

AGENDA

ALISO VIEJO CITY COUNCIL
WEDNESDAY, FEBRUARY 7, 2024
5:30 PM CLOSED SESSION
7:00 PM REGULAR MEETING

CITY HALL
COUNCIL CHAMBERS
12 JOURNEY
ALISO VIEJO, CA



Mayor Mike Munzing
Mayor Pro Tem Tiffany Ackley
Councilmember Ross Chun
Councilmember Max Duncan
Councilmember Richard Hurt

WELCOME to the City of Aliso Viejo City Council meeting. Those persons wishing to address the City Council are requested to complete and submit to the City Clerk a "Request to Address City Council" form available at the entrance to the City Council Chambers. Speakers will be called at the appropriate time as their interested matter is heard. COMMENTS WILL BE LIMITED TO THREE MINUTES PER SPEAKER. Council proceedings are recorded.

It is the City's intention to comply with the Americans with Disabilities Act (ADA) . If you need special assistance to participate in the meeting, the City will make reasonable arrangements to ensure accessibility and/or accommodations. [28 CFR 35.102-35.104 ADA Title II] Please contact the City Clerk's Office at (949) 425-2505 at least 48 hours prior to the meeting.

Regular meetings of the City Council are held on the first and third Wednesday of the month at the City Hall Council Chambers, 12 Journey, Aliso Viejo. Copies of the agenda are available in the lobby at City Hall on the Thursday preceding a regularly scheduled City Council meeting. All communications received by the City regarding an agenda item have been included in the agenda materials. Supplemental documents relating to specific agenda items, including communications received after agenda delivery, are presented at the dais and in the Public Copy agenda binder at the time of the meeting. Supplemental documents are also available for review in the City Clerk's office, 12 Journey, Aliso Viejo. For more information, please contact City Hall at (949) 425-2505.

This meeting will be broadcast live on Cox Communications Channel 851, AT&T U-Verse Channel 99 and the City's website. By attending the City Council Meeting, you are giving your permission to be televised. The Council Meetings are rebroadcast on Wednesday at 7:00 p.m. on Cox Communications Channel 851, AT&T U-Verse Channel 99, and can be viewed on the internet at www.avcity.org.

DAVID A. DOYLE
CITY MANAGER

SCOTT C. SMITH
CITY ATTORNEY

MITZI ORTIZ
CITY CLERK

**PLEASE SILENCE ALL CELL PHONES AND OTHER
ELECTRONIC EQUIPMENT WHILE CITY COUNCIL IS IN SESSION**

CALL TO ORDER: Convene Special Meeting

PUBLIC COMMENTS:

CLOSED SESSION:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957
Title: City Manager

CALL TO ORDER: Convene Regular Meeting

ROLL CALL

PLEDGE OF ALLEGIANCE:

REPORT FROM CLOSED SESSION:

1. SPECIAL PRESENTATIONS

- 1.1 RECOGNITION OF ALISO VIEJO LITTLE LEAGUE - 8-9 YEAR OLD ALL STARS
DISTRICT 55 CHAMPIONS
- 1.2 RECOGNITION OF ALISO VIEJO LITTLE LEAGUE - 10 YEAR OLD ALL STARS
DISTRICT 55 CHAMPIONS
- 1.3 RECOGNITION OF ALISO VIEJO LITTLE LEAGUE - 11 YEAR OLD ALL STARS
DISTRICT 55 AND SECTION 10 CHAMPIONS
- 1.4 RECOGNITION OF ALISO VIEJO LITTLE LEAGUE - 12 YEAR OLD ALL STARS
DISTRICT 55 AND SECTION 10 CHAMPIONS
- 1.5 RECOGNITION OF ALISO VIEJO LITTLE LEAGUE - INTERMEDIATE ALL STARS
DISTRICT 55 AND SECTION 10 CHAMPIONS

2. **ADDITIONS, DELETIONS, REORDERING TO THE AGENDA:**

3. **COMMUNITY INPUT:**

Members of the public wishing to address the City Council are requested to complete and submit to the City Clerk a "Request to Address City Council" form available at the entrance to the City Council Chambers. In compliance with the Brown Act, no discussion or action may be taken on comments received at this time, except the City Council may briefly respond to statements made or questions posed. Comments are limited to three (3) minutes per speaker.

4. **CONSENT CALENDAR:**

All matters listed on the Consent Calendar will be acted upon by one vote unless members of the City Council, or staff request a matter to be discussed and/or removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be discussed and voted upon immediately following City Council action on the remainder of the Consent Calendar.

4.1 **WAIVE THE READING OF ALL ORDINANCES AND RESOLUTIONS**

Recommended Action: Approve the reading by title only of all ordinances and resolutions wherein the titles appear on the public agenda; said titles shall be determined to have been read by title, and further reading is waived.

4.2 **APPROVAL OF MINUTES**

Recommended Action: Approve the Minutes as submitted for the January 17, 2024 Regular Meeting.

[Draft Minutes - January 17, 2024 Regular Meeting](#)

4.3 **ACCOUNTS PAYABLE**

Recommended Action: Ratify accounts payable checks and electronic funds transfers issued between January 5, 2024 and January 18, 2024, in the amount of \$319,423.69.

[Staff Report](#)

[Attachment 1 - Accounts Payable Report](#)

4.4 **TREASURER'S STATEMENT - NOVEMBER 2023**

Recommended Action: Receive and file the November 2023 Treasurer's Statement.

[Staff Report](#)

[Attachment 1 - December 2023 Treasurer's Statement](#)

5. **PUBLIC HEARINGS:**

5.1 **A REQUEST TO AMEND CONDITIONAL USE PERMIT PA16-005 (USE-2023-00022) TO ALLOW FOR THE USE OF EXISTING LABORATORIES BY OUTSIDE MEDICAL RESEARCH ENTITIES AT 1 UNIVERSITY DRIVE, BUILDING 160 (SOKA UNIVERSITY)**

Recommended Action: Adopt a Resolution approving a Conditional Use Permit Amendment, allowing the use of existing laboratories by outside medical research entities at 1 University Drive, Building 160 (USE-2023-00022).

[Staff Report](#)
[Attachment 1 - Resolution](#)
[Attachment 2 - Applicant's Letter](#)
[Attachment 3 - OCFA Notice](#)
[Attachment 4 - Floor Plan](#)
[Attachment 5 - Presentation](#)

6. DISCUSSION:

6.1 FISCAL YEAR 2023-24 FINANCIAL UPDATE

Recommended Action:

1. Receive and file the fiscal year (FY) 2023-24 financial update;
2. Authorize an increase in revenue estimates by \$3,120,000 and appropriation of \$1,870,000 to the General Fund FY 2023-24 Budget; and
3. Authorize the appropriation of \$35,000 in Gas Tax funding and \$48,992 in State Grant funding to the FY 2023-24 Budget.

[Staff Report](#)
[Attachment 1 - Presentation](#)

7. CITY MANAGER' S REPORT:

8. ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES:

9. ADJOURNMENT:

The next regularly scheduled City Council meeting is February 21, 2024.

CITY OF ALISO VIEJO
CITY COUNCIL MINUTES
REGULAR MEETING
January 17, 2024, 7:00 PM
Council Chambers, City Hall, 12 Journey
Aliso Viejo, California

CALL TO ORDER: Mayor Munzing called the Regular Meeting of the City Council of the City of Aliso Viejo to order at 7:00 p.m.

ROLL CALL

PRESENT: MAYOR MIKE MUNZING
MAYOR PRO TEM TIFFANY ACKLEY
COUNCILMEMBER ROSS CHUN
COUNCILMEMBER MAX DUNCAN
COUNCILMEMBER RICHARD W. HURT

ABSENT: NONE

STAFF PRESENT: DAVID A. DOYLE, CITY MANAGER
SCOTT SMITH, CITY ATTORNEY
MITZI ORTIZ, CITY CLERK
ANN EIFERT, FINANCIAL SERVICES DIRECTOR
QUANG LE, ASSOCIATE ENGINEER
SO KIM, COMMUNITY DEVELOPMENT DIRECTOR
ROSE RIVERA, SENIOR PLANNER
CINDY COLLINS, INTERIM RECREATION & COMMUNITY SERVICES
MANAGER
ISAAC AZIZ, INFORMATION TECHNOLOGY MANAGER
CAPT. ALAN VILLANUEVA, CHIEF OF POLICE SERVICES

PLEDGE OF ALLEGIANCE: Nancy Conley led the pledge of allegiance.

1. SPECIAL PRESENTATIONS:

1.1. RECOGNITION OF 2023 MAYOR RICHARD HURT

Mayor Munzing presented the recognition to Councilmember Hurt. Sarah Mendoza, District Representative for Congresswoman Young Kim, and Kristin Vellandi District Director for Assemblymember Diane Dixon presented certificates of recognition. Councilmembers thanked Councilmember Hurt for his service as Mayor. Councilmember Hurt expressed his appreciation for the recognitions.

2. **ADDITIONS, DELETIONS, REORDERING TO THE AGENDA:**

None.

3. **COMMUNITY INPUT:**

1. Tom Merritt expressed concern with the proposed residential development in The Commons.
2. Michele Saward expressed concern with HOA regulations on accessory dwelling units.

4. **CONSENT CALENDAR:**

Unless otherwise indicated below, the following pertains to all items on the Consent Calendar.

Motion: Councilmember Chun moved and Councilmember Hurt seconded to approve the recommended actions. Motion carried 5-0.

4.1. **WAIVE THE READING OF ALL ORDINANCES AND RESOLUTIONS**

Recommended Action: Approve the reading by title only of all ordinances and resolutions wherein the titles appear on the public agenda; said titles shall be determined to have been read by title, and further reading is waived.

4.2. **APPROVAL OF MINUTES**

Recommended Action: Approve the Minutes as submitted for the December 6, 2023 Special Meeting and the December 6, 2023 Regular Meeting.

4.3. **ACCOUNTS PAYABLE**

Recommended Action: Ratify accounts payable checks and electronic funds transfers issued between November 9, 2023 and January 4, 2024, in the amount of \$3,008,470.40.

4.4. **TREASURER'S STATEMENT - NOVEMBER 2023**

Recommended Action: Receive and file the November 2023 Treasurer's Statement.

4.5. **FISCAL YEAR 2022-23 ANNUAL COMPREHENSIVE FINANCIAL REPORT**

Recommended Action: Receive and file the Annual Comprehensive Financial Report (ACFR) for the year ended June 30, 2023.

4.6. RELEASE OF BONDS FOR THE GRADING AND LANDSCAPING IMPROVEMENTS FOR THE GLAUKOS SITEWORK PROJECT

Recommended Action: Adopt Resolution No. 2024-01 exonerating Grading Surety Bond Nos. 0240003 and 0240004 and Landscaping Surety Bond Nos. 0244630 and 0244631 for the Glaukos Sitework Project.

4.7. APPROVAL OF THE SUBMITTAL OF THE ALICIA PARKWAY TRAFFIC SIGNAL SYNCHRONIZATION PROJECT TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY

Recommended Action: Adopt Resolution No. 2024-02 approving the submittal of the Alicia Parkway Traffic Signal Synchronization Project to OCTA for funding under the competitive Measure M2 Regional Traffic Signal Synchronization Program (Project P).

4.8. COMMITMENT TO IMPLEMENT ALL PROJECTS IN THE FEDERAL FISCAL YEAR (FFY) 2024-25 THROUGH 2029-30 FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM (FTIP)

City Manager David Doyle and Associate Engineer Quang Le responded to questions regarding the Federal Transportation Improvement Program, required matching funds, future projects, and the application process.

Recommended Action: Adopt Resolution No. 2024-03 certifying that the City has the resources to fund the projects in the FFY 2024-25 through 2029-30 Transportation Improvement Program and affirms its commitment to implement all projects in the program.

Motion: Mayor Pro Tem Ackley moved and Councilmember Chun seconded to approve the recommended action. Motion carried 5-0.

4.9. APPROVE AUTHORIZED AGENTS TO SIGN FOR EMERGENCY MANAGEMENT PERFORMANCE GRANTS (EMPG)

Recommended Action: Adopt the California Office of Emergency Services' Governing Body Resolution No. 2024-04 designating the City Manager, Director of Financial Services, and Chief of Police Services as authorized agents to execute for and on behalf of the City of Aliso Viejo for the purposes of obtaining federal financial assistance provided by the Department of Homeland Security and subgranted through the State of California for the Emergency Management Performance Grant (EMPG) for three grant cycles.

5. PUBLIC HEARINGS:

5.1. TIME EXTENSION REQUEST FOR A SITE DEVELOPMENT PERMIT AND TEMPORARY USE PERMIT AT 800 FREEDOM LANE

City Manager David Doyle introduced Senior Planner Rose Rivera, who provided an overview. John Stratman, Senior Director of Public Affairs and Brand Communications for Kaiser Permanente, provided additional information. Staff and applicant responded to questions regarding the project timeline. Mayor Munzing opened the public hearing. There were no comments. Mayor Munzing closed the public hearing. Councilmembers commented on the matter.

Recommended Action: Approve, via minute order, a time extension request to extend the validity of a Site Development Permit and Temporary Use Permit to construct a 42,657 square foot medical office building and establish a temporary construction yard at 800 Freedom Lane (SDP-2023-0001).

Motion: Mayor Pro Tem Ackley moved and Councilmember Duncan seconded to approve the recommended actions. Motion carried 5-0.

5.2. CONDITIONAL USE PERMIT FOR AT&T MOBILITY TO INSTALL ANTENNAS ON AN EXISTING SCE TRANSMISSION TOWER AND CONSTRUCT AN EQUIPMENT ENCLOSURE AT GROUND LEVEL AT 4 LARKMEAD (CASE NO. USE-2023-00023)

City Manager David Doyle introduced Community Development Director So Kim, who provided an overview. Staff responded to questions regarding agreement among various parties, and potential noise impact. Mayor Munzing opened the public hearing. There were no comments. Mayor Munzing closed the public hearing. Councilmembers commented on the matter.

Recommended Action: Adopt Resolution No. 2024-05 approving a Conditional Use Permit for AT&T Mobility to install antennas and remote radio units on an existing SCE transmission tower and place associated equipment within 8' tall enclosures at ground level at 4 Larkmead (Case No. USE-2023-00023).

Motion: Councilmember Chun moved and Mayor Pro Tem Ackley seconded to approve the recommended actions. Motion carried 5-0.

5.3. CODE AMENDMENT TO ALLOW POLE SIGNS IN COMMERCIAL SHOPPING CENTERS LOCATED ALONG STATE ROUTE 73; AND MASTER SIGN PROGRAM AND EXCEPTION PERMIT FOR A POLE SIGN WITH A REDUCED NUMBER OF PARKING STALLS AT 26852-27072 LA PAZ ROAD (PA22-005) (APPLICANT: TARGET)

City Manager David Doyle introduced Senior Planner Rose Rivera, who provided an overview. Community Development Director So Kim and City Attorney Scott Smith provided additional information. Staff and applicant responded to questions regarding peak hours, eligibility for pole signs, master sign program, anticipated increase in customers, property association, and Caltrans sign regulations. Mayor Munzing opened the public hearing and the following persons provided comment:

1. Michele Saward expressed opposition to the matter

There were no other comments. City Council discussion ensued. Mayor Munzing closed the public hearing.

Recommended Action:

1. Find that the request is exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines Sections 15304 (Class 4: Minor Alterations to Land) and 15311 (Class 11: Accessory Structures);
2. Introduce and give first reading to an Ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, AMENDING SECTION 15.34.120 OF THE ALISO VIEJO MUNICIPAL CODE TO ALLOW POLE SIGNS IN COMMERCIAL SHOPPING CENTERS LOCATED ALONG STATE ROUTE 73; and
3. Adopt Resolution No. 2024-06 approving a Master Sign Program and an Exception Permit for a pole sign with reduced number of parking stalls at 26852-27072 La Paz Road (Applicant: Target).

Motion: Mayor Pro Tem Ackley moved and Councilmember Chun seconded to bifurcate the recommended actions and consider the Master Sign Program separately from the Exception Permit for a pole sign with reduced parking stalls and related Ordinance. Motion carried 5-0.

Motion: Councilmember Hurt moved and Mayor Pro Tem Ackley seconded to continue the public hearing to consider an Exception Permit for a pole sign with reduced parking stalls and related Ordinance to February 21, 2024. Motion carried 5-0.

Motion: Councilmember Chun moved and Mayor Pro Tem Ackley seconded to approve the Master Sign Program conceptually, excluding the pole sign component, and urge staff to consider the matter administratively. Motion carried 5-0.

6. DISCUSSION:

6.1. BY-DISTRICT ELECTIONS COMMUNICATION STRATEGY

City Manager David Doyle introduced City Clerk Mitzi Ortiz, who provided an overview. Staff responded to questions regarding website navigation. Councilmembers commented on the matter.

Recommended Action: Receive and file.

No further action was taken.

7. CITY MANAGER' S REPORT:

City Manager David Doyle commented on the Red Cross Blood Drive; announced Aliso Viejo Ranch Showcase was rescheduled and will be held from 11:00 a.m. to 2:00 p.m. on January 28, 2024 at Aliso Viejo Ranch; Summer Camp registration opens on February 9, 2024; OC Public Libraries Mobile Library will be at Aliso Viejo Ranch on the third Tuesday of each month from 10:00 to 11:00 a.m.; and registration for recreation programs.

8. ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES:

Councilmember Hurt:

- Commented on Mobile Library scheduled for visits at Iglesia Park Community Center
- Met with student regarding government engagement

Councilmember Duncan:

- Attended Trattoria Trullo Grand Opening
- Attended Aliso Niguel High School Girls Soccer program fundraiser

Councilmember Chun:

- Expressed appreciation to Ice Palace
- Expressed appreciation to Glaukos
- Attended Webb's Grainworks New Year's Eve Event
- Attended Camp Pendleton Holiday Celebration
- Met with Father Mike Rizzo from Corpus Christi Catholic Church
- Attended Orange County Cold Weather Sheltering and Homelessness Meeting
- Commented on Orange County Supervisor Katrina Foley's Coat Drive
- Attended San Juan Capistrano HeloPod Grand Opening
- Attended OCFA Legislative Committee Meeting
- Attended SCAG Economic Summit
- Attended Southern California Edison Government Advisory Panel
- Attended League of California Cities Policy Committee Meeting
- Commented on Capistrano Boys & Girls Clubs of Capistrano Valley podcast program

Mayor Pro Tem Ackley:

- Attended Trattoria Trullo Grand Opening
- Met with Capistrano Unified School District Superintendent Chris Brown
- Commented on Mobile Library hours

Mayor Munzing:

- Expressed appreciation to Mayor Pro Tem Ackley
- Attended New Year's Eve event at Webb's Grainworks
- Attended Aliso Niguel High School Girls Soccer program fundraiser
- Met with Moulton Niguel Water District
- Commented on Aliso Viejo Chamber of Commerce

9. **ADJOURNMENT:** Mayor Munzing adjourned the meeting at 8:53 p.m. to the regularly scheduled City Council meeting of February 7, 2024.

Respectfully submitted:

Approved by:

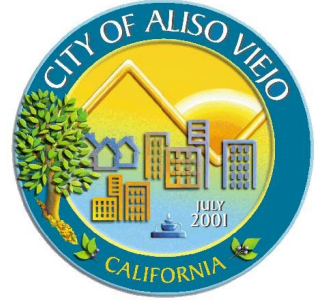
MITZI ORTIZ, MMC
CITY CLERK

MIKE MUNZING
MAYOR

DRAFT

City of Aliso Viejo

AGENDA ITEM



DATE: February 7, 2024
TO: Mayor and City Council
FROM: Ann Eifert, Director of Financial Services
SUBJECT: ACCOUNTS PAYABLE

Recommended Action:

Ratify accounts payable checks and electronic funds transfers issued between January 5, 2024 and January 18, 2024, in the amount of \$319,423.69.

Fiscal Impact:

Expenditures in the amount of \$319,423.69.

Background:

The City issues accounts payable checks on bi-weekly basis and presents it to City Council for ratification at its next regularly scheduled City Council meeting.

Discussion:

The attached register containing checks and electronic funds transfers between January 5, 2024 and January 18, 2024, in the amount of \$319,423.69 is being presented for ratification. All payments have been made in compliance with the City's purchasing policy and procedures. Payments have been reviewed and approved by the appropriate departmental staff. The issued accounts payable checks and electronic funds transfers have been reviewed and deemed in accordance with the fiscal year budget by the Director of Financial Services.

Attachment:

1. Accounts Payable Report



Accounts Payable

Vendor Name	Description (Item)	Amount
101 - GENERAL FUND		
CHOICE BUILDER	FEB'24 DENTAL - RH	96.90
CHOICE BUILDER	FEB'24 DENTAL - RC	145.88
CHOICE BUILDER	FEB'24 DENTAL INSURANCE	1,873.29
CHOICE BUILDER	FEB'24 VISION - RH	15.03
CHOICE BUILDER	FEB'24 VISION - RC	24.19
CHOICE BUILDER	FEB'24 VISION INSURANCE	292.52
DEPT OF CONSERVATION	OCT-DEC'23 SEISMIC MAPPING FEES	1,160.65
DIVISION OF THE STATE ARCHITECT	OCT-DEC'23 CASP FEES	58.00
CA BUILDING STANDARDS COMMISSION	OCT-DEC'23 CA BLDG STANDARD ADMIN FEES	327.60
DAMIAN DEBLIS	23-03-029_1 HAZELBRANCH_DAMIAN DEBLIS	3,000.00
EPIC INTERIORS AND CONSTRUCTION	BLDR-2023-00401_19 CORONEL PL_EPIC INTERIORS	500.00
		7,494.06
CITY COUNCIL		
LEAGUE OF CA CITIES OC	RC 12/07 - OC DIVISION MEETING ATTENDANCE	30.00
AT&T	11/17/23-12/16/23 AT&T FIRSTNET CITY COUNCIL PHONE	237.13
	CITY COUNCIL TOTAL:	267.13
CITY MANAGER		
AT&T	11/17/23-12/16/23 AT&T FIRSTNET HR PHONE	50.45
AT&T	11/17/23-12/16/23 AT&T FIRSTNET CITY MANAGER PHONE	50.45
US BANK PURCHASING CARD PROGRAM	DL 12/04 24C - OCCMA HOL PARTY CATERING BALANCE*	1,813.21
US BANK PURCHASING CARD PROGRAM	DL 12/03 AMAZON - OCCMA HOL PARTY SUPPLIES*	10.76
US BANK PURCHASING CARD PROGRAM	DL 12/04 AMAZON 24C - OCCMA HOL PARTY SUPPLIES*	17.88
US BANK PURCHASING CARD PROGRAM	DL 12/04 24C - OCCMA HOL PARTY CATERING BALANCE*	2,583.70
US BANK PURCHASING CARD PROGRAM	DL 11/29 AMAZON - OCCMA HOLIDAY PARTY DECOR*	19.92
US BANK PURCHASING CARD PROGRAM	DL 12/03 WALMART - OCCMA HOL PARTY DECOR & SODA*	58.80
US BANK PURCHASING CARD PROGRAM	DL11/28 JM TROPHIES - OCCMA PRESIDENT'S PLAQUE*	95.88
US BANK PURCHASING CARD PROGRAM	DL 12/02 AMAZON - OCCMA HOL PARTY SUPPLIES*	151.23
US BANK PURCHASING CARD PROGRAM	PC 12/04 ALLIANT EVENT INS. - OCCMA HOL PARTY*	185.00
US BANK PURCHASING CARD PROGRAM	PC 12/05 TRADER JOES - OCCMA HOL PARTY FLORAL*	40.85
	CITY MANAGER TOTAL:	5,078.13
HUMAN RESOURCES		
US BANK PURCHASING CARD PROGRAM	PC 11/30 SHRM MEMBERSHIP	244.00
	HUMAN RESOURCES TOTAL:	244.00
CITY CLERK		
GLADWELL GOVERNMENTAL SERVICES INC	FY23-24 REC RTNTN LEGAL REV-UPDATE & ADVICE	300.00
STAPLES ADVANTAGE	8072790093-CC	13.39
ICC GENERAL CODE, INC	AVMC-CUMULATIVE SUPP/16 PGS/ORDS2022-229&2023-236	449.30
US BANK PURCHASING CARD PROGRAM	LL 12/13 CCAC MEMBERSHIP - L. LONG	250.00
US BANK PURCHASING CARD PROGRAM	MO 12/15 UBER TRIP-CCARD CHANGED (REFUND)	(20.93)
US BANK PURCHASING CARD PROGRAM	MO 12/15 UBER TRIP-CCARD CHANGED (REFUND)	(16.37)
US BANK PURCHASING CARD PROGRAM	MO 12/15 UBER TRIP TIP-CCARD CHANGED (REFUND)	(5.00)
US BANK PURCHASING CARD PROGRAM	MO 12/15 UBER TRIP TIP	5.00
US BANK PURCHASING CARD PROGRAM	MO 12/09 UBER TRIP FARE	20.93
US BANK PURCHASING CARD PROGRAM	MO 12/15 SD MISSION BAY RESORT LCC 12/13-15	426.00
US BANK PURCHASING CARD PROGRAM	MO 12/09 UBER TRIP FARE	16.37
US BANK PURCHASING CARD PROGRAM	MO 12/06 MMASC MEMBERSHIP TO 12/05/24 M. ORTIZ	125.00
US BANK PURCHASING CARD PROGRAM	MO 12/06 ICMA AFFILIATE MEMBERSHIP M.ORTIZ	200.00
US BANK PURCHASING CARD PROGRAM	MO 12/11 MCA DIRECT-ELECTION MATERIALS	522.56
	CITY CLERK TOTAL:	2,286.25
FINANCE		
CHOICE BUILDER	JAN'24 DENTAL - MI	(10.87)
CHOICE BUILDER	FEB'24 ADMIN FEE	30.00
DAVIS FARR LLP	AVPFC TAX RETURN PREP FY 22-23	525.00
DAVIS FARR LLP	FY22-23 AV CITY ANNUAL AUDIT-3RD PROGRESS BILLING	5,580.00
FEDERAL EXPRESS	1/2/24 - P. ANDERSON BB&K	45.24

Vendor Name	Description (Item)	Amount
US BANK PURCHASING CARD PROGRAM	AE 12/21 GFOA ACFR AWARD APPLICATION	610.00
US BANK PURCHASING CARD PROGRAM	AE 10/09 REVERSE 6/28 CC FEE - ENERGOV ONLINE TEST	(7.17)
US BANK PURCHASING CARD PROGRAM	AE 11/27 CSMFO REGISTRATION	515.00
US BANK N.A. - CUSTODY	OCT-DEC'23 CUSTODIAN CHARGES	614.00
FINANCE TOTAL:		7,901.20

INFORMATION TECHNOLOGY

AT&T	12/06/2023 - 01/05/2024 CH-ALARM/POTS LINE	2,897.10
COX COMMUNICATIONS, INC	DEC'23 ACCT#9302 LAB INTERNET	85.39
COX COMMUNICATIONS, INC	JAN'24 ACCT #8802 CH INTERNET-FIBER 600MB	1,500.00
AMERICOMP TONER & REPAIR LLC	2023-2024 LASER PRINTER MAINTENANCE FOR PRINTERS	3,299.00
DOCUSIGN	OCT'23-24 PREMIER SPT AND ENTERPRISE PRO EDITION	4,129.40
NATHAN M KEETER	JAN'23 NETWORK SUPPORT & SECURITY	416.67
AT&T	11/17/23-12/16/23 AT&T FIRSTNET EOC PHONE LINES	109.23
AT&T	11/17/23-12/16/23 AT&T FIRSTNET EOC MIFI	160.96
AT&T	11/17/23-12/16/23 AT&T FIRSTNET CITY HALL MIFI	163.96
AT&T	11/17/23-12/16/23 AT&T FIRSTNET FLEET COMPLETE GPS	203.32
JOSE RUEL FABELLA DIRA	NOV'23 ENERGOV & GIS	1,700.00
JOSE RUEL FABELLA DIRA	DEC'23 ENERGOV & GIS	1,600.00
GOTO COMMUNICATIONS	JAN'23 CH GOTO VOIP SERVICE & SUPPORT	1,996.68
TANGENT COMPUTERS INC	12/23/23-01/22/24 CH O365 LICENSING AND SUPPORT	2,999.86
LUNAVI, INC	JAN'23 OFFSITE BACKUP STORAGE	1,211.79
INFORMATION TECHNOLOGY TOTAL:		22,473.36

NON-DEPARTMENTAL

CERTIFIED RECORDS MANAGEMENT	JAN'24 - RECORDS OFF SITE STORAGE	440.08
RICOH USA	DEC'23 RICOH C5200S - COPY ROOM LEASE (3260)	728.59
RICOH USA	DEC'23 RICOH C5200S-COPY ROOM LEASE INTEREST(3260)	1.33
MICHAEL R JUE	GRAPHIC DESIGN-2023 AV LETTERHEAD/SLIDE UPDATE	56.25
BLUETRITON BRANDS INC	DEC'23 CH-COFFEE/WATER FILTRATION & FLTR SVC	79.00
IPROMOTEU.COM INC	BUS CARDS - S PELLETIER	47.36
IPROMOTEU.COM INC	BUS CARDS - 2024 COUNCIL - MM TA RH RC MD	236.78
ERIC WINTER	CITY LANDMARK PHOTOGRAPHY 3.10_5.1 & 5.21	721.00
RICOH USA	JAN'24 RICOH RSI CLOUD SUBSCRIPTION (SW1860708)	23.15
RICOH USA	DEC'23 RICOH 2504EX FRONT COUNTER PRINTS (4456)	126.26
STAPLES ADVANTAGE	DEC'23 COPY&BREAKROOM SUPPLIES NON DEPARTMENTAL	127.78
VOYAGER FLEET SYSTEMS INC	DEC'23 VEHICLE FUEL - CITY	340.03
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#2206 VISTA	535.11
QUADIENT FINANCE USA, INC	QUADIENT POSTAGE-ADDED 12/15/23 & 01/04/24	1,000.00
KYRSTI NICOLE ASHMALL	SEP'23-10.94 HRS-PIO/MAYORS OUTREACH	984.60
KYRSTI NICOLE ASHMALL	OCT'23-8.71 HRS-PIO/MAYORS OUTREACH	783.90
KYRSTI NICOLE ASHMALL	NOV'23-10.01 HRS-PIO/MAYORS OUTREACH	900.90
KYRSTI NICOLE ASHMALL	DEC'23-8.36 HRS-PIO/MAYORS OUTREACH	752.40
US BANK PURCHASING CARD PROGRAM	DL 12/02 TARGET - OCCMA HOLIDAY PARTY GCS FRM AV	90.00
US BANK PURCHASING CARD PROGRAM	DL 12/05 SBUX - OCCMA HOLIDAY PARTY GCS FRM AV	100.00
US BANK PURCHASING CARD PROGRAM	DL 12/21 BREA - OCCMA HP TIX DD-CC-AE-MO-SP	325.00
US BANK PURCHASING CARD PROGRAM	EM 12/07 HOME DEPOT - CH 2023 TREE TOTES AND TIMER	142.17
VIGICABI INC	NOV'23 BANNERS INSTALLATION - HOLIDAY	1,400.00
VIGICABI INC	JAN'24 REMOVAL OF HOLIDAY BANNERS	1,400.00
US BANK PURCHASING CARD PROGRAM	JB 12/08 TARGET SNOWMAN CONTEST	12.35
US BANK PURCHASING CARD PROGRAM	JB 12/08 TARGET SNOWMAN CONTEST	21.08
US BANK PURCHASING CARD PROGRAM	LL12/07 LUNA GRILL CC MTG 12/6 DINNER	312.62
US BANK PURCHASING CARD PROGRAM	LL 11/30 COSTCO BUSINESS CENTER DELIVERY	272.67
US BANK PURCHASING CARD PROGRAM	MO 12/21 THE DRUGGIST USPS-REG. INTL MAIL TO AU	27.40
US BANK PURCHASING CARD PROGRAM	MO 12/14 CANVA PRO SUBSCRIPTION	119.99
US BANK PURCHASING CARD PROGRAM	PC 12/13 SBUX - AV HOL PARTY GC	50.00
US BANK PURCHASING CARD PROGRAM	PC 12/12 CHICK-FIL-A - AV HOL PARTY GC	50.00
US BANK PURCHASING CARD PROGRAM	PC 12/07 WEDGEWOOD - AV HOLIDAY PARTY FINAL PYMT	253.53
US BANK PURCHASING CARD PROGRAM	PC 12/09 HOBBY LOBBY - AV HOLIDAY PARTY CHMP BRD	66.73
US BANK PURCHASING CARD PROGRAM	PC 12/12 - URBAN PLATES - AV HOL PARTY GC	20.00
US BANK PURCHASING CARD PROGRAM	PC 12/13 WEBBS - AV HOL PARTY GC	50.00
US BANK PURCHASING CARD PROGRAM	PC 12/11 TARGET - AV HOLIDAY PARTY GC (SBUX)	50.00
US BANK PURCHASING CARD PROGRAM	PC 12/12 STADIUM BREWING - AV HOL PARTY GC	20.00
US BANK PURCHASING CARD PROGRAM	PC 12/11 HOBBY LOBBY - AV HOLIDAY DECOR	(32.31)
US BANK PURCHASING CARD PROGRAM	PC 12/11 HOBBY LOBBY - AV HOLIDAY PARTY CHMP BRD	(14.49)
US BANK PURCHASING CARD PROGRAM	PC 12/12 DOLLAR TREE - AV HOLIDAY PARTY SNOWMAN	2.69

Vendor Name	Description (Item)	Amount
US BANK PURCHASING CARD PROGRAM	PC 12/11 HOBBY LOBBY - AV HOLIDAY PARTY SNOWMAN	42.92
US BANK PURCHASING CARD PROGRAM	PC 12/11 TARGET - AV HOLIDAY PARTY GC	100.00
US BANK PURCHASING CARD PROGRAM	PC 12/12 HABIT - AV HOL PARTY GC	20.00
US BANK PURCHASING CARD PROGRAM	PC 12/12 BARNES & NOBLE - AV HOL PARTY GC	20.00
US BANK PURCHASING CARD PROGRAM	PC 12/12 EUREKA - AV HOL PARTY GC	20.00
US BANK PURCHASING CARD PROGRAM	PC 12/12 DOLLAR TREE - AV HOL PARTY GC (REGAL)	20.00
US BANK PURCHASING CARD PROGRAM	SK 12/07 JOANN STORES FOR CITY HOLIDAY ACTIVITY	38.21
US BANK PURCHASING CARD PROGRAM	SL11/30 HOBBY LOBBY-HOLIDAY PARTY SNOWMAN SUPPLIES	37.92
NON-DEPARTMENTAL TOTAL:		12,923.00

C. S. ADMINISTRATION

PV MAINTENANCE INC	DEC'23 TREE LIGHTING 2023 - PVM SUPPORT	579.00
CABCO YELLOW INC	DEC'23 SMP FUND R&CS CONTRIB TRANSPORTATION SVC	287.00
AMAZON CAPITAL SERVICES INC	12/07 HIBOOM CLIMBING STRETCHY TOYS CWC 2023	31.24
AMAZON CAPITAL SERVICES INC	12/09 FOVTHS REGULAR FOAM STICKERS CWC 2023	19.06
AMAZON CAPITAL SERVICES INC	12/18 MINI BLACK TOP HATS RETURN CWC 2023	(12.92)
AMAZON CAPITAL SERVICES INC	12/18 A BIT OF APPL MRS CLAUS BOOK RETURN CWC 2023	(10.65)
AMAZON CAPITAL SERVICES INC	12/06 KWIK TABLE COVERS CWC 2023	77.58
AMAZON CAPITAL SERVICES INC	12/18 STEP & REPEAT BACKDROP FRAME SPECIAL EVENTS	73.26
AMAZON CAPITAL SERVICES INC	12/07 60 PACK ASSORTED BUBBLE WANDS CWC 2023	43.08
AMAZON CAPITAL SERVICES INC	12/07 MAX FUN ASSORTED HOLIDAY TOYS CWC 2023	19.38
AMAZON CAPITAL SERVICES INC	12/07 LIVDER GLITTER FOAM STICKERS CWC 2023	16.15
AMAZON CAPITAL SERVICES INC	12/18 LION BRAND YARD RETURN CWC 2023	(3.69)
ALLIANT INSURANCE SERVICES INC	1/01/24-1/01/25 3/15 SUPER MARIO MOVIE NIGHT INS	329.00
ALLIANT INSURANCE SERVICES INC	1/01/24-1/01/25 AV RANCH RENTAL SHOWCASE INSURANCE	329.00
NATIONAL RECREATION AND PARK ASSOCIATION	NRPA 2024 MEMBERSHIP RENEWAL	700.00
US BANK PURCHASING CARD PROGRAM	EM 11/29 HOME DEPOT - 2023 TREE LIGHTING SUPPLIES	213.77
US BANK PURCHASING CARD PROGRAM	EM 12/07 HOME DEPOT - TREE EVENT TOTES-EXT CORDS	22.58
ALISO VIEJO MIDDLE SCHOOL	FY23-24 REC YOUTH PROG GRANT-AVMS	2,000.00
US BANK PURCHASING CARD PROGRAM	JB 12/04 HOBBY LOBBY EVENT SUPPLIES	20.45
US BANK PURCHASING CARD PROGRAM	JB 12/08 RALPHS WINTER WONDERLAND WORKSHOP	7.48
US BANK PURCHASING CARD PROGRAM	JB 12/12 WALMART CWC SUPPLIES	4.24
US BANK PURCHASING CARD PROGRAM	JB 11/30 STADIUM BREWERY TL STAFF LUNCH	264.41
US BANK PURCHASING CARD PROGRAM	JB 12/16 WALMART CWC SUPPLIES- RETURN	(4.24)
US BANK PURCHASING CARD PROGRAM	JB 12/16 TARGET CWC COOKIE CRAFT- RETURN	(31.92)
US BANK PURCHASING CARD PROGRAM	JB 12/20 RALPHS CWC COOKIES- RETURN	(29.99)
US BANK PURCHASING CARD PROGRAM	JB 12/13 TARGET CWC	20.98
US BANK PURCHASING CARD PROGRAM	JB 12/04 WALMART EVENT SUPPLIES	29.09
US BANK PURCHASING CARD PROGRAM	JB 12/16 TARGET CWC- RETURN	(6.00)
US BANK PURCHASING CARD PROGRAM	JB 11/26 TARGET CWC COOKIE CRAFT	40.00
US BANK PURCHASING CARD PROGRAM	JB 12/16 ALISO DONUTS CWC STAFF BREAKFAST	41.40
US BANK PURCHASING CARD PROGRAM	JB 12/12 RALPHS CWC COOKIES	89.97
US BANK PURCHASING CARD PROGRAM	JB 12/16 WALMART CWC- RETURN	(9.66)
US BANK PURCHASING CARD PROGRAM	JB 12/10 WALMART CWC	31.78
US BANK PURCHASING CARD PROGRAM	JNL 12/15 TARGET CWTC EVENT SUPPLIES RETURN	(12.57)
US BANK PURCHASING CARD PROGRAM	JNL 12/14 TARGET CWTC EVENT SUPPLIES	20.55
US BANK PURCHASING CARD PROGRAM	JNL 12/13 BARNES&NOBLE CWTC EVENT SUPPLIES	11.84
US BANK PURCHASING CARD PROGRAM	JNL 12/15 WALMART CWTC EVENT SUPPLIES	36.48
C. S. ADMINISTRATION TOTAL:		5,237.13

IGLESIA PARK

SO CAL EDISON	DEC'23 ACCT#7997 IGLESIA PARK	387.85
US BANK PURCHASING CARD PROGRAM	KB 11/22 HOMEDEPOT - SINK BASIN WRENCH IGLESIA	43.04
US BANK PURCHASING CARD PROGRAM	KB 11/22 HOMEDEPOT-TOUCHLESS SINK-BATHRM IGLESIA	120.14
US BANK PURCHASING CARD PROGRAM	KB 11/21 HOMEDEPOT - DOORSTOP FRONT DOOR IGLESIA	37.62
US BANK PURCHASING CARD PROGRAM	KB 11/28 HOMEDEPOT - BATTERIES FOR SINKS IGLESIA	18.18
IGLESIA PARK TOTAL:		606.83

IGLESIA BUILDING

ZAPP PEST MANAGEMENT	DEC'23 PEST CONTROL SERVICES IGLESIA PARK	75.00
CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC	NOV'23 IGLESIA MISC LIGHTING PARTS	156.73
SONITROL ORANGE COUNTY LLC	JAN'24 IGLESIA ACCESS CONTROL	104.18
SO CAL EDISON	DEC'23 ACCT#7997 IGLESIA BLDG	1,331.70
IGLESIA BUILDING TOTAL:		1,667.61

PLANNING

CIVIC SOLUTIONS INC	DEC'23 GB AVTC CONSULTING SERVICES	301.00
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Vendor Name	Description (Item)	Amount
US BANK PURCHASING CARD PROGRAM	SK 12/06 LAZ PARKING FOR PDAOC LUNCHEON	6.00
	PLANNING TOTAL:	307.00
BUILDING		
CHARLES ABBOTT ASSOC INC	DEC'23 CAA CONTRACT SERVICES - BUILDING	30,104.00
	BUILDING TOTAL:	30,104.00
CODE ENFORCEMENT		
PV MAINTENANCE INC	DEC'23 SIDEWALK VENDING TASKFORCE	3,051.44
CHARLES ABBOTT ASSOC INC	CODE ENFORCEMENT CONSULTING	6,120.00
US BANK PURCHASING CARD PROGRAM	SK 12/05 LIFE STORAGE FOR CONFISCATED TACO STAND	64.74
	CODE ENFORCEMENT TOTAL:	9,236.18
ENGINEERING (GENERAL)		
PV MAINTENANCE INC	WAREHOUSE LEASE PV MAINTENANCE	1,035.00
MURPHY SWITCH OF CA	JAN'24 MURCAL IOT SMARTCOMMAND MONITORING SERVICE	450.00
AT&T	11/17/23-12/16/23 AT&T FIRSTNET PUBLICWORKS TABLET	120.72
MOULTON NIGUEL WATER DIST	10/26/23 H2O FOR HOAS EVENT- AV CITY CONTRIBUTION	1,000.00
US BANK PURCHASING CARD PROGRAM	KB 11/28 HOMEDEPOT - JIG SAW AND M18 BATTERIES	192.87
US BANK PURCHASING CARD PROGRAM	SP 12/18 BADTOTHEBONE-SOCCE LUNCH MEETING DEC'23	26.40
	ENGINEERING (GENERAL) TOTAL:	2,824.99
STREET MAINTENANCE		
PV MAINTENANCE INC	DEC'23 STREET MAINTENANCE MOE TAX	24,423.88
	STREET MAINTENANCE TOTAL:	24,423.88
LAW ENFORCEMENT-OTHER		
AT&T	11/17/23-12/16/23 AT&T FIRSTNET PALS PHONE LINE	45.41
STAPLES ADVANTAGE	DEC'23 POLICE SERVICES OFFICE SUPPLIES	272.34
ALL CITY MANAGEMENT SERVICES	11/26-12/09/23 460 HRS - CROSSING GUARD SERVICES	14,237.00
ALL CITY MANAGEMENT SERVICES	12/10-12/23/23 414 HRS - CROSSING GUARD SERVICES	12,813.30
US BANK PURCHASING CARD PROGRAM	AV 11/30 RALPHS SUPPLIES 2023 TREE LIGHTING	20.61
US BANK PURCHASING CARD PROGRAM	11/30 SGT PEPPERONIS SUPPLIES -TREE LIGHTING AVS	54.95
	LAW ENFORCEMENT-OTHER TOTAL:	27,443.61
EOC		
US BANK PURCHASING CARD PROGRAM	SL 12/07 SELF PARKING - MEETING	10.00
US BANK PURCHASING CARD PROGRAM	SL 12/20 CESA ANNUAL MEMBERSHIP DUES	75.00
	EOC TOTAL:	85.00
	GENERAL FUND TOTAL:	160,603.36

102 - GEN. FD-CITY HALL

NON-DEPARTMENTAL		
ZAPP PEST MANAGEMENT	DEC'23 PEST CONTROL SERVICES CH	75.00
SONITROL ORANGE COUNTY LLC	JAN'24 CITY HALL ACCESS CONTROL	580.38
SONITROL ORANGE COUNTY LLC	JAN'24 CITY HALL INTRUSION DETECTION	367.04
THURSTON ELEVATOR CONCEPTS INC	JAN'23 CH ELEVATOR MAINTENANCE	134.00
THE GAS COMPANY	12/01/23-01/03/24 MTR#16122180 CH GAS	812.29
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#8510 CH WATER SVC	163.80
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#6010 CH WATER SVC	125.33
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#7051 CH WATER SVC	336.23
SO CAL EDISON	DEC'23 ACCT#6377 LS2 ST LIGHTS	1,350.57
SO CAL EDISON	DEC'23 ACCT#7189 CITY HALL	4,950.97
US BANK PURCHASING CARD PROGRAM	EM 12/07 HOME DEPOT - CH ROOF DRAIN PIPE MATERIALS	20.73
US BANK PURCHASING CARD PROGRAM	EM 12/07 HOME DEPOT - CH ROOF DRAIN PIPE MATERIAS	76.05
US BANK PURCHASING CARD PROGRAM	KB 11/29 DENAULTS- CH CHRISTMAS DECORATION HANGER	12.91
US BANK PURCHASING CARD PROGRAM	KB 11/28 HOMEDEPOT- CHCHRISTMAS DECOR LUMBER PROJ	171.60
	NON-DEPARTMENTAL TOTAL:	9,176.90
	GEN. FD-CITY HALL TOTAL:	9,176.90

103 - GF-AV RECREATION SERVICES

JAMES HITCHCOCK	RECEIPT 63978270_RENTAL CANCELLATION REFUND	2,443.75
JAMES HITCHCOCK	RECEIPT 63978270_RENTAL CANCELLATION FEE	(50.00)
		2,393.75
RECREATION SERVICES		
AT&T	12/06/2023 - 01/05/2024 AVR-ALARM/POTS LINE	965.70
PV MAINTENANCE INC	DEC'23 AVR MAINTENANCE	289.50

Vendor Name	Description (Item)	Amount
GARDAWORLD	DEC'23 CASH COURIER SERVICE AVR	445.21
DOCUSIGN	OCT'23-24 PREMIER SPT AND ENTERPRISE PRO EDITION	4,435.00
WESTERN A/V	OCT'23 AVR DISPLAY ADDITIONS	3,200.00
ZAPP PEST MANAGEMENT	DEC'23 MONTHLY PEST CONTROL SERVICES AVR +	570.00
ZAPP PEST MANAGEMENT	DEC'23 FUMIGATION STOREHOUSE & BORA-CARE 2 SHEDS	3,175.00
AT&T	11/17/23-12/16/23 AT&T FIRST REC PHONE LINES	181.64
AT&T	11/17/23-12/16/23 AT&T FIRSTNET REC TABLET	40.24
TEAM ONE MANAGEMENT SERVICES	DEC'23 AVR JANITORIAL SERVICES	5,780.00
LYONS SECURITY SERVICE IN	DEC'23 SECURITY OCCMA LUNCHEON TO BE REIMBURSED	240.00
LYONS SECURITY SERVICE IN	DEC'23 AVR EVENT SECURITY SERVICES	1,912.50
RICOH USA	C2500 AVRANCH PRINTS (8774)	318.19
CINTAS CORPORATION NO. 2	JAN'24 AVR FIRST AID SUPPLIES	127.29
SONITROL ORANGE COUNTY LLC	JAN'24 AVCENTER AND AVQUATICS ACCESS CONTROL	119.24
SONITROL ORANGE COUNTY LLC	JAN'24 AVRANCH ACCESS CONTROL	510.07
PRESTIGIOUS CLEANERS LLC	11/11/23 - 12/16/23 AVR LINEN DRY CLEANING	1,877.91
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#0819 FARM	118.61
MOULTON NIGUEL WATER DIST	11/27/23-12/18/23 METER#1100 FARM	158.57
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#5356 RANCH	336.23
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#7892/6534 RANCH	665.89
MOULTON NIGUEL WATER DIST	11/27/23-12/18/23 METER#0958 RANCH	149.67
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#0973 RANCH	88.13
SO CAL EDISON	DEC'23 ACCT#4551 FARM	575.27
SO CAL EDISON	DEC'23 ACCT#6247 AVR	3,105.99
GOTO COMMUNICATIONS	JAN'23 AVR GOTO VOIP SERVICE & SUPPORT	665.56
TANGENT COMPUTERS INC	12/23/23-01/22/24 AVR O365 LICENSING AND SUPPORT	529.39
US BANK PURCHASING CARD PROGRAM	JB 11/28 COSTCO SHAMMY TOWELS AVR	34.46
US BANK PURCHASING CARD PROGRAM	JNL 11/29 4TE CIVICREC TEST TRANSACTION 2	3.00
US BANK PURCHASING CARD PROGRAM	JNL 11/29 4TE CIVICREC TEST TRANSACTION 1	3.00
US BANK PURCHASING CARD PROGRAM	JNL 12/18 (8)LEGOLAND CDC EXCURSION TICKETS6/13/24	801.99
US BANK PURCHASING CARD PROGRAM	JNL 11/30 WALMART STEAMER	37.91
US BANK PURCHASING CARD PROGRAM	KB 12/04 HOMEDEPOT - PARTITION WALL CLEANERS AVR	19.54
US BANK PURCHASING CARD PROGRAM	KB 11/30 HOMEDEPOT - TREE LIGHTING MISC AVR	8.58
US BANK PURCHASING CARD PROGRAM	KB 11/28 HOMEDEPOT- JIG SAW BLADES AVR	19.36
RECREATION SERVICES TOTAL:		31,508.64
GF-AV RECREATION SERVICES TOTAL:		33,902.39

203 - GAS TAX

STREET MAINTENANCE

PV MAINTENANCE INC	DEC'23 STREET MAINTENANCE GAS TAX	29,851.40
UNDERGROUND SERVICE ALERT OF SOUTHERN CA	DEC'23 DATABASE MAINT + 28 TICKETS	59.00
SCA OF CA LLC	DEC'23 STREET SWEEPING SERVICES	8,668.66
MOULTON NIGUEL WATER DIST	11/27/23-12/18/23 METER#8838 MEDIANS	621.39
MOULTON NIGUEL WATER DIST	11/27/23-12/18/23 METER#6544 MEDIANS	407.72
MOULTON NIGUEL WATER DIST	11/27/23-12/18/23 METER#2066 MEDIANS	80.19
SO CAL EDISON	DEC'23 ACCT#2125 GS1 MEDIANS	60.91
SO CAL EDISON	DEC'23 ACCT#7241 LS1 ST LIGHTS	17,110.70
SO CAL EDISON	DEC'23 ACCT#8254 TC1 ST LIGHTS	4,037.21
SAN DIEGO GAS & ELECTRIC	NOV'23 ACCT#3588 ST LIGHTS & TRAFFIC CTRLRS	1,998.00
SAN DIEGO GAS & ELECTRIC	NOV'23 ACCT#4108 ST LIGHTS & TRAFFIC CTRLRS	121.80
SAN DIEGO GAS & ELECTRIC	NOV'23 ACCT#4376 ST LIGHTS & TRAFFIC CTRLRS	95.58
SAN DIEGO GAS & ELECTRIC	NOV'23 ACCT#5094 ST LIGHTS & TRAFFIC CTRLRS	154.11
SAN DIEGO GAS & ELECTRIC	NOV'23 ACCT#6237 ST LIGHTS & TRAFFIC CTRLRS	102.59
SAN DIEGO GAS & ELECTRIC	NOV'23 ACCT#6761 ST LIGHTS & TRAFFIC CTRLRS	100.47
SAN DIEGO GAS & ELECTRIC	NOV'23 ACCT#7330 ST LIGHTS & TRAFFIC CTRLRS	261.26
SAN DIEGO GAS & ELECTRIC	NOV'23 ACCT#9333 ST LIGHTS & TRAFFIC CTRLRS	111.86
STREET MAINTENANCE TOTAL:		63,842.85
GAS TAX TOTAL:		63,842.85

Vendor Name	Description (Item)	Amount
204 - MEASURE M		
GEN-MEASURE M		
CABCO YELLOW INC	DEC'23 SMP M2 FUND TRANSPORTATION SVC	1,148.00
	GEN-MEASURE M TOTAL:	1,148.00
	MEASURE M TOTAL:	1,148.00
215 - PUBLIC SAFETY GRANTS		
LAW ENFORCEMENT-OTHER		
COUNTY OF ORANGE	JAN'24 AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM	1,843.00
COUNTY OF ORANGE	JAN-MAR'23 800 MHZ COST ALLOCATION	6,873.00
	LAW ENFORCEMENT-OTHER TOTAL:	8,716.00
	PUBLIC SAFETY GRANTS TOTAL:	8,716.00
241 - TECHNOLOGY FUND		
GEN-TECHNOLOGY GRANTS		
GRANICUS INC	JAN-MAR'24 GRANICUS WEBSTREAMING	4,171.93
ERIC WINTER	NOV'23-CC MTG 11/1_SZS12.13A&13B_STEVSTS & ADMIN	786.38
ERIC WINTER	DEC'23-CC MTG 12/6_LD COUNCIL BOARD MSG_SV & ADMIN	574.38
	GEN-TECHNOLOGY GRANTS TOTAL:	5,532.69
	TECHNOLOGY FUND TOTAL:	5,532.69
251 - FEDERAL GRANTS		
GEN-FEDERAL GRANT		
AGE WELL SENIOR SERVICES INC	JUL-SEP'23 CDBG - MEALS ON WHEELS	1,535.00
SOUTH COUNTY OUTREACH	JUL-SEP'23 COVID RELIEF HUNGER & HOMELESS PREVENT	12,972.14
	GEN-FEDERAL GRANT TOTAL:	14,507.14
	FEDERAL GRANTS TOTAL:	14,507.14
261 - CITY FAC.-AQUATIC CENTER		
PREMIER AQUATIC SERVICES	JAN'24 AQC RETENTION FEES	(1,208.30)
		-1,208.30
GEN-AQUATIC CENTER		
COX COMMUNICATIONS, INC	DEC'23 ACCT#6701 AQC INTERNET	504.54
PV MAINTENANCE INC	DEC'23 AQC MAINTENANCE	193.00
GARDAWORLD	DEC'23 CASH COURIER SERVICE AQC	514.76
ZAPP PEST MANAGEMENT	DEC'23 PEST CONTROL SERVICES AQC	75.00
KNORR SYSTEMS INC	DEC'23 BUTTERLY VALVE R&R- AQC LAP POOL MAIN DRAIN	3,080.15
CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC	NOV'23 MISC LIGHTING PARTS AQC	154.74
PREMIER AQUATIC SERVICES	JAN'24 AQC MANAGEMENT FEES	12,083.00
THE GAS COMPANY	12/04/23-01/04/24 MTR#15672349 AQC GAS	3,118.09
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#6054 AQC WATER SVC	337.84
MOULTON NIGUEL WATER DIST	11/19/23-12/18/23 METER#2996 AQC WATER SVC	233.49
US BANK PURCHASING CARD PROGRAM	KB 12/07 HIRSCH PIPE&SUPPLY-SHOWER VLV REBUILD AQC	144.92
US BANK PURCHASING CARD PROGRAM	KB 11/22 ECOMM MOST DEP FOUNTAIN - AQC BY SHOWR	539.26
	GEN-AQUATIC CENTER TOTAL:	20,978.79
	CITY FAC.-AQUATIC CENTER TOTAL:	19,770.49
731 - CFD 2005-01		
TRUST FUND		
KOPPEL & GRUBER PUBLIC FIN.	OCT-DEC'23 CFD ADMIN SERVICES	2,223.87
	TRUST FUND TOTAL:	2,223.87
	CFD 2005-01 TOTAL:	2,223.87
	GRAND TOTAL:	319,423.69

Fund Summary

Fund	Expense Amount	Payment Amount
101 - GENERAL FUND	160,603.36	160,603.36
102 - GEN. FD-CITY HALL	9,176.90	9,176.90

Fund Summary

Fund	Expense Amount	Payment Amount
103 - GF-AV RECREATION SERVICES	33,902.39	33,902.39
203 - GAS TAX	63,842.85	63,842.85
204 - MEASURE M	1,148.00	1,148.00
215 - PUBLIC SAFETY GRANTS	8,716.00	8,716.00
241 - TECHNOLOGY FUND	5,532.69	5,532.69
251 - FEDERAL GRANTS	14,507.14	14,507.14
261 - CITY FAC.-AQUATIC CENTER	19,770.49	19,770.49
731 - CFD 2005-01	2,223.87	2,223.87
Grand Total:	319,423.69	319,423.69

Report Summary

Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	160,603.36
102 - GEN. FD-CITY HALL	9,176.90
103 - GF-AV RECREATION SERVICES	33,902.39
203 - GAS TAX	63,842.85
204 - MEASURE M	1,148.00
215 - PUBLIC SAFETY GRANTS	8,716.00
241 - TECHNOLOGY FUND	5,532.69
251 - FEDERAL GRANTS	14,507.14
261 - CITY FAC.-AQUATIC CENTER	19,770.49
731 - CFD 2005-01	2,223.87
Grand Total:	319,423.69

Account Summary

Account Number	Account Name	Payment Amount
101-2505-000	DENTAL INSURANCE PA...	2,116.07
101-2508-000	VISION INSURANCE PAY...	331.74
101-2601-000	REFUNDABLE DEPOSIT	3,000.00
101-2606-000	C & D DEPOSIT	500.00
101-36420	SMIP	1,160.65
101-36425	CASP CERT/TRNG	58.00
101-36430	BUILDING STANDARD FE...	327.60
101-4-1101-4511-000	COMMUNICATION	237.13
101-4-1101-4520-000	MTGS/CONF./TRNG & D...	30.00
101-4-1501-4511-000	COMMUNICATION	100.90
101-4-1501-4520-000	MTGS/CONF./TRNG & D...	4,977.23
101-4-1503-4521-000	MEMBERSHIP & DUES	244.00
101-4-1601-4309-000	OTHER CONTRACTUAL S...	300.00
101-4-1601-4520-000	MTGS/CONF./TRNG & D...	426.00
101-4-1601-4521-000	MEMBERSHIP & DUES	575.00
101-4-1601-4525-000	ELECTION	522.56
101-4-1601-4601-000	SUPPLIES	13.39
101-4-1601-4734-000	CODIFICATION	449.30
101-4-2501-4207-000	DENTAL INSURANCE	-10.87
101-4-2501-4301-000	PROFESSIONAL SERVICES	6,715.00
101-4-2501-4309-000	OTHER CONTRACTUAL S...	636.83
101-4-2501-4512-000	POSTAGE	45.24
101-4-2501-4520-000	MTGS/CONF./TRNG & D...	515.00
101-4-3101-4301-000	PROFESSIONAL SERVICES	3,716.67
101-4-3101-4305-000	TECHNOLOGY SERVICES	10,415.64
101-4-3101-4481-000	COMPUTER EXPENSE	8,341.05
101-4-3501-4301-000	PROFESSIONAL SERVICES	4,199.05
101-4-3501-4422-000	EQUIP RENTAL LEASE - P...	728.59
101-4-3501-4431-000	BUILDING & GROUND M...	535.11
101-4-3501-4471-000	RENT	440.08
101-4-3501-4512-000	POSTAGE	1,027.40
101-4-3501-4513-000	PRINTING	433.55
101-4-3501-4516-000	FUEL	340.03
101-4-3501-4542-000	INTEREST EXPENSE - LEA...	1.33
101-4-3501-4553-000	COMMUNITY BRANDING	2,919.99
101-4-3501-4601-000	SUPPLIES	973.51
101-4-3501-4612-000	OPERATING SUPPLIES	1,324.36
101-4-4101-4521-000	MEMBERSHIP & DUES	700.00
101-4-4101-4522-000	INSURANCE EXPENSES	658.00
101-4-4101-4524-000	RECREATION-SENIOR TR...	287.00
101-4-4101-4527-000	REC-CITY SPECIAL EVENTS	1,592.13
101-4-4101-4529-000	REC-YOUTH PROGRAMS	2,000.00
101-4-4102-4411-000	UTILITIES	387.85

Account Summary

Account Number	Account Name	Payment Amount
101-4-4102-4431-000	BUILDING & GROUND M...	218.98
101-4-4103-4411-000	UTILITIES	1,331.70
101-4-4103-4431-000	BUILDING & GROUND M...	335.91
101-4-4401-4309-000	OTHER CONTRACTUAL S...	301.00
101-4-4401-4520-000	MTGS/CONF./TRNG & D...	6.00
101-4-4402-4751-000	C.S-BUILDING	30,104.00
101-4-4403-4761-000	C.S-CODE ENFORCEMENT	9,236.18
101-4-4501-4471-000	RENT	1,035.00
101-4-4501-4520-000	MTGS/CONF/TRNG & D...	26.40
101-4-4501-4612-000	OPERATING SUPPLIES	313.59
101-4-4501-4701-000	NPDES	1,450.00
101-4-4503-4771-000	C.S-STREET MAINTENAN...	24,423.88
101-4-5102-4511-000	COMMUNICATION	45.41
101-4-5102-4535-000	SPECIAL EVENTS	75.56
101-4-5102-4612-000	OPERATING SUPPLIES	272.34
101-4-5102-4721-000	C.S-CROSSING GUARDS	27,050.30
101-4-5401-4520-000	MTGS/CONF/TRNG & D...	10.00
101-4-5401-4521-000	MEMBERSHIP & DUES	75.00
102-4-3501-4411-000	UTILITIES	7,739.19
102-4-3501-4431-000	BUILDING & GROUND M...	1,437.71
103-34130	FACILITY RENTAL	2,443.75
103-34169	REFUNDS	-50.00
103-4-4105-4305-000	TECHNOLOGY SERVICES	10,749.15
103-4-4105-4411-000	UTILITIES	4,345.91
103-4-4105-4431-000	BUILDING & GROUND M...	12,014.48
103-4-4105-4451-000	FARM OPERATING EXPE...	852.45
103-4-4105-4511-000	COMMUNICATION	221.88
103-4-4105-4561-000	TAXES/FEES/PERMITS	445.21
103-4-4105-4570-000	CITY CAMP EXPENSE	801.99
103-4-4105-4601-000	SUPPLIES	199.66
103-4-4105-4612-000	OPERATING SUPPLIES	1,877.91
203-4-4503-4411-000	UTILITIES	25,263.79
203-4-4503-4771-000	C.S-STREET MAINTENAN...	29,910.40
203-4-4503-4772-000	C.S-STREET SWEEPING	8,668.66
204-4-6104-4309-000	OTHER CONTRACTUAL S...	1,148.00
215-4-5102-4803-000	PUBLIC SAFETY EQUIPM...	8,716.00
241-4-6141-4309-000	OTHER CONTRACTUAL S...	1,360.76
241-4-6141-4481-000	IT/COMPUTER EQUIPM...	4,171.93
251-4-6151-4309-000	OTHER CONTRACTUAL S...	14,507.14
261-2103-000	RETENTIONS PAYABLE	-1,208.30
261-4-6161-7401-000	EQUIPMENT MAINTENA...	3,080.15
261-4-6161-7411-000	UTILITIES	4,193.96
261-4-6161-7421-000	BUILDING & GROUND M...	1,106.92
261-4-6161-7445-000	FEES & PERMITS	514.76
261-4-6161-7451-000	MANAGEMENT FEES	12,083.00
731-4-7501-4542-000	INTEREST & FISCAL CHGS	2,223.87
Grand Total:		319,423.69

Project Account Summary

Project Account Key	Payment Amount
None	303,333.64
9014612	656.64
9034612	785.87
9264520	30.00
9934527	843.41
9974570	801.99

Project Account Summary

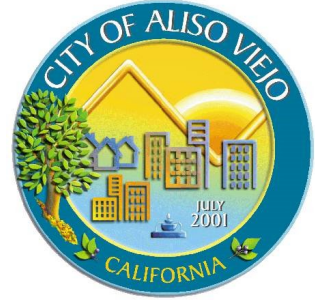
Project Account Key
CDBGCV4309

Payment Amount
12,972.14
319,423.69

Grand Total:

City of Aliso Viejo

AGENDA ITEM



DATE: February 7, 2024

TO: Mayor and City Council

FROM: Ann Eifert, Director of Financial Services/City Treasurer

SUBJECT: TREASURER'S STATEMENT – DECEMBER 2023

Recommended Action:

Receive and file the December 2023 Treasurer's Statement.

Fiscal Impact:

No Fiscal Impact.

Background:

Per City policy, the Finance Department presents the monthly Treasurer's Statement for the City Council's review. This statement shows the cash balances for the various funds, with a breakdown of bank account balances, investment account balances and the effective yield earned from investments.

Discussion:

The City's portfolio consists of investments in Certificates of Deposits, US Treasuries, US Federal Agencies, Corporate Bonds, and Local Agency Investment Fund (LAIF). All funds invested with LAIF are available for withdrawal within 24 hours.

The Treasurer's Statement provides information regarding the City's investment portfolio and activity during the reporting month. The City's investment portfolio is in compliance with all government codes as well as the City's investment policy. Interest is credited to the City's bank account monthly and allocated among the City's funds. The current portfolio provides sufficient cash flow liquidity to meet the upcoming operating expenses and spending requirements for the next 6 months.

Attachment:

1. December 2023 Treasurer's Statement

CITY OF ALISO VIEJO

TREASURER'S MONTHLY CASH STATEMENT

December 31, 2023

	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	TRANSFERS IN (OUT)	ENDING BALANCE
GENERAL FUND	\$ 945,126.40	\$ 5,074,149.08	\$ 4,335,900.43	\$ (2,059.82)	\$ 1,681,315.23
TCRF	\$ 69,206.03	1,713.60			70,919.63
GAS TAX FUND	\$ 965,857.98	151,677.27	78,286.18		1,039,249.07
MEASURE M	\$ 1,152,745.65	192,404.00	994.00	(797.68)	1,343,357.97
SB1-RMRA	\$ 1,049,351.07	117,948.46			1,167,299.53
PUBLIC SAFETY GRANTS	\$ 292,579.85	7,033.67	7,775.50		291,838.02 ⁽¹⁾
AIR QUALITY IMPRVMT FD	\$ 1,298,425.73	32,150.18			1,330,575.91
INTEGRATED WASTE MGMT FD	\$ 68,158.51	1,601.10	9,010.11		60,749.50
OTHER GRANTS	\$ (180,213.35)		8,312.50		(188,525.85)
TECHNOLOGY GRANT	\$ 336,330.12	8,097.70	673.00		343,754.82
DEVELOPMENT IMPACT	\$ 1,377,777.33				1,377,777.33
FEDERAL GRANTS	\$ (16,463.41)		165,633.08	(1,955.50)	(184,051.99)
CITY FACILITY - AV CTR	\$ 179,758.92				179,758.92
CITY FACILITY - AQUATIC CTR	\$ (52,365.13)	47,497.02	65,672.19		(70,540.30)
STREET IMPROVEMENTS	\$ -				- ⁽²⁾
CAPITAL IMPROVEMENTS	\$ -				- ⁽²⁾
STORM WATER	\$ (2,442.00)		2,371.00	4,813.00	- ⁽²⁾
COP CAPITAL	\$ -				- ⁽²⁾
COP	\$ (1,500.00)				(1,500.00)
AV RANCH FOUNDATION	\$ 100.00				100.00
CFD 2005-01	\$ 186,403.79	772,463.88	192,221.52		766,646.15
RENEWABLE FARMS	\$ 2,699.52				2,699.52
COMMUNITY TRUST	\$ 5,562.68				5,562.68
TOTALS	\$ 7,677,099.69	\$ 6,406,735.96	\$ 4,866,849.51	\$ -	\$ 9,216,986.14

SUMMARY OF CASH:

DEMAND DEPOSITS:	GENERAL ACCOUNT	\$ 3,283,703.82
INVESTMENTS:	LOCAL AGENCY INVESTMENT FD	\$ 5,933,282.32

TOTAL CASH **\$ 9,216,986.14**

Years to Maturity for December 2023	1.69
Weighted Average Yield for December 2023	3.530%

All investments are placed in accordance with the City of Aliso Viejo's Investment Policy.

The above summary provides sufficient cash flow liquidity to meet the next six month's estimated expenditures.

Other monies held include Cash with Fiscal Agent, Investments, Payroll and AV Center.	\$ 34,891,369.16
Cash With Fiscal Agent COPS/CFD 2005-01	3,634,190.73
Cash With Investment Advisor City Investments	29,018,723.56
AV Center	2,043,083.46
PR Account	192,521.03
Petty Cash	2,850.38
GRAND TOTAL OF CITY FUNDS	\$ 44,108,355.30

(1) Public Safety Grant includes the MDC and PVS Program Costs budgeted with SLESF funds.

(2) Transfers in and out are done on a quarterly basis.

Street Improvements include the Slurry Seal, Traffic Management and Street Improvement Projects.

Capital Improvements include City Hall, AV Ranch, and other city facilities.

Storm Water includes the Dairy Fork and Wood Canyon Emergent Wetland Project.

Portfolio Summary

City of Aliso Viejo

December 31, 2023

Investments	Par Value	Market Value	Book Value	% of Portfolio	Days to Maturity	Book YTM
Certificates of Deposit	5,145,000.00	4,940,959.75	5,139,029.35	14.70	548	1.75
Corporate Bonds	1,500,000.00	1,464,029.66	1,496,985.00	4.28	291	1.98
LAIF	5,933,282.32	5,933,282.32	5,933,282.32	16.98	1	3.93
U.S. Agencies	7,435,000.00	7,139,899.80	7,095,698.96	20.30	719	3.51
U.S. Treasuries	16,150,000.00	15,370,720.56	15,287,010.24	43.74	862	4.13
	36,163,282.32	34,848,892.09	34,952,005.87	100.00	616	3.53

Investments		
Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	62,249.03	450,207.53
Average Daily Balance	34,743,537.58	35,979,661.50
Book Rate of Return	2.11%	2.48%

Holdings Report

City of Aliso Viejo

December 31, 2023

CUSIP	Issuer Coupon Rate	Maturity Date Call Date	Remaining Par Value	Settle Date Book Yield	Original Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port Gain/Loss	Moody/S&P Fitch	WAM Eff. Dur.
Certificates of Deposit										
27002YEX0	EagleBank 1.550%	03/20/2024	245,000.00	03/20/2020 1.60%	244,510.00 244,510.00	99.14 6.96%	242,886.27 124.85	0.70% -1,623.73	NR/NR NR	0.22 0.22
05465DAK4	Axos Bank 1.650%	03/26/2024	245,000.00	03/26/2020 1.65%	245,000.00 245,000.00	99.10 6.82%	242,791.72 66.45	0.70% -2,208.28	NR/NR NR	0.24 0.24
15118RUV7	Celtic Bank 1.400%	04/17/2024	245,000.00	04/17/2020 1.40%	245,000.00 245,000.00	98.82 6.61%	242,120.69 140.96	0.70% -2,879.31	NR/NR NR	0.30 0.30
32110YPS8	First National Bank of America 1.250%	04/22/2024	245,000.00	04/23/2020 1.30%	244,522.25 244,522.25	98.73 6.60%	241,883.10 83.90	0.70% -2,639.15	NR/NR NR	0.31 0.31
15201QDF1	CenterState Bank 1.200%	04/30/2024	245,000.00	04/30/2020 1.25%	244,522.25 244,522.25	98.62 6.54%	241,628.06 507.45	0.70% -2,894.19	NR/NR NR	0.33 0.33
58404DGU9	Medallion Bank 1.200%	04/30/2024	245,000.00	04/30/2020 1.25%	244,522.25 244,522.25	98.62 6.54%	241,628.06 507.45	0.70% -2,894.19	NR/NR NR	0.33 0.33
538036JN5	Live Oak Banking 1.650%	08/28/2024	245,000.00	02/28/2020 1.69%	244,529.60 244,529.60	97.73 5.98%	239,443.69 343.34	0.70% -5,085.91	NR/NR NR	0.66 0.65
856285RU7	State Bank of India 2.000%	11/27/2024	245,000.00	12/06/2019 2.00%	245,000.00 245,000.00	97.21 5.94%	238,157.42 469.86	0.70% -6,842.58	NR/NR NR	0.91 0.90
61760A4F3	Morgan Stanley Private Bank 1.950%	12/12/2024	245,000.00	12/13/2019 2.00%	244,416.90 244,416.90	97.02 5.91%	237,694.38 261.78	0.70% -6,722.52	NR/NR NR	0.95 0.94
61690UUJ7	Morgan Stanley Bank 1.800%	02/27/2025	245,000.00	02/28/2020 1.85%	244,416.90 244,416.90	96.29 5.81%	235,911.43 1,534.44	0.70% -8,505.47	NR/NR NR	1.16 1.14
14042RPG0	Capital One Bank NA 1.600%	04/08/2025	245,000.00	04/09/2020 1.65%	244,412.00 244,412.00	95.75 5.75%	234,592.56 891.40	0.70% -9,819.44	NR/NR NR	1.27 1.25
33847E3J4	Flagstar Bank 0.900%	05/15/2025	245,000.00	05/15/2020 0.90%	245,000.00 245,000.00	94.56 5.73%	231,662.45 283.93	0.70% -13,337.56	NR/NR NR	1.37 1.36
866264DP6	Summit State Bank 0.850%	05/15/2025	245,000.00	05/18/2020 0.90%	244,402.20 244,402.20	94.49 5.74%	231,501.17 268.16	0.70% -12,901.03	NR/NR NR	1.37 1.37
89235MJS1	Toyota Financial Savings Bank 0.800%	06/30/2025	245,000.00	06/30/2020 0.73%	245,000.00 245,000.00	94.03 5.65%	230,370.54 16.11	0.70% -14,629.46	NR/NR NR	1.50 1.48
59013KLQ7	Merrick Bank 0.550%	12/30/2025	245,000.00	12/30/2020 0.55%	245,000.00 245,000.00	91.92 5.47%	225,204.82 118.13	0.70% -19,795.18	NR/NR NR	2.00 1.98
02007GXG3	Ally Bank 3.450%	08/04/2026	245,000.00	08/04/2022 3.45%	245,000.00 245,000.00	96.56 5.24%	236,578.12 3,473.63	0.70% -8,421.88	NR/NR NR	2.59 2.43
90348JR93	UBS Bank USA 0.950%	08/11/2026	245,000.00	08/11/2021 0.95%	245,000.00 245,000.00	90.40 5.32%	221,479.61 133.91	0.70% -23,520.39	NR/NR NR	2.61 2.57
38149MYB3	Goldman Sachs Bank 1.000%	08/11/2026	245,000.00	08/11/2021 1.00%	245,000.00 245,000.00	90.59 5.31%	221,951.07 959.86	0.70% -23,048.93	NR/NR NR	2.61 2.57
254673N44	Discover Bank 3.500%	07/29/2027	245,000.00	08/03/2022 3.50%	245,000.00 245,000.00	95.77 5.33%	234,645.28 3,664.93	0.70% -10,354.72	NR/NR NR	3.58 3.29

Holdings Report

City of Aliso Viejo

December 31, 2023

CUSIP	Issuer Coupon Rate	Maturity Date Call Date	Remaining Par Value	Settle Date Book Yield	Original Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port Gain/Loss	Moody/S&P Fitch	WAM Eff. Dur.
Certificates of Deposit										
87164XN93	Synchrony Bank 3.500%	08/05/2027	245,000.00	08/05/2022	245,000.00	95.76	234,623.19	0.70%	NR/NR	3.60
				3.50%	245,000.00	5.33%	3,500.48	-10,376.81	NR	3.31
02589ADQ2	American Express National Bank 3.450%	08/10/2027	245,000.00	08/12/2022	243,775.00	95.59	234,206.14	0.70%	NR/NR	3.61
				3.56%	243,775.00	5.34%	3,334.68	-9,568.86	NR	3.33
					5,139,029.35		4,940,959.75	14.70%		1.50
Total Certificates of Deposit			5,145,000.00	1.75%	5,139,029.35	5.90%	20,685.70	-198,069.59		1.44
Corporate Bonds										
30231GBC5	Exxon Mobil 2.019%	08/16/2024	500,000.00	12/12/2019	501,615.00	98.03	490,156.97	1.44%	Aa2/AA-	0.63
		07/16/2024		1.95%	501,615.00	5.87%	3,785.62	-11,458.04	NR	0.60
037833DM9	Apple 1.800%	09/11/2024	500,000.00	12/06/2019	497,165.00	97.98	489,897.95	1.42%	Aaa/AA+	0.70
		08/11/2024		1.92%	497,165.00	5.76%	2,750.00	-7,267.05	NR	0.67
64952WDL4	New York Life 2.000%	01/22/2025	500,000.00	01/22/2020	498,205.00	96.79	483,974.75	1.43%	Aaa/AA+	1.06
				2.08%	498,205.00	5.62%	4,416.67	-14,230.26	AAA	1.01
					1,496,985.00		1,464,029.66	4.28%		0.80
Total Corporate Bonds			1,500,000.00	1.98%	1,496,985.00	5.75%	10,952.29	-32,955.35		0.76
LAIF										
9830007	LAIF 3.929%	01/01/2024	5,933,282.32	11/28/2023	5,933,282.32	1.00	5,933,282.32	16.98%	NR/NR	0.00
				3.93%	5,933,282.32	3.93%	0.00	0.00	NR	0.00
					5,933,282.32		5,933,282.32	16.98%		0.00
Total LAIF			5,933,282.32	3.93%	5,933,282.32	3.93%	0.00	0.00		0.00
U.S. Agencies										
313384RQ4	FHLB 0.000%	01/10/2024	1,700,000.00	03/13/2023	1,627,742.91	99.81	1,696,777.09	4.66%	P-1/A-1+	0.03
				5.27%	1,627,742.91	21.33%	0.00	69,034.18	F1+	0.03
3133ELNE0	FFCB 1.430%	02/14/2024	500,000.00	02/14/2020	499,245.00	99.47	497,366.91	1.43%	Aaa/AA+	0.12
				1.47%	499,245.00	8.33%	2,720.97	-1,878.10	AAA	0.11
3133ELG99	FFCB 0.375%	06/10/2024	500,000.00	06/10/2020	498,220.00	97.89	489,449.07	1.43%	Aaa/AA+	0.44
				0.46%	498,220.00	6.20%	109.38	-8,770.93	AAA	0.43
3133ELCP7	FFCB 1.625%	12/03/2024	235,000.00	12/09/2019	233,926.05	96.96	227,864.58	0.67%	Aaa/AA+	0.93
				1.72%	233,926.05	5.96%	297.01	-6,061.47	AAA	0.89

Holdings Report

City of Aliso Viejo

December 31, 2023

CUSIP	Issuer Coupon Rate	Maturity Date Call Date	Remaining Par Value	Settle Date Book Yield	Original Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port Gain/Loss	Moody/S&P Fitch	WAM Eff. Dur.
U.S. Agencies										
3137EAEX3	FHLMC	09/23/2025	500,000.00	10/20/2020	497,505.00	93.29	466,432.21	1.42%	Aaa/AA+	1.73
	0.375%			0.48%	497,505.00	4.97%	510.42	-31,072.79	AAA	1.68
3130AK5J1	FHLB	09/18/2026 01/08/2024	1,000,000.00	02/16/2023	872,060.00	90.99	909,914.44	2.50%	Aaa/AA+	2.72
	4.61%			872,060.00	4.74%	2,002.78	37,854.44	AAA	2.62	
3130ASD63	FHLB	06/28/2027 06/28/2024	1,000,000.00	06/28/2022	1,000,000.00	97.21	972,145.03	2.86%	Aaa/AA+	3.49
	3.250%			3.25%	1,000,000.00	4.66%	270.83	-27,854.97	AAA	2.35
3133EPAU9	FFCB	07/14/2027	1,000,000.00	02/16/2023	990,390.00	99.39	993,872.21	2.83%	Aaa/AA+	3.54
	3.875%			4.12%	990,390.00	4.48%	17,975.69	3,482.21	AAA	3.19
3136G4X99	FNMA	08/25/2027 08/25/2024	1,000,000.00	04/06/2023	876,610.00	88.61	886,078.26	2.51%	Aaa/AA+	3.65
	0.740%			3.82%	876,610.00	4.62%	2,590.00	9,468.26	AAA	3.50
					7,095,698.96		7,139,899.80	20.30%		1.97
Total U.S. Agencies			7,435,000.00	3.51%	7,095,698.96	8.90%	26,477.08	44,200.83		1.72
U.S. Treasuries										
912797LL9	U.S. Treasury	03/21/2024	1,000,000.00	10/06/2023	975,234.83	98.80	987,972.49	2.79%	P-1/A-1+	0.22
	0.000%			5.57%	975,234.83	7.46%	0.00	12,737.66	F1+	0.23
912828YM6	U.S. Treasury	10/31/2024	1,500,000.00	08/09/2023	1,434,316.41	97.19	1,457,871.09	4.10%	Aaa/AA+	0.84
	1.500%			5.23%	1,434,316.41	5.61%	3,832.42	23,554.68	AAA	0.81
91282CHL8	U.S. Treasury	06/30/2025	1,000,000.00	11/10/2023	993,398.44	100.20	1,001,992.19	2.84%	Aaa/AA+	1.50
	4.625%			5.05%	993,398.44	4.89%	127.06	8,593.75	AAA	1.42
91282CEY3	U.S. Treasury	07/15/2025	1,000,000.00	05/30/2023	973,437.50	97.77	977,734.38	2.79%	Aaa/AA+	1.54
	3.000%			4.32%	973,437.50	4.91%	13,858.70	4,296.88	AAA	1.45
91282CFE6	U.S. Treasury	08/15/2025	1,000,000.00	01/13/2023	980,078.13	97.94	979,414.06	2.80%	Aaa/AA+	1.62
	3.125%			3.94%	980,078.13	4.87%	11,803.67	-664.07	AAA	1.53
91282CFP1	U.S. Treasury	10/15/2025	1,000,000.00	05/30/2023	1,000,625.00	99.76	997,617.19	2.86%	Aaa/AA+	1.79
	4.250%			4.22%	1,000,625.00	4.72%	9,057.38	-3,007.81	AAA	1.68
912828M56	U.S. Treasury	11/15/2025	1,000,000.00	05/30/2023	955,117.19	96.24	962,421.88	2.73%	Aaa/AA+	1.88
	2.250%			4.19%	955,117.19	4.79%	2,905.22	7,304.69	AAA	1.79
91282CGL9	U.S. Treasury	02/15/2026	1,000,000.00	05/30/2023	997,578.13	99.48	994,843.75	2.85%	Aaa/AA+	2.13
	4.000%			4.09%	997,578.13	4.60%	15,108.70	-2,734.38	AAA	1.98
91282CCF6	U.S. Treasury	05/31/2026	1,000,000.00	06/13/2022	915,976.56	92.22	922,187.50	2.62%	Aaa/AA+	2.42
	0.750%			3.01%	915,976.56	4.63%	655.74	6,210.94	AAA	2.33
91282CCJ8	U.S. Treasury	06/30/2026	1,000,000.00	06/29/2022	913,125.00	92.40	923,984.38	2.61%	Aaa/AA+	2.50
	0.875%			3.20%	913,125.00	4.54%	4,399.04	10,859.38	AAA	2.41
91282CCP4	U.S. Treasury	07/31/2026	1,100,000.00	01/13/2023	987,292.97	91.52	1,006,757.82	2.82%	Aaa/AA+	2.58
	0.625%			3.73%	987,292.97	4.57%	2,877.04	19,464.85	AAA	2.49

Holdings Report

City of Aliso Viejo

December 31, 2023

CUSIP	Issuer Coupon Rate	Maturity Date Call Date	Remaining Par Value	Settle Date Book Yield	Original Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port Gain/Loss	Moody/S&P Fitch	WAM Eff. Dur.
U.S. Treasuries										
912828X88	U.S. Treasury 2.375%	05/15/2027	1,000,000.00	06/29/2022 3.20%	962,851.56 962,851.56	94.92 4.41%	949,218.75 3,066.62	2.75% -13,632.81	Aaa/AA+ AAA	3.37 3.16
9128282R0	U.S. Treasury 2.250%	08/15/2027	1,050,000.00	01/13/2023 3.60%	990,322.27 990,322.27	94.25 4.38%	989,583.99 8,923.57	2.83% -738.29	Aaa/AA+ AAA	3.62 3.38
91282CCV1	U.S. Treasury 1.125%	08/31/2028	1,000,000.00	12/21/2023 3.98%	878,750.00 878,750.00	88.27 4.00%	882,656.25 3,801.51	2.51% 3,906.25	Aaa/AA+ AAA	4.67 4.42
91282CDF5	U.S. Treasury 1.375%	10/31/2028	1,500,000.00	12/21/2023 3.98%	1,328,906.25 1,328,906.25	89.10 3.99%	1,336,464.84 3,513.05	3.80% 7,558.59	Aaa/AA+ AAA	4.84 4.55
					15,287,010.24		15,370,720.56	43.74%		2.36
Total U.S. Treasuries			16,150,000.00	4.13%	15,287,010.24	4.84%	83,929.72	83,710.31		2.24
					34,952,005.87		34,848,892.09	100.00%		1.69
TOTAL PORTFOLIO			36,163,282.32	3.53%	34,952,005.87	5.70%	142,044.79	-103,113.80		1.57
TOTAL MARKET VALUE PLUS ACCRUED INTEREST							34,990,936.88			

Transaction Report

City of Aliso Viejo

December 01, 2023 - December 31, 2023

Transaction Date	Transaction Type	Security ID	Security Description	Maturity Date	Purchases	Redemptions	Interest	Deposits	Withdrawals
12/01/2023	Interest	538036JN5	LIVOAK 1.65 08/28/24	08/28/2024	-	-	332.26	-	-
12/04/2023	Interest	3133ELCP7	FFCB 1 5/8 12/03/24	12/03/2024	-	-	1,909.38	-	-
12/05/2023	Withdrawal		LAIF Withdrawal		-	-	-	-	-500,000.00
12/08/2023	Interest	3130A3VC5	FHLB 2 1/4 12/08/23	12/08/2023	-	-	5,625.00	-	-
12/08/2023	Maturity	3130A3VC5	FHLB 2 1/4 12/08/23	12/08/2023	-	500,000.00	-	-	-
12/11/2023	Interest	3133ELG99	FFCB 0 3/8 06/10/24	06/10/2024	-	-	937.50	-	-
12/11/2023	Interest	90348JR93	UBS 0.95 08/11/26	08/11/2026	-	-	191.30	-	-
12/12/2023	Interest	61760A4F3	MS 1.95 12/12/24	12/12/2024	-	-	2,395.29	-	-
12/14/2023	Maturity	912797FU6	TREASURY BILL	12/14/2023	-	2,500,000.00	-	-	-
12/18/2023	Interest	15118RUV7	CELTIC 1.4 04/17/24	04/17/2024	-	-	281.92	-	-
12/20/2023	Interest	27002YEX0	EGBN 1.55 03/20/24	03/20/2024	-	-	312.12	-	-
12/21/2023	Purchase	91282CCV1	T 1 1/8 08/31/28	08/31/2028	-878,750.00	-	-3,461.54	-	-
12/21/2023	Purchase	91282CDF5	T 1 3/8 10/31/28	10/31/2028	-1,328,906.25	-	-2,889.77	-	-
12/22/2023	Interest	32110YPS8	FNAMER 1 1/4 04/22/24	04/22/2024	-	-	251.71	-	-
12/26/2023	Interest	05465DAK4	BOFI 1.65 03/26/24	03/26/2024	-	-	332.26	-	-
12/28/2023	Interest	3130ASD63	FHLB 3 1/4 06/28/27	06/28/2027	-	-	16,250.00	-	-
12/29/2023	Interest	89235MJS1	TOYFBN 0.8 06/30/25	06/30/2025	-	-	982.68	-	-
12/29/2023	Interest	91282CHL8	T 4 5/8 06/30/25	06/30/2025	-	-	23,125.00	-	-
Grand Total:					-2,207,656.25	3,000,000.00	46,575.11	0.00	-500,000.00

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

CITY OF ALISO VIEJO

DIRECTOR OF FINANCIAL SVCS/ CITY TREAS
12 JOURNEY, #100
ALISO VIEJO, CA 92656

Account Number: 98-30-007

December 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
12/5/2023	12/5/2023	RW	1743509	1703918	ANN EIFERT	-500,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	6,433,282.32
Total Withdrawal:	-500,000.00	Ending Balance:	5,933,282.32



PMIA/LAIF Performance Report as of 1/10/23



Quarterly Performance Quarter Ended 09/30/23

LAIF Apportionment Rate ⁽²⁾ :	3.59
LAIF Earnings Ratio ⁽²⁾ :	0.00009812538629360
LAIF Administrative Cost ^{(1)*} :	0.29
LAIF Fair Value Factor ⁽¹⁾ :	0.986307739
PMIA Daily ⁽¹⁾ :	3.48
PMIA Quarter to Date ⁽¹⁾ :	3.42
PMIA Average Life ⁽¹⁾ :	256

PMIA Average Monthly Effective Yields⁽¹⁾

December	3.929
November	3.843
October	3.670
September	3.534
August	3.434
July	3.305**

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 11/30/23 \$159.4 billion

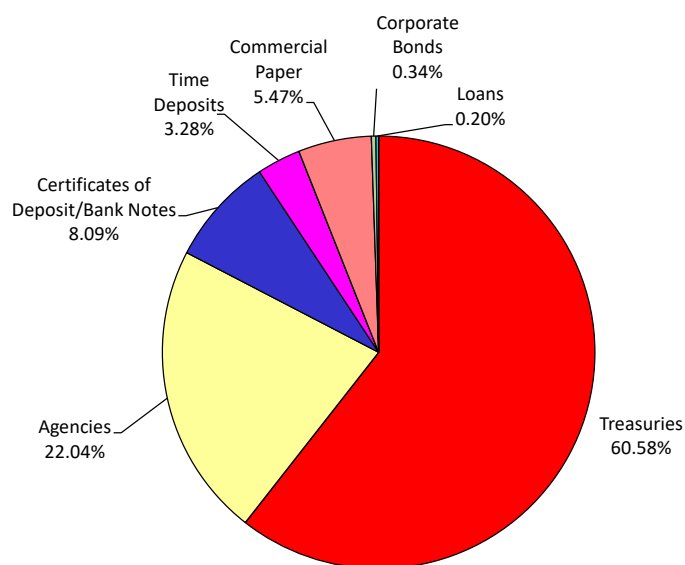


Chart does not include \$2,218,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

** Revised

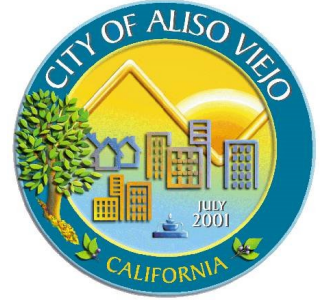
Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

City of Aliso Viejo

AGENDA ITEM



DATE: February 7, 2024

TO: Mayor and City Council

FROM: So Kim, Community Development Director
Rose Rivera, Senior Planner

SUBJECT: A REQUEST TO AMEND CONDITIONAL USE PERMIT PA16-005 (USE-2023-00022) TO ALLOW FOR THE USE OF EXISTING LABORATORIES BY OUTSIDE MEDICAL RESEARCH ENTITIES AT 1 UNIVERSITY DRIVE, BUILDING 160 (SOKA UNIVERSITY)

Recommended Actions:

Adopt a Resolution (Attachment 1) approving a Conditional Use Permit Amendment, allowing the use of existing laboratories by outside medical research entities at 1 University Drive, Building 160 (USE-2023-00022).

Fiscal Impact:

There is no fiscal impact.

Background:

Soka University of America is a private, non-profit, four-year liberal arts college and graduate school. In 1995, Soka University acquired its 103-acre site and opened the university in 2001. In 1995, the County of Orange approved the university with a master plan of development.

On August 16, 2017, the City Council approved Planning Application PA16-007 which amended the master plan to allow for construction of two residence halls, a science building, and retaining walls for the University.

In March 2023, inspections on the Soka University campus were conducted by Orange County Fire Authority (OCFA). The fire inspector issued a notice of violation to Building 160 for the change of occupancy from classroom use to use by an outside company. In response to OCFA's notice, Soka representatives submitted plans to the City and OCFA for the laboratory change of use.

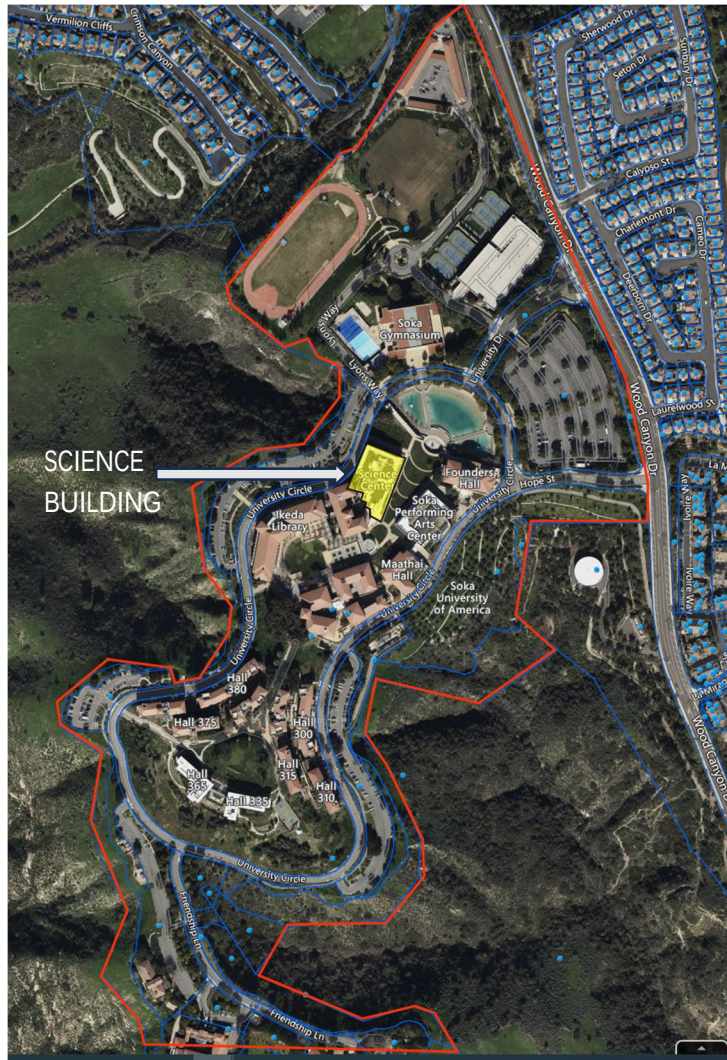


Figure 1. Soka University



Figure 2. Science Building

Discussion:

The Applicant, Robert Bunyan, on behalf of Soka University ("Soka"), requests an amendment to the original conditional use permit to allow outside commercial entities to use the laboratories for scientific research. According to the Applicant, Soka has established a partnership with University Lab Partners (ULP) to pursue scientific research utilizing Soka's laboratory facilities. ULP is a non-profit organization with a partnership between the University of California at Irvine and the Beall Family Foundation to enable life science and biotech companies access to research capabilities and foster collaboration between universities and the private sector. The Applicant further states that the collaboration assists Soka students and faculty to accomplish academic and research goals through internships, mentoring, and advanced learning.

Land Use Determination

The City's Municipal Code ("AVMC") identifies those land uses which are permitted within each zoning district. The proposed use of existing laboratories by outside medical research entities is not listed as permitted in the existing zoning district of Community Facilities (CF). Because not every possible land use can be identified and new land uses evolve over time, AVMC 15.06.050(B) establishes a procedure for a decision-making body to determine whether a use shall be permitted, provided that the following findings can be made.

1. The proposed use is consistent with the goals and policies of the general plan.

The General Plan designation for the project site is Community Facilities ("CF"). The CF land use designation allows for public and private schools, which includes Soka. Scientific research by outside commercial entities provides additional learning opportunities for Soka students and faculty, including internships and research findings made available for classroom use, as well as for use by the biomedical industry. Soka's research laboratories also provide a collaborative resource for biomedical companies located in Aliso Viejo, for supplemental facility space and for contract use with affiliated research groups. The laboratory use will remain the same, except that it will be operated by an outside commercial entity. In conclusion, the proposed request complies with the General Plan policies below and this finding can be made.

- a. Goal LU-1: Provide a diverse mix of land uses to meet the future needs of all residents and the business community.
- b. Goal LU-1.4: Support efforts to provide beneficial civic, religious, recreational, cultural and educational opportunities and public services to the entire community.
- c. Goal LU-11: Collaborate with local school districts, private schools, other organizations, and Soka University of America to ensure that a range of educational opportunities are provided in superior, accessible facilities that complement the surrounding land uses.

2. The proposed use is consistent with the purpose and intent of the district in which it is proposed to be located.

Soka is consistent with its underlying zoning designation of CF, which was established “to provide for public, quasi-public, and private community uses to serve the needs of residents, visitors, property owners, and workers in the City”. Additionally, the City Council approved the laboratory use within the campus in 2017. The proposed request is to continue the approved laboratory use, except that it be operated by an outside commercial entity. Therefore, this finding can be made.

3. The proposed use is similar to other uses which are permitted in the district in which it is to be located.

The existing laboratory use was previously approved for Soka as an accessory use. The proposed request is to continue the approved laboratory use, except that it be operated by an outside commercial entity. Soka students will be provided opportunities for advanced learning through internships and mentoring with outside commercial entities. Therefore, this finding can be made.

4. The proposed use will not have a material adverse effect on the health, safety or welfare of residents or other persons in the vicinity of the use.

The proposed use of Soka’s laboratories for outside investigative research included contractual agreements between the University and the research groups regarding the scope of research, type, amount and use of any chemicals and substances, operating procedures and safety measures. Chemical inventories will be reviewed and monitored by Soka’s Environmental Manager for compliance with all restrictions and regulations. Furthermore, the proposed laboratories are subject to review and approval by the City’s Building Official and Orange County Fire Authority (OCFA). Based on procedural safeguards proposed by the Applicant, regulatory framework established by the City and other agencies, and the conditions of approval in this Resolution, the proposed use will not have adverse effects on the health, safety, or welfare or other persons in the vicinity of the use. Therefore, this finding can be made.

Conditional Use Permit Amendment

While the laboratory building was already approved for Soka in 2017, a third-party use of the space requires an amendment to the original conditional use permit. Pursuant to AVMC Section 15.74.110(B)(2) (Modifications to Discretionary Permits), modifications to discretionary permits shall be processed in the same manner as the original application. Furthermore, per AVMC Section 15.74.040(C) (Required Findings), the following findings shall be made prior to approval of the amendment to a Conditional Use Permit:

1. The land use is consistent with the general plan and any applicable specific plan.

This finding can be made as evidenced in the Unlisted Land Use Determination finding no. 1 above.

2. The land use and associated development conform to the permitted use provisions and development standards of this zoning code and are consistent with this code and any applicable specific plan.

This finding can be made as evidenced in the Unlisted Land Use Determination finding no. 2 above.

3. Processing and approval of the permit application are in compliance with the requirements of the California Environmental Quality Act.

The proposed project is categorically exempt from environmental review pursuant to Section 15301 of the CEQA Guidelines. Section 15301 (Class 1) provides exemptions for the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. As the proposed request is for an outside party to continue the approved laboratory use in the existing space, this finding can be made.

4. Approval of the application will not create conditions materially detrimental to the public health, safety and general welfare or injurious to or incompatible with other properties or land uses in the vicinity.

This finding can be made as evidenced in the Unlisted Land Use Determination finding no. 4 above.

Public Notice:

On January 25, 2024, a public hearing notice was published in the Laguna Niguel News and mailed to all owners of real properties within 300 feet of the subject real property.

Attachments:

1. Resolution
2. Applicant's Letter
3. OCFA's Inspection Notice
4. Floor Plan
5. Presentation

RESOLUTION NO. 2024-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, APPROVING A CONDITIONAL USE PERMIT AMENDMENT TO PA16-005, ALLOWING THE USE OF EXISTING LABORATORIES BY OUTSIDE MEDICAL RESEARCH ENTITIES AT 1 UNIVERSITY DRIVE, BUILDING 160 (USE-2023-00022)

WHEREAS, on August 16, 2017, the City Council approved Planning Application PA16-007 which amended the master plan to allow for construction of two residence halls, a science building, and retaining walls for Soka University; and

WHEREAS, in March 2023, Orange County Fire Authority (OCFA) conducted inspections at the university and found Building 160 to be in violation for the change of occupancy from classroom use to use by an outside company; and

WHEREAS, on October 23, 2023, Robert Bunyan representing Soka University of America (“Applicant”) submitted a Conditional Use Permit Amendment application to allow the use of existing laboratories by outside medical research entities at 1 University Drive, Building 160; and

WHEREAS, the Aliso Viejo Municipal Code (“AVMC”) identifies land uses which are permitted within each zoning district, and the proposed use of existing laboratories by outside medical research entities use is not listed as permitted in the existing zoning district of Community Facilities (CF); and

WHEREAS, AVMC 15.06.050(B) establishes a procedure for a decision-making body to determine whether a use shall be permitted; and

WHEREAS, the proposed changes to the Soka University Master Plan are construed as modifications to the land uses on campus and, therefore, subject to a conditional use permit approved by the City Council. While the laboratory building was already approved under PA16-007, a third-party use of the space requires an amendment to the original conditional use permit; and

WHEREAS, on January 25, 2024, a public notice of the public hearing was published in the Laguna Niguel News and mailed to all property owners within 300 feet of the subject site; and

WHEREAS, on February 7, 2024, the City Council held a duly noticed public hearing as prescribed by law and considered public testimony and evidence and recommendations presented by staff in the agenda report and oral presentation; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AS FOLLOWS:

Section 1: Determination of Recitals. The City Council hereby finds and determines that all of the recitals set forth above are true and correct. The above recitals are hereby incorporated as substantive findings of this Resolution.

Section 2: Approval of Project and Findings for an Unlisted Land Use Determination. In accordance with AVMC 15.06.050(B), the City Council makes the following findings of fact for an outside party to operate the existing laboratories, subject to the conditions set forth in Exhibit “A” and the floor plan set forth in Exhibit “B”, attached hereto and incorporated herein by reference.

- A. The proposed use is consistent with the following goals and policies of the general plan: Goal LU-1 Provide a diverse mix of land uses to meet the future needs of all residents and the business community; Goal LU-1.4 Support efforts to provide beneficial civic, religious, recreational, cultural and educational opportunities and public services to the entire community; and Goal LU-11 Collaborate with local school districts, private schools, other organizations, and Soka University of America to ensure that a range of educational opportunities are provided in superior, accessible facilities that complement the surrounding land uses. Specifically, the General Plan designation for the project site is Community Facilities (“CF”). The CF land use designation allows for public and private schools, which includes Soka University (“Soka”). Scientific research by outside commercial entities provides additional learning opportunities for Soka students and faculty, including internships and research findings made available for classroom use, as well as for use by the biomedical industry. Soka's research laboratories also provide a collaborative resource for biomedical companies located in Aliso Viejo, for supplemental facility space and for contract use with affiliated research groups. The laboratory use will remain the same, except that it will be operated by an outside commercial entity.
- B. The proposed use is consistent with the purpose and intent of the district in which it is proposed to be located. Soka is consistent with its underlying zoning designation of CF, which was established “to provide for public, quasi-public, and private community uses to serve the needs of residents, visitors, property owners, and workers in the City”. Additionally, the City Council approved the laboratory use within the campus in 2017. The proposed request is to continue the approved laboratory use, except that it be operated by an outside commercial entity.
- C. The proposed use is similar to other uses which are permitted in the district in which it is to be located. The existing laboratory use was previously approved for Soka as an accessory use. The proposed request is to continue the approved laboratory use, except that it be operated by an outside commercial

entity. Soka students will be provided opportunities for advanced learning through internships and mentoring with outside commercial entities.

- D. The proposed use will not have a material adverse effect on the health, safety or welfare of residents or other persons in the vicinity of the use. The proposed use of Soka's laboratories for outside investigative research included contractual agreements between the University and the research groups regarding the scope of research, type, amount and use of any chemicals and substances, operating procedures, and safety measures. Chemical inventories will be reviewed and monitored by Soka's Environmental Manager for compliance with all restrictions and regulations. Furthermore, the proposed laboratories are subject to review and approval by the City's Building Official and Orange County Fire Authority (OCFA).

Section 3: Approval of Project and Findings for a Conditional Use Permit Amendment. In accordance with AVMC 15.74.040(C), the City Council hereby makes the following findings of fact and approves a Conditional Use Permit Amendment to allow the use of laboratories by outside medical research entities, subject to the conditions set forth in Exhibit "A" and the floor plan set forth in Exhibit "B", attached hereto and incorporated herein by reference.

- A. The land use is consistent with the general plan and any applicable specific plan as evidenced in Section 2.A above.
- B. The land use and associated development conform to the permitted use provisions and development standards of this zoning code and are consistent with this code and any applicable specific plan, as evidenced in Section 2.B above.
- C. Processing and approval of the permit application are in compliance with the requirements of the California Environmental Quality Act. The proposed project is categorically exempt from environmental review pursuant to Section 15301 of the CEQA Guidelines. Section 15301 (Class 1) provides exemptions for the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The proposed request is for an outside party to continue the approved laboratory use in the existing space.
- D. Approval of the application will not create conditions materially detrimental to the public health, safety and general welfare or injurious to or incompatible with other properties or land uses in the vicinity, as evidenced in Section 2.D above.

Section 4: Filing of Notice of Exemption. The City Council hereby authorizes and directs staff to prepare, execute and file with the Orange County Clerk a Notice of Exemption for the proposed Project. Additionally, the Notice of Exemption for this project

will be posted on the City of Aliso Viejo website, filed in the State Clearinghouse CEQA website, and provide the notice to parties requesting NOE notification.

Section 5: Location of Documents. The administrative record for the Project is maintained at City Hall located at 12 Journey, Suite 100, Aliso Viejo, CA 92656. The custodian of records is the City Clerk.

PASSED, APPROVED AND ADOPTED this 7th day of February, 2024.

Mike Munzing
Mayor

APPROVED AS TO FORM:

ATTEST:

Scott C. Smith, City Attorney

Mitzi Ortiz, MMC, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF ALISO VIEJO)

I, MITZI ORTIZ, City Clerk of the City of Aliso Viejo, California, DO HEREBY CERTIFY that the foregoing is the original of Resolution No. 2024-__ duly passed and adopted by the City Council of the City of Aliso Viejo at their regular meeting held on the 7th day of February, 2024, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

MITZI ORTIZ, MMC
CITY CLERK

(SEAL)

EXHIBIT "A"
PLANNING APPLICATION USE-2023-00022
1 UNIVERSITY DRIVE, BUILDING 160
CONDITIONS OF APPROVAL

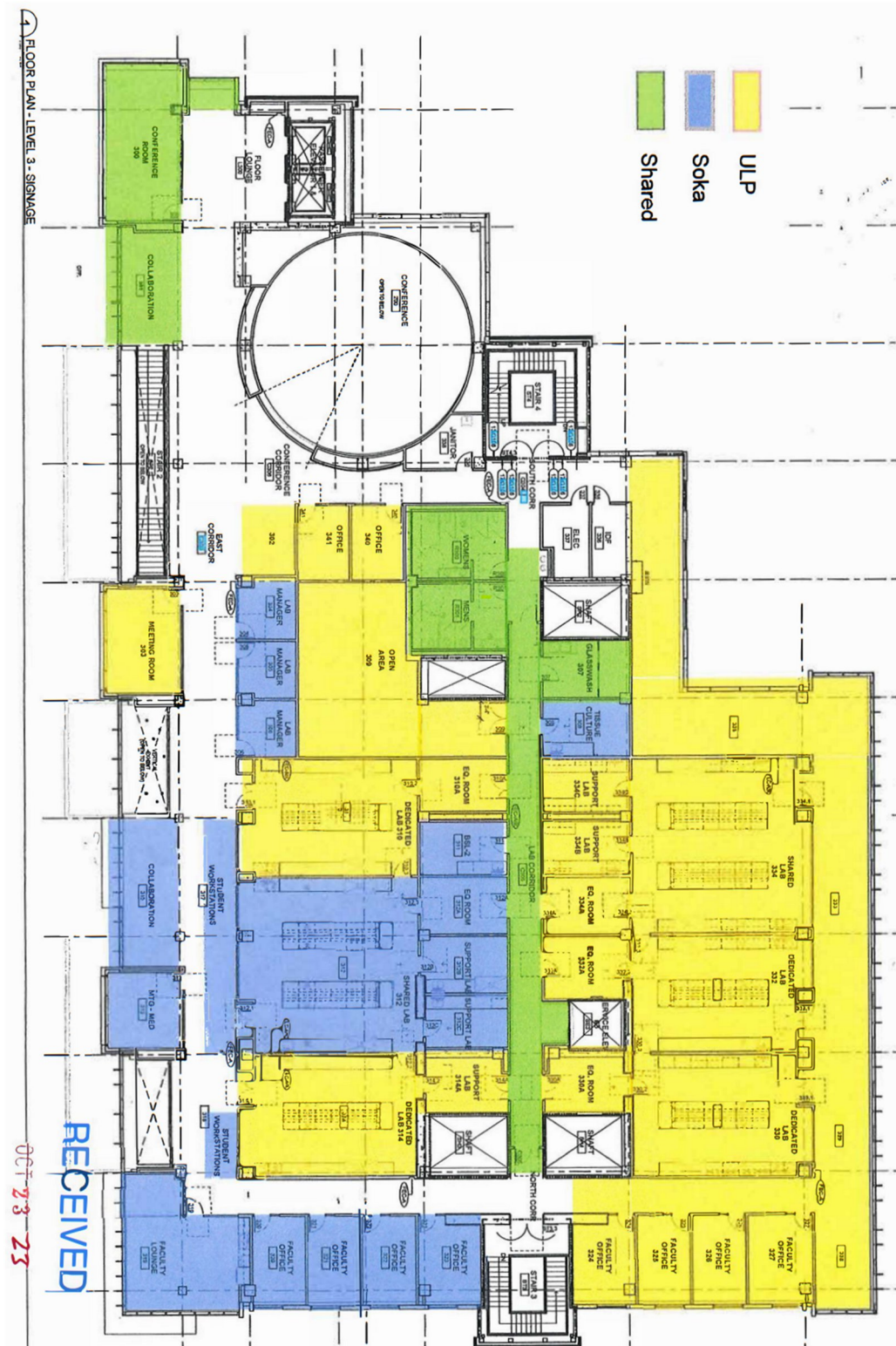
1. Project Description. This approval is for an amendment to conditional use permit PA16-007 to allow outside medical research entities to use the existing laboratories at 1 University Drive, Building 160 (Soka University).
2. Development Per Approved Plans. This approval constitutes a precise plan for location and design of uses, structures, features and materials submitted with this application. Development shall occur substantially as shown on the plans approved for this Project and set forth in Exhibit "B", subject to any modifications imposed by the conditions of approval herein, as confirmed by the Community Development Director. Any land use, construction or improvement not specifically approved by this conditional use permit amendment is not permitted and must be addressed in a separate and subsequent application and review. Relocation, alteration or addition to any use, structure, feature or material not specifically approved shall require an amendment to the approved plans unless the Community Development Director determines such modifications are minor and consistent with the spirit and intent of the original approving action, and that the action would have been the same for the modifications as for the approved plans. The Community Development Director may approve such minor modifications in accordance with AVMC Section 15.74.110.
3. Applicant Designation. "Applicant" shall apply to Robert Bunyan representing Soka University, and future successors of the approved establishment.
4. Payment of Fees. The Applicant shall be responsible for payment of all applicable fees along with reimbursement for all City expenses in ensuring compliance with conditions. All fees and expenses shall be paid in full prior to issuance of a certificate of occupancy. Prior to issuance of applicable City approvals or permits, the applicant shall be fully responsible for reimbursing the City of Aliso Viejo for all expenses incurred to process the application and assure compliance with all conditions of approval.
5. Compliance with Conditions. The Applicant shall be fully responsible for knowing and complying with all conditions of approval, including making conditions known to City staff for future governmental permits or actions on the project site. Failure to abide by and faithfully comply with any and all conditions attached to the granting of these permits may constitute grounds for revocation of the permit(s) in accordance with AVMC Section 15.74.120.
6. Indemnification. The Applicant shall indemnify, protect, defend, and hold the City, and/or any of its officials (appointed or elected), officers, employees, agents, departments, agencies, and instrumentalities thereof, harmless from any and all claims, demands, lawsuits, writs of mandamus, and other actions and proceedings

(whether legal, equitable, declaratory, conditional or adjudicatory in nature), and alternative dispute resolution procedures (including, but not limited to arbitrations, mediations, and other such procedures), judgments, orders, and decisions (collectively 'Actions'), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, that challenge, attack, or seek to modify, set aside, void, or annul, any action of, or any permit or approval issued by the City and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof (including actions approved by the voters of the City) for or concerning the project, whether such Actions are brought under the Ralph M. Brown Act, California Environmental Quality Act, the Planning and Zoning Law, the Subdivision Map Act, Community Redevelopment Law, Code of Civil Procedure Sections 1085 or 1094.5, or any other federal, state, or local constitution, statute, law, ordinance, charter, rule, regulation, or any decision of a court of competent jurisdiction. It is expressly agreed that the City shall have the right to approve, which approval will not be unreasonably withheld, the legal counsel providing the City's defense, and that Applicant shall reimburse City for any costs and expenses directly and necessarily incurred by the City in the course of the defense. City shall promptly notify the Applicant of any Action brought and City shall cooperate with applicant in the defense of the Action.

7. Compliance with Building Codes. Tenant improvements shall be submitted for review, approved and permits issued, and shall comply with standards, regulations and requirements of current editions of the California Building Code, California Plumbing Code and California Mechanical Code, California Electrical Code, including any local amendments adopted by the City of Aliso Viejo.
8. Compliance with Orange County Fire Authority (OCFA). Approval from OCFA shall be obtained prior to operation.
9. Outside Agency Permits. All applicable County, State and Federal permits shall be obtained prior to operation.
10. Adverse Impacts. In the event of adverse impacts on the health, safety or welfare of the neighborhood or public, or receipt of substantiated complaints directly related to the proposed project, the Community Development Director shall investigate and, if significant adverse impacts directly related to the project are found to exist, the Director or Chief of Police shall have the discretion to bring the project back to the City Council for the consideration of additional improvements and protective measures, additional conditions, amended conditions, or permit revocation. Modifications may include but not be limited to the restriction of operations.
11. CEQA Recordation Fee. Within 48 hours of approval of the project, the applicant shall deliver to the Community Development Department, a check payable to the Orange County Clerk-Recorder's Office in the amount of fifty dollars (\$50.00) in order for the City to file the appropriate environmental documentation for the project. If within the 48-hour period the applicant has not delivered the check, the statute of limitations for

any interested party to challenge the environmental determination under the provisions of the California Environmental Quality Act (CEQA) could be significantly lengthened.

EXHIBIT "B"
PLANNING APPLICATION USE-2023-00022
1 UNIVERSITY DRIVE, BUILDING 160
FLOOR PLAN



ROBERT BUNYAN & ASSOCIATES

REAL ESTATE CONSULTANTS

ENTITLEMENTS

PERMITTING

DEVELOPMENT

October 18, 2023

So Kim
Director of Community Development
City of Aliso Viejo
12 Journey
Aliso Viejo, CA 92656

RECEIVED
OCT 23 23
PLANNING DEPARTMENT

Re: CUP Amendment for SOKA University Curie Hall

Dear Director Kim:

On behalf of Soka University of America I am submitting the attached application for an amendment to the University's Conditional Use Permit, PA 16-007, approved on August 16, 2017, to allow use of the Curie Hall laboratories for research by entities not affiliated with the University. This request is being submitted under the unlisted land use Section 15.06.050 of the Aliso Viejo Municipal Code.

Overview:

Soka University of America's science building #160 received entitlement approval by the Aliso Viejo City Council on August 16, 2017, along with a modification to the overall campus master plan and two residential halls (PA 16-007 SDP/CUP/EP; PA 16-006 SDP, and PA 16---5 CUP). This building was referred to as the "STEM" building for application processing purposes. The science building's certificate of occupancy was issued by the City on October 8, 2020 and classes began in early 2021. The University formally named the science building after Marie and Pierre Curie, discoverers of radium and polonium. The 90,425 s.f. building has four levels and is comprised of classrooms, offices, laboratories and support space. (See Exhibit 1 – Curie Hall).

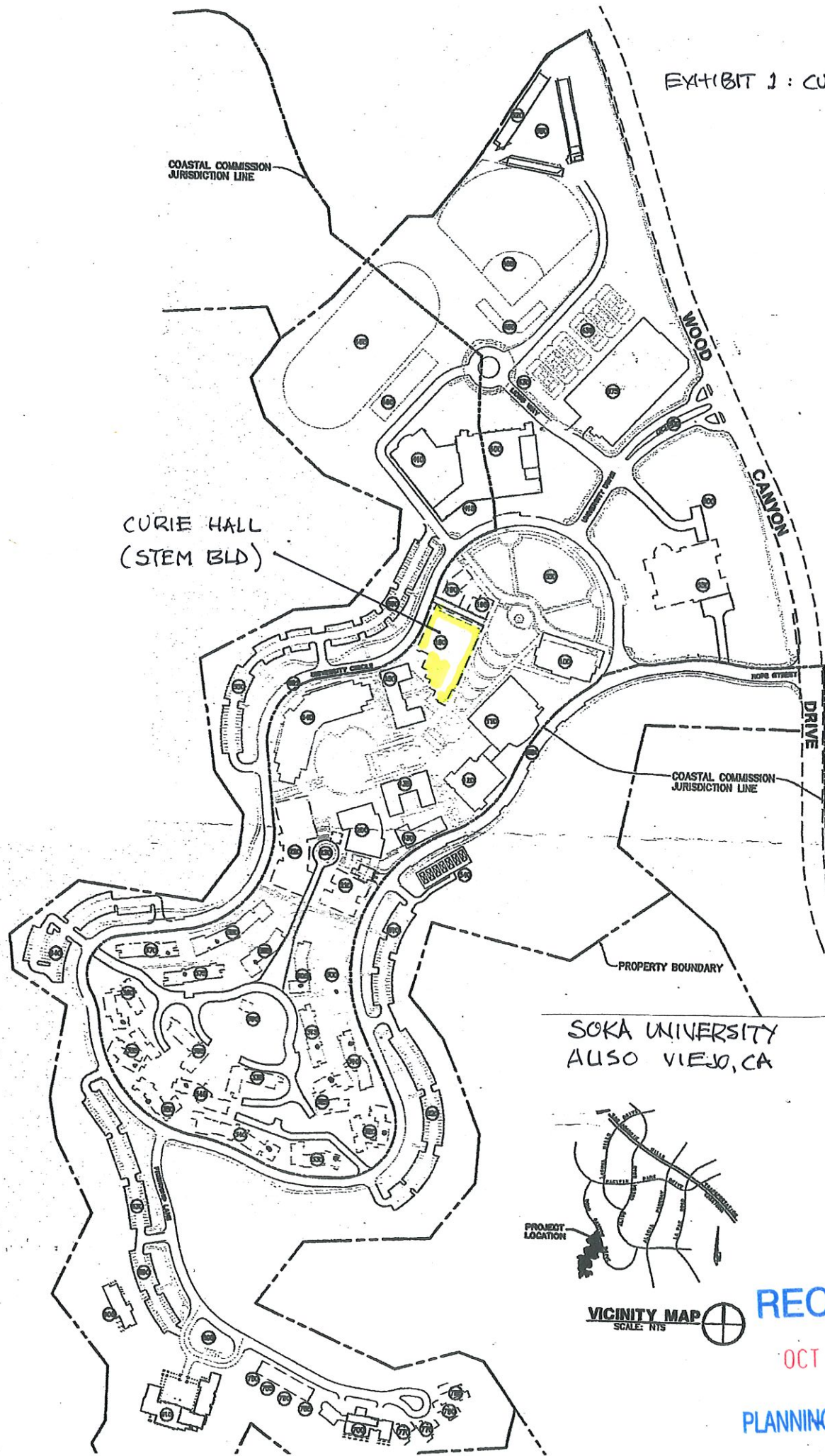
During the month of March 2023, the Orange County Fire Authority conducted four inspections of the campus facilities, including Curie Hall. The fire inspector's Fire Life Safety Inspection Notice, dated March 16, 2023, noted that a classroom laboratory on Level 3 was being used by an outside medical research company, not affiliated with Soka, for research not under the original plan defined occupancy. (See Attachment "A"- OCFA Fire and Life Safety Inspection Notice). The stipulated follow up action from OCFA is to submit plans to the City of Aliso Viejo and OCFA for a change of use of the laboratories and building.

Occupancy Classification:

Initial discussions with OCFA included whether the outside research laboratories needed a more stringent occupancy classification, identified as "L". OCFA referenced California Fire Code and recommended discussing requirements of the California Building Code with the City's Building Department. Subsequent review of the inspection notice, chemical inventories for the research, and research on building and fire codes by Soka and its consultant, LPA Design Studies, indicated that no change in the occupancy classification for the building was warranted. (See Attachment "B" – Occupancy

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TEL. : (949) 697-7933 • e-mail : rbunyan4@cox.net

EXHIBIT 1: CURIE HALL



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PLANNING DEPARTMENT

So Kim
Page Three

Evaluation). This evaluation was forwarded to the City building official, Elizabeth McCann, and OCFA fire inspector, Kevin Chaney on August 24, 2023 in response to the correction notice.

Research Laboratory Change of Use:

The laboratories, and associated support space, are all located on Level 3 of Curie Hall, 160 University Drive. (See Attachment "C" – Level 3). Approximately, 12,900 square feet is leased to University Lab Partners, an Irvine-based non-profit dedicated to fostering life science discoveries through individual research groups. Approximately 4,000 square feet is used by Soka for lab use, faculty offices, conference rooms and other support space. The remaining floor area, approximately, 3000 square feet, is shared conference and collaboration room space. ULP was founded in partnership with the University of California Irvine Beall Applied Innovation to enable lifescience and medtech companies to access research facilities and capabilities that contribute to discoveries and solutions in biomedical areas. Currently, biomedical research is being conducted by NovoGlia, a biotechnology company investigating stem cell platforms for the treatment of neurodegenerative diseases. A second research group, Equilibri.io, has recently occupied one of the labs. While these research groups do not hold classes in the laboratories, they provide internships for Soka students for mentoring and advanced learning.

Soka is a private liberal arts university located in the Community Facilities (CF) zoning district of the City and, as stated in the City's Resolution No. 2017-24, Section 2, dated August 16, 2017, schools are a permitted use. "The purpose of the CF zoning district is to provide for public, quasi-public and private community uses to serve the needs of the residents, visitors, property owners and workers in the City. Examples of permitted uses include schools." Laboratories are a typical permitted use within a university, for both classroom education and research. However, the use of Soka's research laboratories for outside investigative research by groups not affiliated with Soka was considered as an "unlisted land use", per Section 15.06.050 of the Aliso Viejo Zoning Code.

Aliso Viejo Zoning Code, *Chapter 15.06 Establishment of Zoning Districts*, states that every parcel within the city shall receive a base district designation that establishes the primary type and intensity of land use permitted with development regulations for that particular type and intensity of land use. *Section 15.06.050 Unlisted Uses*, states that: "This code identifies land uses and structures which are permitted within each zoning district. If a use or structure is not listed as permitted, it is prohibited unless determined to be permitted in accordance with required findings from AVMC Section 15.06.050. While the STEM building's original entitlement identified research for educational purposes as a "listed" use, research by entities not affiliated with the University was not identified and is considered as an "unlisted" use.

Proposed Amended Conditional Use Permit:

Section 15.06.050 Unlisted Land Uses, establishes the procedure and findings needed to determine that a use may be permitted outright or with a use permit. The planning director can determine that an unlisted use is permitted outright, or with a conditional use permit with the following findings:

1. The proposed use is consistent with the goals and policies of the general plan
2. The proposed use is consistent with the purpose and intent of the district in which it is proposed to be located
3. The proposed use is similar to other uses which are permitted in the district in which it is located

So Kim
Page Four

4. The proposed use will not have a material adverse effect on the health, safety or welfare of residents or other persons in the vicinity of the use.

Section 15.06.050 indicates that if the director determines that review is required on a case-by-case basis, in order to make the finding in #4 of this section, the use shall be permitted only as a conditional use, and approval of a conditional use permit shall be required. Since the subject research laboratories already are approved under CUP PA 16-007, Soka University is requesting an amendment to this CUP to permit the laboratories to be used for research by outside organizations. This proposal is supported by the following findings:

Finding #1: The proposed use is consistent with the goals and policies of the general plan.

The Land Use Element of the General Plan designates the project site as Community Facilities(CF). The CF land use designation allows for the development and operation of community facilities, including private universities. Land Use Goal LU-11 states that Aliso Viejo should collaborate with local school districts, private schools, other organizations, and Soka University of America to ensure that a range of educational opportunities are provided in superior, accessible facilities that complement the surrounding land uses. Land Use Goal LU-2 states that Aliso Viejo should promote a mutually beneficial relationship between Soka University and the City, and identify ways to better integrate the University with the community.” Scientific research by outside groups provides additional learning opportunities for Soka students and faculty, including internships and research findings made available for classroom use, as well as for use by the biomedical industry. Soka’s research laboratories also provide a collaborative resource for biomed firms located in Aliso Viejo, for supplemental facility space and for contract use with affiliated research groups.

Finding #2: The proposed use is consistent with the purpose and intent of the district in which it is proposed to be located.

In keeping with standard practice for universities with science buildings, Soka’s laboratories in Curie Hall were designed to include classroom labs for student education and research labs for investigative study. The Aliso Viejo General Plan, zoning code and previous city council approvals indicate that the use of Soka’s laboratories for research is consistent with the purpose and intent of the CF District. The Community Facilities District land use is described in the General Plan as including public and private schools, including Soka University of America. In addition, the Aliso Viejo Zoning Code classifies Community Facilities as a Special Purpose District to “provide for public, quasi-public, and private community uses to serve the needs of residents, visitors, property owners, and workers in the City.” *Zoning Code Section 15.26.010 Purpose and Intent*, lists civic buildings, schools, hospitals, cultural venues, and similar uses, as examples. Resolution No. 2017-24, approving an application for a CUP to amend the Soka Master Plan stated that the addition of a laboratory building was “consistent with the Master Plan approved by the County of Orange and subsequently amended through the City’s conditional use permit process by the City Council (UPAV07-18 and PA 11-014

Finding #3: The proposed use is similar to other uses which are permitted in the district in which it is to be located.

The Community Facilities District within which Soka University is located includes both the University and Canyon Vista Elementary School. Both uses are classified as schools, of which Soka is private and

So Kim
Page Five

Canyon Vista is public and part of the Capistrano Unified School District. CUSD elementary schools do not operate university-level science laboratories. However, they provide students with exposure to the content of the laboratories, through CUSD's STEAM programs (science, technology, engineering, art and math). Students are exposed to physics, chemistry, biology and mathematics through classroom and hands-on projects. An example is the organic gardening program in which Canyon Vista students learn about plant biology in an outdoor gardening laboratory. Through the University's partnership program with CUSD, Soka student volunteers assist Canyon Vista teachers in the classrooms.

Finding #4: The proposed use will not have a material adverse effect on the health, safety or welfare of residents or other persons in the vicinity of the use.

The approval of PA16-005 (CUP) established that the proposed STEM building (Curie Hall) "...would not create conditions materially detrimental to the public health, safety, and general welfare or injurious to or incompatible with other property or land uses in the vicinity." The proposed use of the University's laboratories for outside investigative research included contractual agreements between the University and the research groups regarding the scope of research, type, amount and use of any chemicals and substances, operating procedures and safety measures. Chemical inventories are reviewed and monitored by the University's Environmental Manager for compliance with all restrictions and regulations, including City of Aliso Viejo and Orange County Fire Authority. These protective measures assure that the proposed use will not create conditions materially detrimental to the public health, safety and general welfare, or injurious to, or incompatible with, other property or land uses in the vicinity.

Conclusion:

Soka University believes that the use of its laboratories by outside organizations for investigative biomedical research contributes to the University's goal of growing through community engagement as well as cultivating emerging discoveries in life sciences, both through faculty research and partnering with outside research groups. The proposed use is consistent with the general plan goals and policies; consistent with the purpose and intent of the CF district; similar to other uses permitted in the district; and will not create conditions materially detrimental to public health, safety and general welfare.

Included with this Project Description and Justification Letter are the following items:

1. Application Request and Signature Page, Form PS-200A
2. Deposit Account/Financial Disclosure Form FS-100
3. Environmental Assessment, Form Ps-205
4. Soka Letter of Authorization for Robert Bunyan & Associates
5. Planning Deposit Check (\$8,000)
6. Zoning Compliance Form

Per our discussion, in order to have the most recent property ownership list from the County, a public notification package will be provided once this application is deemed complete.

So Kim
Page Six

Thank you for your assistance and we look forward to the processing of our application to permit the use of Soka's laboratories for research by outside groups.

Sincerely,

A handwritten signature in black ink, appearing to read "Bob Bunyan". The signature is fluid and cursive, with the first name "Bob" and last name "Bunyan" clearly distinguishable.

Bob Bunyan
Principal

Attachments

Xc: Arch Asawa
Tsuneo Yabusaki
Chintan Amin



ORANGE COUNTY FIRE AUTHORITY

P.O. Box 57115, Irvine, CA 92619-7115 • 1 Fire Authority Road, Irvine, CA 92602

Lori Smith, Assistant Chief/Fire Marshal (714) 573-6000 www.ocfa.org

FIRE AND LIFE SAFETY INSPECTION NOTICE

Date: 03/16/2023

Contact Person, Title: Chintan Amin, EHS

Business Name: Soka University

Address: 100 University Circle (Campus)

City, State, Zip: Aliso Viejo, CA 92656

Inspection Number: 29912

RECEIVED

OCT 23 23

PLANNING DEPARTMENT

**MEASURES SHALL BE TAKEN IMMEDIATELY TO CORRECT ALL VIOLATIONS LISTED HEREIN.
FAILURE TO COMPLY WITHIN THE SPECIFIED TIME WILL RESULT IN LEGAL ACTION.**

Dear Mr. Amin,

An inspection was conducted by the Orange County Fire Authority at **29251 Camino Capistrano, San Juan Capistrano, CA 92675** on **03/06/23, 03/08/23, 03/09/23 & 03/16/23** and the following violations were found and require resolution:

VIOLATIONS:

Founders Hall

- **CFC Chapter 901.6 – Inspection, testing and maintenance**
 - During the inspection it was noted that pre-action sprinkler system had gauges marked for replacement and semi-annual service could not be determined.
 - Action Required: Provide passing semi-annual service report or have service completed.
- **CFC Chapter 901.6 – Inspection, testing and maintenance**
 - During the inspection, there were troubles reported on the fire alarm panel and last annual service could not be determined.
 - Action Required: Provide passing annual service report for the fire alarm system or have service completed to restore fire alarm system to a fully operational condition.
- **CFC Chapter 1003.6 – Mean of egress continuity**
 - During the inspection it was noted that exiting in the lowest level/floor was obstructed and access was restricted.
 - Action Required: Restore access to all exits by removing all obstructions in the exit pathways.

Stem Building

- **CFC Chapter 102.3 – Change of Use or Occupancy**
 - During the inspection it was noted that a classroom laboratory on level 3 was being used by an outside company (United Laboratory Partners/Novoglia) not affiliated with Soka University and not used under the original plan defined occupancy.

Serving the Cities of: Aliso Viejo • Buena Park • Cypress • Dana Point • Irvine • Laguna Hills • Laguna Niguel • Laguna Woods • Lake Forest • La Palma
Los Alamitos • Mission Viejo • Placentia • Rancho Santa Margarita • San Clemente • San Juan Capistrano • Santa Ana • Seal Beach • Stanton • Tustin • Villa Park
Westminster • Yorba Linda • and Unincorporated Areas of Orange County

RESIDENTIAL SPRINKLERS AND SMOKE ALARMS SAVE LIVES

- Action Required: Submit plans to the City of Aliso Viejo and OCFA for a change of use of the laboratories and building, including an updated chemical classification or have company stop use of laboratory.

Gandhi Hall

- **CFC Chapter 705.2.3 / 705.2.4 / 705.2.5 – Hold-open devices & closers / Door Operation / Smoke & Heat activated doors**
 - During the inspection it was noted that the smoke doors for the 3rd and 4th floor elevator lobbies did not close in the intended order or latch.
 - Action Required: Have service performed to return smoke doors to a fully operable condition.

Athenaeum

- **CFC Chapter 1013.5 – Internally illuminated exit signs**
 - During the inspection it was noted that exit signs were not provided in the kitchen area.
 - Action Required: Install self-illuminated exit signs in the kitchen area above the doors near pull stations (105 & 105A).

Alumni Center

- **CFC Chapter 606.3.3 - Cleaning**
 - During the inspection, it was noted that the commercial hood in the kitchen did not show evidence of recent cleaning.
 - Action Required: Provide documentation of hood cleaning completed within the last 6 months or have service performed.
- **CFC Chapter 901.6 – Inspection, Testing and Maintenance**
 - During the inspection, it was noted that the roll-up fire door in suite 101 serving the kitchen had not been serviced within the past year.
 - Action Required: Provide documentation of passing inspection within the past year or have service performed. Plans can be submitted to the City of Aliso Viejo and OCFA for review of possible removal.
- **CFC Chapter 907.8.4 – Inspection, Testing and Maintenance**
 - During the inspection, it was noted that the emergency lighting above the exit signs did not operate or function when tested in the hallway near room 109 and near the bathrooms.
 - Action Required: Repair/restore all emergency exit lighting to a fully operable condition.

Facilities Maintenance

- **CFC Chapter 906.1 – Portable Fire Extinguishers**
 - During the inspection it was noted that a portable fire extinguisher was not provided in room 120/121.
 - Action Required: Install a 2-A:10-B:C rated fire extinguisher in both rooms, at a minimum.

Ikeda Library

- **CFC Chapter 901.6 – Inspection, Testing and Maintenance**
 - During the inspection, it was noted that the WON doors had not had the annual service/maintenance completed.
 - Action Required: Provide documentation of passing inspection within the past year or have service performed.
- **CFC Chapter 901.6 – Inspection, Testing and Maintenance**
 - During the inspection, it was noted that the Pre-Action system had not had the semi-annual service/maintenance completed.

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RESIDENTIAL SPRINKLERS AND SMOKE ALARMS SAVE LIVES

ROBERT BUNYAN & ASSOCIATES

REAL ESTATE CONSULTANTS

ENTITLEMENTS

PERMITTING

DEVELOPMENT

August 24, 2023

Elizabeth McCann
 Building Official
 City of Aliso Viejo
 12 Journey
 Aliso Viejo, CA 92656

RECEIVED
 OCT 23 23
 PLANNING DEPARTMENT

Re: SOKA University Research Laboratories

Dear Elizabeth:

On March 16, 2023 Orange County Fire Authority inspector, Kevin Chaney, issued a FIRE AND LIFE SAFETY INSPECTION NOTICE for SOKA University citing various violations (Attachment #1 – OCFA Violation Notice). One of the violations pertained to Curie Hall's research laboratories. Inspector Chaney cited CFC Chapter 102.3 – Change of Use or Occupancy for this violation noting that the laboratory on level 3 was being used by an outside company not affiliated with SOKA University and not used under the original plan defined occupancy. (See Attachment #2 – Level 3 Floor Plan).

SOKA University retained Robert Bunyan & Associates ("RBA") to address this violation and recommend follow up actions. Earlier discussions with you suggested that a Group L occupancy would be required. However, as my research expanded I was unable to confirm this. In order to understand the basis for the violation, and perform a thorough search of applicable building and fire codes, RBA sought assistance from LPA Design Studios, an Irvine-based architectural firm with expertise in designing educational, science and technology space, including numerous research laboratories. LPA's Director of Laboratory Planning Architecture, Isabel Mandujano, and the Director of Higher Education Architecture, Steve Flanagan, were tasked with reviewing the violation notice, California building and fire codes, and evaluating the SOKA research lab's level of compliance. LPA's evaluation concluded that the occupancy classifications for the Curie Hall research laboratories were consistent with the use of the spaces, and there was no need to seek additional occupancy classifications, including Group I. Their findings are as follows:

Group B Occupancy

The building is classified as Group: A-3, B, S-1 and S-2. Level 3 is almost entirely classified as Group B occupancy and not as Group A-3 (classroom or teaching lab). Per CBC Chapter 3, Section 304.1, Group B occupancy allows for "Laboratories: Testing and Research". (See Attachment #3 – CBC Section 304.1 Business Group B).

Group L Occupancy

Group L laboratory suites are optional, per CBC Chapter 4, Section 453. (See Attachment #4 – CBC Section 453 Group L). This section refers to Group B as the base occupancy framework for laboratories. Orange County Fire Authority occupancy group classifications defines the "L" occupancy as: "Laboratories for research and development or education not otherwise classified as a B or H occupancy". (See

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TEL. : (949) 697-7933 • e-mail : rbunyan4@cox.net

Elizabeth McCann
Page Two

Attachment #5 – OCFA Architectural Review E-04, Section 4. Occupancy Classification or Occupancy Type). A Group L occupancy classification is determined by the type and quantity of hazardous materials being used in the research work. Exceeding maximum quantities of specific hazardous materials will require a Group L classification. LPA's examination of the chemicals and materials being used by University Lab Partner's subtenant, Novoglia, indicated types and quantities are well within those allowed for a Group B classification. (See Attachment #6- SOKA University STEM Building Hazardous Materials).

CFC Chapter 102.3 – Change of Use or Occupancy

CFC Chapter 102.3 requires the use or occupancy of a building to comply with the requirements of the CBC. The use of the building and the occupancy classification has not changed. The current use by United Laboratory Partners/Novoglia complies with the current occupancy classification. Chapter 102.3 states that: "Where approved by the fire code official, a change of occupancy shall be permitted without complying with the requirements of this code and the California Existing Building Code, provided that the new or proposed use or occupancy is less hazardous, based on the life and fire risk, than the existing use or occupancy." (See Attachment#7-CFC, Division II, Section 102.3).

On the basis of the above research, LPA and SOKA believe that the occupancy group classifications approved for Curie Hall provide for research work in the laboratories, including work performed by the University or outside entities. As such, SOKA does not believe the "L" occupancy classification is required. (See Attachment #8 – Occupancy Classification Findings by LPA). However, the distinction allowed by entitlements for outside lab researchers is not entirely clear. Discussions with City Planning indicate that research and teaching labs were included under entitlement approvals, but the use of the labs by outside companies for work not benefitting SOKA was not a use identified as part of the entitlement. The City Planning Director concluded that research by outside entities is a use not listed under City land uses in SOKA's zoning district (Community Facilities). Consequently, it is prohibited unless determined to be permitted in accordance with Procedures and Findings within AVMC Section 15.06.050 Unlisted Land Uses. To achieve compliance, SOKA University intends to submit an application for an amendment to the previously approved Conditional Use Permit, PA16-005, to identify outside research laboratories as a permitted use within the SOKA zoning district. Based on our review of the requisite findings necessary for approval, we believe that outside research laboratories can comply and, therefore, approval would be achievable.

Thank you for your input and discussions with me about this issue. As always, please let me know if you have any questions, comments or further thoughts.

Regards,

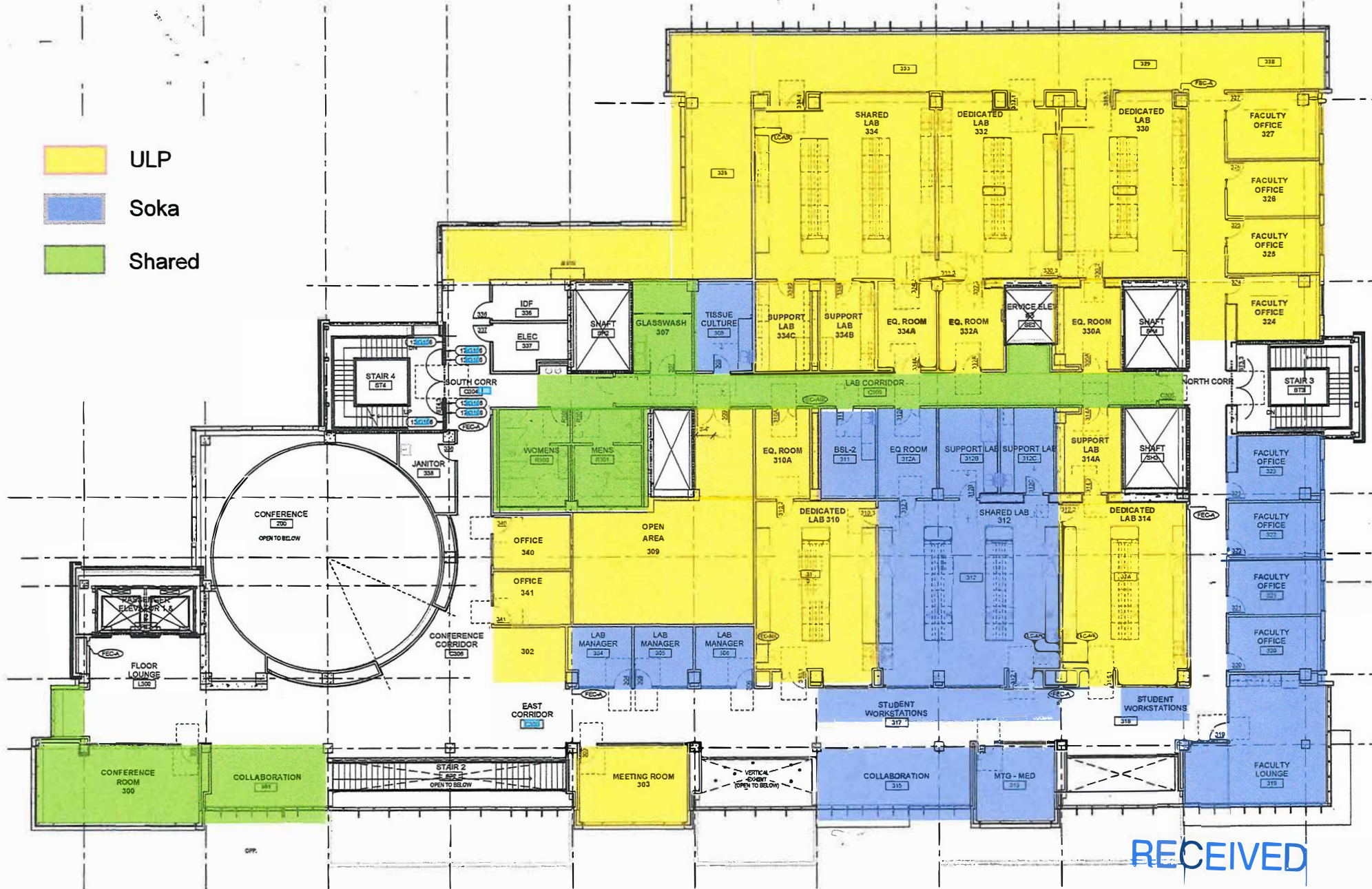


Bob Bunyan
Principal

Attachments

ATTACHMENT "C": LEVEL 3

- ULP
- Soka
- Shared



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Soka University

1 University Drive, Building 160

USE-2023-00022 - Conditional Use Permit Amendment

City Council

February 7, 2024

Background

- 1995 - County of Orange approved Soka University with a master plan of development
- August 16, 2017 - the City Council approved PA16-007 which amended the master plan to allow for construction of two residence halls, a science building and retaining walls
- March 2023 - OCFA inspection found that a change of occupancy from classroom use to use by an outside company

Project Request

- An amendment to the original conditional use permit to allow commercial entities to use the laboratories for scientific research
 - Changes to Soka University Master Plan subject to a conditional use permit
 - Laboratory building approved under PA16-007 for educational use
- A land use determination pursuant to AVMC 15.06.050(B)
 - AVMC identifies land uses for each zoning district
 - Proposed use of laboratories by outside medical research entities use is not a listed use in the CF zoning district

Soka Science Building

Project Information

Total Building Square Footage	90,425
Square Footage of Request	12,900
Existing Site Size	103 acres
Existing Conditions	Soka University
Zoning Designation	Community Facilities (CF)
General Plan Designation	Community Facilities (CF)



Floor Plan



Staff Recommendation to City Council:

Adopt a Resolution approving a Conditional Use Permit Amendment, allowing the use of existing laboratories by outside medical research entities at 1 University Drive, Building 160 (USE-2023-00022).

City of Aliso Viejo

AGENDA ITEM



DATE: February 7, 2024

TO: Mayor and City Council

FROM: Ann Eifert, Director of Financial Services

SUBJECT: FISCAL YEAR 2023-24 FINANCIAL UPDATE

Recommended Actions:

1. Receive and file the fiscal year (FY) 2023-24 financial update;
2. Authorize an increase in revenue estimates by \$3,120,000 and appropriation of \$1,870,000 to the General Fund FY 2023-24 Budget; and
3. Authorize the appropriation of \$35,000 in Gas Tax funding and \$48,992 in State Grant funding to the FY 2023-24 Budget.

Fiscal Impact:

General Fund revenue is adjusted to \$25.8 million, an increase of \$3.1 million from the adopted FY 2023-24 Budget. A corresponding expenditure increase is necessary in the amount of \$1.9 million to \$25.8 million. An operating surplus is projected to be \$0.1 million on June 30, 2024. Staff estimates ending fund balance to be \$34.5 million, which represents 133% of the total budget.

General Fund Summary	FY 2023-24 Adopted Budget	FY 2023-24 Estimated Year-End Budget
Beginning Fund Balance	\$ 30,641,306	\$ 34,426,099
Resources	22,726,844	25,846,844
Appropriations	(23,899,602)	(25,769,601)
Estimated Operating Surplus	(1,172,758)	77,243
Estimated Ending Fund Balance	\$ 29,468,548	\$ 34,503,342

Background:

On June 7, 2023, the City Council reviewed and approved the FY 2023-24 Budget. The budget estimated a total of \$22.7 million in General Fund resources. Total appropriations, including capital improvement projects and transfers out, totaled \$23.9 million, creating an operating deficit of \$1.2 million. As a result, reserves in the amount of \$1.2 million were anticipated for debt service payments on the Certificates of Participation (COP) for \$0.6 million and capital improvement for \$0.6 million. At the time of adoption, it was estimated the ending General Fund balance would be \$29.5 million. Below is a summary of the adopted General Fund Budget.

FY 2023-24 General Fund Adopted Budget

Estimated Beginning Fund Balance		\$ 30,641,306
Resources	22,726,844	
Appropriations	<u>(23,899,602)</u>	
Estimated Year-End Surplus (Deficit)		\$ (1,172,758)
Use of Reserves - Debt Service	658,250	
Use of Reserves - CIP	<u>573,000</u>	
Total Use of Reserves		
Estimated Ending Fund Balance		<u><u>\$ 29,468,548</u></u>

Discussion:**General Fund Revenues**

The local economy remains strong despite concerns with inflation, recession, interest rates, and national debt. Estimates for property, transient, and franchise fees are trending within budget estimates. Sales tax revenue estimates are being adjusted to account for the Hunt and Sons, LLC Operating Covenant Agreement approved by Council in September 2023. Consistent with Hunt and Sons' estimates, sales tax revenue is being adjusted by \$2.4 million. (This increase in sales tax will be offset with an additional expenditure of \$1.5 million for subsidy payments per the agreement).

Other adjustments include revenue provided at Gold Coast Farms, which was previously not accounted for in the General Fund. Estimates will increase recreation revenue by \$350,000 (with a corresponding expenditure increase of \$315,000). In addition, other miscellaneous revenue is increasing by approximately \$0.3 million as a result of one-time payments from various reimbursements and settlements.

Total revenue for FY 2023-24 is projected to increase from \$22.7 million to \$25.8 million, an increase of \$3.1 million. The table below provides details regarding the revised revenue estimates for FY 2023-24 as well as comparisons to FY 2022-23 actuals.

Revenue	FY 2022-23 Actuals	FY 2023-24 Adopted Budget	FY 2023-24 Revised Budget
Property Tax	\$ 9,459,526	\$ 9,731,500	\$ 9,731,500
Sales Tax	6,244,171	6,050,641	8,450,641
TOT	1,570,525	1,600,000	1,600,000
Franchise Fees	1,741,999	1,600,000	1,600,000
Recreation	1,656,346	1,200,000	1,550,000
Building & Planning	1,382,776	1,100,000	1,100,000
Fines & Forfeitures	227,896	133,800	175,000
Investment Earnings	321,058	400,000	400,000
Other	4,462,739	910,903	1,239,703
Total	\$ 27,067,036	\$ 22,726,844	\$ 25,846,844

General Fund Appropriations

Additional appropriations totaling \$1.9 million is necessary to fund approximately \$1.5 million in economic subsidy payments to Hunt and Sons, LLC and \$0.4 million within the Recreation & Community Services Department for operations at Gold Coast Farm (\$315,000) and an increase in part-time wages (\$35,000).

Staff projects remaining General Fund expenditures to be within budget estimates. The table below provides a summary of the year-to-date expenditures in the General Fund.

Expenditures	FY2022-23 Actuals	FY2023-24 Adopted Budget	FY2023-24 Amended Budget	FY2023-24 YTD Expenditures
Admin & Support	\$ 4,697,230	\$ 4,805,141	\$ 4,795,506	\$ 2,574,922
Community Services	2,802,609	2,669,857	3,029,492	1,446,917
Community & Econ Dev.	2,495,596	2,558,455	4,083,455	1,268,566
Public Works	1,664,540	1,874,530	1,874,530	951,654
Public Safety	10,038,157	10,331,047	10,326,047	6,089,627
City Hall	201,312	245,481	245,481	108,571
Debt Service	658,747	658,250	658,250	452,696
Capital Improvement	445,321	573,000	573,000	23,291
Transfers	217,503	183,840	183,840	-
Total	\$ 23,221,015	\$ 23,899,601	\$ 25,769,601	\$ 12,916,245

*The amended budget includes minor budget transfers made during the fiscal year between departments.

Special Revenue Funds

Other necessary budget adjustments for FY 2023-24 are as follows:

- Gas Tax – Additional budget appropriation in the amount of \$35,000 is recommended due to higher than anticipated utility costs for traffic signals and street lighting.
- State Grants – The City received \$60,000 in grant funding for the Solar App project. The project was expected to be completed by June 2023; however, it was delayed and the balance of \$48,992 needs to be reappropriated to FY 2023-24.

No other significant changes to Special Revenue Funds are anticipated.

Summary

General Fund revised revenue and expenditure estimates for FY 2023-24 total \$25.8 million, respectively, for FY 2023-24. The most significant change from budget estimates is the addition of sales tax revenue from the approved agreement with Hunt & Sons that is expected to provide net revenue of \$0.9 million to the City. As a result of the increased revenue forecasts, the City is not expected to use reserves to fund debt service payments and capital improvements as was previously planned during budget adoption.

The ending fund balance for all funds citywide is estimated at \$39.4 million. Staff will continue to analyze revenue and expenditure trends and provide updates to Council as necessary.

Attachment:

1. FY 2023-24 Budget Update Presentation



Fiscal Year 2023-24 Financial Update

Department of Financial Services

Feb 7, 2024

FY 2023-24 Adopted Budget

- Expenses Exceeded Revenue
- Loss of ARPA Funds
- \$1.2 Million Deficit
- Use of Reserves
- Budget Reductions

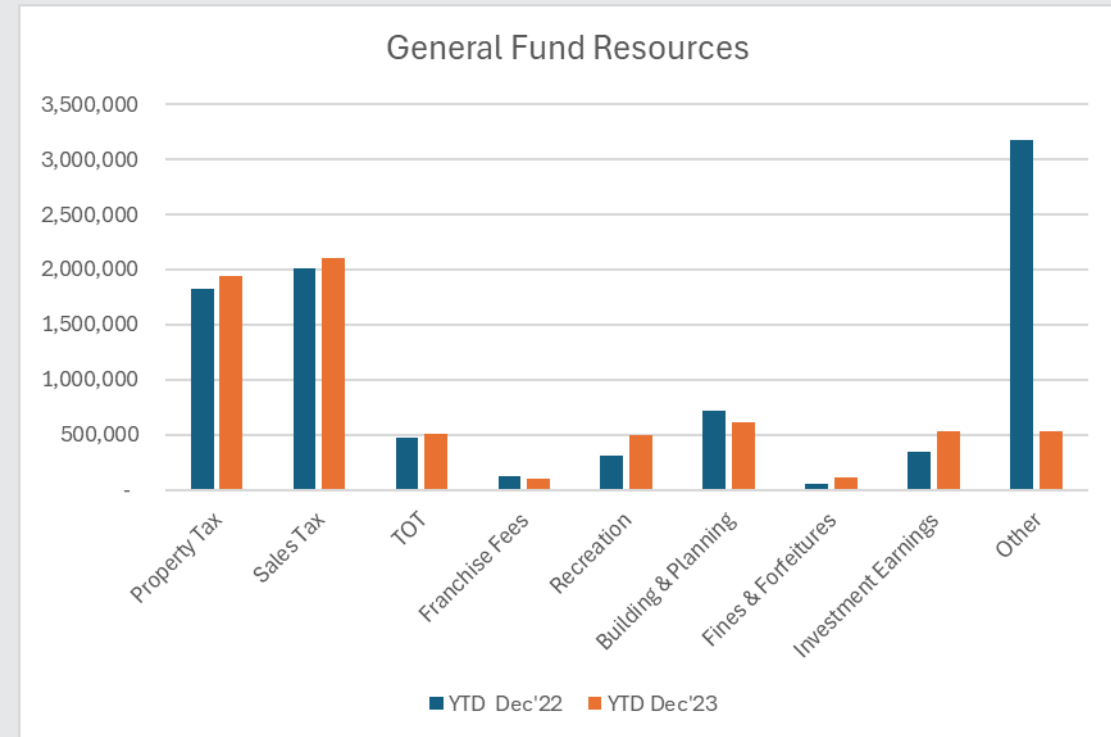
FY 2023-24 General Fund Adopted Budget

Estimated Beginning Fund Balance		\$ 30,641,306
Resources	22,726,844	
Appropriations	<u>(23,899,602)</u>	
Estimated Year-End Surplus (Deficit)		\$ (1,172,758)
Use of Reserves - Debt Service	658,250	
Use of Reserves - CIP	<u>573,000</u>	
Total Use of Reserves		
Estimated Ending Fund Balance		<u>\$ 29,468,548</u>

FY 2023-24 General Fund

Year-to-Date Revenue

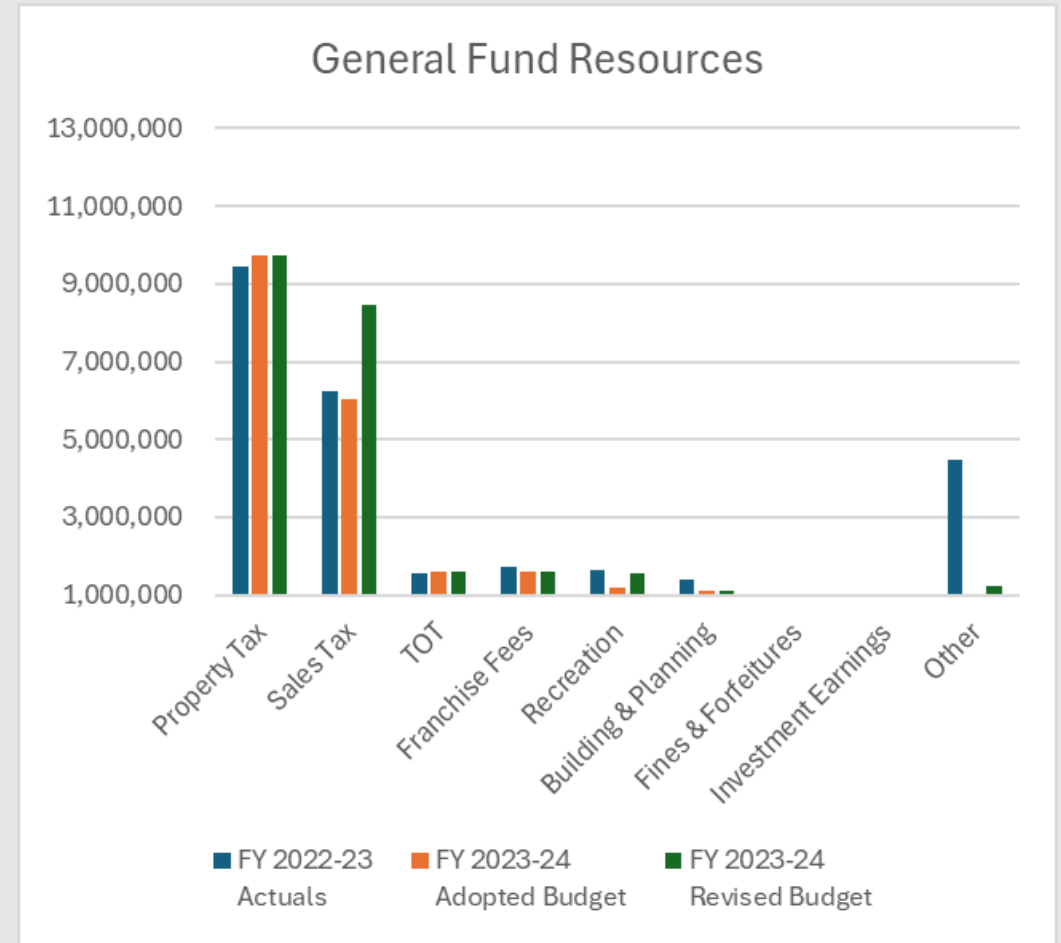
Revenue	FY 2023-24			
	Adopted Budget	YTD Dec'22	YTD Dec'23	YTD Variance
Property Tax	\$ 9,731,500	\$ 1,820,342	\$ 1,944,276	\$ 123,934
Sales Tax	6,050,641	2,016,629	2,109,645	93,016
TOT	1,600,000	471,953	509,230	37,277
Franchise Fees	1,600,000	123,606	105,251	(18,355)
Recreation	1,200,000	314,195	492,754	178,559
Building & Planning	1,100,000	721,947	615,045	(106,902)
Fines & Forfeitures	133,800	53,305	110,832	57,527
Investment Earnings	400,000	349,556	531,763	182,207
Other	910,903	3,172,847	533,210	(2,639,637)
Total	\$ 22,726,844	\$ 9,044,380	\$ 6,952,006	\$ (2,092,374)



FY 2023-24 General Fund Revenue

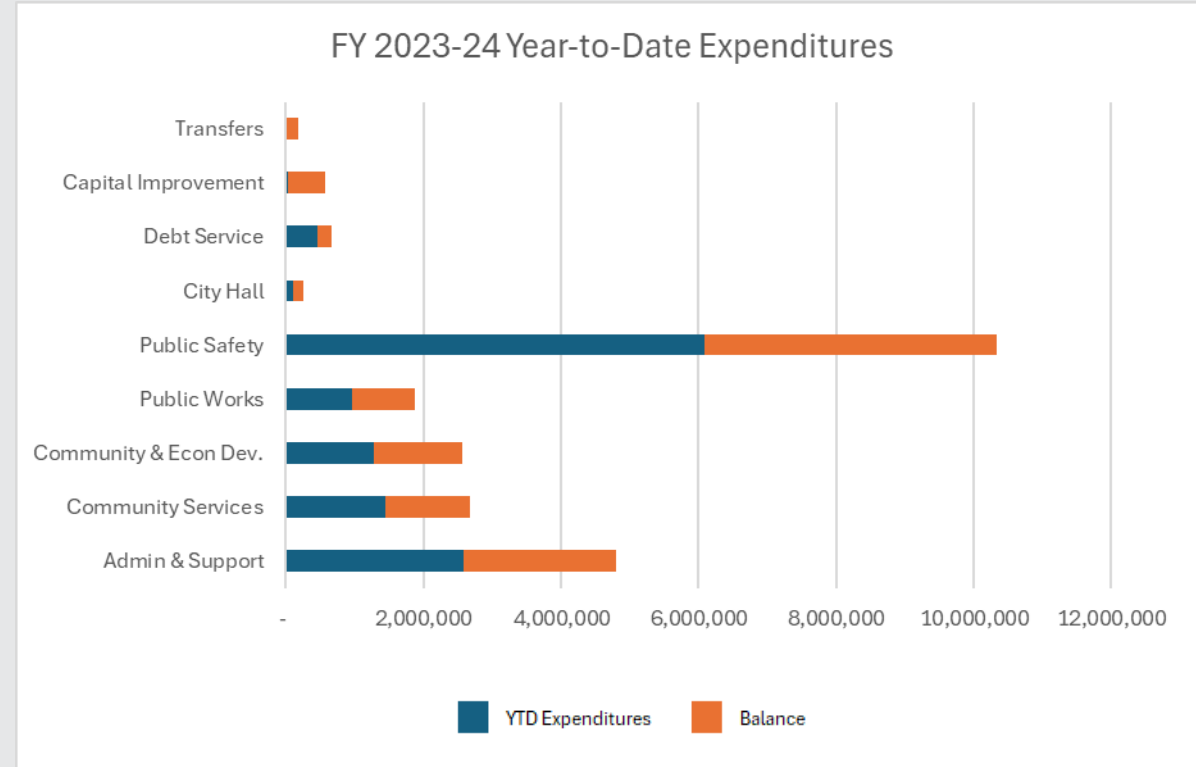
Revenue	FY 2022-23 Actuals	FY 2023-24 Adopted Budget	FY 2023-24 Revised Budget
Property Tax	\$ 9,459,526	\$ 9,731,500	\$ 9,731,500
Sales Tax	6,244,171	6,050,641	8,450,641
TOT	1,570,525	1,600,000	1,600,000
Franchise Fees	1,741,999	1,600,000	1,600,000
Recreation	1,656,346	1,200,000	1,550,000
Building & Planning	1,382,776	1,100,000	1,100,000
Fines & Forfeitures	227,896	133,800	175,000
Investment Earnings	321,058	400,000	400,000
Other	4,462,739	910,903	1,239,703
Total	\$ 27,067,036	\$ 22,726,844	\$ 25,846,844

- Adjustments
 - Sales Tax – Hunt & Sons, LLC Agreement
 - Recreation – Gold Coast Farms
 - Other – One-time Reimbursements



FY 2023-24 Expenditure Update

Expenditures	FY 2022-23	FY 2023-24	FY 2023-24	
	Actuals	Adopted Budget	YTD Expenditures	% Spent
Admin & Support	\$ 4,697,230	\$ 4,805,141	\$ 2,574,922	54%
Community Services	2,802,609	2,669,857	1,446,917	54%
Community & Econ Dev.	2,495,596	2,558,455	1,268,566	50%
Public Works	1,664,540	1,874,530	951,654	51%
Public Safety	10,038,157	10,331,047	6,089,627	59%
City Hall	201,312	245,481	108,571	44%
Debt Service	658,747	658,250	452,696	69%
Capital Improvement	445,321	573,000	23,291	4%
Transfers	217,503	183,840	-	0%
Total	\$ 23,221,015	\$ 23,899,601	\$ 12,916,245	54%



FY 2023-24 Fiscal Year Adjustments

- **Economic Development - \$1.2 M**
 - Economic Subsidy Agreement
- **Community Services - \$350,000**
 - Gold Coast Farms
 - Part-Time Wages

	FY 2022-23	FY 2023-24	FY 2023-24
Expenditures	Actuals	Adopted Budget	Amended Budget
Admin & Support	\$ 4,697,230	\$ 4,805,141	\$ 4,795,506
Community Services	2,802,609	2,669,857	3,029,492
Community & Econ Dev.	2,495,596	2,558,455	4,083,455
Public Works	1,664,540	1,874,530	1,874,530
Public Safety	10,038,157	10,331,047	10,326,047
City Hall	201,312	245,481	245,481
Debt Service	658,747	658,250	658,250
Capital Improvement	445,321	573,000	573,000
Transfers	217,503	183,840	183,840
Total	\$ 23,221,015	\$ 23,899,601	\$ 25,769,601

FY 2024-25 Revised Budget

General Fund Summary

- **Operating Covenant Agreement**
 - Net Revenue - \$0.9 Million
- **Gold Coast Farms**
 - Net Revenue - \$35,000
- **Part-time Wages - \$35,000**

Estimated Fund Balance

	FY 2023-24 Adopted Budget	FY 2023-24 Estimated Year-End Budget
General Fund Summary		
Beginning Fund Balance	\$ 30,641,306	\$ 34,426,099
Resources	22,726,844	25,846,844
Appropriations	(23,899,602)	(25,769,601)
Estimated Operating Surplus	(1,172,758)	77,243
Estimated Ending Fund Balance	\$ 29,468,548	\$ 34,503,342

Special Revenue Funds

- **Gas Tax – \$35,000 for traffic signals and street lighting.**
- **State Grants – \$48,992 for the Solar App Project**
- **Integrated Waste Management - \$71,231 (approved 12/6/23)**
- **SB1- \$92,400 (approved 12/6/23)**

Special Revenue Fund	Revenue	FY 2023-24	
		Adopted Budget	Amended Budget
Traffic Congestion Relief Fund	\$ 1,000	\$ -	\$ -
Gas Tax	1,492,900	1,321,800	1,356,800
Measure M	1,045,512	1,082,578	1,082,578
SB1	1,291,695	1,495,000	1,587,400
Public Safety Grants	176,700	175,043	175,043
AQMD	73,000	50,000	50,000
Integrated Waste Mgmt	14,000	16,000	87,231
Technology Fund	98,900	92,880	92,880
State Grants	60,000	-	48,992
Federal Grants	877,535	877,535	877,535
AV Center	2,956,835	2,956,835	2,956,835
AV Aquatic Center	1,181,840	1,181,840	1,181,840
Total	\$ 9,269,917	\$ 9,249,511	\$ 9,497,134

Recommended Actions:

1. Receive and file the fiscal year (FY) 2023-24 financial update;
2. Authorize an increase in revenue estimates by \$3,120,000 and appropriation of \$1,870,000 to the General Fund FY 2023-24 Budget; and
3. Authorize the appropriation of \$35,000 in Gas Tax funding and \$48,992 in State Grant funding to the FY 2023-24 Budget.