's Deli
Which Wich

Note: List to be refined for targeting purposes by City and Consultant Team

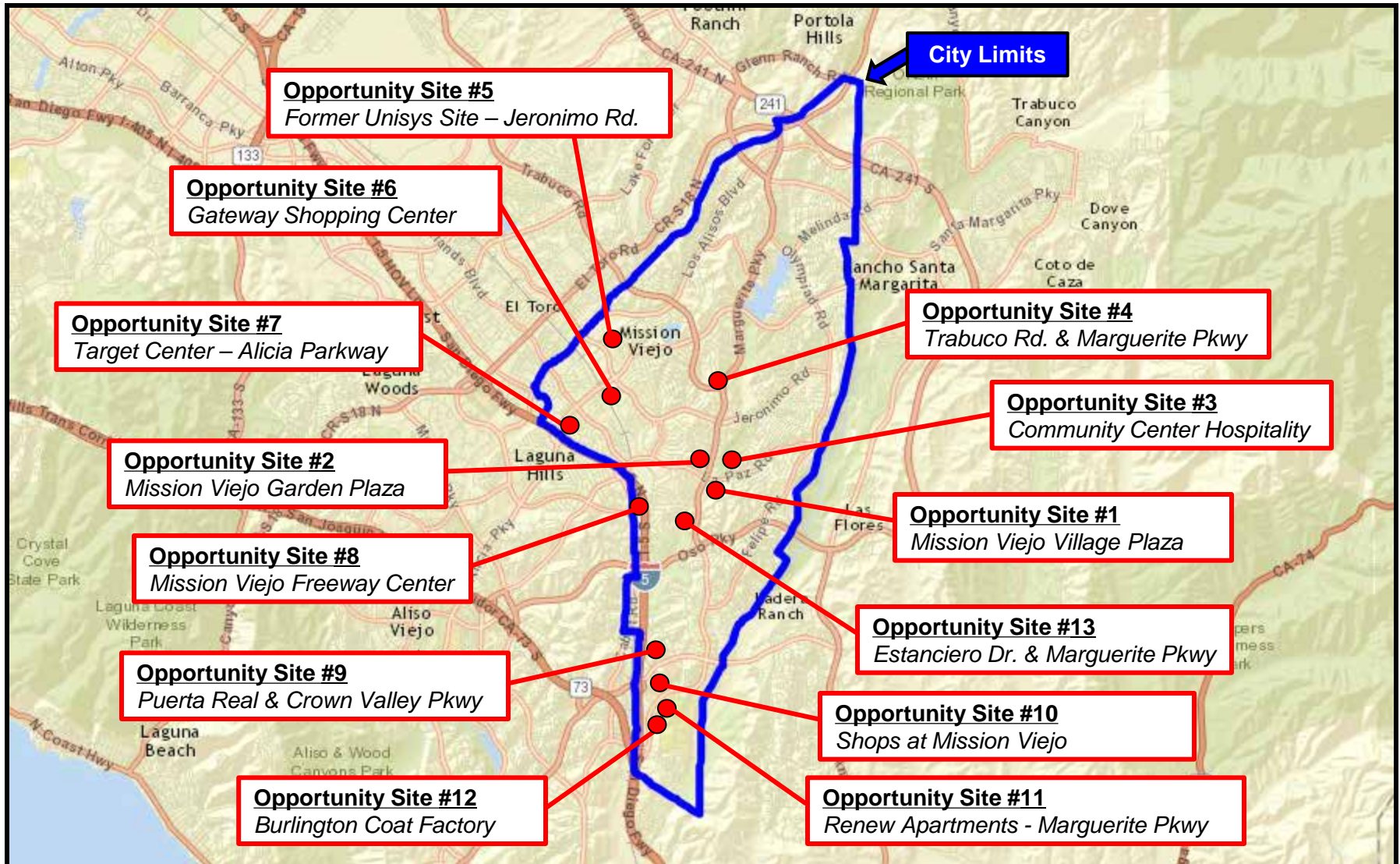
Source: Sites USA (2015)

Opportunity Site Assessment

Opportunity Site Assessment

- Several locations within City were emphasized by the City and evaluated by the City/Consultant Team as potential Opportunity Sites for retail and other development
- Strengths, Challenges, and Opportunities were assessed for the Opportunity Sites in consideration of development feasibility

Opportunity Site Overview



Note: Potential opportunity sites listed in no particular order

Source: ESRI (2015)

Opportunity Site #1

Mission Viejo Village Plaza

- Approx. 28.6 acres
- Approx. 231,000 SF buildings
- Various private ownerships
- Zoned Community Commercial (CC)



Strengths

- Strong intersection at Marguerite Parkway and La Paz Road
- Directly adjacent to civic center
- Adjacent open space and trails
- Strong household incomes
- Commercial zoning

Challenges

- Fragmented ownership
- Aging exterior
- Unused parking in rear, poor traffic circulation

Opportunities

- **Potential revitalization, including improved parking and circulation**
- **Potential mixed-use redevelopment with residential**

Opportunity Site #2

Mission Viejo Garden Plaza

- Approx. 5.2 acres
- Approx. 54,000 SF buildings
- Owned by VR Garden Plaza LLC
- Zoned Office Professional (OP)



Strengths

- Strong intersection at Marguerite Parkway and La Paz Road
- Directly adjacent to civic center and robust retail
- Strong household incomes

Challenges

- Steep grade

Opportunities

- **Potential mixed-use development with residential**

Norman P. Murray Center – Potential Hospitality

- Potential hospitality opportunity in the vicinity of Norman P. Murray Center
- Community Facility land use surrounded by Recreation / Open Space uses (Oso Viejo Community Park)



Strengths

- Proximity to major intersection at Marguerite Parkway and La Paz Road
- Significant athletic and other community center events, pedestrian traffic
- Strong household incomes

Challenges

- Location

Opportunities

- **Potential hotel development**
- **Improved parking (e.g. structure)**

Retail Vacancy – Trabuco Road & Marguerite Parkway

- Approx. 3.5 acres
- Approx. 38,000 SF buildings
- Owned by CP Marguerite MV LLC and Wayne C. Reither
- Zoned Commercial Neighborhood (CN)



Strengths

- Signalized intersection at Marguerite Pkwy. & Trabuco Rd.
- Commercial zoning
- Strong household incomes

Challenges

- Existing vacancy
- 3-way intersection (effectively)

Opportunities

- **Potential re-tenanting**

Opportunity Site #5

Old Unisys Site – Jeronimo Road

- Approx. 26.9 acres
- Owned by MV Universal LLC
- Zoned Business Park (BP)



Strengths

- Large parcel adjacent to existing retail (Target)
- Strong household incomes

Challenges

- Access
- Visibility
- Environmental conditions

Opportunities

- **Potential mixed-use development**

Opportunity Site #6

Gateway Shopping Center

- Approx. 8.6 acres
- Approx. 80,000 SF buildings
- Owned by Gateway Garp LLC
- Zoned Commercial Neighborhood (CN)



Strengths

- Signalized intersection at Alicia Pkwy & Jeronimo Rd
- Adjacent retail uses
- Strong household incomes

Challenges

- Vacancy on west portion
- Parking / circulation
- Easement

Opportunities

- **Potential re-tenanting**

Target Center – Alicia Parkway and I-5 Freeway

- Approx. 10.1 acres
- Approx. 113,000 SF Target
- Owned by Target Corp
- Zoned Community Commercial (CC)



Strengths

- Freeway intersection at I-5 and Alicia Parkway
- Adjacent supporting retail
- Commercial zoning
- Strong household incomes

Challenges

- Unused parking fields (former garden center)

Opportunities

- **Potential revitalization, more efficient parking**
- **Potential mixed-use development with residential**

Mission Viejo Freeway Center – I-5 and El Paseo

- Approx. 30+ acres
- Multiple big box retail users
- Multiple private ownerships
- Zoned Commercial Highway (CH)



Strengths

- Freeway-oriented retail along I-5
- High concentration of retail
- Commercial zoning
- Strong household incomes

Challenges

- Access
- Previous big box vacancies

Opportunities

- **Potential property revitalization, site improvements, improved signage**

Opportunity Site #9

Puerta Real & Crown Valley Parkway

- Approx. 5.5 acres
- Approx. 40,000 SF buildings
- Owned by Lester C. Smull
- Zoned Commercial Highway (CH)



Strengths

- I-5 Freeway visibility and access
- Signalized intersection at Puerta Real & Crown Valley Pkwy
- Adjacent retail at Kaleidoscope
- Strong household incomes

Challenges

- Occupied existing center

Opportunities

- **Potential revitalization / mixed-use development (e.g. hotel) with freeway exposure**

Opportunity Site #10

Shops at Mission Viejo

- Approx. 67 acres
- Approx. 1,150,000 SF buildings
- Owned by Shops at Mission Viejo LLC, Macys California Inc.
- Zoned Commercial Regional (CR)



Strengths

- Regional retail shopping destination
- I-5 Freeway visibility and access
- Strong household incomes

Challenges

- Institutional owner

Opportunities

- **Mall expansion**

Opportunity Site #11

Renew Apartments – Marguerite Parkway

- Approx. 23.3 acres
- Owned by South Orange County Community College District
- Zoned Residential 30 (14-30 DU / AC)



Strengths

- Access from I-5 Freeway
- On-site residential and adjacent retail and educational uses
- Strong household incomes

Challenges

- Residential relocation

Opportunities

- **Potential development of on-site retail component**

Burlington Coat Factory – Marguerite Parkway

- Approx. 6.9 acres
- Approx. 40,000 SF buildings
- Owned by David L. Horowitz, Thomas Horowitz Trust
- Zoned Commercial Highway (CH)



Strengths

- Access from I-5 Freeway
- Signalized intersection at Avery Pkwy & Marguerite Pkwy
- Strong household incomes

Challenges

- Long-term master lease, potential underutilization

Opportunities

- **Potential revitalization**

Opportunity Site #13

Estanciero Dr. & Marguerite Pkwy

- Approx. 1.4 acres
- Approx. 16,000 SF buildings
- Owned by Nabil Karabetian
- Zoned Commercial Community (CC)



Strengths

- Signalized intersection at Estanciero Dr. & Marguerite Pkwy
- Nearby retail and restaurants
- Strong household incomes

Challenges

- Small site footprint

Opportunities

- **Potential revitalization**

Summary of Findings

Summary of Findings

Demographics & Employment

- Well-educated, affluent, relatively older population employed in white collar jobs
- Low unemployment, with residents employed in Irvine, Los Angeles, Santa Ana, within Mission Viejo, and other cities

Retail & Industry Retention & Recruitment

- **Low retail vacancy** compared to South O.C. and total County averages
- City experiencing minor overall **leakage** of retail sales, but performs **above average** relative to the County average in terms of retail sales per capita
- Higher performing retail categories include **grocery, electronics & appliances,** and **miscellaneous retail** sales, while lower performing retail categories include **apparel, restaurants and bars,** and **sporting goods**

Economic Development without Redevelopment

- Dissolution of redevelopment agencies will continue to have a negative effect on most California Cities and impact to health of general fund
- Alternative economic tools should be explored for Mission Viejo to retain and improve tax base and facilitate potential public-private transactions

Questions / Comments

Thank You

