



# AGENDA

## CITY COUNCIL REGULAR MEETING

Donald P. Wagner  
Mayor

Christina Shea  
Mayor Pro Tempore

Melissa Fox  
Councilmember

Jeffrey Lalloway  
Councilmember

Lynn Schott  
Councilmember

**March 13, 2018**

**4:00 PM**

**City Council Chamber**  
One Civic Center Plaza  
Irvine, CA 92606

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**Speaker's Card/Request to Speak:** If you would like to address the City Council on a scheduled agenda item – including a Consent Calendar item, a Regular Council Business item, a Public Hearing item, or Public Comments – please complete the [Request to Speak Form](#). The card is at the table at the entrance to the City Council Chamber. Please identify on the card your name and the item on which you would like to speak and return to the City Clerk. The [Request to Speak Form](#) assists the Mayor in ensuring that all persons wishing to address the City Council are recognized. It also ensures the accurate identification of meeting participants in the City Council minutes. Your name will be called at the time the matter is heard by the City Council. City policy is to limit public testimony to up to three minutes per speaker depending on relevant circumstances (unless the time limit is extended by the Mayor), which includes the presentation of electronic or audio visual information. Speakers may not yield their time to other persons.

**Please take notice that** the order of scheduled agenda items below and/or the time they are actually heard, considered and decided may be modified by the Mayor or the City Council during the course of the meeting, so please stay alert.

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### CALL TO ORDER

### ROLL CALL

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of the City Council Agenda and staff  
reports.



**1. CLOSED SESSION**

- 1.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
*Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): two potential cases*
- 1.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
*Pursuant to Government Code Section 54956.9(d)(1): Irvine Coalition for the Environment v. City of Irvine et al., Orange County Superior Case No. 30-2018-00975773-CU-WM-CXC*
- 1.3 PUBLIC EMPLOYEE APPOINTMENT:** *Government Code Section 54957 - Title: Interim City Manager*

**RECONVENE TO THE CITY COUNCIL MEETING**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**2. PRESENTATIONS**

- 2.1 State of the County 2018 – Presented by Supervisor Todd Spitzer**
- 2.2 Transportation Department Strategic Overview and Status Update**

**CITY MANAGER'S REPORT**

**ANNOUNCEMENTS/COMMITTEE REPORTS/COUNCIL REPORTS**

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Announcements, Committee Reports and Council Comments are for the purpose of presenting brief comments or reports, are subject to California Government Code Section 54954.2 of the Brown Act and are limited to 15 minutes per meeting.

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**ADDITIONS AND DELETIONS**

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Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next City Council meeting.

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### 3. CONSENT CALENDAR

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All matters listed under Consent Calendar are considered by the City Manager to be routine and enacted by one roll call vote. There will be no discussion of these items unless members of the City Council request specific items to be removed from the Consent Calendar for separate discussion. Any member of the public may address the Council on items on the Consent Calendar. See information for Speaker's Card/Request to Speak on first page.

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#### 3.1 MINUTES

**ACTION:**

- 1) Approve the minutes of a special meeting of the Irvine City Council held on February 27, 2018.
- 2) Approve the minutes of a regular meeting of the Irvine City Council held on February 27, 2018.

#### 3.2 PROCLAMATIONS

**ACTION:**

Proclaim March 21, 2018 as commencement of "Nowruz - Persian New Year."

#### 3.3 WARRANT AND WIRE TRANSFER RESOLUTION

**ACTION:**

Adopt - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

#### 3.4 WALL OF RECOGNITION NOMINATIONS

**ACTION:**

Approve nominations for inclusion on the Wall of Recognition.

#### 3.5 NAMING OF THE COMPUTER LAB AT LAKEVIEW SENIOR CENTER

**ACTION:**

Approve naming of the computer lab at the Lakeview Senior Center the "Lee Tjhio Technology Lab."

#### 3.6 NOTICE OF PENDING APPROVAL FOR A TRACT MAP IN GREAT PARK NEIGHBORHOODS (HERITAGE FIELDS EL TORO, LLC)

**ACTION:**

Receive and file.

### **3.7 COMMUNITY PARTNERSHIP FUND GRANT NOMINATIONS**

#### **ACTION:**

- 1) Approve Mayor Pro Tempore Shea's request for Community Partnership Fund Grant nominations to the following organizations:
  - a. Beyond Pesticides in support of its 36th National Pesticide Forum (\$500)
  - b. Alderwood Elementary School Parent Teacher Association in support of its 2018 "Go for the Gold" Jog-A-Thon (\$400).
- 2) Approve Councilmember Fox's requests for Community Partnership Fund Grant nominations to the following organizations in support of program costs unless otherwise noted:
  - a. Irvine 2/11 Marine Adoption Committee (\$1,000)
  - b. Irvine Korean Evergreen Association (\$500)
  - c. Irvine Community Drug Prevention (\$500)
  - d. Orange County Veterans Memorial Park Foundation (\$500)
  - e. Arts Orange County (\$500)
  - f. Ektaa Center (\$500)
  - g. Orange County Food Bank (\$500)
  - h. Irvine Adult Day Health Services (\$500)
  - i. Families Forward (\$500)
  - j. Sea & Sage Audubon Society (\$500)
  - k. Irvine Barclay Theatre (\$500)
  - l. Irvine Evergreen Chinese Senior Association (\$500)
  - m. Northwood High School Athletic Boosters (\$250)
  - n. The Rescue Train in support of the Orange County Race for the Rescues (\$250)
- 3) Approve Councilmember Lalloway's request for Community Partnership Fund Grant nomination to the Beckman High School Track and Field Booster Club in support of program costs (\$2,500).
- 4) Authorize the City Manager to prepare and sign the funding agreements listed in Actions 1-3.

#### **4. COUNCIL BUSINESS**

##### **4.1 CITYWIDE INFORMATION TECHNOLOGY SERVICES CONTRACT STATUS UPDATE**

**ACTION:**

Direct staff to prepare a Request For Proposals for Information Technology services and continue to monitor the performance of DXC Technology as the company transitions to a new structure and ownership. Release the request for proposals if DXC Technology does not demonstrate acceptable performance on all contract levels by the end of June 2018.

##### **4.2 STATE AND FEDERAL LEGISLATIVE ADVOCACY SERVICES CONTRACTS**

**ACTION:**

- 1) Provide direction to staff regarding professional service contracts for State and/or Federal legislative advocacy services as of Fiscal Year 2018-19.
- 2) Review, revise and approve the Scope of Services for State and Federal legislative advocacy services.

##### **4.3 CONSIDERATION OF COUNCILMEMBER FOX'S REQUEST FOR AN UPDATE ON THE CITY OF IRVINE'S DEVELOPMENT REVIEW AND NEW CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES**

**ACTION:**

City Council discussion and direction.

##### **4.4 CONSIDERATION OF COUNCILMEMBER SCHOTT'S REQUEST TO CONTRIBUTE FUNDING TO IRVINE BARCLAY THEATRE FOR HEATING, VENTILATION AND AIR CONDITIONING SYSTEM RENOVATION**

**ACTION:**

City Council discussion and direction.

**PUBLIC COMMENTS - Public comments will be heard at approximately 6:30 p.m. or prior to adjournment, whichever occurs earlier.**

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Any member of the public may address the City Council on items within the City Council's subject matter jurisdiction but which are not listed on this agenda during Public Comments; however, no action may be taken on matters that are not part of the posted agenda. See information for Speaker's Card/Request to Speak on the first page.

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#### **ADJOURNMENT**

**NOTICE TO THE PUBLIC****LIVE BROADCASTING AND REBROADCASTING**

Regular City Council meetings are broadcast live every 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month at 4 p.m. and are replayed on Tuesdays at 4 p.m. (in weeks in which there is not a live City Council meeting), Sundays at 11 a.m., Wednesdays at 7 p.m., and Thursdays at 10 a.m. until the next City Council meeting. All broadcasts can be viewed on Cox Communications Local Access Channel 30 and U-Verse Channel 99. City Council meetings are also available via live webcast and at any time for replaying through the City's ICTV webpage at [cityofirvine.org/ictv](http://cityofirvine.org/ictv). For more information, please contact the City Clerk's office at (949) 724-6205.

**ADJOURNMENT**

**At 11:00 p.m.**, the City Council will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 midnight and will continue all other items on which additional time is required until a future City Council meeting. All meetings are scheduled to terminate at 12:00 midnight.

**STAFF REPORTS**

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the City Clerk and are available for public inspection and copying once the agenda is publicly posted, (at least 72 hours prior to a regular City Council meeting). Staff reports can also be downloaded from the City's website at [cityofirvine.org](http://cityofirvine.org) beginning the Friday prior to the scheduled City Council meeting on Tuesday.

In addition, meetings can be viewed live at the time posted on the agenda and related staff reports can be opened and viewed simultaneously along with the streaming of the meeting. To view the meeting, go to [cityofirvine.org/ictv](http://cityofirvine.org/ictv).

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact City Clerk staff at (949)724-6205.

**SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA**

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this agenda after the posting of the agenda will be available for public review in the City Clerk's Office, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact City Clerk staff at (949)724-6205.

**SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR  
DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS****Media Types and Guidelines****1. Written Materials/Handouts:**

Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the City Council. Please provide 15 copies of the information to be submitted and file with the City Clerk at the time of arrival to the meeting. This information will be disseminated to the City Council at the time testimony is given.

2. Large Displays/Maps/Renderings:

Any member of the public who desires to display freestanding large displays or renderings in conjunction with their public testimony is asked to notify the City Clerk's Office at (949)724-6205 no later than 12:00 noon on the day of the scheduled meeting so that an easel can be made available, if necessary.

3. Electronic Documents/Audio-Visuals:

Any member of the public who desires to display information electronically in conjunction with their public testimony is asked to submit the information to the Public Information Office (PIO) no later than 12:00 noon on the day of the scheduled meeting. To facilitate your request contact the PIO Office at (949)724-6253 or the City Clerk's Office at (949)724-6205.

Information must be provided on CD, DVD, or VHS; or, emailed by 12:00 noon on the day of the scheduled meeting to [pio@ci.irvine.ca.us](mailto:pio@ci.irvine.ca.us). Members of the public will be asked to provide their name, identify the meeting and the agenda item to be addressed, and a day time phone number.

The PIO office will notify the person submitting the information as soon as possible prior to the meeting if the information cannot be accessed or if the version provided is incompatible with the City's system. Every effort will be made by City staff to facilitate the presentation.

**CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS**

It is the intention of the City of Irvine to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's Office at (949)724-6205.

Assisted listening devices are available at the meeting for individuals with hearing impairments. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)

**CHALLENGING CITY DECISIONS**

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitations period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90<sup>th</sup> day following the date on which such decision becomes final. Any lawsuit or legal challenge that is not filed within this 90-day period will be barred.

If a person wishes to challenge the nature of the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Irvine, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

**COMMUNICATION AND ELECTRONIC DEVICES**

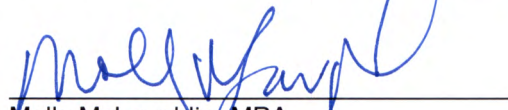
To minimize distractions, please be sure all personal communication and electronic devices are turned off or on silent mode.

**MEETING SCHEDULE**

Regular meetings of the City Council are held on the second and fourth Tuesdays of each month at 4:00 p.m. Study Sessions and/or Closed Sessions are periodically held prior to the start of the regular meeting. Agendas are available at the following locations:

- City Clerk's Office
- Police Department
- Front Entrance of City Hall
- University Park Center (Culver/Michelson)
- Walnut Village Center (Culver/Walnut)
- Northwood Town Center (Irvine Blvd./Yale)
- City's web page at [www.ci.irvine.ca.us](http://www.ci.irvine.ca.us)

I hereby certify that the agenda for the Regular City Council meeting was posted in accordance with law in the posting book located in the Public Safety Lobby and at the entrance of City Hall, One Civic Center Plaza, Irvine, California on March 8, 2018 by 8:00pm as well as on the City's web page.

  
Molly McLaughlin, MPA  
City Clerk

**CLOSED SESSION**

**1.1-1.3**

# PRESENTATIONS

2.1-2.2



3.1



## REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: MARCH 13, 2018

TITLE: MINUTES

  
\_\_\_\_\_  
City Clerk

RECOMMENDED ACTION:

- 1) Approve the minutes of a special meeting of the Irvine City Council held on February 27, 2018.
- 2) Approve the minutes of a regular meeting of the Irvine City Council held on February 27, 2018.



## MINUTES

### CITY COUNCIL SPECIAL MEETING

**February 27, 2018**  
**City Council Chamber**  
One Civic Center Plaza  
Irvine, CA 92606

#### CALL TO ORDER

The special meeting of the Irvine City Council was called to order at 3:04 p.m. on February 27, 2018 in the City Council Chamber, Irvine Civic Center, One Civic Center Plaza, Irvine, California; Mayor Wagner presiding.

#### ROLL CALL

Present:	5	Councilmember:	Melissa Fox
		Councilmember:	Jeffrey Lalloway
		Councilmember:	Lynn Schott*
		Mayor Pro Tempore:	Christina Shea
		Mayor:	Donald P. Wagner

\*Councilmember Schott arrived at 3:06 p.m.

#### 1. CLOSED SESSION

City Attorney Melching announced the following Closed Session item:

**1.1 PUBLIC EMPLOYEE APPOINTMENT: Government Code Section 54957 - Title: Interim City Manager**

#### RECESS

Mayor Wagner convened the City Council meeting to Closed Session at 3:06 p.m.

**RECONVENE TO THE CITY COUNCIL MEETING**

Mayor Wagner reconvened the City Council meeting at 4:03 p.m. City Attorney Melching, on behalf of the City Council, announced that no reportable action was taken in Closed Session.

**ADJOURNMENT**

**Moved by Mayor Pro Tempore Shea, seconded by Councilmember Lalloway, and unanimously carried, to adjourn the special City Council meeting at 4:05 p.m.**

\_\_\_\_\_  
MAYOR OF THE CITY OF IRVINE

\_\_\_\_\_  
CITY CLERK OF THE CITY OF IRVINE

\_\_\_\_\_  
March 13, 2018



# MINUTES

## CITY COUNCIL REGULAR MEETING

**February 27, 2018**  
**City Council Chamber**  
One Civic Center Plaza  
Irvine, CA 92606

### CALL TO ORDER

The regular meeting of the Irvine City Council was called to order at 4:05 p.m. on February 27, 2018 in the City Council Chamber, Irvine Civic Center, One Civic Center Plaza, Irvine, California; Mayor Wagner presiding.

### ROLL CALL

Present:	Councilmember:	Melissa Fox
	Councilmember:	Jeffrey Lalloway
	Councilmember:	Lynn Schott
	Mayor Pro Tempore:	Christina Shea
	Mayor:	Donald P. Wagner

### CITY MANAGER'S REPORT

There was no report.

### ANNOUNCEMENTS/COMMITTEE REPORTS/COUNCIL REPORTS

Councilmember Schott invited residents to attend the upcoming events at the Irvine Barclay Theater, which included “*jAy!*” with Flamingo superstar Eva Yerbabuena, on March 3 and 4; and thanked Dr. Francisco and Hana Ayala for sponsoring the yearly event. On March 10, 8:00 p.m., the *Arturo Sandoval Sextet* starring 10-time Grammy Award winner, internationally acclaimed jazz trumpeter pianist and composer Arturo Sandoval, will be performing; and on April 14 at 8:00 p.m., the Irvine Barclay Theater welcomes the *Branford Marsalis Quartet* starting renowned Grammy Award winner and Tony Award nominee Branford Marsalis. For more information visit [thebarclay.org](http://thebarclay.org). In

closing, Councilmember Schott noted that due to a health issue, she may need to end her Council term early but would continue to keep the long-term interests of Irvine residents at heart and continue to work with her colleagues.

Mayor Pro Tempore Shea noted last Friday marked the second anniversary of the adoption of the City's organic landscaping policy. The City has become the gold standard for safe landscaping practices and residents have become more aware of issues associated with non-organic pesticides. Cities and school districts that have followed the City's lead include San Juan Capistrano, Burbank, Tustin and Carlsbad, as well as the University of California, Davis. Recently a Sacramento Superior Court Judge issued an injunction against the State Department of Food and Agricultural for indiscriminately using 79 pesticides. Staff is available to assist for those who are interested in adopting an organic first non-toxic landscaping policy.

Mayor Wagner noted his attendance at the U.S. Conference of Mayors in Washington D.C. and travel to the United Kingdom to meet with life science and technology companies interested in expanding to Southern California; and made the following announcements:

- The Irvine Unified School District received two prestigious design and construction awards for Portal High School. The high school was honored with the "Best of the Best K-12" Education Award in California, and in the nation, by Engineering News-Record. The school was also recognized for its adaptive open spaces, collaboration zones, science and innovation labs, Living Green roof, performing arts building, and energy efficient design, among other features.
- The community is invited to attend an opening reception for the Great Park Gallery's newest exhibition, "Golden Parks: Huell Howser," on Sunday, March 4, from 1 to 3 p.m. Tour the State of California through the exhibition, which highlights the Golden Parks that late TV legend Huell Howser documented throughout his career. The exhibit emphasizes the importance of their role in cultivating healthy communities. The exhibit runs through May 13. Exhibit, opening, and parking are free. For more information visit [ocgp.org](http://ocgp.org).

## **ADDITIONS AND DELETIONS**

There were no additions or deletions to the agenda.

## 1. **CONSENT CALENDAR**

**ACTION:** Moved by Mayor Pro Tempore Shea, seconded by Councilmember Fox, and unanimously carried to approve Consent Calendar Item Nos. 1.1 through 1.5, with the exception of Item Nos. 1.4 and 1.5, which were removed for separate discussion.

### 1.1 **MINUTES**

**ACTION:**

Approved the minutes of a regular meeting of the Irvine City Council and regular joint meeting with the City of Irvine as Successor Agency to the dissolved Irvine Redevelopment Agency held on February 13, 2018.

### 1.2 **WARRANT AND WIRE TRANSFER RESOLUTION**

**ACTION:**

Adopted RESOLUTION NO. 18-18 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

### 1.3 **BOUNDARY MODIFICATION AND PROPERTY EXCHANGE BETWEEN HERITAGE FIELDS AND THE CITY OF IRVINE AT THE ORANGE COUNTY GREAT PARK**

**ACTION:**

- 1) Approved and authorize the Mayor to execute a Letter with Heritage Fields El Toro, LLC for a boundary modification to the Orange County Great Park Improvement Area along the western edge of the Agua Chinon regional drainage facility. **(Contract No. 10086)**
- 2) Approved and authorize the Mayor to execute a Letter Agreement and implementing documents between the City and Heritage Fields El Toro, LLC for a land exchange at the Orange County Great Park involving several parcels along the eastern edge of the Agua Chinon regional drainage facility. **(Contract No. 10087)**

**1.4 SECOND READING AND ADOPTION OF ORDINANCE NOS. 18-01 AND 18-02 APPROVING A CITYWIDE ZONE CHANGE TO AMEND APPLICABLE SECTIONS OF ZONING ORDINANCE SECTION 3-39 "CANNABIS RELATED USES, COMMERCIAL CANNABIS ACTIVITIES, DELIVERIES, AND CULTIVATION PROHIBITED" TO ALLOW CANNABIS TESTING LABORATORIES (00728989-PZC)**

This item was removed for separate discussion at the request of Councilmember Schott, who noted her opposition to the ordinance as it did not provided a buffer zone from religious facilities.

**ACTION: Moved by Councilmember Lalloway, seconded by Mayor Pro Tempore Shea, to:**

**ACTION:**

- 1) Read by title only, second reading and adoption of ORDINANCE NO. 18-01 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, AMENDING CHAPTER 3-39 OF THE IRVINE ZONING CODE (ENTITLED CANNABIS RELATED USES, COMMERCIAL CANNABIS ACTIVITIES, DELIVERIES, AND CULTIVATION PROHIBITED) AND OTHER RELATED ZONING CODE SECTIONS TO ALLOW CANNABIS TESTING LABORATORIES IN CERTAIN ZONING DISTRICTS (SECTIONS 1-2-1, 3-3-1, 3-37-29, 3-37-33, AND 3-37-34)
- 2) Read by title only, second reading and adoption of ORDINANCE NO. 18-02 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, ADDING DIVISION 22 TO TITLE 4 OF THE IRVINE MUNICIPAL CODE PERMITTING CANNABIS TESTING LABORATORIES CONSISTENT WITH THIS DIVISION AND THE CITY'S ZONING CODE

**The motion carried as follows:**

AYES: 4 COUNCILMEMBERS: Fox, Lalloway, Shea and Wagner

NOES: 1 COUNCILMEMBERS: Schott

ABSENT: 0 COUNCILMEMBERS: None



**1.5 SECOND READING AND ADOPTION OF ORDINANCE NO. 18-03 APPROVING ZONE CHANGE (00672334-PZC) TO TEMPORARILY SUSPEND CERTAIN PROVISIONS IN DIVISION 7, SIGNS, OF THE ZONING ORDINANCE RELATED TO OFF-PREMISES ADVERTISING ON THE IRVINE AUTO CENTER'S ELECTRONIC FREEWAY SIGN AND ESTABLISHING A PILOT PROGRAM TO ALLOW LIMITED OFF-PREMISES ADVERTISING ON THE IRVINE AUTO CENTER'S ELECTRONIC FREEWAY SIGN, SUBJECT TO APPROVAL OF A TEMPORARY SIGN PERMIT; FILED BY THE AUTO CENTER COMMUNITY ASSOCIATION**

This item was removed for separate discussion at the request of Councilmember Schott, who requested her vote be recorded as a "no" vote.

**ACTION: Moved by Councilmember Fox, seconded by Mayor Pro Tempore Shea, to:**

Read by title only, second reading and adoption of ORDINANCE NO. 18-03 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, APPROVING ZONE CHANGE (00672334-PZC) TO TEMPORARILY SUSPEND CERTAIN PROVISIONS IN DIVISION 7, SIGNS, OF THE ZONING ORDINANCE RELATED TO OFF-PREMISES ADVERTISING ON THE IRVINE AUTO CENTER'S ELECTRONIC FREEWAY SIGN AND ESTABLISHING A PILOT PROGRAM TO ALLOW LIMITED OFF-PREMISES ADVERTISING ON THE IRVINE AUTO CENTER'S ELECTRONIC FREEWAY SIGN, SUBJECT TO APPROVAL OF A TEMPORARY SIGN PERMIT; FILED BY THE AUTO CENTER COMMUNITY ASSOCIATION

**The motion carried as follows:**

AYES: 3 COUNCILMEMBERS: Fox, Shea and Wagner

NOES: 2 COUNCILMEMBERS: Lalloway and Schott

ABSENT: 0 COUNCILMEMBERS: None

## **2. COUNCIL BUSINESS**

### **2.1 *CONSIDERATION OF MAYOR WAGNER'S REQUEST FOR PROPOSED CITY CHARTER AND GENERAL PLAN AMENDMENTS***

This item was agendized at the request of Mayor Wagner, who asked for City Council support of two additional measures to be placed on the June 5, 2018 ballot related to general or special taxes, as well as development projects that provide the City with specified fiscal benefits.

The following spoke in favor of the two proposed initiatives:

Carolyn Caveche  
Carrie O'Malley, Irvine Taxpayers Association Chair  
Bryan Starr, Greater Irvine Chamber President/Chair  
Victor Cao, Irvine Taxpayers Association  
Anthony Kuo, resident

The following spoke in opposition to the second proposed initiative:

David Carlson, resident  
Karen Jaffe, Irvine for Responsible Growth  
Judith Gass, resident  
Norma Hardgrour, resident

City Council discussion included: expressing support for both measures; indicated that placing the measures on the ballot allows residents to decide the City's needs; emphasized the importance for residents to be informed; noted the need to allow for the flexibility to vote in the majority; expressed concern with timing of measures; noted the addition of the measure impeded the right of the current slow growth initiative efforts; stressed the appropriateness of adding the measures to the June election; noted allowing for development was crucial to the City's fiscal stability; and stated outcome of the measures will demonstrate the will of the people.

Further Council discussion included: addressing procedural clean up; clarifying the ballot questions; authorization of rebuttal arguments for the measures; and reiterated the need to allow for rebuttal arguments.

Jeff Melching, City Attorney, provided direct and rebuttal argument timelines; and clarified the two-thirds ballot label.

1) **ACTION: Moved by Mayor Wagner, seconded by Mayor Pro Tempore Shea, to:**

- a) Adopt Resolution No. 18-19 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, ORDERING THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE CITY OF A CERTAIN MEASURE REQUIRING A 2/3 VOTE OF THE CITY COUNCIL TO PROPOSE TAXES, AT THE SPECIAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, JUNE 5, 2018, AS CALLED BY RESOLUTION NO. 18-12 **AS AMENDED** to revise the ballot label as follows:

MEASURE ____	
<del>REQUIRE 2/3 VOTE OF THE CITY COUNCIL TO PROPOSE TAXES. Shall Section XXX the</del> <b>measure amending</b> be added to the Irvine City Charter to require at least a two-thirds vote of the total City Council membership in order to place City Council sponsored general or special tax proposals on a ballot for voter consideration, <b>be adopted?</b>	Yes
	No

- b) Adopt Resolution No. 18-20 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, SETTING PRIORITIES FOR FILING WRITTEN ARGUMENTS REGARDING A PROPOSED AMENDMENT TO THE CITY CHARTER TO THE ELECTORS OF SAID CITY AT SAID ELECTION (MEASURE NO. \_\_\_\_ – REQUIRE 2/3 VOTE OF THE CITY COUNCIL TO PROPOSE TAXES); AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS FOR A SPECIAL MUNICIPAL ELECTION TO BE HELD ON JUNE 5, 2018 **AS AMENDED** to revise the ballot label as follows:

MEASURE ____	
<del>REQUIRE 2/3 VOTE OF THE CITY COUNCIL TO PROPOSE TAXES. Shall Section XXX the</del> <b>measure amending</b> be added to the Irvine City Charter to require at least a two-thirds vote of the total City Council membership in order to place City Council sponsored general or special tax proposals on a ballot for voter consideration, <b>be adopted?</b>	Yes
	No

**The motion carried as follows:**

AYES: 3 COUNCILMEMBERS: Schott, Shea and Wagner

NOES: 2 COUNCILMEMBERS: Fox and Lalloway

ABSENT: 0 COUNCILMEMBERS: None

2) **ACTION: Moved by Mayor Wagner, seconded by Mayor Pro Tempore Shea, to:**

- a) Adopt Resolution No. 18-21 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, ORDERING THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE CITY OF A CERTAIN MEASURE RELATING TO THE PROHIBITION OF THE IMPOSITION OF ADDITIONAL APPROVAL REQUIREMENTS ON FISCALLY BENEFICIAL PROJECTS, AT THE SPECIAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, JUNE 5, 2018, AS CALLED BY RESOLUTION NO. 18-12 AS **AS AMENDED** to revise the ballot label as follows:

MEASURE__	
<del>PROHIBIT DELAY OF IMPORTANT REVENUES ON FISCALLY BENEFICIAL PROJECTS. Shall Section 1009 be added to the Irvine City Charter</del> <b>which benefits Irvine's general fund and local taxpayers by requiring</b> <del>to require</del> that no City procedures or requirements shall delay the important revenues <b>streams</b> <del>to the City and its taxpayers</del> from development projects <del>which deemed to provide a fiscal benefit to the City</del> <b>Irvine citizens be adopted?</b>	Yes
	No

- b) Adopt Resolution No. 18-22 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, SETTING PRIORITIES FOR FILING WRITTEN ARGUMENTS REGARDING A PROPOSED AMENDMENT TO THE CITY CHARTER TO THE ELECTORS OF SAID CITY AT SAID ELECTION (MEASURE NO. \_\_\_\_ - PROHIBITING THE IMPOSITION OF ADDITIONAL APPROVAL REQUIREMENTS ON FISCALLY BENEFICIAL PROJECTS); AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS FOR A SPECIAL MUNICIPAL ELECTION TO BE HELD ON JUNE 5, 2018 **AS AMENDED to revise the ballot label as follows:**

MEASURE ____	
<del>PROHIBIT DELAY OF IMPORTANT REVENUES ON FISCALLY BENEFICIAL PROJECTS.</del> Shall Section 1009 be added to the Irvine City Charter <b>which benefits Irvine's general fund and local taxpayers by requiring</b> <del>to require</del> that no City procedures or requirements <del>shall delay the important revenues streams to the City and its taxpayers</del> from development projects <del>which deemed to provide a fiscal benefit to the City</del> <b>Irvine citizens be adopted?</b>	<b>Yes</b>
	<b>No</b>

- c) Adopt Resolution No. 18-23\* - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, PROVIDING FOR THE FILING OF REBUTTAL ARGUMENTS FOR THE INITIATIVE MEASURES PRESENTED TO THE VOTERS AT THE JUNE 5, 2018 SPECIAL MUNICIPAL ELECTION

\*Authorization for rebuttal arguments are applicable to all submitted ballot measures.

**The motion carried as follows:**

AYES: 3 COUNCILMEMBERS: Schott, Shea and Wagner  
 NOES: 2 COUNCILMEMBERS: Fox and Lalloway  
 ABSENT: 0 COUNCILMEMBERS: None

## **PUBLIC COMMENT**

Andrew O'Connor noted his concern over the hiring of a former Lake Forest Mayor.

Susan Sayre, Irvine resident, noted concerns with lack of affordable housing, overcrowded schools and traffic issues; expressed frustration with lack of communication opportunities with the City Council; and noted tonight's action impeded the democratic right to place the slow growth initiative on the ballot.

Brigitte noted recent actions taken by the Orange County court system and spoke in support of her friend, Ilya Tseglin.

## **RECESS TO RECEPTION (LOBBY) - 5 P.M.**

Mayor Wagner recessed the meeting to a reception in the Main Lobby at 5:17 p.m.

## **RECONVENE - 6 P.M.**

Mayor Wagner reconvened the meeting at 6:10 p.m.

## **PLEDGE OF ALLEGIANCE – IRVINE POLICE COLOR GUARD**

Mayor Wagner asked Police Chief Hamel to introduce the Irvine Police Color Guard and lead the Pledge of Allegiance.

## **MOMENT OF SILENCE**

Mayor Wagner requested a moment of silence in memory of those who died in the recent shooting at Marjory Stoneman Douglas High School in Parkland, Florida and for the parents and for those who were wounded.

## **INVOCATION**

Mayor Wagner invited Rabbi Richard Steinberg from Congregation Shir Ha-Ma'alot in Irvine to provide the invocation.

## **MUSICAL PRESENTATION**

Mayor Wagner introduced Nina Perez, Assistant Music Director from St. Thomas More Catholic Parish, who performed the National Anthem; and members of the Pacific Symphony Youth String Quartet, who performed "Libertango" followed by "All American Medley".

## **STATE OF THE CITY ADDRESS**

Mayor Wagner presented the State of the City Address.

**ADJOURNMENT**

**By consensus, the meeting was adjourned at 7:02 p.m.**

\_\_\_\_\_  
MAYOR OF THE CITY OF IRVINE

\_\_\_\_\_  
CITY CLERK OF THE CITY OF IRVINE

\_\_\_\_\_  
March 13, 2018

3.2





## REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: March 13, 2018

TITLE: PROCLAMATIONS

  
\_\_\_\_\_  
City Clerk

RECOMMENDED ACTION:

Proclaim March 21, 2018 as commencement of "Nowruz - Persian New Year."

 CITY OF IRVINE 

# *Proclamation*

## **“NOWRUZ” PERSIAN NEW YEAR MARCH 21, 2018**

**WHEREAS**, the people of Iran have celebrated “Nowruz” the Persian New Year, on the first day of spring for 3,000 years; and

**WHEREAS**, Nowruz has been celebrated by Iranians for centuries as the day of triumph of Good over Evil; Nowruz symbolizes the affirmation of life in harmony with nature; and celebrates an awareness of the inseparable link between constructive labor and natural cycles of renewal; and

**WHEREAS**, there is a large population of Iranian-Americans in the City of Irvine who greatly contribute to the economy of the City, and consistently participate in the civic affairs towards maintaining and improving the quality of life in our great community.

**NOW THEREFORE**, the City Council of the City of Irvine **DOES HEREBY PROCLAIM** March 21, 2018 as commencement of “NOWRUZ” PERSIAN NEW YEAR and urges all residents to become more aware of this beautiful tradition, the cultural marvels of the ancient Persian civilization and the contributions of the Iranian-American community in the City of Irvine.

**DONALD P. WAGNER**  
**MAYOR OF THE CITY OF IRVINE**  
**MARCH 13, 2018**



3.3



## REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:** MARCH 13, 2018

**TITLE:** WARRANT AND WIRE TRANSFER RESOLUTION

  
\_\_\_\_\_  
Director of Administrative Services

  
\_\_\_\_\_  
City Manager

### RECOMMENDED ACTION

Adopt - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

### EXECUTIVE SUMMARY

A detailed register of claims, the Register of Warrants and Wire Transfers, are submitted to the City Council for review and authorization on a weekly basis. Approval of the attached resolution ratifies the disbursement of funds for the period of February 21, 2018 through March 6, 2018 in accordance with Section 2-7-211 of the Irvine Municipal Code.

**ATTACHMENT**      Warrant and Wire Transfer Resolution

CITY COUNCIL RESOLUTION NO. 18-\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
IRVINE, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND  
DEMANDS AND SPECIFYING THE FUNDS OUT OF  
WHICH THE SAME ARE TO BE PAID

(SEE ATTACHED)

PASSED AND ADOPTED by the City Council of the City of Irvine at a regular  
meeting held on the 13<sup>th</sup> day of March 2018.

\_\_\_\_\_  
MAYOR OF THE CITY OF IRVINE

ATTEST:

\_\_\_\_\_  
CITY CLERK OF THE CITY OF IRVINE

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE    ) SS  
CITY OF IRVINE         )

I, MOLLY MCLAUGHLIN, City Clerk of the City of Irvine, HEREBY DO CERTIFY  
that the foregoing resolution was duly adopted at a regular meeting of the City Council  
of the City of Irvine, held on the 13<sup>th</sup> day of March 2018.

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

\_\_\_\_\_  
CITY CLERK OF THE CITY OF IRVINE



2/21/2018 through 2/27/2018

## REGISTER OF DEMANDS AND WARRANTS

<u>Fund</u>	<u>Fund Description</u>	<u>Amount</u>
001	GENERAL FUND	1,062,007.05
004	PAYROLL CLEARING FUND	2,269,198.08
005	DEVELOPMENT SERVICES FUND	46,326.39
009	REVENUE CLEARING FUND	4,625.70
024	BUILDING & SAFETY FUND	166,674.29
027	DEVELOPMENT ENGINEERING FUND	29,211.75
111	GAS TAX FUND	2,435.01
119	LIGHTING, LANDSCAPE & PARK MNT	370,850.59
125	COMM DEVELOP BLOCK GRANT FUND	3,738.42
128	OFFICE ON AGING PROGRAMS FUND	3,981.14
132	SLURRY SEAL SUR CHG FUND	35,573.20
149	SPECIAL PROGRAM GRANTS	818,276.00
154	RENEWED MEASURE M2 FAIR SHARE	585.00
180	ORANGE COUNTY GREAT PARK	167,766.40
204	CFD 2013-3 GREAT PARK	16,407.00
218	AD 03-19 NORTHERN SPHERE	440.00
219	AD 04-20 PORTOLA SPRINGS	3,432.00
220	AD 05-21 ORCHARD HILLS	220.00
250	CAPITAL IMPROV PROJ FUND - CIR	68,154.46
260	CAPITAL IMPROV PROJ-NON CIRC	145,443.00
270	NORTH IRVINE TRANSP MITIGATION	65,198.00
271	IRVINE BUSINESS COMPLEX	20,000.00
286	GREAT PARK DEVELOPMENT FUND	53,768.38
501	INVENTORY	18,000.24
570	INSURANCE FUND	35,077.66
574	FLEET SERVICES FUND	38,354.67
578	MAIL INTERNAL SERVICES	348.43
579	STRATEGIC TECHNOLOGY PLAN FUND	141,245.37
580	CIVIC CTR MAINT & OPERATIONS	35,581.74
781	INTERAGENCY CUSTODIAL FUND	5,974.95
<b>GRAND TOTAL</b>		<b>5,628,894.92</b>

2/28/2018 through 3/6/2018

## REGISTER OF DEMANDS AND WARRANTS

<b>Fund</b>	<b>Fund Description</b>	<b>Amount</b>
001	GENERAL FUND	559,877.91
002	ASSET MANAGEMENT PLAN FUND	7,000,000.00
004	PAYROLL CLEARING FUND	37,197.07
005	DEVELOPMENT SERVICES FUND	31,796.00
024	BUILDING & SAFETY FUND	17,832.84
027	DEVELOPMENT ENGINEERING FUND	16,721.17
111	GAS TAX FUND	9,982.84
114	HOME GRANT	150.00
119	LIGHTING, LANDSCAPE & PARK MNT	66,136.86
128	OFFICE ON AGING PROGRAMS FUND	3,632.43
132	SLURRY SEAL SUR CHG FUND	8,702.60
151	ASSET FORFEITURE JUSTICE DEPT	44.58
155	COMMUNITY SERVICES PROGRAMS	12.12
180	ORANGE COUNTY GREAT PARK	113,495.34
204	CFD 2013-3 GREAT PARK	1,696.00
207	AD 85-7 SPECTRUM 1, 3 & 4	3,000.00
208	AD 87-8 SPECTRUM 5 NORTH	500.00
213	AD 94-13 OAKCREEK	1,020.00
224	AD 11-24 CYPRESS VILLAGE	1,020.00
250	CAPITAL IMPROV PROJ FUND - CIR	69,686.59
260	CAPITAL IMPROV PROJ-NON CIRC	4,688.47
271	IRVINE BUSINESS COMPLEX	1,759.10
282	FEE DISTRICT NO. 92-1	6.06
286	GREAT PARK DEVELOPMENT FUND	6,785.21
501	INVENTORY	769.34
570	INSURANCE FUND	89,863.05
574	FLEET SERVICES FUND	259.81
579	STRATEGIC TECHNOLOGY PLAN FUND	430,005.65
580	CIVIC CTR MAINT & OPERATIONS	495.00
714	REASSESSMENT 12-1 FIXED RATE	5,505.50
715	AD 13-25 FIXED RATE	16,604.42
716	RAD 13-1 FIXED RATE	1,886.67
717	RAD 04-20 PORTOLA SPR VAR RT A	5,282.92
718	RAD 05-21 ORCHARD HLS VAR RT	12,200.50
719	REASSESSMENT 85-7A VARIABLE RT	57.67
721	AD00-18 SHADY CNYN&TURL ROCK	38.17
723	AD03-19 WOODBURY SER B VAR RT	31.08
724	AD 07-22 STONEGATE VAR RT A	28.58
726	AD10-23 SERIES B FR LAGUNA ALT	156.33
730	11-24 FIXED RT CYPRESS VILLAGE	808.75
731	AD07-22 GROUP 4 FIXED RATE	528.25
732	RAD 04-20 GROUP 3 FIXED RATE	183.00
735	AD03-19 WOODBURY SER A VAR RT	7,531.08
760	AD87-8 ICD/BAKE PKWY DEBT SVC	2,058.00
767	AD94-15 WESTPARK II SERIES A	33.00
771	AD97-16 NORTHWEST IRVINE VARI	35.83
772	RAD 15-1 FIXED RATE	3,010.25

2/28/2018 through 3/6/2018

## REGISTER OF DEMANDS AND WARRANTS

<b>Fund</b>	<b>Fund Description</b>	<b>Amount</b>
773	RAD 15-2 FIXED RATE	1,177.42
774	AD94-13 VARIABLE RT-OAKCREEK	32.00
775	AD97-17 LOWER PETERS CYN EAST	37.75
776	AD93-14 SPECT 6N/SPECT 7	52.00
777	RAD 05-21 G1 FIXED RATE	890.08
778	RAD 04-20 G4 FIXED RATE	301.83
779	RAD 04-20 G5 FIXED RATE	119.92
<b>GRAND TOTAL</b>		<b>8,535,727.04</b>



3.4

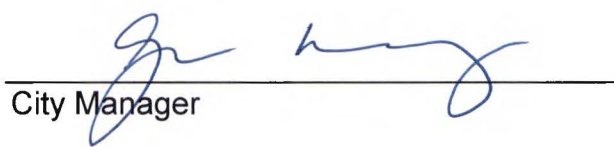


## REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:** March 13, 2018

**TITLE:** WALL OF RECOGNITION NOMINATIONS

  
Director of Community Services

  
City Manager

### RECOMMENDED ACTION

Approve nominations for inclusion on the Wall of Recognition.

### EXECUTIVE SUMMARY

In 2006, the City Council established the Wall of Recognition program in recognition of those who have made significant contributions to the City of Irvine. To date, 367 individuals have been honored through inclusion on the Wall of Recognition, which is featured at Colonel Bill Barber Marine Corps Memorial Park.

In accordance with the City Council-adopted Wall of Recognition procedures (Attachment 1), nominations for inclusion on the Wall of Recognition are accepted every two years. For 2017, twenty nominations are presented for the City Council's consideration, presented as Attachment 2. In addition, perpetual plaques provide for automatic nomination of individuals holding leadership positions within the City. For 2017, four individuals are being presented for perpetual plaques. All honorees will be invited to attend a reception and presentation at the May 22, 2018 City Council meeting.

For consideration, individuals nominated must be, or have been, an Irvine resident, (defined as someone who has lived, been employed, or attended school in Irvine). Groups, businesses and organizations nominated must be or have been located in Irvine. Applications must meet minimum eligibility requirements and criteria as outlined in the Wall of Recognition procedures. Staff reviewed and evaluated all nominations based on six evaluation criteria. The twenty recommended nominees meet at least three of the criteria.

### COMMISSION/BOARD/COMMITTEE RECOMMENDATION

Not Applicable.

### ANALYSIS

The Wall of Recognition nomination period was open from November 1 through December 31, 2017. During the week of November 1, 2017, a press release was distributed and a memo to the City Council was provided. Additionally, a City Council

announcement for nominations was made at the November 14, 2017 City Council meeting. Community organizations, homeowners associations, and the Irvine Chamber of Commerce also received nomination invitations. Following the nomination period, staff reviewed and evaluated all nominations to confirm each met the minimum eligibility requirements and criteria as outlined in the Wall of Recognition procedures. Twenty recommended nominees meet at least three of the evaluation criteria outlined as follows:

- a) Demonstrated creativity and/or initiative in providing service to the community
- b) Provided long-term service to the community, the state, or the nation
- c) Made unique contributions that are marked by excellence and are worthy of honor
- d) Provided a distinct, significant contribution to the betterment of the City
- e) Demonstrated exceptional determination, character, commitment, and/or leadership
- f) Nominee died in the line of duty serving the City, the state, or the nation

The twenty nominees include:

Laurel Arnold	Kim Konte	Greg Sasaki
Ed Benoe	Carol Lechich-LeMar	Bill Sellin
Robert M. Brower	Jan Prodan	Todd Spitzer
Nancy Colocino	Sima Ranjbar	Ellen Welch
Shiva Farivar	Edward Rogan	Martha Young
Dale A. Jelinek	Pam Rogan	Make-A-Wish
Raul Kich	Bill Sandlin	

In addition to the recommended nominees, perpetual plaques are designated to recognize community leaders in accordance with the roles they serve within the City. As clarified at the October 25, 2011 City Council meeting, individuals serving as City Mayor, City Councilmember, board members of the Irvine Unified School District Board of Education, and board members of the Tustin Unified School District Board of Education, will be automatically included upon appointment, election, or taking oath of office as appropriate. (The October 25, 2011 City Council staff report and meeting minutes are presented as Attachment 3).

Lastly, individuals in the capacities of Irvine City Manager, Irvine Unified School District Superintendent, Tustin Unified School District Superintendent, and University of California Irvine Chancellor, receive automatic nomination for consideration upon leaving his or her appointed position.

Four individuals are presented for perpetual plaques:

Betty Carroll	Sean Joyce
Melissa Fox	Donald P. Wagner

Upon the City Council's approval, Wall of Recognition plaques will be presented to recipients at the May 22, 2018 City Council meeting. Honorees will be invited to attend a reception held in their honor, prior to the City Council meeting.

## **ALTERNATIVES CONSIDERED**

It is within the City Council's discretion to determine the eligible candidates to be included in the Wall of Recognition program.

## **FINANCIAL IMPACT**

The Fiscal Year 2017-18 budget includes \$8,000 to fund the project and recognition reception.

**REPORT PREPARED BY** Wendy Brown, Community Services Superintendent

## **ATTACHMENTS**

1. Wall of Recognition Program Procedures
2. 2017 Wall of Recognition Nominations
3. October 25, 2011 Staff Report without attachments and City Council Minutes excerpt

**WALL OF RECOGNITION PROGRAM**  
**Colonel Bill Barber Marine Corps Memorial Park**

**PROCEDURES**

The following revises the procedure for acknowledgement of community members and organizations via the "Wall of Recognition" (currently posted on City website at [www.cityofirvine.org/publicrecognition](http://www.cityofirvine.org/publicrecognition)).

1. Call for Nominations

- a. Nomination period will open on November 1st of every odd year.
- b. Nomination period will be open for 60 days.
- c. City Council will be informed of the opening of the Call for Nominations the last week of October via Council Announcement (TW2).
- d. Press release and posting of the general announcement will take place the first week of November.

Requests for consideration for inclusion on the Wall of Recognition shall be submitted to the City Clerk in the form of a personal letter from the nominator which shall include the proposed honoree's name (and contact information, if applicable) with justification for the recognition as well as name and contact information of nominator. A nomination form is also available on the City's website at <http://cityofirvine.org/publicrecognition>.

2. Hard copy forms will also be available at City Hall (information desk and Community Services front counter).

- a. Councilmembers may nominate up to three individuals, groups or organizations for consideration.
- b. Up to three nominations may be submitted by, but are not limited to, honoree's family members, a member of the Irvine community, a local official, or someone from a non-profit organization or business with which the proposed honoree is affiliated.
- c. Individual nominees must be, or have been, an Irvine resident. For the Wall of Recognition, a resident is defined as someone who has lived, been employed, or attended school within the City of Irvine. Groups, businesses and organizations must be or have been located in Irvine in order to be eligible.

3. Criteria for consideration is based upon, but not limited to, any of the following:

- a. Nominee has demonstrated creativity and/or initiative in providing service to the community.
- b. Nominee has provided long-term service to the community, the state or the nation.
- c. Nominee has provided unique contributions that are marked by excellence and are worthy of honor.
- d. Nominee made a distinct, significant contribution to the betterment of the City.
- e. Nominee demonstrated exceptional determination, character, commitment, and/or leadership.

- f. Nominee died in the line of duty serving the City, the state or the nation.
- 4. Verification
  - a. Staff will verify residency.
  - b. Staff will verify eligibility.
- 5. Review
  - a. Staff will provide a list of nominees and justifications to City Council by the following January 31 of every even year.
  - b. City Council will review nominations for two weeks. During this time they may provide comments and “challenges” to City Manager.
  - c. Staff will review concerns and provide findings to the City Manager. In the event that a concern is raised and substantiated about a nominee submitted by one of the City Councilmembers, the City Manager will review the nomination with the City Councilmember that submitted the nomination to determine eligibility of the nominee. A revised “final” list will be presented to City Council by end of February of every even year.
  - d. Staff report of nominations will be agendized for consideration at next Council meeting.
- 6. Recognition
  - a. Upon approval by City Council, staff will initiate plaque engraving. Once this has been completed, induction of honorees will be held at a City Council meeting.
  - b. Electronic registry on City website will be updated upon induction.
  - c. All costs of purchase, placement and maintenance of plaques will be borne by the City in appreciation of the contribution made by honorees to this community.
  - d. Plaques honoring those who have died in the line of active military duty shall be installed at the Military Memorial at the Flag Monument located at Colonel Bill Barber Marine Corps Memorial Park.
- 7. Categories of Recognition
  - a. Perpetual plaques will be designated to recognize certain individuals that warrant inclusion based upon the role they serve. Individuals serving as City Mayor/Councilmember, City Manager, Superintendent, President or Chancellor of school districts and universities, and board members of Orange County Great Park Corporation will be automatically included upon being seated, appointment, election or taking oath of office as appropriate. Perpetual plaques will be updated every odd year at the same time as all other plaques are engraved.
  - b. Community Partners will recognize institutions, organizations and businesses that contribute to the betterment of the City. Nomination is required for consideration. Inaugural or founding members, owners, boards or presidents may be listed under the name of the entity being recognized.
  - c. Roots of the Community will recognize individuals, groups, institutions, organizations and businesses that bring something unique to Irvine, are the first to undertake a position, task or industry of significance to the community and that

have been, if individuals, residents of Irvine or, if a business, group, organization or institution, located in Irvine and have been in existence for a significant period. Nomination is required for consideration.

- d. Distinguished Citizens will recognize philanthropists, community leaders, and volunteers; and other individuals who are not affiliated with the City as City Councilmember, City appointed board, commission or committee member, or employee. Nomination is required for consideration.
- e. Civic Leaders are individuals who either are or were City employees, who have held City offices or were appointees to City Commissions, Committees and Boards, and made significant contributions for the betterment of Irvine. Nomination is required for consideration.

#### 8. Removal from the Wall of Recognition

- a. If, after a person or organization has been honored on the Wall of Recognition, it is found that the honoree engaged in conduct or activities that would have eliminated that person or organization from original consideration, City Councilmembers, members of the public or staff shall communicate their concerns to the City Managers' office for investigation.
- b. Upon completion of the staff investigation, City Manager will make a recommendation to City Council if concerns are substantiated.
- c. A City Council vote will be taken to remove an individual, group or organization from the Wall of Recognition.

On October 25, 2011, the City Council adopted revised procedures for the Wall of Recognition program as follows:

Individuals elected to certain positions will be included on the Wall of Recognition's perpetual plaques without the need for a formal nomination. Upon election, individuals serving in the following capacities will be recognized:

- 1. City Council – all councilmembers (mayors denoted with an asterisk)
- 2. Irvine Unified School District Board of Education – all board members
- 3. Tustin Unified School District Board of Education – all board members

Individuals serving in the following capacities receive automatic nomination for consideration upon leaving their appointed position:

- 4. Irvine Unified School District Superintendents
- 5. Tustin Unified School District Superintendents
- 6. University of California, Irvine Chancellors
- 7. Irvine City Managers



2017  
WALL OF RECOGNITION NOMINATIONS

NOMINEE LAST NAME	NOMINEE FIRST NAME	NOMINATION APPLICATION INFORMATION	RECOGNITION CATEGORY	NOMINATION CRITERIA
		MEETS 3 OR MORE OF THE ESTABLISHED CRITERIA		
Arnold	Laurel	<p>Laurel Arnold moved to Irvine in 1972, where she continues to reside today. A model of excellence, her contributions to the City’s success began in 1979 as a Board member of the Irvine P.A.W.s organization. This group provided funding and support, in partnership with the Irvine City Council, to build the Irvine Animal Care Center (IACC) in 1982. As a Founding Volunteer, Laurel’s leadership has guided the IACC through 35 years of growth as a top-tier shelter.</p> <p>Laurel remains active at the IACC piloting countless fundraising activities, donating her time, talent, and treasure in support of the Foster Care and Enhanced Care programs, and as a member of the Volunteer Leadership Committee. She is on track to contribute 300 volunteer hours this year, and in 10 of her 35 years Laurel has donated over 400 service hours per year.</p> <p>We estimate that Laurel’s devotion has helped reunite more than 12,000 strays with their owners and help more than 60,000 animals adopt.</p> <p>We are remarkably richer because of all that Laurel has so freely given to the IACC, but her greatest contribution has been her generosity of spirit.</p> <p><b>Nomination By:</b> Councilmember Schott &amp; Catherine Lovella (City Staff)</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 4 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Irvine Animal Care Center P.A.W.’s Board Member</p> <p><b>Notes:</b> Founding volunteer for the Animal Care Center.</p> <p>35 years of volunteer service.</p> <p>Has helped reunite more than 12,000 strays with their owners and assisted with the adoption of more than 60,000 animals.</p>
Benoe	Ed	<p>Irvine resident beginning 1980 to present.</p> <p>CPA and previous Chairman of the Board at HBLA CPA’s in Irvine. Employed since 1980.</p> <p>Joined Toastmasters of Orange County in 1982. Received the Distinguished Toastmaster Award and Jamie Trevor Award of Excellence.</p> <p>Member of Saint John Neuman Catholic Church. Ed serves as Altar Server every Sunday morning mass. Ed was honored as Catholic Man of the Year two times.</p> <p>Member of the Knights of Columbus since 1988. Ed is a fourth Knight Degree and has been Grand Knight twice: 2002 and 2004. As a Knight, Ed has done numerous event planning and participation. Ed was Bingo caller to help build the church and the Father Colm Collin Hall from 1988-1998. He started the Casino fundraising events and participated for 13 years. As a Knight, Ed and his wife, Kathie, feed the men and women at the Catholic Worker Home in Santa Ana once a month. Ed has been honored as Knights of Columbus Catholic Family of the Year two times and also as Knight of the Year.</p> <p>Irvine Public Schools Foundation: Ed served as president for 2002-2003 term. Ed served on the IPSF Finance Committee for many years and termed out this year.</p> <p>Irvine Chamber of Commerce: Ed has been a member for many years. Ed served as president for 2001-2002 and 2005-2006 terms. Ed traveled to Sacramento to lobby for the IUSD school system.</p> <p>Board Member Catholic Charities of Orange County. Ed served as Chairman of the Board 2013-2016. Ed also continues to serve on the Finance Committee. Ed termed out as a board member this</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Irvine Public School Foundation President Irvine Chamber of Commerce Exchange Club of Irvine Teaches at IVC Knights of Columbus Catholic Charities of OC – Board Member</p> <p><b>Notes:</b> Service to more than 9 organizations in the Irvine community.</p> <p>Held leadership positions for a variety of organizations. (President and active Board Member)</p> <p>Has received honors and awards for his leadership and service.</p>



2017  
WALL OF RECOGNITION NOMINATIONS

NOMINEE LAST NAME	NOMINEE FIRST NAME	NOMINATION APPLICATION INFORMATION	RECOGNITION CATEGORY	NOMINATION CRITERIA
		<p>year. Ed and wife Kathie, attend many fundraisers for the CCOC in support. Ed and Kathie also help serve the homeless of Orange County by participating in a Thanksgiving and Christmas food distribution to the neediest 500-600 families.</p> <p>Current Board Member for the Christ Catholic Cathedral Facilities Corporation.</p> <p>Current member of the Exchange Club of Irvine since 2011. Ed served as president for 2016-2017 term. Ed participates in many events and meetings serving the community.</p> <p>Ed is currently a member of the Equestrian Order of the Knight of the Holy Sepulcher.</p> <p>Ed currently teaches part-time at Irvine Valley College.</p> <p><b>Nomination By:</b> Cathy Rodriguez</p>		
Brower	Robert M.	<p>As a strong advocate for a veteran’s cemetery in Irvine, Mr. Brower has demonstrated unique leadership in advocating for the development of the Southern California Veterans Cemetery. He has helped coordinate support for the Cemetery both locally and at the State and national levels.</p> <p>His history of service has extended through many years. During his tour in Vietnam, Sergeant Brower was awarded two Bronze Stars for heroism in ground combat, two Purple Hearts for wounds received in combat, a Combat Infantryman Badge, two Air Medals, Vietnam Service Medal, an Army Commendation Medal, and other service awards. Sergeant Brower was part of the battle of Fire Support Base Ripcord, the last major engagement between U.S. forces and the North Vietnam Army.</p> <p>Mr. Brower’s interest in the local Irvine community affairs began in 1990 when volunteered for a city council election campaign, and his interest has continued since then.</p> <p>During the 1990s he was part of many local community activities: As a board member of the local Irvine Chapter of the American Cancer Society he gained his public advocacy experience in Sacramento and was a member the committee that negotiated the use of Tobacco Litigation Settlement with the County of Orange. He also served on the Finance committee of the former Irvine Senior Foundation. In 1995, after the 1994 County of Orange bankruptcy, Mr. Brower was unanimously appointed by the Irvine City Council to the City’s first Financial Investment Committee (now known as the Investment Advisory Committee).</p> <p>Today, Mr. Brower continues in a broad array of volunteer community services. He is a member of The American Legion where he serves as one of six Legislative Commissioners for the Department of California, and the Finance Officer for District 29 (Orange County). Additionally, he is a member of and a key advisor to the Orange County Veterans Memorial Park Foundation.</p> <p><b>Nomination By:</b> Mayor Pro Tem Christina Shea (City Staff)</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 4 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Past member Investment Advisory Committee Orange County Veterans Memorial Park Foundation</p> <p><b>Notes:</b> 1995 appointed by City Council to the first Financial Investment Committee (now known as the Investment Advisory Committee).</p>
Colocino	Nancy	<p>Nancy Colocino has served the Irvine community for nearly 40 years, as a leader in alcohol, tobacco,</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p>

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		<p>other drug and violence prevention, both professionally and as a volunteer.</p> <p>Nancy Colocino was hired by Irvine Unified School District (IUSD) in 1979 as a school psychologist, and joined Bill Benn a year later in what was then called Guidance Projects. Bill left a few years later, and Nancy became Coordinator and the program was renamed Guidance Resources. She retired from IUSD in the fall of 2011.</p> <p>Nancy was a founding board member of the Irvine Chemical People (1987), which was renamed Irvine Community Drug Prevention in 1990, and served continuously as a board member. When Eric and I left for Africa in 2012, Nancy assumed the role of Executive Director, which she held until this past summer.</p> <p>Prevention &amp; Intervention in Irvine Alcohol, tobacco, other drug and violence prevention and intervention efforts in Irvine during the early 1990’s were shaped in large part by two events: A drive by shooting near Woodbridge High school and the county bankruptcy. The lessons from both reinforced the need for community partnerships and collaborations to strengthen our efforts, while maximizing the resources that we had available. Nancy, together with Pat McKenzie, successfully lead our efforts to obtain federal grants to support collaboration.</p> <p>The High-Risk Youth Grant from the Center from Substance Abuse Prevention (CSAP) was the first. The Healthy Kids grants came next, which included the purchase of a portable at SELF High School (now Creekside) to house Project Success on site.</p> <p>The Coalition Strengthening Grant (\$100,000 a year, for ten years) from the Office of National Drug Control Policy (ONDCP) came in 1998, formalizing the collaboration known as the Irvine Prevention Coalition. It is noteworthy that we were named Coalition of the Year in 2001 by the Community Antidrug Coalitions of America (CADCA).</p> <p>A few years later, the Guidance Resources team applied for the Safe Schools/Healthy Students grant from the Substance Abuse and Mental Health Services (SAMHSA). As a result, we were awarded \$3 million dollars a year, for three years in 2002! This money came when it was needed most, sustaining important health services that were certain to be cut, while introducing important prevention and early intervention services that were needed. I should add that Nancy’s fiscal responsibility, and her long-term vision, is why those \$9 million dollars were leveraged over five years instead of three.</p> <p>So many important programs and initiatives were born out of, or sustained by, these grants. In addition, the unique, authentic collaborative spirit that Nancy led was instrumental to our multiagency approach and success. Most important is the positive impact made on the community. Irvine’s low alcohol, tobacco, other drug and violence prevention rates are not by chance. They are the result of deliberate and sustained efforts, and Nancy has been a constant force behind all of them.</p> <p>In 1992, when I was still the new kid, Nancy gave me a newspaper clipping that featured Margaret Mead’s quote, “Never doubt that a small group of</p>		<p><b>Eligibility:</b> ✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Guidance Resources IUSD Director of Irvine Community Drug Prevention Irvine Prevention Coalition Irvine Children, Youth &amp; Families Advisory Committee The Africa Project</p> <p><b>Notes:</b> Over 40 years advocating for alcohol, tobacco, drug and violence prevention in Irvine youth.</p> <p>Created, managed and implemented programs within the school district and citywide.</p> <p>Secured several federal and program grants.</p> <p>Held leadership positions for a variety of organizations.</p> <p>Has received honors and awards for her leadership and service.</p>

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		<p>thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has."</p> <p>This quote best represents Nancy's philosophy: that you don't necessarily need a large group, but the group that you do have must be committed to the research and to excellence!</p> <p>I am honored to nominate this intelligent, visionary woman who worked quietly in the background these years. Still, despite her tendency to work quietly in the background, pushing the rest of us forward and in to the spotlight, Nancy was behind every idea, and every prevention or early intervention initiative that has made our community special. Nancy's leadership shaped our understanding of prevention, and of community and Irvine is are better because of it.</p> <p><b>Nomination By:</b> Debra Bianchi</p>		
Colocino	Nancy	<p>It is a great honor to nominate Nancy Colocino, an outstanding supporter of Alcohol Tobacco and Other Drug (ATOD) prevention in Irvine and the OC community, for the 2017 Wall of Recognition.</p> <p>For nearly 30 years as the head of Guidance Resources for Irvine Unified School District (IUSD), director of Irvine Community Drug Prevention and Irvine Prevention Coalition (IUSD/IPC), and grant writer/grant manager for IUSD alcohol, tobacco and other drug prevention grants, Nancy Colocino has shown her dedication to the field of prevention and supporting the health of children, youth and families.</p> <p>For many of us working in ATOD prevention in Irvine and Orange County, Nancy has been instrumental in shaping our understanding of prevention, and of community. Her knowledge of prevention, the social norms model, evidence-based public health strategies, education and counseling has been invaluable in guiding Irvine Prevention coalition's vision and mission "to support a safe and caring community through prevention strategies and services designed to encourage healthy choices." Whether working within IUSD, as a Director of ICDP/IPC, as a consultant to other ATOD community collaboratives and coalitions, as a contributor to Irvine's Strategic Plan for Children Youth and Families, or as a member of the Irvine Children Youth and Families Advisory Committee, OCSAPN, the Orange County Prescription Drug Prevention Coalition, and Community Anti-Drug Coalitions of America, Nancy brings an invaluable depth of prevention knowledge that always focuses on reliable data and evidence-based strategies.</p> <p>I got to know Nancy when I was living in Irvine and working with NCADD-OC/Community Alliance Network on Tobacco prevention. Nancy was supportive of our smoke-free parks initiative. She was also instrumental in promoting health education on preventing alcohol use among minors through the Target21 campaign leading to adoption of the Social Host Ordinance. It has been my honor to work closely with Nancy at ICDP/ICP and I have benefitted from her broad understanding of prevention and community collaborations.</p> <p>After federal funding for Safe and Drug-Free Schools expired and even after retiring from IUSD, Nancy worked tirelessly to ensure that IPC continued to address the alcohol, tobacco and</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Guidance Resources IUSD Director of Irvine Community Drug Prevention Irvine Prevention Coalition Irvine Children, Youth &amp; Families Advisory Committee The Africa Project</p> <p><b>Notes:</b> Over 40 years advocating for alcohol, tobacco, drug and violence prevention in Irvine youth.</p> <p>Created, managed and implemented programs within the school district and citywide.</p> <p>Secured several federal and program grants. Held leadership positions for a variety of organizations.</p> <p>Has received honors and awards for her leadership and service.</p>



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		<p>other drug prevention issues facing the community and our youth. Under her leadership, IPC continued to analyze CHKS data along with input from parents and community partners to identify key training topics to be addressed by prevention experts at IPC general meetings, community forums and Red Ribbon coordinator trainings. IPC expanded its scope to include mental health and wellness issues in conjunction with alcohol, tobacco and other drug prevention in response to trends, data and feedback from the community. And Nancy made sure that our trainings are data-driven and evidence-based.</p> <p>As Executive Director of Irvine Community Drug Prevention/IPC until July 1, 2017, Nancy has worked tirelessly to nurture key relationships with the City of Irvine, Irvine PD, OCDE, OC Health Care Agency, local colleges, health care providers, businesses and community partners that will continue to support IPC trainings and community activities including Red Ribbon Week and Pennies for Prevention. In fact, for the past five years, Pennies for Prevention could not have continued to support IPC’s trainings and community activities without Nancy. She has built IPC’s relationship with Brinks so they now donate their services for Pennies for Prevention. She coordinated volunteers, organized logistics and made sure everything ran smoothly. And she wrote the checks to the schools that participate so they had dollars to support prevention, not just for Red Ribbon Week but throughout the year. She coordinated trainings to enable volunteer prevention coordinators at the schools to communicate age-appropriate prevention messages and plan effective prevention activities that empower youth to make healthy decisions.</p> <p>She has recruited and trained new ICDP Board Members and IPC Advisory Committee members to ensure that IPC will continue to support evidence-based prevention in Irvine and the Orange County community. She has recognized hundreds of prevention heroes at IPC’s annual Outstanding Supporter of Prevention Awards.</p> <p>For her continuing efforts to support a safe healthy community for Irvine’s children, youth and families, Nancy is deeply deserving of this recognition.</p> <p><b>Nomination By:</b> Margo Allen Finlayson</p>		
Farivar	Shiva	<p>Shiva Farivar served as a City Council appointed member of the City of Irvine’s Community Services Commission from 2007 to 2014, including five years as Chairperson. Ms. Farivar was a uniting member of the five-person Commission, bringing a professional, cooperative, diverse and informed perspective to the position.</p> <p>As a Commission member, Ms. Farivar took an active role in serving on a variety of sub-committees, including marketing, event planning, and the Irvine Children Youth and Families Advisory Committee, where she advocated for youth programs to collaborate with school districts and the Police Department to address prevention and education for drug abuse, alcoholism and substance abuse. Ms. Farivar participated in the development of a strategic plan and was a passionate and active supporter of these programs by working with the City’s Youth Action Teams in high schools and middle schools to provide opportunities for dialog, education, leadership,</p>	<p>Civic Leader</p> <p>Individual who provided service primarily as a member of a City commission, board or committee, or a City employee</p>	<p><b>Nomination Criteria</b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes CS Commissioner CS Commission Chair Irvine Children, Youth and Families Advisory Committee &amp; Chair Irvine Prevention Coalition Director of Persian New Year Festival</p> <p><b>Notes:</b> Community Services Commissioner 2007-2014</p>

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		<p>volunteerism, and positive social and recreational activities.</p> <p>Ms. Farivar was a passionate, energetic and involved Commissioner and community member who advocated services for those with special needs, including disabled, elderly, victims of domestic violence and families in crisis. Ms. Farivar understood the complexities of working within the City operations and budget, while motivating the use of a smart phone application to enable residents to communicate with Public Safety through text messaging. Her concept was ultimately developed into the City’s “Access Irvine” mobile app.</p> <p>The diverse scope of the City’s Community Services programs required that Ms. Farivar be familiar with a broad range of community programs that were operated to fulfill the mission of the City and the Department. Ms. Farivar understood community needs and the Commission’s role in developing programs and recommendations for achieving them. Ms. Farivar was strategic in creating alliances with a variety of community partners to deliver these services. As a representative of the City and Commission, Ms. Farivar was professional, personable, and unifying in bringing consensus to recommendations and decisions.</p> <p>Ms. Farivar was instrumental in establishing the foundation for many of the programs and services offered today, including park designs and approvals, the City’s unique Adventure Playground; Strategic Plans for senior services and children youth and families; the growth of the City’s Global Village Festival, and many years of community participation and organizing for her children’s school events and Community events.</p> <p>For the past four years, Ms. Farivar has directed the Persian New Year Festival in Irvine. The festivity, which she initiated, draws thousands of people from all over Orange County and beyond to Irvine. It has become a day of celebration of the Persian New Year for the Iranian-American Community and the Community-at-large, and it is also attended by many elected officials from Orange County, Long Beach and LA County.</p> <p><b>Nomination By:</b> Khalouk Hibrawi</p>		<p>CS Commission Chair – 5 years.</p> <p>Held leadership positions for a variety of Irvine organizations. (Chair and Director positions)</p>
Jelinek	Dale A.	<p>In July 2009 Dale created the foundational design of the permanent Northwood Gratitude and Honor Memorial (“Memorial” that was ultimately approved by the Irvine City Council in December 2009. The Memorial was the ONLY Memorial in the nation to honor by name ALL the American Fallen Heroes of the wars in Afghanistan and Iraq.</p> <p>Early in 2010 Dale became one of two principal volunteers representing the Northwood community members in discussions with members of the Irvine Community Services Department and the Community Services Commission in all matters regarding the Memorial.</p> <p>Since 2010 Dale has been a year-round volunteer managing the financial affairs of the non-profit, processing nearly 2,000 requests from Gold Star Families for rubbings of their loved one’s name, helping to plan and execute Memorial Day (2010-Current) and Veterans Day (2010-2016)</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Northwood Gratitude and Honor Memorial</p> <p><b>Notes:</b> Founding officer of the Northwood Memorial non-profit.</p> <p>Member of the Northwood Memorial Committee.</p>

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		<p>ceremonies and serving as master of ceremony for these events.</p> <p>Since 2010 Dale has conducted outreach presentations to various community and business organizations in Irvine, and to media organizations to publicize the nationally unique nature of the Memorial.</p> <p>Since 2010 Dale has managed the public face of the Memorial on line using the web page and Facebook page to inform people across the country about Memorial. This includes participating in the Facebook pages of several organizations for Gold Star Families. This has led to nationwide recognition for Irvine and the Memorial. In June 2019, the Memorial will be the site of the field trip by attendees of the national Gold Star Mothers of America convention in Long Beach.</p> <p>Since 2010 Dale has personally met visitors to the Memorial from over 20 states and three countries.</p> <p><b>Nomination By:</b> Bonnie Jelinek</p>		<p>Contributed to the creation and original design of the Memorial and the expansion of the memorial.</p> <p>Maintains website and provides outreach.</p> <p>Committee lead that plans the annual program elements at the Memorial. Emcee and script writing for events.</p>
Raul	Kich	<p>Raul Rich was a dedicated Scout leader serving Irvine Troop 675 and all of OC Boy Scouts for over 13 years. He as true servant-leader, getting right in the mix with the Scouts on their projects. In the Scouting world, boys learn to create “pioneering” structures using wooden panels and rope lashings, and troops compete against other troops for the most creative and sturdy pioneering structures. Mr Kich, also a talented and enthusiastic woodworker, took great joy, and exhibited initiative, in dreaming up new and exciting pioneer structures for the Scouts to build. His enthusiasm was contagious and the boys would jump to collaborate with him on the latest structure. Several of the Scouts have pursued materials, structural and mechanical engineering following their years in the troop. Expanding on his servant-leadership, Raul Kich took great satisfaction as he spearheaded the Troop’s involvement in community service projects. He looked for opportunities for the Scouts to provide a color guard, to participate in community food drives such as Scouting for Food, attended workdays and clean up days, and participated in the annual Memorial Day laying of flags at the Fairhaven Cemetery in Santa Ana.</p> <p>Raul Kich was a beloved leader and friend to the Scouts and adults for Troop 675 and to many Scouts and families in Orange County. He joyfully dedicated his time, talent and treasure to serve our Troop. He encouraged our young men to achieve excellence, to take risks, to better themselves, and to persevere until they reached their goals. He dedicated a significant amount of time outside of regular troop meetings to serve as a District Eagle Counselor, to participate on District Eagle Boards of Review and the final interview for an Eagle Scout candidate. He contributed significantly to building the character of hundreds of young men in Irvine and Orange County. He has strengthened the fabric of our community.</p> <p><b>Nomination By:</b> Councilmember Schott</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Assistant Scout Master Troop 675 and District Eagle Counselor Irvine High School Football-Photographer</p> <p><b>Notes:</b> 13 years of volunteer service</p>
Konte	Kim	<p>Co-Founded Non Toxic Irvine (NTI) in 2015 and has worked tirelessly to protect Irvine’s environment as well as every child, pet, and resident from exposure to toxic pesticides at Irvine’s schools, parks, athletic fields and other</p>	Civic Leader	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b></p>



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		<p>public spaces. NTI and their partnership with the City of Irvine has demonstrated that you can have beautiful parks, playing fields and lawns that meet community expectations without the use of toxic pesticides. Irvine was the first city in Orange County to implement an organically driven Integrated Pest Management Policy (IPM), and now NTI has helped cities in L.A. County, San Deigo County, and others across the country and globe by emulating the City of Irvine’s policies.</p> <p><b>Nomination by:</b> Mayor Pro Tem Christina Shea (City Staff)</p>		<p>✓ Yes Meets 3 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes CS Commissioner</p> <p><b>Notes:</b> Community Services Commissioner 2017-Present</p> <p>Irvine Poly League Baseball Coach and volunteer</p> <p>Founder of Jane Goodall’s Roots and Shoots youth program in Irvine.</p>
Lechich-Le Mar	Carol	<p>Carol Lechich-Le Mar is a long-time Irvine resident and exceptional volunteer. Carol has a strong commitment to community and has volunteered for over twenty community organizations over the past two decades. Carol is a dedicated, dependable, sensitive and service oriented individual who adds value to each organization she supports. Additionally, she is creative and insightful, bringing fun and humor to these service groups. She is certainly deserving of this nomination for the Wall of Recognition.</p> <p>Carol’s passion and priorities are many, including: <b>Public safety and emergency preparedness</b> (Red Cross, Irvine CERT Logistics Leadership team, Community Police Academy); <b>Senior Services</b> (Billiards Committee, Geriactors, CHAMPIONS Friendly Visitors, Friendship Corner, Special Events, Global Village); <b>Veteran’s Services</b> (Veterans and Memorial Day Special Events volunteer, Veterans Oral History Project, Traveling Vietnam Memorial Wall); <b>Public Service</b> (Registrar of Voters Inspector and Verifier, Orange County Human Relations Mediation, Domestic Violence Project, Assistance League of Irvine ), <b>Youth</b> (Read Across America, Musical Mornings, Montessori on the Lake Ambassador); <b>Arts</b> (Pacific Symphony Orchestra, Irvine City Symphony Performances, Newport Film Festival, Great Park Heritage and Aviation Exhibit Docent).</p> <p><b>Nomination By:</b> Lynne Conger (City Staff)</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b> <b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 3 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Irvine Senior Services CERT Special Events Volunteer Great Park Heritage and Aviation Exhibit Docent</p> <p><b>Notes:</b> 20 years of volunteer service to Irvine.</p> <p>Has volunteered her time to over 20 community organizations.</p> <p>Still actively engaged in the Irvine community.</p>
Prodan	Jan	<p>Jan Prodan moved to the City of Irvine in 1973, and she has been an invaluable asset to the City ever since. She became an animal care volunteer in 1979; helping create the Irvine P.A.W.s organization. Serving at one time as President, and as a long-time Board member, Jan was active in P.A.W.s’ efforts to partner with the Irvine City Council. This resulted in a forever home being built for the Irvine Animal Care Center (IACC) in 1982.</p> <p>One of two founding Volunteers, Jan has dedicated 35 years of care to improving the lives of Irvine’s homeless pets while serving as a resource for Irvine’s pet owners and animal lovers.</p> <p>Jan still rolls up her sleeves to help staff in any way she is able. Mopping floors, scrubbing kennels, loads and loads of laundry—Jan works hard to keep the animals healthy and create a welcoming environment for visitors. Jan has contributed generously to decades of IACC special events: planning, executing and cleaning up after garage sales, flea-bath marathons, luncheons, bake sales, Home for the Holidays and the Super Pet Adoption</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b> <b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Irvine Animal Care Center Irvine P.A.W.S St. Elizabeth Ann Seton Church</p> <p><b>Notes:</b> Animal Care volunteer for 35 years. One of the two founding volunteers.</p> <p>P.A.W.’s president and long- time volunteer.</p>

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		<p>Fairs. Jan raises money for IACC special programs as well as donating her own.</p> <p>We estimate that Jan’s devotion has helped reunite more than 12,000 strays with their owners and help more than 60,000 animals adopted. She is a lovely, gracious force who inspires those around her to be the best version of themselves they can be.</p> <p>Jan moved to Washington D.C. in July 2017 to spend six months with family. She will return to Irvine in January 2018.</p> <p><b>Nomination By:</b> Catherine Lovella (City Staff)</p>		Has helped reunite more than 12,000 strays with their owners and helped more than 60,000 animals become adopted.
Ranjbar	Sima	<p>She serves with distinction on the City’s Senior Citizens Council, and as a member of the Irvine Multicultural Association. On the Sr. Council, she has served on the Nutrition Committee, and currently is part of the Leadership, Legislative, and the Housing &amp; Transportation committees. As an active member of the Multicultural Association, she has created many events and presentations for the community so that we all might better understand the cultures and traditions of our residents. Those presentation include “A Trip to via Paris,” “Chinese Opera and the Monkey King,” and “spring Celebration in Ancient Persia to the Present.”</p> <p><b>Nomination By:</b> Mayor Pro Tem Christina Shea (City Staff)</p>		<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 3 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Irvine Senior Council 2014-Present Irvine Multicultural Association</p> <p><b>Notes:</b> Created many events and presentations for the community and is an active member of the Multicultural Association</p>
Rogan	Edward	<p>Ed Rogan was instrumental in getting the Northwood Honor &amp; Gratitude Memorial approved and constructed. As a member of the Community Committee management team for over 10 years and a founding Director of the non-profit established (Ed Rogan donated his time and paid the fees associated with setting up the non-profit) to manage maintenance funds and collaborate with the City, Ed was consistently involved in the evolution of the Memorial.</p> <p>I am nominating Ed Rogan for the Wall of Recognition. I can’t think of anyone more deserving for this recognition than Ed. Without his leadership, patience and determination there is no doubt in my mind that the Northwood Gratitude and Honor Memorial would not have been built.</p> <p><b>Design</b> - Ed assembled and managed a unique team of engineering and architectural talent to prepare and submit the design documents as required by the City. Ed also collaborated with City representatives (Stacy Blackwood, Pat Castro, Meredith Reynolds, Mya Sanders, Eric Tolles, and Steve Haubert) as necessary to get the construction permits, etc. All effort (time &amp; materials) was provided pro bono by the entire design team.</p> <p><b>Construction</b> - as most people know, a Gold Star parent - Rick Wine and his son - performed the construction pro bono. Contracting with the City was something Rick was not familiar with and his small company could not comply with several of the City's contract provisions. Of concern was the bonding. To solve this problem, Ed &amp; his company (E2 ManageTech) stepped in and agreed to be the prime contractor with Rick as his subcontractor. With the City's</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Northwood Gratitude and Honor Memorial Management Team Northwood Gratitude and Honor Memorial non-profit founding Director</p> <p><b>Notes:</b> Provided funding, design, construction services to the Memorial.</p> <p>Collaborated with city personnel to get the memorial designed and constructed.</p> <p>Established the non-profit.</p> <p>Raised funds and continues to support the Northwood Memorial.</p>



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NOMINEE LAST NAME	NOMINEE FIRST NAME	NOMINATION APPLICATION INFORMATION	RECOGNITION CATEGORY	NOMINATION CRITERIA
		<p>approval, to satisfy the bonding requirements, rather than involve Ed's partners with bonding &amp; personal guarantees, Ed deposited \$50,000 of his own money and purchased a Certificate of Deposit which named the City as the beneficiary if the need arose. Ed also provided a site supervisor/administrator at no cost to the City (labor of any kind was not eligible for reimbursement by the City) who dealt with administrative items (e.g., progress documentation/photos/reporting, invoices, etc.).</p> <p><b>NGHM non-profit</b> - Ed at his own cost established a 501 (C)3 - NGHM Inc. - to (a) fund raising and management of funds, (b) collaborating with the City regarding ceremonies, and (c) other activities as they come up. Ed provided "seed funding" at the outset in the amount of \$7,500 via a "donation" from his company (E2 ManageTech).</p> <p><b>NGHM Ceremonies-</b> since the opening ceremony, Ed has been active in supporting Pam Rogan &amp; Dale Jelinek.</p> <p><b>NGHM Fund Raising-</b> in a recent collaboration with the City, it was decided that NGHIVI, Inc. would move forward with the design and acquisition of "memorial coins". Ed provided a \$2,500 donation to facilitate this activity.</p> <p><b>Nomination By:</b> Pam Rogan</p>		
Rogan	Pam	<p>Since 2010 Pam has been a year-round volunteer doing nearly 2,000 requests from Gold Star Families for rubbings of their loved one's name, helping to plan and execute Memorial Day (2010-Current) and Veterans Day (2010-2016) and Holiday Wreath Laying (2015-Current) ceremonies and serving as master of ceremony for many of these events.</p> <p>Since 2010 Pam has conducted outreach presentations to various Gold Star (families who have lost a love one) organizations in CA and other states to publicize the nationally unique nature of the Memorial.</p> <p>Since 2010 Pam has posted daily on-line the names of the Fallen Heroes who died on that day of the year. She regularly receives messages of gratitude about her efforts and those of the Memorial. Pam also participates in the Facebook pages of several organizations for Gold Star Families. This has led to nationwide recognition for Irvine and the Memorial. Pam has been instrumental in organizing the June 2019 visit to the Memorial by attendees of the national Gold Star Mothers of America convention in Long Beach.</p> <p>Since 2010 Pam has personally met may visitors to the Memorial from many states.</p> <p>*2015-Current – Member of the City of Irvine Northwood Gratitude and Honor Memorial Committee</p> <p>*2010-Current – One of two principal volunteers for the Northwood Gratitude and Honor Memorial</p> <p><b>Nomination By:</b> Bonnie Jelinek</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Northwood Gratitude and Honor Memorial founding non-profit committee member Northwood Gratitude and Honor Memorial Committee</p> <p><b>Notes:</b> Lead for programs and events hosted at the Memorial.</p> <p>Books guest speakers, emcee for events and a lead on the planning committee for the annual events hosted at the Memorial.</p> <p>Liaison to the Gold Star Families.</p> <p>Has provided over 2,000 name rubbings for Gold Star Families, Family and Friends of their fallen.</p>
Sandlin	Bill	<p>Bill Sandlin has remained dedicated to serving his community long after his military service to our country. He has been a dedicated activist in the Irvine Veterans community for several years, actively participating in multiple Veterans groups.</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b></p>

2017  
WALL OF RECOGNITION NOMINATIONS

NOMINEE LAST NAME	NOMINEE FIRST NAME	NOMINATION APPLICATION INFORMATION	RECOGNITION CATEGORY	NOMINATION CRITERIA
		<p>Bill is also an active member of Irvine’s 2/11 Marine Adoption Committee – serving the 2/11 Marine Battalion out of Camp Pendleton.</p> <p>Bill Sandlin is a distinguished long-time Irvine resident who has dedicated himself to serving our nation, our City of Irvine and our military veterans. Bill served in combat as a member of the United States Marine Corps during the Vietnam War.</p> <p>He is a past District Commander of the American Legion and a past Commander of the Veterans of Foreign Wars.</p> <p>Bill has been active for many years in serve to organizations that support United States Marines at Camp Pendleton, including the Irvine 2/11 Marine Adoption Committee and the Fifth Marine Regiment Vietnam War Memorial.</p> <p>He is a founding member of the Orange County Veterans Memorial Park Foundation, and has been instrumental in bringing a much-needed veteran’s cemetery to Orange County.</p> <p>In addition, Bill helps to organize and attends nearly all Irvine events and ceremonies at the Irvine Northwood Gratitude and Honor Memorial.</p> <p>In sum, Irvine resident Bill Sandlin is a patriot who has dedicated his life to serving his country, his city, and his fellow veterans.</p> <p><b>Nomination By:</b> Councilmember Melissa Fox</p>		<p>✓ Yes Meets 5 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Northwood Memorial Committee 2/11 Marine Adoption American Legion Stand Down for Homeless Veterans Committee Orange County Veterans Memorial Park Foundation</p> <p><b>Notes:</b> Veteran</p> <p>19 years of volunteer service to Veterans organizations.</p> <p>18 years of volunteer service to Irvine Veterans and Military organizations.</p> <p>Held leadership roles in organizations.</p> <p>Founding member of organizations.</p>
Sasaki	Greg	<p>Over the past three decades, Greg Sasaki has been an active member of the Irvine community. He is a graduate of the Irvine school system and now works as a Physical Education teacher in the Walnut Valley Unified School District. A father of four, Mr Sasaki has continued to be a voracious volunteer and leader in the youth sports of Irvine. Mr. Sasaki has been an active member of the Irvine Girls Softball Association for the last decade, he’s coached over twenty teams, and has held executive positions on the board of the IGSA including being the association’s President for over seven years. It is because of Mr. Sasaki’s extensive volunteer career in youth sports in Irvine, that I am happy to nominate him for the Honor Wall.</p> <p><b>Nomination By:</b> Councilmember Jeffrey Lalloway</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b> <b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 4 of the 6 criteria</p> <p><b>City Affiliations:</b> Irvine Girls Softball Association</p> <p><b>Notes:</b> Leader in youth sports in Irvine.</p> <p>Coached for 20 years.</p> <p>IGSA executive board and President for the past 7 years.</p>
Sellin	Bill	<p>Throughout his career with the city of Irvine, Bill Sellin paired his passion for cycling with his love for his community. In 1981 while working for the Community Services Department of the City of Irvine, Bill founded the Bicycle Club of Irvine as a recreation program at Deerfield Community Park. The Bicycle Club is now in its thirty-seventh year and functions as a non-profit organization that promotes the cycling community throughout the city of Irvine. Throughout the club’s entirety, Mr. Sellin has had a leadership role, holding the position of President, and now serving as the communications coordinator. Members of the cycling community and the city are grateful for all of the hard work and improvements that Mr. Sellin has brought to the bike riding paths and community in Irvine.</p> <p><b>Nomination By:</b> Councilmember Jeffrey Lalloway</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b> <b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 4 of the 6 criteria</p> <p><b>City Affiliations:</b> Bicycle Club of Irvine</p> <p><b>Notes:</b> 37 years of volunteer service</p> <p>Founded the organization.</p> <p>Holds leadership positions in the organization.</p>

2017  
WALL OF RECOGNITION NOMINATIONS

NOMINEE LAST NAME	NOMINEE FIRST NAME	NOMINATION APPLICATION INFORMATION	RECOGNITION CATEGORY	NOMINATION CRITERIA
Spitzer	Todd	<p>Todd Spitzer has been a staple in the local government of Orange county for fifteen years. He has served as both Third District Supervisor as well as State Assemblyman. Supervisor Spitzer is dedicated to enhancing public safety, strengthening fiscal responsibility and improving vital infrastructure. Throughout his time in both of these positions, Mr. Spitzer worked tirelessly to better the lives of these residents who live in Irvine.</p> <p>Mr. Spitzer led a tireless campaign that spanned many years to secure the land to become the Orange County Great Park.</p> <p>Mr. Spitzer has been the recipient of numerous recognitions for his service. Crime Victims United of California named Assemblyman Spitzer “Legislator of the Year,” as did the California Coalition Against Sexual Assault citing his extensive work with Megan’s Law and his dedication to protecting victim of sexual assault.</p> <p>Time and time again, Mr. Spitzer has proved to be a phenomenal leader with a true love for his community and I am proud to nominate him for the Irvine Wall of Recognition.</p> <p><b>Nomination By:</b> Councilmember Jeffrey Lalloway</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 4 of the 6 criteria</p> <p><b>City Affiliations:</b> Orange County Supervisor California State Assembly Member</p> <p><b>Notes:</b> Supervisor Todd Spitzer is an Orange County Supervisor and former California State Assembly Member and who has dedicated his career to public service.</p>
Welch	Ellen	<p>It is a great pleasure to nominate Ellen Welch for the Irvine Wall of Recognition. Ellen Welch deserves to be honored with this recognition for her commitment and dedication to establishing and providing English mentoring programs throughout the community for over a decade. In 2001, Ellen implemented Irvine's English Mentoring program in collaboration with the Irvine Multicultural Association, recruiting both students and mentors from the Irvine Multicultural Association membership. This program has grown to serve hundreds of culturally diverse and socially isolated seniors, as well as English learners of all ages. English Mentor volunteers provide a fun, educational, supportive experience to new English learners in our community. Ellen's patience, organizational skills and enthusiasm for this valuable community service have greatly contributed to the English Mentor program's success.</p> <p>Throughout her career as a teacher, Ellen has demonstrated a strong commitment to educational and social development for all individuals. Ellen and the group of volunteer mentors she supervises, provide instruction in the areas of conversational English, Grammar, reading, listening comprehension, writing, and vocabulary. Volunteer mentors provide services in group and one-to-one settings, free of charge to over 100 students annually. Ellen provides regular training meetings for volunteer mentors, offering learning resources and teaching methods; and gatherings for mentors and students to socialize and recognize their progress.</p> <p>English Mentor volunteers share Ellen's vision for a collaborative mentoring program that promotes self-advocacy and support for older adults who may otherwise be socially and culturally isolated. Thirteen years ago, Ellen initiated an ambitious volunteer endeavor to provide a needed service, promoting access to education and social opportunities. The English Mentoring program targets the provision of educational services, as well as reduction of isolation for many older adults</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 4 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Irvine Senior Services Irvine Multicultural Association English Mentoring Program</p> <p><b>Notes:</b> Implemented the English mentoring program.</p> <p>Collaborates with the Irvine Multicultural Association to recruit both students and mentors from IMA to volunteer services.</p> <p>She trains volunteers to provide instruction in areas of conversational English, grammar, reading comprehension and writing.</p>

2017  
WALL OF RECOGNITION NOMINATIONS

NOMINEE LAST NAME	NOMINEE FIRST NAME	NOMINATION APPLICATION INFORMATION	RECOGNITION CATEGORY	NOMINATION CRITERIA
		<p>with limited English. English Mentoring is a valued addition to the Irvine Multicultural Association's programs. Ellen Welch demonstrates a legacy of community and educational promotion, and is most certainly deserving of the Irvine Wall.</p> <p><b>Nomination By:</b> Lynne Conger (City Staff)</p>		
Young	Martha (Deceased)	<p>Martha Young served as a long-time volunteer with Irvine Meals on Wheels, first serving Irvine through the FISH organization from Newport Beach. And in 1982 becoming the founding coordinator for the newly established Irvine Meals on Wheels program. Martha oversaw the administrative and delivery aspects of the program for many years, and in 2014 she became a participant in the very program that she helped bring to Irvine. Martha passed away in 2017 at the age of 97. She is survived by her husband Paul.</p> <p><b>Nomination By:</b> Lucy Tseng (City Staff)</p>	Distinguished Citizen	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 3 of the 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Irvine Meals on Wheels</p> <p><b>Notes:</b> 1982 became the founding coordinator for the Irvine Meal on Wheels program.</p> <p>Helped to oversee the administrative and delivery aspects of the program.</p>
Make-A-Wish Orange County and the Inland Empire		<p>Make-A-Wish Orange County and the Inland Empire grants wishes to kids with life-threatening medical conditions. Headquartered in Irvine, CA – the organization has provided more than 70 life-changing wish experiences to Irvine children since 2004. Additionally, numerous school age students have learned about the value of philanthropy through the organization’s Kids for Wish Kids program – in which students start Make-A-Wish clubs on campus to help other children. Our organization strives to grant the wish of every medically eligible child.</p> <p><b>Nomination By:</b> Kara Bautch</p>	Community Partner	<p><b><u>Nomination Criteria</u></b></p> <p><b>Irvine Residency:</b> ✓ Yes</p> <p><b>Eligibility:</b> ✓ Yes Meets 3 out of 6 criteria</p> <p><b>City Affiliations:</b> ✓ Yes Make- A-Wish Orange County and the Inland Empire located in the City of Irvine</p> <p><b>Notes:</b> Provided more than 70 wish experiences to Irvine children since 2004.</p> <p>Irvine schools participate in Make a Wish clubs.</p>
		<b>PERPETUAL PLAQUES</b>		
Carroll	Betty	IUSD Board of Education - 2016	IUSD School Board	Perpetual Plaque
Fox	Melissa	City Council - 2016	City Council	Perpetual Plaque
Joyce	Sean	City Manager 2005-2018	Civic Leaders	Perpetual Plaque
Wagner	Donald P	Mayor - 2016	Mayor	Perpetual Plaque





## REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:** OCTOBER 25, 2011

**TITLE:** REVISED PROCEDURES FOR WALL OF RECOGNITION PROGRAM

*Brian Felt*

Director of Community Services

*Sean Joyce*

City Manager

### RECOMMENDED ACTION

Approve revised procedures for Wall of Recognition Program.

### EXECUTIVE SUMMARY

During the last Wall of Recognition approval cycle in December 2009, the City Council requested that staff review current procedures and recommend changes regarding eligibility of nominees considered for inclusion.

The current procedures were approved in December 2006, presented as Attachment 1, when the program at Colonel Bill Barber Marine Corps Memorial Park was established. The procedures provide a relatively broad program intended for recognition of individuals and organizations that have dedicated themselves to Irvine as mayors, councilmembers, commissioners, committee members and leaders of various community organizations and businesses, and organizations that have enhanced the Irvine community. Potential honorees must have lived, worked, volunteered, served or attended school in Irvine or have a business, group or organization located within Irvine city limits to be considered.

The proposed procedural revisions, presented as Attachment 2, establish a defined period in which to nominate individuals or groups to be held every other odd year; creates several perpetual plaques that provide for automatic nomination and inclusion of individuals in certain leadership positions; allows each City Councilmember to nominate up to three honorees and provides for up to three nominations per person or organization by the community. Following the nomination period, City Councilmembers will then have a two-week challenge period in which to provide information to the City Manager regarding any concerns they may have related to any potential honoree nominated. The procedural revision also redefines section (category) descriptions.

## ATTACHMENT 3

## ANALYSIS

Civic participation is a hallmark of Irvine. Prior to becoming an incorporated city, Irvine embraced a spirit of community activism, involvement and pride that set the tone for the municipality it has become. Since its incorporation in 1971, hundreds of individuals have dedicated themselves to service in Irvine as mayors, city councilmembers, commissioners, committee members and leaders of community organizations and businesses. In recognition of those who have made significant contributions to the building of this community, the Wall of Recognition was established in Colonel Bill Barber Memorial Park, adjacent to the Civic Center in 2006. To date, 283 individuals and organizations have been honored through inclusion on the Wall of Recognition, presented as Attachment 3.

The existing wall plaques have become very weathered and repairs to several plaque headers are also needed. The necessity for repairs presents an opportunity to better organize plaques, and define section descriptions to better represent services provided to the community by individuals and groups that have been honored to date.

Staff recommends that individuals elected to certain positions be included on the wall without the need for a formal nomination. Upon election, individuals serving in the following capacities would be recognized:

1. City Council – all councilmembers (mayors denoted with an asterisk)
2. Irvine Unified School District Board of Education – all board members
3. Tustin Unified School District Board of Education – all board members

Staff additionally recommends that individuals serving in the following capacities receive automatic nomination for consideration upon leaving their appointed position:

4. Irvine Unified School District Superintendents
5. Tustin Unified School District Superintendents
6. University of California, Irvine Chancellors
7. Irvine City Managers

There are currently six defined honoree sections on the Wall of Recognition.

Section	Title	Description
1	City Council	All Mayors/Councilmembers
2	Community Partners	Institutional, community nonprofit and businesses who have contributed to the betterment of the city (group recognition)
3	Roots of Our Community	Individual founders or inaugural City or Community boards and groups

4	Distinguished Citizens	Community members who provided service through their leadership or volunteerism for community nonprofits, associations, schools, businesses and public service agencies
5	Civic Leaders	Individuals who provided service primarily as a member of a City commission, board or committee, or a City employee
6	In Memoriam	Individuals who have made significant contributions to the City and who have died

Staff recommends redefining categorical eligibility for each section as follows:

1. City Council

- a. Will remain unchanged. It currently contains a perpetual plaque listing all City Councilmembers with an asterisk following names of individuals who served as Mayor.
- b. Inclusion is automatic upon taking oath of office.

2. Community Partners

- a. Largely comprised of organizations. There are two individuals currently listed in this section: Joan Irvine Smith and Peer Swan. Staff recommends this category be exclusively set aside for institutional recognition. Joan Irvine Smith and Peer Swan would be reassigned to Distinguished Citizens.
- b. Perpetual plaques in this category will include University of California, Irvine Chancellors; Irvine Unified School District Board of Education; Tustin Unified School District Board of Education; Irvine Unified School District Superintendents; and Tustin Unified School District Superintendents.
- c. Consideration for inclusion of all other community organizations in this section would be by nomination. Plaques for approved organizations would list founding or inaugural members.

3. Roots of Our Community

- a. Staff recommends this section be used to recognize the first individuals to hold leadership positions in the City, and the first members of boards, committees and commissions that have had a significant impact on development of the City.

- b. Consideration for inclusion in this section would be by nomination.

4. Distinguished Citizens

- a. Staff recommends this section be set aside exclusively for individuals whose primary service has been to the community at large. Individuals who have served on City boards, committees or commissions or in a City position would be recognized under the Civic Leaders section.
- b. Consideration for inclusion in this section would be by nomination.

5. Civic Leaders

- a. Staff recommends this section be used to recognize individuals and groups of people who served in City positions and/or on City boards, committees and commissions.
- b. The City Manager perpetual plaque (automatic inclusion) will be located in this section. Other individuals will be considered for inclusion by nomination.

6. In Memoriam

- a. Staff recommends elimination of this section.
- b. The current definition of this section is "Individuals who have made significant contributions to the City and who have died." Persons nominated in this section could be, and are, recognized as either Distinguished Citizens or Civic Leaders.
- c. City Council may wish to consider keeping this section for persons who made significant contributions to an organization that benefits Irvine residents or the City, State or Nation who died during their service term. Military Service personnel who died in the line of duty are recognized on the City's Military Memorial.

A more in-depth description of each section is presented as Attachment 4.

The proposed revised nomination procedures, which include a revised timeline and format, are intended to create a class of 20-30 nominations every other year. Staff recommends making no changes to the existing criteria for individuals or organizations to be considered for inclusion on the Wall of Recognition. In addition to the requirement that nominated individuals, groups, organizations and businesses must be Irvine based, the additional criteria for nominations are as follows:



1. Demonstrated creativity and/or initiative in service to the community;
2. Provided long-term service to the community, State or Nation;
3. Provided unique contributions marked by excellence and worthy of honor;
4. Made a distinct, significant contribution to the betterment of the City;
5. Demonstrated exceptional determination, character, commitment and/or leadership; and
6. Died during the course of or following service to the City, State or Nation or in the line of duty serving the City, State or Nation.

Lastly, staff recommends that City Council consider procedures for circumstances that may warrant removal from the Wall of Recognition. If, after a person or organization has been honored on the Wall of Recognition, it is found that the honoree engaged in conduct or activities that would have eliminated that person or organization from original consideration, City Councilmembers, members of the public or staff shall communicate their concerns to the City Managers' office for investigation. Upon completion of the staff investigation, City Manager will make a recommendation to City Council if concerns are substantiated. A City Council vote will be taken to remove an individual, group or organization from the Wall of Recognition.

#### **ALTERNATIVES CONSIDERED**

The City Council could elect not to approve staff recommendations for revisions to the Wall of Recognition program or recommend other modifications.

#### **FINANCIAL IMPACT**

Funding in the amount of \$9,000 has been allocated in the operating budget.

**REPORT PREPARED BY** Jana Ransom, Community Services Manager

#### **ATTACHMENTS**

1. Current Wall of Recognition procedure
2. Proposed revised Wall of Recognition procedures
3. Listing of persons currently on the Wall of Recognition
4. Redefined Wall of Recognition categories/sections

**4.2 PROCLAMATIONS/COMMENDATIONS**

**ACTION:**

- 1) Proclaimed November, 2011 as "National American Indian Heritage Month."
- 2) Commended William R. Watt, President of the Orange County Chapter of the Building Industry Association of Southern California.
- 3) Commended Change a Life Foundation for 10 years of Philanthropy.
- 4) Proclaimed November 9, 2011 "Claire Trevor School of the Arts Day."

**4.3 WARRANT AND WIRE TRANSFER RESOLUTION**

**ACTION:**

Adopted RESOLUTION NO. 11-121 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

**4.4 WARRANT AND WIRE TRANSFER RESOLUTION - AT&T**

**ACTION:**

Adopted RESOLUTION NO. 11-122 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE ALLOWING CERTAIN CLAIMS AND DEMANDS OF AT&T AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

Mayor Pro Tempore Krom abstained.

**4.5 WARRANT AND WIRE TRANSFER RESOLUTION - BANK OF AMERICA**

**ACTION:**

Adopted RESOLUTION NO. 11-123 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE ALLOWING CERTAIN CLAIMS AND DEMANDS OF BANK OF AMERICA AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

Councilmember Agran abstained.

**4.6 REVISED PROCEDURES FOR WALL OF RECOGNITION PROGRAM**

**ACTION:**

Approved revised procedures for Wall of Recognition Program.

**3.5**

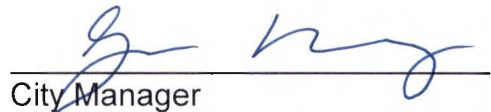


## REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:** MARCH 13, 2018

**TITLE:** NAMING OF THE COMPUTER LAB AT LAKEVIEW SENIOR CENTER

  
Director of Community Services

  
City Manager

### RECOMMENDED ACTION

Approve naming of the computer lab at the Lakeview Senior Center the "Lee Tjhio Technology Lab."

### EXECUTIVE SUMMARY

In October 2017, Irvine Senior Services received a \$24,000 donation from the Tjhio family in memory of their father, Lee Tjhio, longtime Senior Services volunteer and participant. The family has requested that the funds be used for upgrades to the computer lab at Lakeview Senior Center, including new computers and supplies. In addition, the family is requesting consideration to name the computer lab the "Lee Tjhio Technology Lab" to honor their father's many years of community service and publicly recognize his commitment to assisting seniors with the use of technology. If approved, a room naming ceremony at Lakeview Senior Center is planned for late 2018. The letter from the Tjhio family is presented as Attachment 1, and the biography of Lee Tjhio is presented as Attachment 2.

In accordance with City Council Resolution No. 07-24 Naming Policy, presented as Attachment 3, the Community Services Department is recommending the naming for City Council consideration.

### COMMISSION/BOARD/COMMITTEE RECOMMENDATION

At the February 15, 2018 Irvine Senior Citizens Council meeting, staff presented the Tjhio Family request for naming the computer lab at the Lakeview Senior Center the "Lee Tjhio Technology Lab." The Senior Council expressed support for this recommendation.

On February 21, 2018, the Community Services Commission unanimously approved a recommendation that the City Council approve the naming of the computer lab at the Lakeview Senior Center the "Lee Tjhio Technology Lab."

## ANALYSIS

On March 13, 2007, the City Council adopted Resolution No. 07-24, presented as Attachment 3, outlining policies and procedures for naming facilities and amenities in recognition of significant contributions by individuals (living or deceased).

In accordance with Exhibit A, Item 3 of the Resolution, the recognition criteria and process is as follows:

*Community member recognition via the naming of streets, parks, park features, off-street trails, community facilities and other City amenities —*

When the City Council chooses to recognize an individual's outstanding contributions in the naming of City streets, parks, park features, off-street trails, community facilities or other City amenity, the process and criteria detailed below are applicable.

### *Recognition Criteria -*

- a) Nominees are now or have been an Irvine resident, been employed within the city of Irvine, been a student of an Irvine school, or shall have otherwise had a significant connection with the city; or
- b) Nominees are now or have been a community leader and have made a significant financial contribution toward the acquisition and/or development of the facility. "Facility" includes recreational or public structures, e.g., gardens, groves, fields and buildings; or
- c) Nominees have made outstanding contributions to the community as determined by the City Council. These contributions may include service, land, funds, securities or other valuable assets. "Contributions to the community" may include those in the fields of education, business, religious, service groups, and not-for-profit organizations.

Consideration shall be given to those individuals not overly recognized in the past. Facilities shall be named in honor of individuals that have not been previously named for other facilities.

### *Recognition Process -*

- a) The Community Services Department shall receive proposals to recognize individuals on City-owned lands, with the exception of proposals initiated by individual City Council members, which shall be submitted to the City Council directly. A list of naming opportunities is attached as Exhibit B.

- b) Completed proposals for recognition (other than City Council member proposals) will be agendaized for the Community Services Commission. The Commission recommendations will be brought to the City Council for approval.
- c) The Community Services Commission may decide to solicit input from City committees or other City commissions prior to making its final recommendation to City Council.
- d) If City Council approval is received, costs involved in the naming of parks, streets, off-street trails, facilities, recreational amenities or structures other than those normally funded by the City or otherwise approved by City Council (such as statues, signage and plaques) will be borne by the applicant.
- e) Following receipt of any required funds, the City will implement the form of recognition approved by the City Council and the appropriate information will be added to the electronic registry of honorees on the City's website.

In accordance with Exhibit B, Listing of Naming Opportunities, the Resolution identifies examples of naming opportunities at various City facilities. The computer lab at the Lakeview Senior Center is an available naming opportunity. This proposed naming of the Lee Tjhio Technology Lab will be the seventh area named at the Lakeview Senior Center. The six previously-named areas include Clarence Nedom Auditorium; Keen Center for Senior Resources; Homer Guimond Studio; Pat and Derrel Kay Café; Jean Pond Gazebo; and Kai-Yu Clara Lin Recreation Room.

The proposed room naming is consistent with Resolution No. 07-24 and consideration to honor Lee Tjhio for his service to the community is requested. If approved, City staff will contact the Tjhio family to coordinate the room naming ceremony at the Lakeview Senior Center in late 2018.

## **ALTERNATIVES CONSIDERED**

The City Council could choose not to approve the room naming request or direct staff to seek an alternate recognition.

## **FINANCIAL IMPACT**

The Tjhio donation of \$24,000 will provide new computers and supplies to the computer lab at Lakeview Senior Center. The donation will cover all expenses associated with the proposed naming of the computer lab. As a gesture of gratitude and a way to extend Mr. Tjhio's legacy, the family indicated that they will be donating funds totaling \$100,000 to the Lakeview Senior Center, paid in installments over the coming years. The City is in receipt of \$24,000.



**REPORT PREPARED BY**

Laurie Hoffman, Director of Community Services

**ATTACHMENTS:**

1. Naming Request Letter from Tjhio Family
2. Biography of Lee Tjhio
3. City Council Resolution No. 07-24 (Naming Policy)

October 1, 2017

Lakeview Senior Center  
20 Lake Road  
Irvine, CA 92604

Dear Senior Services Staff:

The Lakeview Senior Center was an important part of our father's life during his many years in Irvine. Volunteering there was his retirement calling, and he found much fulfillment through helping and serving others in the community. He also found himself enveloped in love and friendship among the caring staff and volunteer members, and he truly appreciated this kind family. As a gesture of gratitude and as a way to extend his legacy, we will be donating funds totaling \$100,000 to the Lakeview Senior Center that will be paid in installments over the coming years.

Our father served many volunteer roles, one of which was in the computer lab. He provided members with technical support in all aspects of computer use and assisted many seniors in making the transition to today's technological age a bit easier. His passion for technology is a fond memory we have of him throughout our childhood.

In addition to providing volunteer support to the Lakeview Senior Center computer lab, our father provided support and assistance to homebound seniors by being a CHAMPION volunteer and dedicated himself in providing a much-needed service to isolated seniors by engaging in home visitation and telephone calls in order to increase socialization.

Senior Services staff has indicated that our father provided many years of friendship, as well as dedicated service to patrons of the Lakeview and Rancho Senior Centers. He was a familiar face at both centers and was quick to provide a kind word, a warm smile, and sharp wit to all who came in contact with him.

In light of our father's involvement at the Lakeview Senior Center, and his passion for technology, the family respectfully requests that the donated funds be used to make improvements to the technology center, so that seniors may continue to learn how to use computers and stay abreast of the latest technology to remain current and connected with their families and friends.

Sincerely,

David Tjhio  
Son

Claudine Ward  
Daughter

ATTACHMENT 1



## **BIOGRAPHY OF LEE TJHIO**

### **Lee Tjhio**

Lee Tjhio was a familiar face at Lakeview and Rancho Senior Centers, always quick to offer a kind word, warm smile and sharp wit to those around. He provided many years of friendship and dedicated service to patrons of the centers.

Lee considered the senior centers his second home, according to his son David Tjhio, and daughter Claudine Ward. In addition to being a frequent participant of the centers' programs and services, Lee was a dedicated volunteer who provided valuable support and assistance.

As a computer lab volunteer, Lee used his technology skills to provide members with support in all aspects of computer use. From basic Windows operations to photo programs to Internet navigation, Lee made the transition to today's technological age a bit easier for many seniors.

Lee also spent time with homebound seniors as a CHAMPION volunteer, providing a much-needed service to the community by engaging in home visitations and telephone calls in order to increase socialization for seniors.

Finally, Lee served as a fitness center volunteer at Rancho Senior Center. By checking in and monitoring participants as they used the treadmills, stationary bicycles, universal weight machines and free weights, Lee provided a sense of safety and support to those working out.

## CITY COUNCIL RESOLUTION NO. 07- 24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE TO ESTABLISH POLICY FOR NAMING OF CITY STREETS, OFF-STREET TRAILS, PARKS, PARK FEATURES, COMMUNITY FACILITIES, AND OTHER CITY AMENITIES; TO FACILITATE RECOGNITION OF OUTSTANDING SERVICE AND/OR DONATIONS OF FUNDS AND PARK IMPROVEMENTS BY COMMUNITY MEMBERS; AND SUPERSEDING ALL PREVIOUS RESOLUTIONS AND POLICIES THAT ARE INCONSISTENT WITH THIS RESOLUTION

WHEREAS, the City Council approved "Procedures for Naming City Facilities and Amenities and for Recognizing Significant Contributions by Individuals (Living or Deceased)" within City Council Resolution No. 02-146, adopted October 22, 2002, and

WHEREAS, the Community Services Commission had previously adopted policies and procedures for naming public facilities and recognizing community members, some of which are currently in conflict with Resolution No. 02-146, and

WHEREAS, the City Council has an interest in establishing consistent procedures whereby Irvine parks, park features, off-street trails, community facilities and amenities, including streets, may be named, and it is appropriate to combine elements from the Community Services naming and recognition policies with procedures approved by City Council Resolution No. 02-146, and

WHEREAS, City Council also has an interest in acknowledging community members on a "Wall of Recognition" at Colonel Bill Barber Marine Corps Memorial Park,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRVINE does hereby resolve as follows:

SECTION 1. Adopt the attached "Naming and Recognition Procedures for City Parks, Park Features, Community Facilities and other City Amenities, including Streets" (inclusive of Exhibits A and B)

SECTION 2 Adopt the attached "Financial Contribution Recognition Program" (inclusive of Exhibit C)

SECTION 3. Adopt the attached "Wall of Recognition Program" (inclusive of Exhibit D)

SECTION 4. Adopt the attached "Park Improvement Recognition Program" (inclusive of Exhibit E)

SECTION 5. Resolution No. 02-146 and all previous resolutions, policies and procedures in conflict herewith are hereby superseded.

SECTION 6. This Resolution becomes effective immediately upon approval.

PASSED AND ADOPTED by the City Council of the City of Irvine at a regular meeting held on the 13<sup>th</sup> day of March 2007.

  
\_\_\_\_\_  
MAYOR OF CITY OF IRVINE

ATTEST:

  
\_\_\_\_\_  
CITY CLERK OF THE CITY OF IRVINE

STATE OF CALIFORNIA )  
COUNTY OF ORANGE )  
CITY OF IRVINE )

I, SHARIE APODACA, City Clerk of the City of Irvine, DO HEREBY CERTIFY that the foregoing resolution was duly adopted at a regular meeting of the City Council of the City of Irvine, held on the 13<sup>th</sup> day of March 2007.

AYES: 5 COUNCILMEMBERS: Agran, Choi, Kang, Shea, and Krom

NOES: 0 COUNCILMEMBERS: None

ABSENT: 0 COUNCILMEMBERS: None

  
\_\_\_\_\_  
CITY CLERK OF THE CITY OF IRVINE

## EXHIBIT A

### **NAMING AND RECOGNITION PROCEDURES FOR CITY PARKS, OFF-STREET TRAILS, PARK FEATURES, COMMUNITY FACILITIES AND OTHER CITY AMENITIES, INCLUDING STREETS**

The following criteria and procedures shall be utilized in naming or renaming City streets, parks, park features, community facilities and other City amenities, including but not limited to all recreational amenities or structures (such as athletic fields and courts, recreation/community centers, public buildings, public off-street trails, arts facilities, groves and gardens).

#### **1. Naming of Streets**

City streets will be named in accordance with the procedures detailed in the Community Development Department's "Addressing and Street Naming Policy", unless City Council chooses to recognize an individual's outstanding contributions in accordance with item three following.

#### **2. Naming of parks, park features, off-street trails, community facilities and other City amenities**

City parks, park features, off-street trails, community facilities and other City amenities will be named by the Community Services Commission for any of the following: area in which they exist, geographical places, historical places and events. Names will be determined through the process detailed below (paragraphs "a" through "d"), unless the City Council chooses to recognize an individual's outstanding contributions in accordance with item three following.

- a) Whenever a park, park feature, off-street trail, community facility or other City amenity is to be named, the City will place a notice or ad in the local newspaper requesting that names be submitted for consideration.
- b) The Community Services Department shall receive recommendations for naming; submissions will be presented to the Community Services Commission for consideration.
- c) The Community Services Commission may solicit input from City committees or other Commissions; however, the Community Services Commission shall act as the final approval authority.
- d) The locations of the beginning and the end of trails to be named will be indicated in the staff report. The City shall use a standard street sign upon which trail names will be located. The number and locations of the signs will be designated at the discretion of the Public Works Director. Standard trail signs will be placed as deemed appropriate by the Director of Public Works, and as funding is available.

3. Community member recognition via the naming of streets, parks, park features, off-street trails, community facilities and other City amenities –

When the City Council chooses to recognize an individual's outstanding contributions in the naming of City streets, parks, park features, off-street trails, community facilities or other City amenity, the process and criteria detailed below are applicable. In instances of street naming, this process and criteria are applicable in addition to the procedures specified in the Community Development Department's "Addressing and Street Naming Policy".

*Recognition Criteria -*

- a) Nominees are now or have been an Irvine resident, been employed within the city of Irvine, been a student of an Irvine school, or shall have otherwise had a significant connection with the city; or
- b) Nominees are now or have been a community leader and have made a significant financial contribution toward the acquisition and/or development of the facility. "Facility" includes recreational or public structures, e.g., gardens, groves, fields and buildings; or
- c) Nominees have made outstanding contributions to the community as determined by the City Council. These contributions may include service, land, funds, securities or other valuable assets. "Contributions to the community" may include those in the fields of education, business, religious, service groups, and not-for-profit organizations.

Consideration shall be given to those individuals not overly recognized in the past. Facilities shall be named in honor of individuals that have not been previously named for other facilities.

*Recognition Process -*

- a) The Community Services Department shall receive proposals to recognize individuals on City-owned lands, with the exception of proposals initiated by individual City Council members which shall be submitted to the City Council directly. A list of naming opportunities is attached as Exhibit B.
- b) Completed proposals for recognition (other than City Council member proposals) will be agendaized for the Community Services Commission. The Commission recommendations will be brought to the City Council for approval.
- c) The Community Services Commission may decide to solicit input from City committees or other City commissions prior to making its final recommendation to City Council.

- d) If City Council approval is received, costs involved in the naming of parks, streets, off-street trails, facilities, recreational amenities or structures other than those normally funded by the City or otherwise approved by City Council (such as statues, signage and plaques) will be borne by the applicant.
- e) Following receipt of any required funds, the City will implement the form of recognition approved by the City Council and the appropriate information will be added to the electronic registry of honorees on the City's website.

## EXHIBIT B

### LISTING OF NAMING OPPORTUNITIES

The following are examples of the naming opportunities that could be made available. Other alternatives may be added to this list as they are identified.

#### Civic Center

Council Chambers  
Plaza  
Lobby  
Conference and Training Center  
Meeting Rooms

#### Lakeview Senior Center

Entire building  
Volunteer Center  
Game Room

#### Rancho Senior Center

Entire building  
Ballroom  
Fitness Center  
Multipurpose Room

#### Community Parks

Entire buildings  
Fields and courts  
Playgrounds  
Multipurpose rooms  
Patios  
Amphitheater (TRCP)  
Meeting Rooms  
Trees  
Tennis Complexes  
Wilderness Center at Quail Hill

#### Colonel Bill Barber Marine Corps Memorial Park

Rose Garden  
Future Gymnasium  
Future Community Center

#### Fine Arts Center

Entire building  
Lobby  
Courtyard  
Studios

#### Turtle Rock Nature Center

Entire Building  
Classrooms  
Trail

#### Bommer Canyon

Future Building  
Trailhead

#### Central Bark

#### Animal Care Center

Entire Center  
Individual Buildings

#### William Woollett Jr. Aquatics Center

Pools

#### Transportation Center

#### Operations Support Facility

#### Tennis Complex

#### Open Space

Trails and Trailheads

## **EXHIBIT C**

### ***FINANCIAL CONTRIBUTION RECOGNITION PROGRAM***

The following establishes procedures for individuals to recognize friends and loved ones through monetary contributions to acquisitions, development and operational costs, special equipment, scholarships and a variety of programs within the City.

#### *Process:*

1. Donations shall be received by the City Clerk, who will coordinate with the appropriate staff to forward funds to the designated section's interest-bearing special fund account. No administrative fees will be deducted from contributions. Donors may specify in writing that funds be earmarked for acquisition, development, operational costs, special equipment, scholarships or a specific City program.
2. Donations of funds shall be mailed or hand-delivered to the City of Irvine, Attention: City Clerk, One Civic Center Plaza, P.O. Box 19575, Irvine, CA 92623-9575. Donors shall designate which program will be the recipient of funds received, the name of the individual or group being honored, the contact information for the donor and a name and address of an individual to be notified of the contribution. Only checks and money orders will be accepted. Contributions are tax deductible to the extent allowable by law.
3. The City Clerk will acknowledge the donation in writing. The individual being honored will be notified of the contribution. The donor name and contribution will not be revealed unless specified in writing by the donor.
4. The donation will be recognized in accordance with the City's donation acceptance policy (City Council Resolution 03-123 or as amended).
5. Donors may choose to donate to any of a number of programs.



## EXHIBIT D

### ***“WALL OF RECOGNITION” PROGRAM***

#### ***Colonel Bill Barber Marine Corps Memorial Park***

The following establishes a procedure for acknowledgement of community members via a “Wall of Recognition” and seating walls located at Colonel Bill Barber Marine Corps Memorial Park.

#### *Wall of Recognition:*

1. Requests for inclusion on the Wall of Recognition shall be submitted to the City Clerk in the form of a personal letter from the nominator which shall include the proposed honoree’s name and a justification for the recognition. The letter shall also include the nominator’s contact information and that of the honoree, if applicable.

Members of City Council may submit nominations to the City Council for consideration.

2. Nominations shall be submitted by, but are not limited to, the honoree’s family member, a member of the Irvine community, a local official, or someone from a non-profit organization or business with which the proposed honoree is affiliated.
  - d) Nominees are now or have been an Irvine resident. A resident is defined as an individual who has lived, been employed, or been a student of a school within the City of Irvine.
3. Nominees may be eligible for inclusion on the Wall of Recognition based on criteria such as, but not limited to any of the following:
  - Nominee has demonstrated creativity and/or initiative in providing service to the community
  - Nominee has provided long-term service to the community, the State or the Nation
  - Nominee has provided unique contributions that are marked by excellence and are worthy of honor
  - Nominee made a distinct, significant contribution to the betterment of the City
  - Nominee demonstrated exceptional determination, character, commitment, and/or leadership
  - Nominee died in the line of duty serving the City, the State or the Nation

4. Nomination letters meeting applicable criteria will be forwarded to the City Council for consideration at an upcoming meeting.
5. Honorees will be recognized with placement of a permanent standardized 3" x 6" plaque that includes honoree name, achievement (or reason for recognition) and date of recognition. Plaques honoring those military personnel who have died in the line of duty shall be installed at the Veterans' Memorial area in the park at the flagpole.
6. The appropriate information will be added to the electronic registry of honorees on the City's website
7. Costs for purchase, placement and maintenance of plaques will be borne by the City in appreciation of the individual's contributions.

*Seating Walls:*

1. Requests for recognition via plaques on the seating walls shall be submitted to the Community Services Department in the form of a personal letter which shall include the proposed honoree's name and reason for the recognition. The letter shall also include the nominator's contact information and that of the honoree, if applicable.
2. Nominations shall be submitted by, but are not limited to, the proposed honoree, the honoree's family member, a member of the Irvine community, a local official, or someone from a non-profit organization or business with which the proposed honoree is affiliated.
3. Nominees are now or have been an Irvine resident. A resident is defined as an individual who has lived, been employed or been a student of a school within the City of Irvine.
4. Nominees meeting the criteria will be recognized with placement of a permanent standardized 3" x 6" plaque that includes honoree name, achievement (or reason for recognition) and date of recognition. Costs for purchase, placement and maintenance of the plaque will be paid by the nominator or honoree, based upon agreement prior to the plaque's placement on a seating wall.

## EXHIBIT E

### ***PARK IMPROVEMENT RECOGNITION PROGRAM***

The following establishes the procedure enabling individuals to recognize friends and loved ones through donation of materials, furniture and equipment. This recognition takes the form of planting and dedication of trees and ornamental plants in City parks and opportunities to donate City-approved benches, fountains or related park equipment.

#### Process:

1. Donations of materials, furniture, equipment or plants shall be submitted to and approved by the Community Services Department, which will coordinate with the appropriate staff as to any determinations for the type and/or placement of the park improvement. The Community Services Commission and City Council shall be notified of all park improvement donations.
2. Cost of the purchase and installation of the improvement (and plaque and/or dedication ceremony, if applicable) will be borne by the donor. Any surplus funds resulting from the donation will be held in an interest-bearing special fund account for maintenance of same. Donations may be accepted at any time.
3. Donors may participate by funding the following: a rosebush; a 15-gallon, 5-6 foot tree or a 24-inch box, 12-13 foot tree purchased and planted by Public Works; larger or specimen trees based upon special arrangement with the Public Works Landscape Section in accordance with the approved park planting palette. Pricing will be determined by the Director of Public Works.
4. Donors may participate by funding park furniture and equipment such as benches, drinking fountains and tables. Equipment selections must be made in conjunction with Community Services Department staff and meet City standards.
5. Donors of park improvements may provide recognition through a 3"x 6" bronze plaque purchased by the City and installed on a centrally located donor plaque; text is limited to "In Honor of \_\_\_\_\_" and dates or years.
6. Donors of major park improvement gifts (e.g., structure, play yard, courts) may elect to provide a dedicatory plaque not exceeding 10"x 12" with name, date and appropriate text not exceeding 25 words.
7. Small-plaque inscriptions will be approved by the Community Services Department. The Community Services Commission will approve large-plaque inscriptions upon recommendation by Community Services Department staff. No private advertising or permanent promotional signage is permitted.

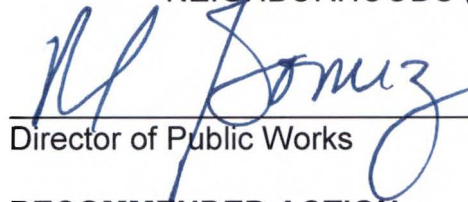
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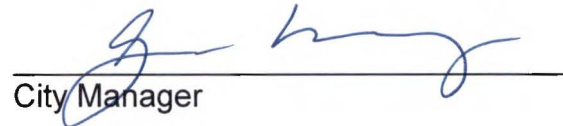


# REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:** MARCH 13, 2018

**TITLE:** NOTICE OF PENDING APPROVAL FOR A TRACT MAP IN GREAT PARK NEIGHBORHOODS (HERITAGE FIELDS EL TORO, LLC)

  
\_\_\_\_\_  
Director of Public Works

  
\_\_\_\_\_  
City Manager

## RECOMMENDED ACTION

Receive and file.

## EXECUTIVE SUMMARY

The subject notice to the City Council is provided in accordance with City of Irvine Ordinance No. 07-12, notifying the City Council of one final tract map pending approval by the City Engineer. Ordinance No. 07-12 delegates authority to the City Engineer for approval of final tract maps and requires notice to the City Council following receipt of such maps for review and again prior to approval/disapproval by the City Engineer. The subject notice satisfies this requirement. This is a ministerial matter and there is no discretionary action to be taken by the City Council. The tract map covering property referenced in this staff report is located in the Great Park Neighborhoods (Attachment 1) and is available for public review in the Public Works Department.

Tract Map No. 17939 (Great Park Neighborhoods – Heritage Fields) is located near the intersection of Ridge Valley and Benchmark, as shown in Attachment 2. The map for this property contains the subdivision of 55.3 acres into 99 lots. The property is proposed for development of 723 residential condominiums. This development project implements land development anticipated in the Orange County Great Park Supplemental Environmental Impact Report, approved by the City Council in November 2013.

## COMMISSION/BOARD/COMMITTEE RECOMMENDATION

Prior to City Engineer approval of a final tract map, the Planning Commission reviews and approves the corresponding tentative tract map based on consistency with the City's General Plan, Subdivision Ordinance and Zoning Code.

On March 1, 2018, the Planning Commission approved the underlying tentative map for Tract Map No. 17939 (Great Park Neighborhoods – Heritage Fields) by a vote of 4-0-1 (with Commissioners Duong, Smith, Kuo and Nirschl voting yes and Commissioner Bartlett absent).

## ANALYSIS

The approval of tract maps is a multi-step process that assures development is reflective and compliant with the City's General Plan and with respective provisions of the City's development standards. City of Irvine Ordinance No. 07-12 authorizes the City Engineer to approve final tract maps if they substantially conform to the approved underlying tentative map and all applicable conditions of approval have been satisfied. The ordinance further requires staff to notify the City Council upon receipt of such maps for review and prior to approval/disapproval of a final tract map by the City Engineer. In addition, the State Subdivision Map Act requires the approval of final maps if the City Engineer has found that the final map substantially conforms to the underlying tentative map.

The final tract map listed below has been reviewed and is pending the City Engineer's final approval. Following approval and a 15-day appeal period, the maps will be released for recordation. Recordation of the maps is required prior to the issuance of building permits.

Submitted by	Tract Map No.	No. of Lots	Location	Status
Heritage Fields El Toro, LLC	17939	99-lot map	Ridge Valley and Benchmark (Great Park Neighborhoods- Heritage Fields)	Pending Approval

## ALTERNATIVES CONSIDERED

An alternative to this notification was not considered. Pursuant to the State Subdivision Map Act and City of Irvine Ordinance 07-12, when approval authority of tract maps is delegated to the City Engineer, notification to the City Council of receipt and approval of such maps is required.

## FINANCIAL IMPACT

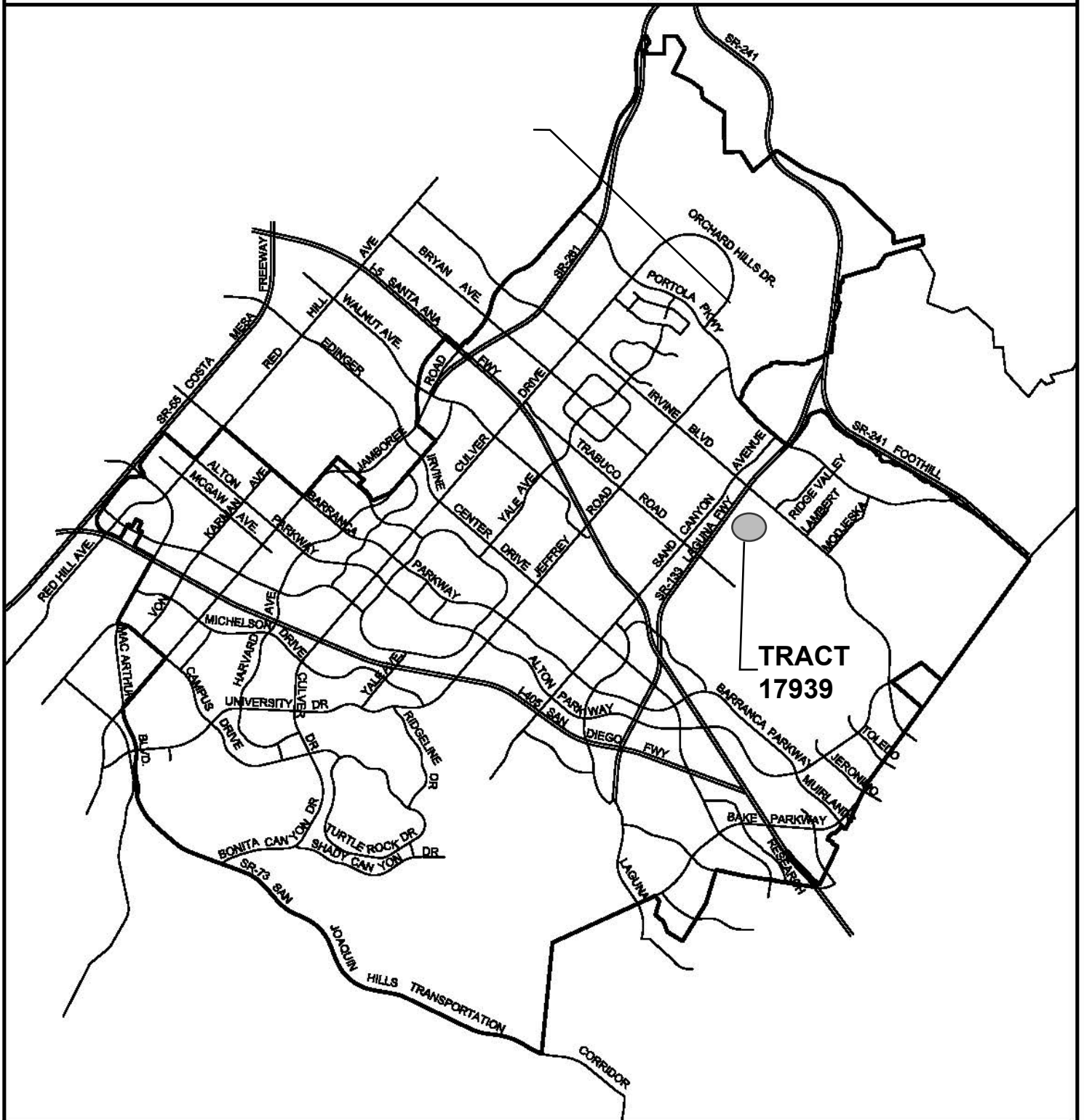
The administrative cost to the City for processing the maps is offset by developer fees paid by the applicant submitting the maps.

**REPORT PREPARED BY** Stacy DeLong, Associate Engineer

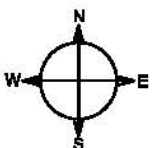
## ATTACHMENTS

1. Vicinity Map
2. Site Map – Tract 17939 (Great Park Neighborhoods – Heritage Fields)

# FINAL TRACT MAP No. 17939



TRACT  
17939



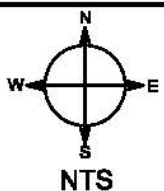
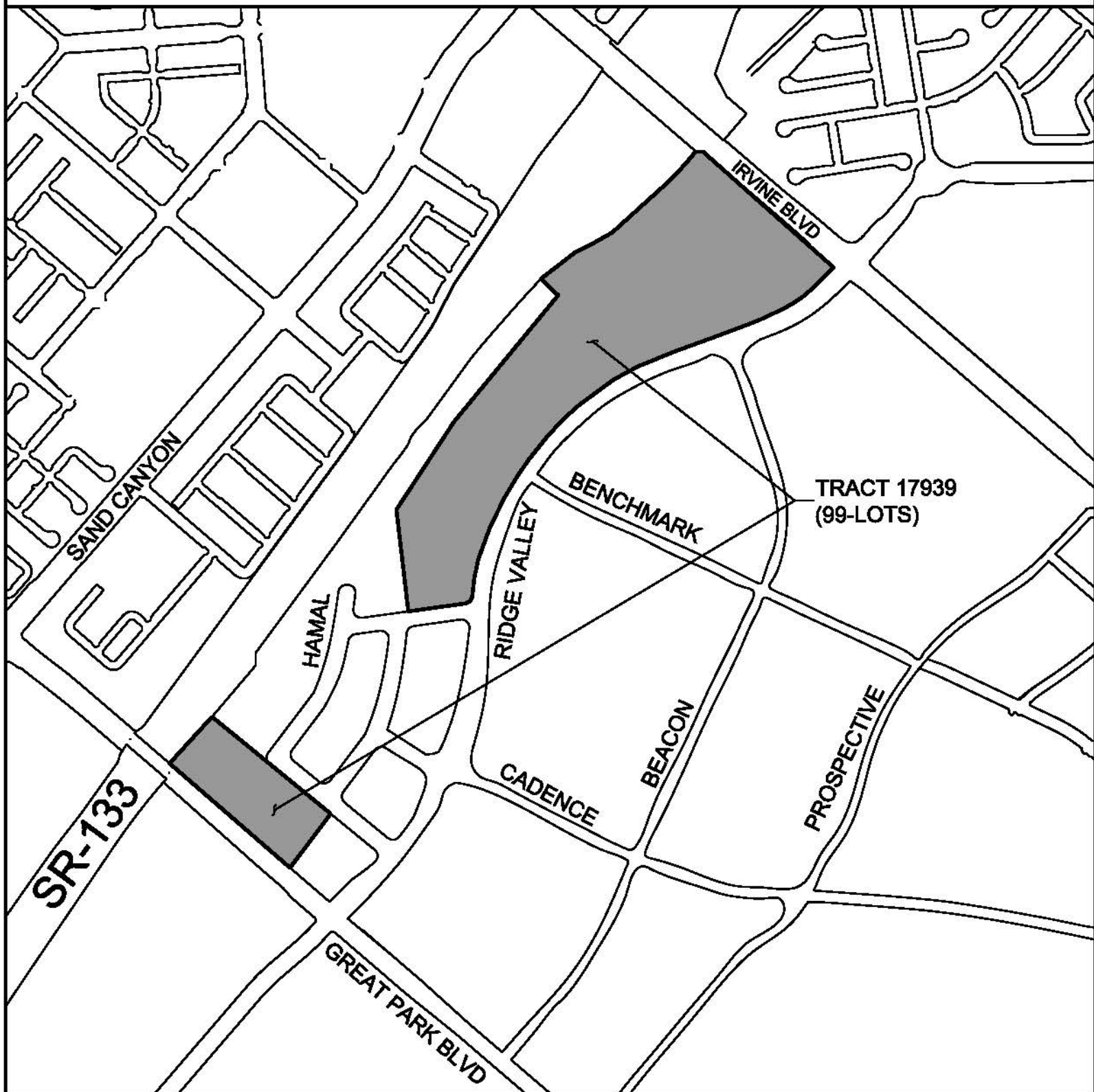
## VICINITY MAP



ATTACHMENT 1



FINAL TRACT MAP No.17939  
GREAT PARK NEIGHBORHOODS - HERITAGE FIELDS



**SITE MAP**

ATTACHMENT 2





3.7

RECEIVED  
CITY OF IRVINE  
CITY CLERK'S OFFICE

2018 FEB 22 PM 5: 27

RECEIVED

FEB 22 2018

CITY OF IRVINE  
CITY MANAGER'S OFFICE

# Memo

To: Grace Leung, City Manager Pro Tempore  
From: Christina Shea, Mayor Pro Tem *CS*  
Date: February 22, 2018  
Re: **Community Partnership Fund Grant Nomination**

---

In accordance with City Council Resolution No. 08-42, I am requesting the City Council approve a \$500 community partnership grant award to Beyond Pesticides in support of its 36<sup>th</sup> National Pesticide Forum to be held in Irvine, April 13-14, 2018.

Beyond Pesticides is a 501(c)3 nonprofit organization headquartered in Washington, D.C., which works with allies in protecting public health and the environment to lead the transition to a world free of toxic pesticides.

Should the City Council approve this request, the organization will enter into a Funding Agreement with the City that specify the grants use of funds, reporting requirements and regulatory compliance.

I would like to place this item on the March 13 City Council agenda to approve this community partnership grant award and authorize the City Manager to prepare and execute a Funding Agreement.

cc: Irvine City Council  
Molly McLaughlin, City Clerk

RECEIVED  
CITY OF IRVINE  
CITY CLERK'S OFFICE

2018 FEB 27 AM 11:56

# Memo

RECEIVED

FEB 27 2018

CITY OF IRVINE  
CITY MANAGER'S OFFICE

To: Grace Leung, City Manager Pro Tempore  
From: Christina Shea, Mayor Pro Tempore   
Date: February 26, 2018  
Re: **Community Partnership Fund Grant Nomination**

---

In accordance with City Council Resolution No. 08-42, I am requesting the City Council approve a \$400 community partnership grant award to support Alderwood Elementary School Parent Teacher Association's 2018 "Go for the Gold" Jog-A-Thon.

Alderwood Elementary School Parent Teacher Association consists of parents, grandparents, teachers and staff who are dedicated to providing an enriching, creative and fun experience for the students at Alderwood Elementary School.

Should the City Council approve this request, Alderwood Elementary School Parent Teacher Association will enter into a Funding Agreement with the City that specifies the use of grant funds, reporting requirements and regulatory compliance.

I would like to place this item on the March 13 City Council agenda to approve this community partnership grant award and authorize the City Manager to prepare and execute a Funding Agreement.

cc: Irvine City Council  
Molly McLaughlin, City Clerk

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CITY OF IRVINE  
CITY CLERK'S OFFICE

RECEIVED

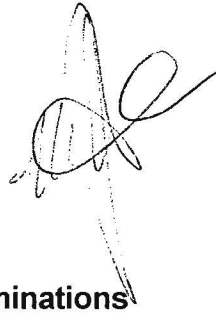
FEB 27 2018

CITY OF IRVINE  
CITY MANAGER'S OFFICE

# Memo

2018 FEB 27 AM 11:56

To: Grace Leung, City Manager Pro Tempore  
From: Melissa Fox, Councilmember  
Date: February 27, 2018  
Re: **Community Partnership Fund Grant Nominations**



In accordance with City Council Resolution No. 08-42, I am requesting the City Council approve the following community partnership grant awards:

\$1,000	Irvine 2/11 Marine Adoption Committee
\$500	Irvine Korean Evergreen Association
\$500	Irvine Community Drug Prevention
\$500	Orange County Veterans Memorial Park Foundation
\$500	Arts Orange County
\$500	Ektaa Center
\$500	Orange County Food Bank
\$500	Irvine Adult Day Health Services
\$500	Families Forward
\$500	Sea & Sage Audubon Society
\$500	Irvine Barclay Theatre
\$500	Irvine Evergreen Chinese Senior Association
\$250	Northwood High School Athletics Boosters

The above organizations are qualified 501(c)(3) tax-exempt organizations. Funds will be used to support program costs.

Should the City Council approve this request, the organizations listed above will enter into Funding Agreements with the City that specifies the grants use of funds, reporting requirements and regulatory compliance.

I would like to place this item on the March 13 City Council agenda to approve these community partnership grant awards and authorize the City Manager to prepare and execute Funding Agreements.

cc: Irvine City Council  
Molly McLaughlin, City Clerk

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CITY OF IRVINE  
CITY CLERK'S OFFICE

2018 MAR -2 PM 1:53  
**Memo**

**RECEIVED**

MAR 02 2018

CITY OF IRVINE  
CITY MANAGER'S OFFICE

To: Grace Leung, City Manager Pro Tempore  
From: Melissa Fox, Councilmember *mf*  
Date: March 2, 2018  
Re: **Community Partnership Fund Grant Nomination**

---

In accordance with City Council Resolution No. 08-42, I am requesting the City Council approve a \$250 community partnership grant award to The Rescue Train in support of the Orange County Race for the Rescues event to be held in Irvine on September 8, 2018.

The Rescue Train, is a 501(c)3 non-profit organization, dedicated to eliminating animal suffering and euthanasia through hands-on rescue work, dedication to spay/neuter, education and awareness.

Should the City Council approve this request, the organization will enter into a Funding Agreement with the City that specifies the grants use of funds, reporting requirements and regulatory compliance.

I would like to place this item on the March 13 City Council agenda to approve this community partnership grant award and authorize the City Manager to prepare and execute a Funding Agreement.

cc: Irvine City Council  
Molly McLaughlin, City Clerk

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CITY CLERK'S OFFICE

2018 FEB 27 PM 3:30

RECEIVED

FEB 27 2018

CITY OF IRVINE  
CITY MANAGER'S OFFICE

# Memo

To: Grace Leung, City Manager Pro Tempore  
From: Jeffrey Lalloway, Councilmember   
Date: February 27, 2018  
Re: **Community Partnership Fund Grant Nomination**

---

In accordance with City Council Resolution No. 08-42, I am requesting the City Council approve a \$2,500 community partnership grant award to Beckman High School Track and Field Booster Club.

Beckman High School Track and Field Booster Club is a qualified 501(c)(3) tax-exempt organization that assists and supports the Beckman High School Track and Field Program.

Should the City Council approve this request, Beckman High School Track and Field Boosters will enter into a Funding Agreement with the City that specifies the use of grant funds, reporting requirements and regulatory compliance.

I would like to place this item on the March 13 City Council agenda to approve this community partnership grant award and authorize the City Manager to prepare and execute a Funding Agreement.

cc: Irvine City Council  
Molly McLaughlin, City Clerk

**4.1**





## REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:** MARCH 13, 2018

**TITLE:** CITYWIDE INFORMATION TECHNOLOGY SERVICES CONTRACT  
STATUS UPDATE

Director of Administrative Services

City Manager

### RECOMMENDED ACTION

Direct staff to prepare a Request For Proposals for Information Technology services and continue to monitor the performance of DXC Technology as the company transitions to a new structure and ownership. Release the request for proposals if DXC Technology does not demonstrate acceptable performance on all contract levels by the end of June 2018.

### EXECUTIVE SUMMARY

On September 27, 2016, the City Council awarded a three-year contract for Information Technology (IT) services to Hewlett Packard Enterprise (HPE) and IT services fully transitioned to HPE from Xerox (ACS) on December 9, 2016. Unlike previous contracts, this contract is incentive based with specific and detailed performance metrics and service levels, with fee reductions if the metrics are not met. On April 3, 2017, HPE separated its Enterprise Services business and merged with Computer Sciences Corporation (CSC) to create DXC Technology (DXC). DXC announced it will be forming a separate company at the end of May 2018 that combines its public sector business with Vencore Holding Corporation and KeyPoint Government Solutions.

While DXC has improved the City's IT infrastructure and services in some areas, they continue to struggle in several others. Staff escalated concerns to DXC executives and assessed financial penalties exceeding \$500,000, the maximum contractually allowed penalties per year, for unmet service levels during the first five months of the Agreement. DXC's performance continued to decline and staff took additional actions and required DXC to implement a 90-day remediation plan to address the deficiencies. The 90-day remediation period concluded on December 15, 2017. At the September 26, 2017 City Council meeting staff was asked to update the City Council on the outcome of the remediation plan and provide alternatives for the delivery of IT services.

At the end of the 90 days, DXC demonstrated some improvement through their remediation plan including performing a security assessment, improving system documentation, completing two priority projects and increasing staffing levels by two full-time equivalent (FTEs). Although some progress was made during the remediation



phase, not all of the remediation plan objectives were met. For example, key technical and management positions were not filled with permanent staff and some services continue to be below contractually defined service levels.

DXC's announcement to form a new corporation focused on serving U.S. government clients by the end of May 2018 may provide the necessary changes needed to improve services. The company's restructuring plans include improvements to the service delivery model by moving staff onsite that were previously leveraged across multiple clients. The lack of dedicated staff is a significant factor in service levels not being met. Therefore, the service delivery model change is expected to improve services at the City. DXC began implementing this model in the City of Irvine at the beginning of January.

To consider service alternatives, staff consulted with Gartner, a leading IT research firm and surveyed cities for best practice and industry trends in the public delivery of IT services. Five options were identified:

1. **Prepare RFP & Monitor:** Prepare a Request For Proposals (RFP) for IT services and monitor DXC's performance under the new structure. If DXC does not meet service levels, release the RFP in June 2018
2. **Issue RFP:** Issue an RFP to replace the current contract
3. **Divide Contract:** Divide the IT services contract into separate service areas (support services, network/servers and application development) supported by different vendors
4. **Hybrid Model:** Develop a hybrid model: hire City staff for essential business functions and outsource operational services
5. **City Staff:** Provide IT services entirely with City staff

After careful evaluation of the above five options including potential impact on services, risks associated with transitioning services to a new contractor, challenges and costs associated with hiring and retaining technical staff and DXC's restructuring plans to focus on government clients, staff recommends Option 1 - prepare an RFP for IT services and continue to monitor DXC's performance. Staff will release the RFP if DXC does not demonstrate acceptable performance on all contract levels by June 2018.

Should the City elect to issue the RFP, it is expected that DXC will continue to provide services during the selection, award and transition to the new contractor. Staff estimates this process to take 12 to 18 months from the time the RFP is issued.

Consulting with Gartner and staff's surveying of other cities indicate the City's current staffing model of three City employees and relying almost entirely on contractors is challenging to maintain as IT services and applications become an increasingly important

part of delivering city services. Gartner's recommendation, based on industry best practice, supports additional City staff to ensure the City can manage projects effectively, mitigate the risk of being fully dependent on the contractor, encourage innovation and increase efficiency through the use of technology and provide optimal support to all business functions. If the City continues contracting out for IT services, staffing levels will be evaluated as part of the City's annual budget process.

## **COMMISSION/BOARD/COMMITTEE RECOMMENDATION**

At its regular meeting of February 5, 2018, the Finance Commission voted 4-1 (Commissioner Sievers dissenting), to recommend the City Council direct staff to prepare a request for proposals for Information Technology services and continue to monitor the performance of DXC. Additionally, the Finance Commission also recommended releasing the RFP prior to June 30 if DXC Technology does not demonstrate acceptable performance on all contract levels.

## **ANALYSIS**

### *Background*

For over 20 years, IT services at the City have been provided through contract staffing agreements with minimal City staff to oversee the contract and offer project support. After 20 years with one vendor, in November 2015, the City issued an RFP for outsourced IT services that included a broad range of services related to the ongoing operation, support, and maintenance of the City's IT systems. Ten proposals were received and three firms were shortlisted: the City's previous provider Xerox (ACS), Science Applications International Corporation (SAIC) and Hewlett Packard Enterprise Services, LLC (HPE).

Following an extensive evaluation, HPE was awarded a three-year contract with a not-to-exceed amount of \$13,291,834. The FY 2017-2018 budget for the contract is \$4,073,972. IT services fully transitioned to HPE on December 9, 2016.

On April 1, 2017, HPE merged its Enterprise Services Division with CSC to form DXC Technology Company (DXC). On October 11, 2017 DXC announced plans to form a separate company by combining its public sector business with Vencore Holding Corporation (Vencore) and Key Point Government Solutions (Key Point) to focus on public sector clients. DXC has yet to announce the new company name; however they will be offering a different service delivery model that includes moving technical resources onsite under the account manager's control. The change is to improve service quality and provide better alignment with the City's business needs. In contrast, the current model leverages staff across multiple clients who are managed by several remote managers. Although the formal transition is to occur by end of May 2018, DXC has begun to implement the new model in Irvine and staff is cautiously optimistic that the change can provide the dedicated resources and accountability needed to meet the contracted service levels.

The IT services contract is incentive based and includes detailed performance metrics and service levels, with fee reductions if the metrics are not met. Several projects completed during the first year of the contract, such as server virtualizations and the consolidation of two data centers, resulted in resource unit reductions and contract cost savings exceeding \$140,000 annually. However, DXC has repeatedly failed to meet many of the required service levels. Staff monitored DXCs performance closely, escalated concerns to DXC executives, and assessed financial penalties exceeding \$500,000, the maximum allowed penalties per year, for unmet service levels from December 2016 to May 2017. DXCs performance did not improve and staff required DXC to implement a remediation plan within 90 days to address the deficiencies. The 90-day remediation plan ended on December 15, 2017.

On March 17, 2017 and July 13, 2017, staff provided the City Council updates on the contract performance (Attachment 1). At the September 26, 2017 City Council meeting, staff was asked to update the City Council on the status at the end of the remediation plan and provide options for the delivery of IT services.

#### *Outcome of the Remediation Plan*

The remediation plan focused on improving service levels through increasing staff levels including the hiring of permanent technical and management level staff, performing a security assessment and improving system documentation.

DXC performed the security assessment, improved system documentation, and added two desktop support FTEs. Although some progress was made, not all of the remediation plan objectives were met. For example, key technical and management positions were not filled with permanent staff and services such as end user support incidents remained below contractually defined levels. Since the remediation plan end date, there has been improvement in user support services. The additional staff helped improve support services and the service tickets backlog dropped by 40 percent. Staff will continue to monitor DXC closely and impose additional financial penalties for unmet service levels if necessary.

#### *Alternatives*

Staff consulted with Gartner, a leading IT research firm, for best practice and industry trends in the public delivery of IT services. Staff also surveyed California cities similar to Irvine in population to assess staffing levels for in-house, outsourced and hybrid delivery models.

Through the consultation with Gartner and surveying of cities, staff identified the following five options for IT service delivery:

1. **Prepare RFP & Monitor:** Prepare an RFP for IT services and monitor DXC's performance under the new structure. If DXC does not meet service levels, release the RFP in June 2018
2. **Issue RFP:** Issue an RFP to replace the current contract
3. **Divide Contract:** Divide the IT services contract into separate service areas (support services, network/servers and application development) supported by different vendors
4. **Hybrid Model:** Develop a hybrid model: hire City staff for essential business functions and outsource operational services
5. **City Staff:** Provide IT services entirely with City staff

Staff also considered awarding a contract to one of the two companies shortlisted from the last RFP; however proposals are only valid for 90 days from the proposal date and the IT infrastructure has changed significantly since then. Therefore, this option was excluded from further consideration.

A preliminary analysis of the five options follows. Staff identified advantages and disadvantages for each option taking into consideration possible risks, estimated costs, perceived benefits and staffing needs.

**Option One:** Prepare an RFP for IT services and monitor DXC's performance under the new structure. Staff will release the RFP June 30, 2018 if DXC does not meet service levels.

If DXC, through its anticipated company restructuring plans and updated service delivery model, can meet the terms of the current contract by the end of June, then staff feels that continuing with DXC would be a viable approach to avoid risks associated with transitioning to a new contractor including knowledge transfer, training new staff and impacting active projects and support services. In addition, staff will issue a change order to the contract documenting the increased onsite staffing levels. Lack of dedicated staffing is the primary factor in DXC not meeting service levels.

**Advantages:**

- A more predictable outcome due to City's knowledge of DXC's capabilities and limitations
- Avoid service interruption while transitioning services to another vendor
- Avoid the one-time costs associated with transition
- Maintain the current cost and contract terms
- Flexibility to retain DXC or issue the RFP

**Disadvantages:**

- New structure and ownership in May 2018 with unknown changes
- Concerns regarding DXC's ability to achieve and then maintain improvements

**Estimated Contract Annual Cost:** \$4 Million.

**Option Two:** Issue a new RFP to replace DXC based on the current scope of services.

Option Two will replace DXC with another vendor for the full set of IT services currently provided. The City may benefit from releasing a new RFP as the vendors in the market evolve and service delivery models change. In addition, the City's IT infrastructure has changed significantly due to server virtualization and data center consolidations since the release of the last RFP in 2015. New proposals may provide a new approach to support services, offer better alignment with the City's new infrastructure and result in lowering the cost over the term of the contract.

To increase responses to the RFP, Gartner will evaluate the City's requirements and recommend a short list of vendors based on matching qualifications. Staff estimates 90 days to develop and issue the RFP.

**Advantages:**

- Explore new companies with proven track record in the region
- Negotiate an enhanced contract based on a better understanding of the City's needs and recently documented IT infrastructure
- A single contract minimizes conflicts between vendors
- Potential lower support cost over the term of the contract

**Disadvantages:**

- The IT industry is experiencing an increased amount of merger and acquisition activity, especially in the last year. Changes in the industry may have unknown impacts on the services and performance of the new vendor and on pricing.
- Considerable impact on City staff during the RFP process and transitioning phases
- Potential for decline in service levels during the RFP process and transition
- One-time costs associated with transition

**Estimated Contract Annual Cost:** \$3.8 to \$4.2 Million.

**Option Three:** Divide IT services into three service areas (Support Services, Network/Servers and Application Development) and issue a separate RFP for each service.

Dividing the contract into three smaller contracts could make it challenging to attract top firms who may not be interested in interacting with smaller companies to support the City or managing small contracts with limited scope of services. However, the smaller

contracts would allow the City to select vendors who are more focused and specialized in certain technology fields and smaller contracts may be easier to manage. An additional City position will be required to manage the three contracts and coordinate activities between the vendors.

Although it is difficult to know for certain what the costs would be for this option, staff is estimating a five percent increase and the addition of a City contract administrator position to assist with managing the three contracts. The anticipated increase in the total contracts cost is attributed to the need for each vendor to provide a separate manager to supervise their teams compared to one manager under Options 1 and 2.

**Advantages:**

- Select new vendors specialized and focused in each service area
- Smaller distinct contracts are anticipated to be easier to manage
- Reduced impact during transition to new contractors since smaller subsets of services would be impacted at a time

**Disadvantages:**

- Increased contract cost
- Smaller fragmented contracts may not appeal to large IT firms
- Smaller IT firms may have limited capability to support the City's future needs
- Additional City staff is needed to manage multiple contractors and coordinate activities involving multiple vendors
- One-time costs associated with transition

**Estimated Annual Cost:** \$4.2 to \$4.6 million (includes five percent contract increase and \$195,000 for a Contract Administrator position)

**Option Four:** Hybrid model staffing core services with City staff and contract for support services such as the help desk, desktop support and infrastructure support.

Staffing core services with City staff helps to retain institutional knowledge and more effectively manage projects, increase efficiency through the use of technology, mitigate the risk of being fully dependent on the contractor and ensure better support to the business functions of the City. Eleven new positions are identified to staff the application development and system architect core services. The proposed additional positions will help manage application development and projects. This option will shift the management and recruitment of some staff to the City. There may be challenges in the City's ability to compete with the private industry in the Orange County area and finding qualified technology professionals.

**Advantages:**

- Focus resources on supporting City core services and select the best vendor(s) to support operations
- Mitigate the risk of being fully dependent on the contractor



- Select specialized vendors based on current needs and new technology trends
- Increased flexibility and minimized impact when transitioning services to new vendors
- Retain institutional knowledge for core services in the organization

**Disadvantages:**

- Increased City compensation costs for salaries and benefits
- Shifts some of the responsibility for staff recruitment and retention to the City
- Large IT firms may not be interested in small contracts
- One-time costs associated with transition

**Estimated Annual Cost:** The outsourcing contracts would include help desk, desktop support and infrastructure services. It is estimated the contract costs for those services is \$3.1 to \$3.5 million annually. Additionally staffing for 11 positions is estimated to cost \$2.1 million for a total cost of \$5.2 to \$5.6 million.

**Option Five:** Replace the outsourced IT services contract with City staff.

For this option, an additional 32 positions are identified with an estimated total annual cost for salaries and benefits of \$5.8 million. The additional positions are determined based on surveying cities with a similar population to Irvine (Attachment 2), consulting with Gartner, and DXC's current staffing level. DXC supports the City through 33 FTEs. The 33 FTEs consist of 26 onsite staff and 7 offsite FTEs.

Transitioning all IT services to City staff is expected to take 18 to 24 months. This change would shift the management and recruitment of staff entirely to the City. Based on Gartner's analysis of the IT labor market, staff has some concern of the City's ability to compete with the private industry in the Orange County area and finding qualified technology professionals. Staff recommends Option 4 as a transition phase to Option 5, should the City Council provide direction to replace the outsourced IT services contract with City staff.

**Advantages:**

- Control the quality of services
- Eliminate the risk of being fully dependent on the contractor
- Retain institutional knowledge of IT and business processes in the organization

**Disadvantages:**

- Increased City compensation costs for salaries and benefits
- Shifts the responsibility to the City to recruit, train and retain staff
- Additional costs for training and supporting staff

**Estimated Annual Cost:** \$5.8 million

### *Conclusion*

Staff evaluated the five options presented in this report and carefully considered the following: the impact on services and staff, the risks with transitioning services to a new contractor, challenges and cost associated with hiring and retaining technical staff, and DXC's restructuring plans that include an improved service delivery model. Based on this evaluation, staff recommends Option 1, preparing an RFP for IT services and continuing to monitor DXC's performance. DXC's new service delivery model is a significant factor in staff's decision to recommend Option 1. With the company reorganization, focus on government services and replacement of the leveraged service model with onsite staff, DXC is showing a concentrated effort to improve service levels.

Option 1 allows the City to evaluate the new staffing model before terminating the contract. Developing the RFP during this evaluation period will mean the City can quickly move into the procurement of a new vendor if service levels are not met.

The City's current staffing model includes three City employees and relies almost entirely on the contractor. This model is becoming increasingly difficult to maintain as the City's reliance on IT services and applications has grown exponentially over the past few years. Technology has become an essential part of delivering City services across all business functions. Gartner's recommendation, based on industry best practice, supports the addition of City staff to ensure the City can manage projects effectively, mitigate the risk of being fully dependent on the contractor, promote efficiencies through the use of technology and provide optimal support to all business functions. Staffing levels for IT services are being evaluated as part of the upcoming annual budget process.

### **ALTERNATIVES CONSIDERED**

The report details five options that were considered. If City Council direction is to consider options 3, 4 or 5, additional work would be required to prepare a more detailed staffing and transition plan. City Council could direct staff to not prepare the RFP and to continue working with DXC through the service model changes and provide regular updates on the contract performance.



## FINANCIAL IMPACT

	<b>Contract Costs</b>	<b>Additional City Staff Costs</b>	<b>Total</b>
Option 1: RFP and monitor DXC until June 2018	\$4M		\$4M
Option 2: RFP to replace DXC	\$3.8M to \$4.2M		\$3.8M to \$4.2M
Option 3: Divide IT services into 3 areas and issue separate RFPs	\$4M to \$4.4M	\$190,000	\$4.2M to \$4.6M
Option 4: Hybrid City staff for core services only	\$3.1M to \$3.5M	\$2.1M	\$5.2M to \$5.6M
Option 5: All City staff	\$0	\$5.8M	\$5.8M

**REPORT PREPARED BY** Khaled Tawfik, Chief Information Officer  
 Amy Roblyer, Senior Management Analyst

**ATTACHMENTS**

1. Status Memos to City Council
2. Other Cities Staffing Levels Chart

# Memo

To: Mayor & City Council  
Via: Sean Joyce, City Manager  
From: Grace Leung, Assistant City Manager *GL*  
Date: July 13, 2017  
Re: **IT Outsourced Services Contract Update – Performance Issues**

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On September 27, 2016, the City Council awarded a contract for IT Services to Hewlett Packard Enterprise (HPE). HPE commenced a transition of the IT Services from the incumbent provider, Xerox, shortly thereafter. HPE formally assumed responsibility to manage the City's IT Services as of December 9, 2016. On April 3, 2017, HPE announced it was separating its Enterprise Services business and merging with Computer Sciences Corporation to create DXC Technology (DXC).

The DXC contract is incentive based with specific and detailed performance metrics, including service levels, and service level credits (fee reductions) if the metrics are not met. On March 17, 2017, staff provided City Council an update on the contract, noting the challenges with helpdesk and desktop services (Attachment 1). Since then, DXC replaced the Account Manager and assigned additional resources to rectify the situation. Despite the changes, DXC has not met its obligations under the contract and has repeatedly failed to meet many of the required service levels.

In accordance with the terms of the contract, staff continued to monitor performance closely, escalated concerns to DXC executive management, and assessed financial penalties and contract remedies based on unmet service levels. To date, the City has withheld \$642,512 from payments to DXC, the annual maximum allowed under the contract for not meeting service levels. These holdbacks include fees relating to a failure to complete performance tasks and failures to meet certain Service Levels.

Because service levels have not improved, staff is taking additional actions. In a letter dated July 6, 2017 (Attachment 2), staff detailed the performance issues, which include multiple service level failures, unmet deadlines to deliver transition and disaster recovery plans and inadequate staffing resources. The letter requires a remediation plan within 30 days to address the deficiencies.

It is staff's desire to work with DXC to address identified issues and meet service levels, allowing them to continue to provide services to the City. The structure of the

performance based contract has enabled us to react in a timely manner and offers DXC incentives to improve services. DXC can earn back some of the withheld fees relating specifically to missed service levels if they improve services and meet service levels in a timely manner. We are hopeful for a successful resolution.

Additional updates will be provided to City Council as warranted.

Attachments:

1. March 17, 2017 IT Outsourced Services Contract Update
2. July 6, 2017 Letter to DXC Technology

# Memo

To: City Council  
Via: Sean Joyce, City Manager  
From: Grace Leung, Assistant City Manager   
Date: March 17, 2017  
Re: **IT Outsourced Services Contract Update**

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On September 27, 2016, the City Council awarded a contract for IT Services to Hewlett Packard Enterprise (HPE). Following a 60-day transition schedule, HPE formally assumed responsibility from Xerox on December 9, 2016. The new contract for IT services differs considerably from the previous contract with Xerox (formerly ACS). Most notably, this is a performance based contract with specific and detailed performance metrics. There are financial penalties if the metrics are not met, as well as incentives for HPE to improve services.

With the transition to HPE, there have been enhancements put in place including expanded help desk hours, external cyber security assessment, and self-service IT request forms. However, the transition has also had challenges, particularly in service request backlogs that have exceeded 100 service tickets. In accordance with the terms of the contract, staff has monitored performance closely, escalated concerns to HPE executive management, and assessed financial penalties based on unmet service levels. HPE has been responsive and assigned additional resources to improve the situation.

The structure of the performance based contract has enabled us to react swiftly and effectively to address concerns, providing us confidence that we will have a successful resolution to the current challenges and if issues arise in the future.

Additional updates will be provided to City Council as necessary. Please let me know if you have questions.





July 6, 2017

Cathy Varner  
Account General Manager  
DXC Technology  
1775 Tysons Blvd  
Tysons, VA 22102

**RE: Multiple Service Performance Failures of Master Services Agreement for IT Services**

Dear Ms. Varner,

I would like to formally alert you as to several issues the City of Irvine ("City" or "City of Irvine") has experienced with respect to DXC Technology's ("DXC") performance of its obligations under the Master Services Agreement for IT Services dated September 28, 2016 (the "Agreement"). As you are aware from our many prior discussions, the City has noted many problems and performance failures on the part of DXC. As of this writing, the City has determined that DXC is presently in material breach of several obligations and has not provided satisfactory remediation. In essence, DXC's performance is in a failing status.

By way of this letter, the City hereby demands that within thirty (30) days of this letter, DXC provide, for the City's review and approval, a remediation plan ("Remediation Plan" or the "Plan") to address the many deficiencies noted herein. Such Remediation Plan shall be executed, performed and completed no later than ninety (90) days from the date that the City approves such Plan.

Below is a list of DXC's material failures with respect to the Agreement. The City has identified those for which DXC will be required to address and provide a path to resolution in the Remediation Plan.

1. Failure to Deliver Transition Plan. DXC did not complete and provide a Transition Plan as required under Schedule 7 and Section 3.2.3 of the Agreement in advance of the formal transition to the 'steady state' period for delivering recurring services. This was a time sensitive deliverable and DXC's failure to do so has caused multiple problems in terms of operational governance, day to day service delivery and achievement of service levels in the 'steady state' period. As the parties entered the steady state portion of the Services on December 9<sup>th</sup>, 2017, there is no way for DXC to remedy this failure. Accordingly, DXC has not submitted the transition fee invoice and the City will withhold payment as DXC did not deliver what was required to successfully complete performance of this requirement.
2. Failure to Deliver Procedures Manual. DXC has failed to deliver the Procedures Manual as required under Section 3.4 of the Agreement. It was due 90 days following the entry into the steady state period, and is now nearly 4 months' past due. This is a material requirement of the Agreement, as the manual details the process and procedures that DXC will use to perform the steady state Services. DXC is hereby required to remedy this matter and submit a Procedures Manual for the City's approval as part of the Remediation Plan. Final approval by the City is required before DXC will be deemed to have completed its obligation.
3. Failure to Deliver DR Plan. DXC has failed to deliver the Disaster Recovery Plan as required under Section 3.5 of the Agreement. It was due 90 days following the entry into the steady state period, and is now nearly 4 months' past due. This is a material requirement of the Agreement. DXC is hereby required to remedy this matter and submit a DR Plan for the City's approval as

part of the Remediation Plan. Final approval by the City is required before DXC will be deemed to have completed its obligation

4. Service Level Failures. DXC has committed multiple service level failures since the inception of the steady state period. These failures represent critical material breaches of material performance obligations. We have documented the service level failures in Appendix 1 to this letter. Needless to say, in each Service Tower (Service Desk, Application Development & Maintenance, Converged Network Services, and Data Center Services) DXC has failed many of the Service Levels multiple times. The City has experienced failures in mission critical systems, email outage and backup outages, among other errors.
5. As part of its Remediation Plan, DXC will provide a roadmap to achieve full Service Level compliance, including addressing personnel gaps, reducing back logs, and provide accurate monthly reporting. In addition, DXC will provide recommendations on what is required for DXC to use automated tools which record and measure SLR performance and transmit data into usable reports.
6. Multiple Failures of SOW Obligations. The Statements of Work (SOWs) outline multiple roles and responsibilities for which DXC is responsible. DXC has failed to perform material obligations in each of these SOWs, owing in no small part to the failure to perform operational governance, provide a Procedures Manual and achieve Service Levels. The City is undergoing a review of the SOWs and will provide a detailed list of such failures by Friday, July 14<sup>th</sup>, 2017. DXC will address such failures and a roadmap to execute and deliver on a fix for each such issue in the Remediation Plan.
7. Staffing Model. DXC has failed to provide the adequate staffing to support the service delivery and solution model it developed as part of its proposal to the City, which solution was assumed and enshrined into the Statements of Work. DXC promised a service delivery model similar to that deployed by DXC at other public sector clients, notably the County of San Diego and the City of Anaheim. In the City's view, DXC has tried to perform the Services using half the staffing that is actually required to meet Service Levels. The Remediation Plan will address the staffing shortfall and re-engineer the staffing model to deliver what was promised.
8. Governance Model. DXC personnel on-site have not managed and governed the relationship in accordance with the Agreement. In particular, DXC staff are not reporting to or sharing information with the City team as required in the governance model. They have often fallen back on standard DXC processes which vary from, and at times conflict with, the requirements of the Agreement. A basic responsibility of DXC is to manage the performance of its responsibilities in conformance with the requirements of the Agreement. This deficiency must be addressed in the Remediation Plan.

It is the City's desire to preserve and improve its relationship with DXC. We hope that DXC will address the issues outlined in this letter so that the parties can continue to work together in good faith. Nonetheless, the City reserves its rights under the Agreement. I look forward to speaking with you soon on this matter and to your formal response.

Sincerely,



Khaled Tawfik  
Chief Information Officer  
City of Irvine



## Appendix 1

### List of Service Level Failures Since Contract Inception

Service Level	Service Measure	Performance Target	Service Level Requirement	Notes
<b>IT Life Cycle and IT Service Management Services</b>				
<b>Incident Resolution</b>				
Time to Notify City of a Priority 1 or 2 Incident	Time to respond	<15 minutes	98.0%	Failed to Meet SLA
Incident Resolution - Priority Level 1	Time to Resolve	<2 hours	90.0%	Failed to Meet SLA
Incident Resolution - Priority Level 2	Time to Resolve	<8 hours	95.0%	Failed to Meet SLA
Incident Resolution - Priority Level 3	Time to Resolve	<4 days	95.0%	Failed to Meet SLA
Incident Resolution - Priority Level 4	Time to Resolve	< 7days or within an agreed upon time frame	95.0%	Failed to Meet SLA
Root Cause Analysis Completion Time	Time to complete Root Cause Analysis	Within 7 business days following Resolution of Priority Level 1 Incident Within 14 business days following Resolution of a Priority Level 2 Incident	99.0%	Failed to Meet SLA
<b>Backup and Restoration</b>				
Backup Timeliness	Backups performed on time and free from errors and omissions	Per Schedule	99.5%	Failed to Meet SLA
<b>Customer Satisfaction</b>				
End User Scheduled Survey (conducted semi-annually)	End Users surveyed respond "very satisfied" or "satisfied" based on a 15% survey response rate	End Users surveyed should be very satisfied or satisfied	80%	Was not performed

<b>Report Delivery</b>				
Governance and Operational Report Delivery Timeliness	Reports with City required content	Reports with City required content received by Due Date	98%	Was not performed
<b>Data Center Services</b>				
<b>Storage Administration</b>				
Notification to Allocate Additional Storage Resources	Proactive monitoring and reporting to the City of need to increase capacity	Total monthly storage capacity utilization measured in GBs used approaches 80% of installed capacity – Inform the City within 1 business day	99.0%	Failed to Meet SLA
<b>Converged Network Services</b>				
<b>Network Availability</b>	<b>[NOTE: NEED TO DISCUSS AND UNDERSTAND POSITION ON USER ID ADMIN]</b>			
WAN Availability (to WAN edge only)	Availability	24 x7 x 365 Excluding Maintenance Window	99.80%	Missing Reports
LAN Availability	Availability	24 x7 x 365 Excluding Maintenance Window	99.80%	Missing Reports
<b>Network Performance</b>				
Data (MPLS) Packet Delivery Ratio	Successful data packet transmission	99.98%	99.98% (data loss ≤ 0.02%)	Missing Reports
<b>Security Intrusion Detection</b>				
NIDS – Monitor for current attack signature	Overall schedule	24 x7 x 365	100%	Missing Reports
NIDS – Priority Level 1 and Priority Level 2 Incident Notification	All positive Priority Level 1 and Priority Level 2 Incident alerts reviewed and notification provided to City of Irvine via City of Irvine-defined escalation procedures	<15 minutes from the time of alert	99.9%	Missing Reports



**Service Desk Services****Response Time**

Third Party or City Incident / Service Request Escalation	Time to notify incidents and Service Requests requiring immediate escalation to Third Party or City	≤ 15 minutes from generation of Service Desk ticket	95%	Missing Reports
Speed to Answer	Calls answered	≤ 45 seconds from the time that the caller selects the option to speak with a Service Desk agent	98%	Missing Reports
Call Abandonment Rate	Phone response time	≤5%	100%	Missing Reports
Open Ticket Notification	Status notification for open tickets provided to applicable End Users and/or notification distribution list	Hourly for Priority Level 1 Incidents Daily for Priority Level 2 Incidents Weekly for Priority Level 3 and Priority Level 4 Incidents	100%	Failed to Meet SLA

**Incident Resolution**

First Contact Resolution (escalation to Level 2 does not qualify as being Resolved)	First Contact Resolution percentage	First 2 months: 40%  5% monthly increases until first contact Resolution rate equals or exceeds 70%	N/A	Failed to Meet SLA
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**Client Satisfaction**

Periodic Customer Satisfaction	Satisfaction rate	End Users surveyed should be very satisfied or satisfied, based on a 10% survey response rate of all Service Desk tickets closed in the Reporting Interval	90.0%	Was not performed
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**Application Development and Maintenance Services****Maintenance Quality**

Maintenance Quality	Maintenance Related Changes (e.g., Minor Enhancements, break/fix changes) placed into production	Maintenance Related Changes (e.g., Minor Enhancements, break/fix changes) placed into production Defect-free	98%	Missing Reports
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**End User Services****Software Installation**

Supported Software Deployment (e.g., Shrink Wrap, City custom and COTS Applications)	Elapsed time to deploy	Within 3 business days of request	95.0%	Missing Reports
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# INFORMATION TECHNOLOGY SERVICES OTHER CITIES STAFFING LEVELS

City	Support Model	Staffing Level	Notes
Anaheim	Contract	9 FTE	
Santa Ana	Hybrid	16 FTE	Outsourced network and operations to 7 vendors. Considering the all in house option pending approvals.
Riverside	In house	58 FTE	Switched to all in house in May 2016
Stockton	In house	45 FTE	
Irvine	Contract	3 FTE	
Fremont	In house	23 FTE	Use contractors for special projects as needed
San Bernardino	In house	13 FTE	Currently assessing increasing staffing
Huntington Beach	In house	27 FTE	

4.2



# REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:** March 13, 2018

**TITLE:** STATE AND FEDERAL LEGISLATIVE ADVOCACY SERVICES  
CONTRACTS

  
\_\_\_\_\_  
Senior Management Analyst

  
\_\_\_\_\_  
City Manager

## RECOMMENDED ACTION

1. Provide direction to staff regarding professional service contracts for State and/or Federal legislative advocacy services as of Fiscal Year 2018-19.
2. Review, revise and approve the Scope of Services for State and Federal legislative advocacy services.

## EXECUTIVE SUMMARY

In 2013, the City Council awarded contracts to Joe A. Gonsalves & Son (Gonsalves) to provide State legislative advocacy services and Van Scoyoc Associates, Inc. (Van Scoyoc) for Federal legislative advocacy services. The contracts expire June 30, 2018.

The 2013 contracts were awarded after a Request for Proposal (RFP) process, with 13 proposals received and eight firms interviewed. The City has a \$140,000 annual legislative advocacy services budget. The State legislative advocacy contract includes a \$6,000 monthly retainer plus expenses (not to exceed \$80,000 annually). Federal advocacy services are provided as needed on a time and materials basis (not to exceed \$60,000 annually). Federal services costs have averaged \$25,000 annually the past three years. The emphasis has been at the State level, with targeted assistance at the federal level.

Staff seeks City Council direction for providing legislative advocacy services at the State and Federal levels after the abovementioned contracts expire June 30, 2018. The respective scope of services are also provided for approval (Attachments 1 and 2). Possible options for next steps include (1) solicit proposals with an RFP process, (2) award sole source contracts with the same vendors for a specified number of years, (3) opt not to award an agreement for State or Federal legislative advocacy services or (4) other City Council direction.

## COMMISSION/BOARD/COMMITTEE RECOMMENDATION

Not Applicable

## ANALYSIS

Attached are copies of the proposed scopes of services for State and Federal legislative activities needed for the RFP or contracts, pending City Council direction (Attachments 1 and 2). The role and level of activity of the State and/or Federal legislative advocates can be scaled up or down to meet City Council preferences and direction.

During the 2013 RFP process:

- 146 firms were notified of the RFP, including 31 advocacy firms and 42 legal firms
- 35 firms viewed the RFP
- 13 firms submitted proposals
  - 5 for State and Federal advocacy services
  - 5 for State advocacy services only
  - 3 for Federal advocacy services only
- 8 firms were interviewed and background checks were completed
- Proposal pricing ranged from \$72,000 to \$180,000 annually for States services, and \$60,000 to \$147,000 annually for Federal services.

### Cost for Legislative Advocacy Services

The City's annual budget has included \$140,000 for State and Federal legislative advocacy services since 2013. The City spends approximately \$100,000 per year (\$75,000 for State and \$25,000 for Federal advocacy services). The City has benefitted from the Federal contract based on time and materials, receiving targeted assistance as needed at the Federal level.

The City also receives State legislative advocacy support, information and analysis through its membership with the League of California Cities (LCC) and Association of California Cities - Orange County (ACC-OC).

## ALTERNATIVES

Following are alternatives for the City Council's consideration and direction.

1. Direct staff to conduct a Request for Proposal (RFP) process for one or both State and Federal legislative advocacy services and return to the City Council with the results for award of contracts:
  - a. Solicit proposals for both State and Federal legislative advocacy services
  - b. Solicit proposals for only State legislative advocacy services
  - c. Solicit proposals for only Federal legislative advocacy services

If so directed, staff would complete the Request for Proposal process and return to the City Council for consideration and contract award.

2. Authorize the City Manager to enter into a consultant services agreement(s) for one or both of the legislative advocates:



- a. Award a sole-source Consultant Services Agreement to Joe A. Gonsalves & Son for State Legislative Advocacy Services. If so directed, existing terms are provided for City Council consideration:
  - \$6,000 per month retainer fee plus expenses, not to exceed \$80,000
  - One-year term (July 1, 2018 – June 30, 2019)
  - City Manager may extend the term a specified number of one-year increments (the initial contract allowed four extensions, 5 years total)
  - Proposed Scope of Services as attached (Attachment 1)
  - 30-day cancelation clause
- b. Award a sole-source Consultant Services Agreement with Van Scoyoc Associates for Federal Legislative Advocacy Services. If so directed, existing terms are provided for City Council consideration:
  - Time and materials basis per hourly rate schedule
  - Contract not to exceed \$60,000
  - Proposed Scope of Services as attached (Attachment 2)
  - One-year term (July 1, 2018 – June 30, 2019)
  - City Manager may extend the term a specified number of one-year increments (the initial contract allowed four extensions, 5 years total)
  - City Manager may convert contract into a fixed \$5,000/month retainer if a better value based on actual use of services to meet Irvine's needs
  - 30-day cancelation clause
3. Take no action and let one or both contracts expire June 30, 2018, and not continue with State and/or Federal legislative advocacy services
4. Other City Council direction

## **FINANCIAL IMPACT**

The financial impact will depend on City Council direction. The cost for the first alternative would be determined after the RFP process and at the time of contract award. The cost for alternative two would continue to include \$140,000 in the annual budget for State and Federal legislative advocacy services. If State or Federal contracts were not continued, there would be an \$80,000 and \$60,000 budget reduction, respectively.

**REPORT PREPARED BY:** Veronica Dolleschel, Senior Management Analyst  
**REPORT REVIEWED BY:** Michelle Grettenberg, Deputy City Manager

## **ATTACHMENTS**

Attachment 1: Proposed Scope of Services – State  
Attachment 2: Proposed Scope of Service – Federal



## **PROPOSED SCOPE OF SERVICES STATE LEGISLATIVE ADVOCACY SERVICES**

1. Review proposed, introduced and amended state legislation, and proposed and adopted state administrative rules and regulations, to identify and report on matters potentially affecting the City.
2. At the direction of and on behalf of the City, undertake advocacy, policy analysis and strategy development on legislative matters of interest to and/or impacting the City. Present state legislative issues to the City Council for policy direction as needed.
3. Regularly communicate with the City to assess legislative options and discuss policy objectives. Provide monthly reports on status of legislation and other related updates, and other reports as needed. Draft letters, legislative language and talking points on legislative, budgetary, and regulatory issues as necessary.
4. Raise, discuss and assess any affirmative legislative action that may benefit the City, as needed.
5. Testify at the direction of and on behalf of the City at hearings before legislative and regulatory committees.
6. Monitor State agency rulemaking and notify the City if any potential impact.
7. Schedule meetings for City officials with members of the legislature and their staff, the executive branch, state agencies and other key stakeholders.
8. Support Departments' grant activity, including identifying funding opportunities, facilitating communication with state agencies, and advocating for support of the application from legislators and key stakeholders.
9. Coordinate and cooperate with other organizations and firms having similar legislative objectives as the City.
10. Monitor and report on the Budget and work to secure funding when appropriate on projects beneficial to the City's interests
11. Participate in preparing the legislative policy platform, including identifying potential policy issues and upcoming legislative proposals, as needed.
12. Firm agrees to prepare and file all applicable Fair Political Practices Commission (FPPC) lobbying documents and reports within all applicable deadlines, per the provisions of the Political Reform Act of 1974 as amended. The City acknowledges that it is essential that the City provide the firm with timely information at the end of each calendar quarter as requested by the Firm to prepare, execute and file the FPPC lobbying reports.

## **PROPOSED SCOPE OF SERVICES FEDERAL LEGISLATIVE ADVOCACY SERVICES**

- Review proposed, introduced and amended federal legislation, and proposed and adopted federal administrative rules and regulations, to identify and report on matters potentially affecting the City.
- At the direction of and on behalf of the City, undertake advocacy, policy analysis and strategy development on federal legislative matters of interest to and/or impacting the City. Present federal legislative issues to the City Council for policy direction as needed.
- Regularly communicate with the City. Provide monthly reports on status of legislation and other related updates, and other reports as needed. Draft letters, legislative language and talking points on legislative, budgetary, and regulatory issues as necessary.
- Raise, discuss and assess any affirmative legislative action that may benefit the City, as needed.
- Testify at the direction of and on behalf of the City at hearings before legislative and regulatory committees.
- Monitor Federal agency rulemaking and notify the City of potential impacts.
- Schedule meetings for City officials with members of Congress and their staff, the executive branch, Federal agencies and other key stakeholders.
- Support Departments' grant activity, including identifying funding opportunities, facilitating communication with Federal agencies, and advocating for support of the application from legislators and key stakeholders.
- Coordinate and cooperate with other organizations and firms having similar legislative objectives as the City.
- Monitor and report on the federal Budget and work to secure funding when appropriate on projects beneficial to the City's interests
- Participate in preparing the legislative policy platform, including identifying potential policy issues and upcoming legislative proposals, as needed.

4.3

RECEIVED  
CITY OF IRVINE  
CITY CLERK'S OFFICE

2018 MAR -5 PM 2:40

RECEIVED

MAR 05 2018

CITY OF IRVINE  
CITY MANAGER'S OFFICE

# Memo

To: Grace Leung, City Manager Pro Tempore  
From: Melissa Fox, Councilmember *mf*  
Date: March 5, 2018  
Re: **The City of Irvine's Development Review and new California  
Environmental Quality Act guidelines**

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The new finalized California Environmental Quality Act (CEQA) guidelines have been released. It is expected that after public review and a hearing, the new guidelines will go into effect sometime in early to mid-2018.

Once the CEQA guidelines have been updated, traffic analysis for new development will be calculated by Vehicle Miles Traveled (VMT) created by the new development, rather than level of service (LOS) impacts on nearby intersections. Due to these changes, the City of Irvine will need to change the City's Environmental Impact Report (EIR) process along with Irvine's General Plan.

Please place an update from staff regarding the necessary changes to Irvine's Development Review process in order to comply with the new CEQA rules on the March 13, 2018, City Council meeting agenda. Additionally, I am asking that the City Council has the opportunity to provide direction to staff concerning these changes.

cc: Irvine City Council  
Molly McLaughlin, City Clerk

**4.4**

# Memo

RECEIVED  
CITY OF IRVINE  
CITY CLERK'S OFFICE

2018 MAR -6 PM 5: 19

RECEIVED

MAR 06 2018

CITY OF IRVINE  
CITY MANAGER'S OFFICE

To: Grace Leung, City Manager Pro Tempore  
From: Lynn Schott, Councilmember *LS*  
Date: March 6, 2018  
Re: **Request for City Council Consideration to Contribute Funding to Irvine Barclay Theatre for HVAC Renovation**

Please place an item on the March 13, 2018 City Council agenda to consider allocating \$1,207,000 over three fiscal years, to support critical improvements to the Irvine Barclay Theatre's Heating, Ventilation, and Air Conditioning (HVAC) system. The first allocation would be \$210,000. The Irvine Barclay Theater requests the City's funding assistance as part of its 10-Year Rehabilitation Plan, as provided to the City Council in June 2015.

The original HVAC system is nearly 30 years old, serving The Irvine Barclay Theatre since 1988. The comfort of Theatre patrons, performers and facility renters is vital to its continued operations. The Theatre contracted ACCO Engineered Systems to evaluate the condition of the HVAC system and provide recommendations (Attachment 1). ACCO determined the two air-cooled chillers are near end-of-life and need replacement. However, most other larger pieces of equipment can be refurbished with new internal components.

I am proud to represent the City on the Irvine Barclay Theatre Board. A unique collaborative venture since 1990 of the City of Irvine, University of California, Irvine (UCI), and private sector. Such a partnership comes with facility maintenance needs. The City is required to "maintain all parts of the Theatre in good order and repair." The three-year HVAC project is estimated to be completed in Fiscal Year 2020-21, as described below. UCI has provided \$165,000 to support HVAC system repairs and has agreed to provide \$400,000 to connect the Theatre to UCI's power grid. UCI's commitment is contingent on the City funding the chiller repair.

## Irvine Barclay Theatre HVAC System Funding Request:

FY 17/18	- Upgrade, replace or repair HVAC Variable Air Volume boxes - Refurbish one air-handler and install new control system	\$ 210,000
FY 18/19	- Replace two air-cooled chillers to higher efficiency chillers	\$ 412,000
FY 19/20	- Refurbish four air handlers, install new control systems, remove and replace all fans	\$ 585,000
	<b>TOTAL</b>	<b>\$1,207,000</b>

Please include this item on the March 13, 2018 City Council agenda for City Council consideration and authorization for the City Manager to budget and pay from the Contingency Reserve Fund as described in the above table, beginning with \$210,000

this Fiscal Year 2017-18. I have asked Irvine Barclay Theatre representatives to attend the meeting should there be questions regarding this request.

cc: Irvine City Council  
Molly McLaughlin, City Clerk

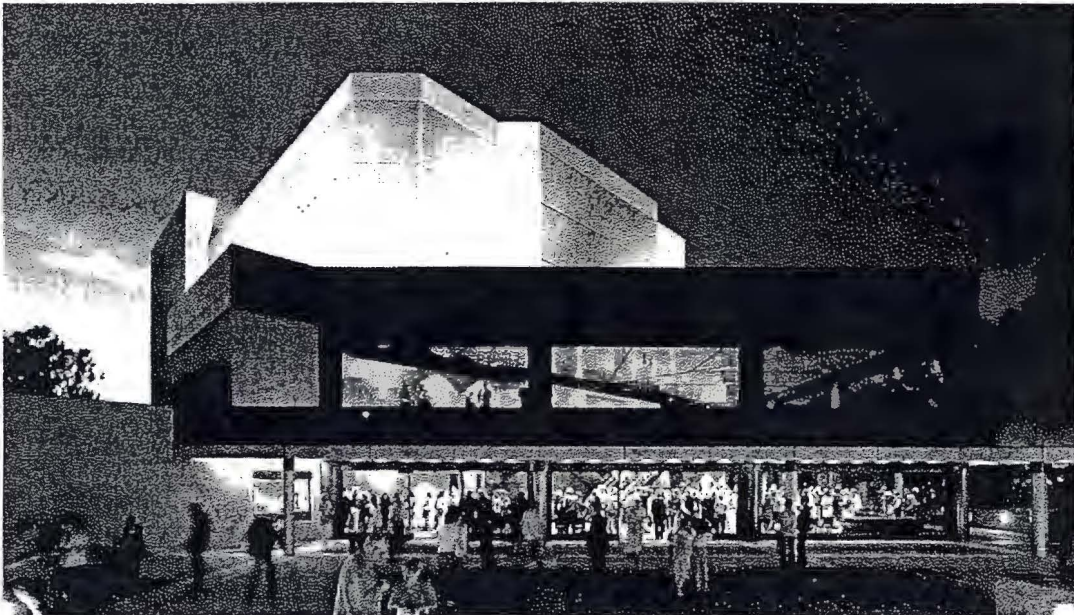




**engineered  
systems**

ACCO Engineered Systems | 265 McCormick Ave. | Costa Mesa, CA 92626

# Field Survey Report



## Irvine Barclay Theatre

4242 Campus Dr.  
Irvine, CA 92612

April 26<sup>th</sup>, 2017

ATTACHMENT 1

Established 1934  
License #120696

## **Executive Summary**

ACCO Engineered Systems was contracted to investigate the condition of the system as a whole and on the component level, in order to provide recommendations to Barclay Theatre management regarding refurbishing or replacing HVAC equipment as determined by the report summary to follow.

Our team's goal is to help create a plan that provides the Barclay Theatre with a fully functional HVAC system with realistic expectations for budgeting and equipment life.

The Irvine Barclay Theatre has been operating with its original air-side HVAC system since 1988.

After our site inspection, ACCO can summarize that the two air-cooled chillers are near end-of-life and in need of replacement, however most other large pieces of equipment are able to be refurbished with new internal components.

Smaller equipment, such as chilled water pumps and variable-volume zone boxes, will require small repairs to extend their usable life. Our findings are documented below, with supporting picture evidence included in the digital package.

## **Site Information**

The Irvine Barclay Theatre is located at 4242 Campus Drive in Irvine, California. Air Handling units, located in the Basement and the Second Level roof area, provide the occupants with conditioned air via variable volume zone boxes located throughout the building as described below:

- Basement Area receives conditioned air from Air Handling Unit AHU-1, located in the basement mechanical room.
- Lobby receives conditioned air from unit RTU-1
- Auditorium receives conditioned air from unit RTU-2
- Dressing Room areas receive conditioned air from unit RTU-3
- Stage receives conditioned air from unit RTU-4
- Shop area receives conditioned air from unit RTU-5
- Chilled Water is provided to the Air Handling Units via air-cooled chillers CH-1 and CH-2, located on grade in a mechanical yard area on the northwest corner of the building.
- Chilled water pumps are located in the Basement Mechanical Room.
- Exhaust fans are located in the Basement mechanical room and on the roof, serving various areas of the theatre.

Excluded from the scope of this survey are Hot Water Boilers and Hot Water Pumps (located in the Basement Mechanical room) serving heating hot water coils in the Air Handling Units and Variable Air Volume boxes. The hot water plant components were agreed to be excluded from the survey due to their recent replacement.

## Inspection Timeline

On March 13<sup>th</sup>, March 14<sup>th</sup>, and March 22<sup>nd</sup>, ACCO Design Engineer Sebastian Echeverria, Project Engineer David Ross P.E., Service Technician Bill Gutierrez, and Service Technician Carlos Duarte surveyed the site upon a request to assess and report the above mentioned systems on their current physical and working condition as well as recommend further actions up to and including retrofitting of equipment.

## Air Cooled Chillers

CH-1 is a 145 Ton, R-22 refrigerant McQuay Air-Cooled Chiller (Model No. ALR145C, Serial No. 5UM0171600) providing chilled water to the theatre. The air-cooled chiller unit has been in service for 26 years and is showing typical signs of wear and usage through oil leaks, rusting and coil fin brittleness. ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of Air-Cooled Chiller to be 20 years.

The following is a list of observations made on-site:

- Multiple oil leaks observed on all four compressors
- A leak in refrigerant circuit two which is leaking into the chiller barrel
- The Condenser coil fins are extremely brittle and many areas of the coil are smashed, lowering overall efficiency and heat transfer through the coil
- The high water temperature capillary tube is tarnished and corroding

Continuing to operate this chiller will result in:

- Future oil leaks
- Further degradation of the condenser coils including refrigerant leaks and water intrusion
- Increased cost of refrigerant due to the government-mandated phase out of R-22 refrigerant (with the cutoff for production and importation set for 2020)
- Lower overall efficiency when compared to modern chiller applications

For the reasons listed above ACCO recommends replacement of CH-1, due to the cost and scope of refurbishment when compared to the potential additional service life of the Air Cooled Chiller.

-----

CH-2 is a 145 Ton, R-22 refrigerant McQuay Air-Cooled Chiller (Model No. ALR145C, Serial No. 5UM0172100) providing chilled water to the theatre. The air-cooled chiller unit has been in service for 26 years and is showing typical signs of wear and usage through oil leaks, rusting and coil fin brittleness. ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of Air-Cooled Chiller to be 20 years.

The following is a list of observations made on-site:

- Multiple oil leaks observed on the compressors
- Multiple instances of low oil level in the compressors
- The outlet of the chiller barrel shows signs of rusting,



- The Condenser coil fins are extremely brittle and many areas of the coil are smashed, lowering overall efficiency and heat transfer in the coil
- The Condenser coil has traces of oil on the tube sheet
- The unit is low on refrigerant charge and the liquid line is experiencing flashing

Continuing to operate this chiller will result in:

- Future oil issues, including leaks and compressor cycling due to low oil levels
- Further degradation of the condenser coils including refrigerant leaks and water intrusion
- Increased cost of refrigerant due to the government-mandated phase out of R-22 refrigerant (with the cutoff for production and importation set for 2020)
- Lower overall efficiency when compared to modern chiller applications

For the reasons listed above, ACCO recommends replacement of CH-2, due to the cost and scope of refurbishment when compared to the potential additional service life of the Air Cooled Chiller.

### **Air Handling Units**

AHU-1 is a McQuay Air Handling Unit (Model No. LSL111CH, Serial No. 3UL0045206) located and serving the Basement of the theatre. The unit has been in service for 26 years and the ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of Air Handling Unit to be from 15 to 24 years.

The following are ACCO's observations made on-site:

- Outside Air Damper remains fully open regardless of the presence of a control signal
- Coil and drain pan rust build-up
- Blown bearing seals, causing grease seepage out of the bearings

Continuing to operate the Air Handling Unit will result in:

- Increased cost to operate due to energy consumption from fully open Outside Air Damper
- Rust build-up and water leakage from rusting of coil and drain pan
- Degradation and increased cost of maintenance from the blown bearing seals

For the reasons listed above, ACCO recommends refurbishment of the Air Handling Unit and conversion to DDC type controls given the good condition of the exterior casing and indoor location.

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RTU-1 is a McQuay Air Handling Unit (Model No. RBS806BW, Serial No. 3UL0054806) located on the second level roof area on the Northwest side of the theatre. The unit serves the Lobby and has been in service for 26 years. ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of Air Handling Unit to be from 15 to 24 years.

The following are ACCO's observations made on-site:

- Interior cabinet insulation fraying apart, likely sending particulate into airstream
- Blown bearing seals, causing grease seepage out of the bearings
- Incorrect Return Fan belt type for belt pulley
- Clear indication of past leak in Chilled Water Coil
- Rust build-up in condensate drain pan
- Clear indications of weathering and leaks in canvas connections

Continuing to operate the Air Handling Unit will result in:

- Further corrosion and rusting in various areas of the unit
- Potential damage to VAV boxes and loss of capacity from insulation material in airstream
- Degradation and increased cost of maintenance from the blown bearing seals and incorrect Return Fan belt type
- Future leaks from Chilled Water coil and drain pan
- Potential mold build-up in airstream from leaking canvas connections

For the reasons listed above, ACCO recommends refurbishment of the Air Handling Unit and conversion to DDC type controls given the condition of the exterior casing.

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RTU-2 is a McQuay Air Handling Unit (Model No. RBS808BW, Serial No. 3UL00549-06) located on the second level roof area on the Northwest side of the theatre. The unit serves the Auditorium and has been in service for 26 years. ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of Air Handling Unit to be from 15 to 24 years.

The following are ACCO's observations made on-site:

- Interior cabinet insulation loose and missing sections, likely sending particulate into airstream
- Grease seepage out of the bearings
- Heating Hot Water Isolation Valves seized open within unit
- Clear indication of leak in Chilled Water Coil
- Rust build-up in condensate drain pan
- Clear indications of weathering and leaks in canvas connections
- Rust build-up on Outside Air Dampers and wheel

Continuing to operate the Air Handling Unit will result in:

- Further corrosion and rusting in various areas of the unit
- Potential damage to VAV boxes and loss of capacity from insulation material in airstream
- Inability to perform maintenance on Heating coil due to seized valves
- Future leaks from Chilled Water coil and drain pan
- Potential mold build-up in airstream from leaking canvas connections
- Future inability to provide adequate Outside Air due to rusted dampers and failing actuators

For the reasons listed above, ACCO recommends refurbishment of the Air Handling Unit and conversion to DDC type controls given the condition of the exterior casing.

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RTU-3 is a McQuay Air Handling Unit (Model No. RBS800BB, Serial No. 3UL00550-06) located on the second level roof area on the Northwest side of the theatre. The unit serves the Dressing Rooms/Backstage Area and has been in service for 26 years. ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of Air Handling Unit to be from 15 to 24 years.

The following are ACCO's observations made on-site:

- Static and building pressure controls not working correctly
- Interior cabinet insulation loose and missing sections, likely sending particulate into airstream
- Rust build-up on Supply Fan wheels
- Rust build-up in condensate drain pan
- Clear indications of weathering and leaks in canvas connections
- Rust build-up on Outside Air Dampers, slow to open and responding out of unison

Continuing to operate the Air Handling Unit will result in:

- Further corrosion and rusting in various areas of the unit including the Supply Fan wheel
- Potential damage to VAV boxes and loss of capacity from insulation material in airstream
- Future leaks from coils and drain pan
- Potential mold build-up in airstream from leaking canvas connections
- Future inability to provide adequate Outside Air due to rusted dampers and failing actuators

For the reasons listed above, ACCO recommends refurbishment of the Air Handling Unit and conversion to DDC type controls given the condition of the exterior casing.

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RTU-4 is a McQuay Air Handling Unit (Model No. RBS800BB, Serial No. 3UL00551-06) located on the second level roof area on the Northwest side of the theatre. The unit serves the Stage Area and has been in service for 26 years. ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of Air Handling Unit to be from 15 to 24 years.

The following are ACCO's observations made on-site:

- Power Switch engagement is not consistent, creating a safety hazard when attempting to turn the switch 'on'
- Worn door hinges increase difficulty in operating doors
- Blower motor contactor is pitted
- Separation of Supply Fan from wall which it is mounted to
- Signs of leaks from sides of coils

- Rust build-up on Outside Air Dampers, dampers not opening evenly

Continuing to operate the Air Handling Unit will result in:

- Further corrosion and rusting in various areas of the unit
- Potential safety incident relating to power switch
- Future leaks from coils and drain pan
- Potential mold build-up in airstream from leaking canvas connections
- Future inability to provide adequate Outside Air due to rusted dampers and failing actuators

For the reasons listed above, ACCO recommends refurbishment of the Air Handling Unit and conversion to DDC type controls given the condition of the exterior casing.

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RTU-5 is a McQuay Air Handling Unit (Model No. RBS800BW, Serial No. 3UL00552-06) located on the second level roof area on the Northwest side of the theatre. The unit serves the Shop Area and has been in service for 26 years. ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of Air Handling Unit to be from 15 to 24 years.

The following are ACCO's observations made on-site:

- Rust build-up on cabinet near motors and drain pans
- Canvas connection shows signs of weathering
- Interior insulation before coil is torn from inside of cabinet and blocking most of the coil face area. Coil performance is likely reduced by >50% due to substantial obstruction by loose insulation

Continuing to operate the Air Handling Unit will result in:

- Further corrosion and rusting in various areas of the unit
- Future leaks from coils and drain pan
- Potential mold build-up in airstream from leaking canvas connections
- Further lack of capacity due to insulation blocking airflow through coil

For the reasons listed above, ACCO recommends refurbishment of the Air Handling Unit and conversion to DDC type controls given the condition of the exterior casing.

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A few common issues observed for each rooftop Air Handling Unit included water entrainment and general degradation of the pneumatic controls serving the units as well as punctures and missing portions of the flexible gasket material surrounding the units' vibration-isolation bases. ACCO recommends retrofitting the Air Handling units with DDC systems to restore controllability and reduce operating costs.



ACCO also recommends a full duct cleaning for all ductwork located in the theatre, given the service life of the ductwork thus far and the multiple Air Handling Units with deteriorating interior insulation that may have been sending insulation material into the supply airstream.

## **Exhaust Fans**

The exhaust fans have been in service for 26 years and show typical signs of wear for exterior centrifugal fans. ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of fan to be from 15 to 25 years.

- EF-1 (Nameplate not legible): Loose belt, burn marks/belt material on inside of bell, shaft bearing grease leak
- EF-2: (Nameplate not legible): Loose and cracked belt, fan wheel scraping on something when turning, bird screen pried open, burn marks/belt material on inside of bell
- EF-3 (Nameplate not legible): Daisy-chained power wiring with EF-7 and a rooftop light, loose belt, burn marks/belt material on inside of bell
- EF-4 (Snyder General Model No. 942499-03, Serial No. 4UK-0533): Rusting on leading edge of vanes, non-operation (belt broken)
- EF-5 (Nameplate not legible): Loose and cracked belt, rusty pulleys, burn marks/belt material on inside of bell, signs of non-operation
- EF-6 (Nameplate not legible): Cracked belt, burn marks/belt material on inside of bell
- EF-7 (Nameplate not legible): Daisy-chained power wiring with EF-3 and a rooftop light, loose belt, rusty pulleys, burn marks/belt material on inside of bell
- EF-8 (Nameplate not legible): Loose belt, burn marks/belt material on inside of bell, belt cracked and bolts not able to secure bell
- EF-9 (Nameplate not legible): Cracked and loose belt, shaft bearing grease leak, burn marks/belt material on inside of bell
- EF-10 (Nameplate not legible): Rusted pulleys, signs of non-operation, burn marks/belt material on inside of bell
- EF-11 (Snyder General Size 18RPK BI CCW): Cracked and loose belt, deteriorated vibration-isolation base, time clock on wall is not operating
- EF-12 (Nameplate not legible): Loose belt, shaft bearing grease leak, rusty pulleys, burn marks/belt material on inside of bell
- EF-14: Not found
- RF-1 (Barry Blower [Snyder General] Model No. 942499-020, Serial No. 4UL0120): Cracked belt, dirty fan wheel
- SPF-1 (Braidert Model Number 2403, Serial No. 6037): Typical wear for age
- SPF-2 (Braidert Model No. 2403): Rust build-up on blades

Overall the fans have shown typical wear for the time they have been in operation as well as the surrounding environmental conditions. Refurbishment of the fans will result in minimal extension of the service life, whereas a full replacement would provide a service life of twenty years. For the reasons listed above, ACCO recommends full replacement of the fans.

## Chilled Water Pumps

The two chilled water pumps in the Basement Mechanical Room have been in service for 26 years. ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of pump to be 20 years.

- CHWP-1 (Taco Model No. FM2510 8.6 B5G1C1L0): Worn flex coupler
- CHWP-2 (Taco Model No. FM2510 8.6 B5G1C1L0): Worn flex coupler, Discharge piping isolation valve difficult to operate

The chilled water pumps are in good operating condition given their age, however still show typical signs of coupler wear. Refurbishment by way of new flex couplers may extend the service life of the pumps by up to 10 years, and replacement will yield a new average service life of 20 years. For the reasons listed above, ACCO recommends refurbishment of the Chilled Water Pumps and DDC system integration for controllability and possible future Variable Frequency Drive integration for energy cost savings.

## Variable Air Volume Boxes

The Variable Air Volume boxes in the theatre are pneumatically-controlled and a number of them incorporate Heating Hot Water coils to provide heating to the space they serve. The zone boxes have been in service for 26 years, and ASHRAE Handbook "2015 Applications" Chapter 37, Table 4 estimates the average service life for this type of VAV box to be 20 years.

Below is a list of VAV boxes surveyed that display signs of issues that require work other than DDC retrofit to correct. Please note that although a good faith effort was made to locate all VAV boxes in the building, some VAV boxes were not accessible and confirmed inaccessible by the building engineer.

- VAV B-2: HHW piping and pipe trim display corrosion, suggest re-piping from isolation valves to box
- VAV 1-7: Joints in HHW piping displaying corrosion, suggest re-piping from isolation valves to box
- VAV 1-8: Joints in HHW piping displaying corrosion, suggest re-piping from isolation valves to box
- VAV 1-9: Union fitting above box displays corrosion, suggest providing and installing new union to prevent further corrosion
- VAV 1-12: Bottom of box displaying rust as well as areas around HHW coil, suggest replacing VAV box
- VAV 1-14: Strainer on piping displaying rust, suggest providing and installing new strainer to prevent further corrosion
- VAV 1-15: Box displays rust and has burst open seemingly from advanced corrosion in the past, suggest replacing box
- VAV 1-18: Bottom of box displaying rust, suggest replacing VAV box
- VAV 1-19: Strainer on piping displaying rust, suggest providing and installing new strainer to prevent further corrosion
- VAV 2-3 through 2-7: Did not find, no access points to access box
- VAV 2-9: Did not find, no access points to access box

Aside from the items mentioned above, ACCO suggests retrofitting existing boxes (that are not to be replaced) with DDC hardware and actuators for improved controllability and compliance with 2016 California Energy Code.

### **Control System**

The existing pneumatic control system is clearly deteriorating and preventing proper control of the building's mechanical systems. The pneumatic tubing is brittle and leaky and the system has moisture introduced when the Air Drier is bypassed for maintenance. 2016 California Energy Code also requires alterations to VAV systems to incorporate Direct Digital Controls to the zone (VAV) level.

ACCO recommends replacing the existing pneumatic control system with a new DDC system to restore controllability and to comply with current code requirements regarding alterations to VAV systems.

### **Existing Rooftop Piping**

Existing Chilled Water and Heating Hot Water piping above the roof is intact, though the insulation and insulation jacketing is damaged. Rips and dents may cause the piping and insulation to erode and deteriorate, reducing the life of the exterior pipe. Sections of pipe are also supported off of the Air Handling Units that they serve, which is unfavorable for unit service access and structural support of the pipe.

During the survey an abandoned Closed Circuit Cooling Tower was identified on the third level roof above the box office in poor condition. The abandoned Cooling Tower is still connected to piping on the roof and is severely rusted. The Tower may in the future collapse if allowed to keep deteriorating, potentially causing damage to the theatre and endangering occupants.

ACCO recommends replacing the pipe insulation and insulation jacketing to preserve the life of the rooftop piping and providing supports from the roof for those sections of pipe that are supported from the Air Handling Units. ACCO also recommends removing the abandoned Cooling Tower from the roof of the theatre to preserve safety to occupants and prevent damage to the theatre.

### **Maintenance**

Regular preventative maintenance of the mechanical equipment at the theatre is crucial to maintaining and even extending the service life of the equipment on site. It was determined during the survey that irregular maintenance has been performed with the filters, with dates between replacements ranging from 4-10 years. In order to properly maintain the mechanical equipment on site and possibly extend the service life of equipment to up to twice its service life, ACCO recommends regular Quarterly preventative maintenance such as regular filter replacement, belt replacement, greasing of bearings etc. of all the mechanical equipment serving the theatre.

## **Additional Notes**

While surveying equipment in the Basement Mechanical Room, ACCO noted the piping layout for the Heating Hot Water Boilers in the Boiler room to be atypical compared to Industry standards for non-condensing boilers. The pipe layout appears to have the intent of a primary-secondary loop, but the actual pipe system installation is such that the Boiler loop is not independent of the loop serving the building. Ideally, the primary (boiler) loop should be able to heat up independently of the secondary (building) loop in order to prevent cold-start condensation in the boiler.

In addition, there are two rooftop Air Handling Units with non-compliant service clearances, impeding the interior accessibility of the Air Handling Units. RTU-1 is located near exhaust fan EF-8, causing the electrical cabinet's access door in RTU-1 to be blocked from fully opening. RTU-2 is located too close to South wall of the rooftop mechanical area for its service clearance, resulting in the electrical cabinet's access door being cut height-wise (existing condition) to allow for a second hinge in the door. The aftermarket second hinge is not recommended as it may allow water to enter through the exterior casing into the electrical cabinet.



## Prioritized Budget Summary

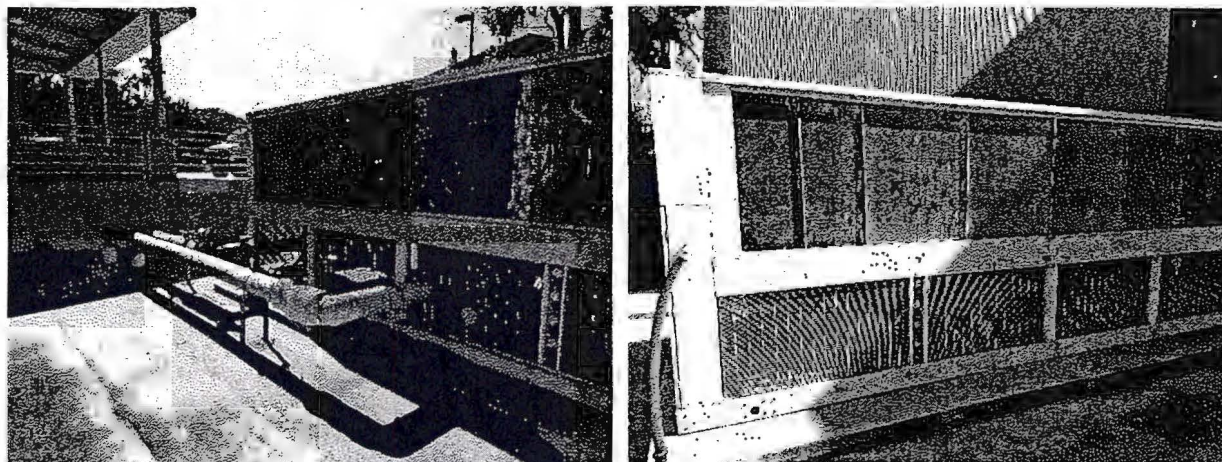
Below is a prioritized pricing and budget summary for the equipment which ACCO has made recommendations for retrofit or replacement. Control system retrofit to provide new DDC building management system has been provided in separate proposal.

Item No.	Item Name	Retrofit/ Replace	Description of Work (per unit)	Budgetary Pricing
1.	Air-Cooled Chiller (Typical)	Replace	<ul style="list-style-type: none"> <li>Full removal of existing Air-Cooled Chiller</li> <li>Installation of new Air-Cooled Chiller</li> <li>Disconnect and reconnect Chilled Water piping</li> </ul>	(2) Chillers, \$175,000 per machine
2.	Air Handler (Typical)	Retrofit	<ul style="list-style-type: none"> <li>Replacement of cabinet access door seals</li> <li>Exterior isolation base skirt protection replacement</li> <li>Cabinet insulation replacement</li> <li>Fan wheel bearing replacements</li> <li>New belt replacements</li> <li>HHW, CHW, &amp; drain pan replacements</li> <li>Flexible canvas connection replacements</li> <li>HHW &amp; CHW valve replacements</li> <li>OSA damper replacement</li> <li>Full duct cleaning</li> </ul>	5 Outdoor Units - \$130,000 per air handler 1 Indoor Unit - \$65,000 Full System Duct Cleaning - \$50,000 to \$75,000 for entire building
3.	Abandoned Cooling Tower	Removal	<ul style="list-style-type: none"> <li>Remove abandoned Cooling Tower &amp; cap condenser water connections</li> </ul>	\$20,000 for removal
4.	Fan (Typical)	Replace	<ul style="list-style-type: none"> <li>Remove existing fan &amp; install new fan</li> </ul>	\$50,000 (all fans included)
5.	Variable Air Volume Box (Typical)	Retrofit	<ul style="list-style-type: none"> <li>Pneumatic Damper actuator replacement &amp; HHW valve replacement</li> <li>Misc. repairs as described above</li> </ul>	33 boxes w/ 6 of needing pipe repair work \$1500/ box w/o HHW, 40,500 \$2500/ box with HHW 16,050 pipe repair work required
6.	Variable Air Volume Box (Typical)	Replace	<ul style="list-style-type: none"> <li>Replace damaged Variable Air Volume box with like-for-like VAV box</li> <li>Replacement of HHW valve</li> </ul>	3 boxes - \$3500/box 10,500
7.	CHW Pump (Typical)	Retrofit	<ul style="list-style-type: none"> <li>Replacement of isolation valves</li> <li>Replacement of flex coupler</li> </ul>	2 Pump Couplers & 4 Isolation Valves - \$3,000 per pump
8.	Rooftop Piping	Retrofit	<ul style="list-style-type: none"> <li>Replace pipe insulation &amp; insulation jacketing</li> </ul>	\$4,000

## Equipment Photos

The below photos are provided as representative examples of the equipment condition on-site. All photos from ACCO's analysis are included on the attachment discs.

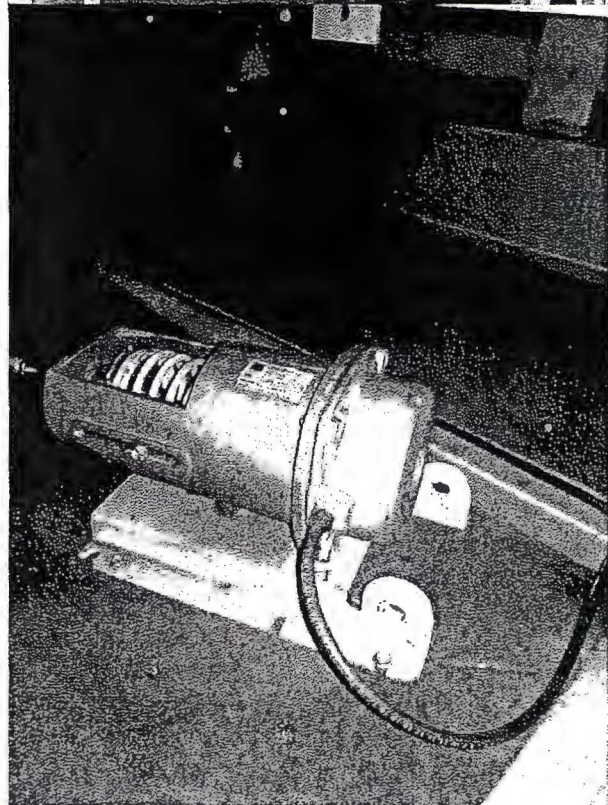
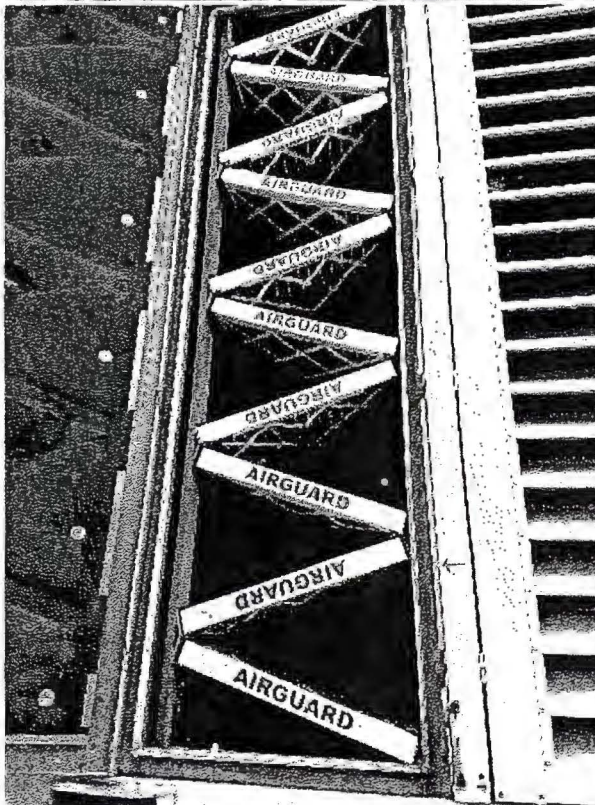
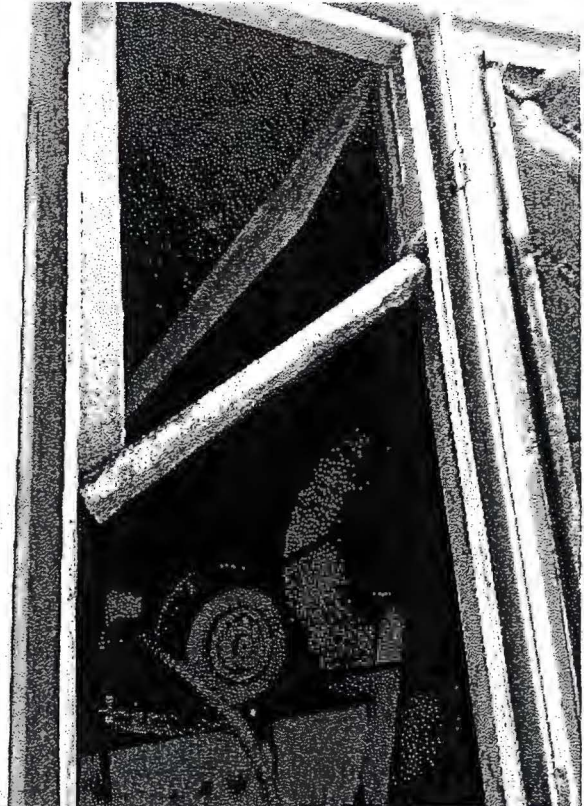
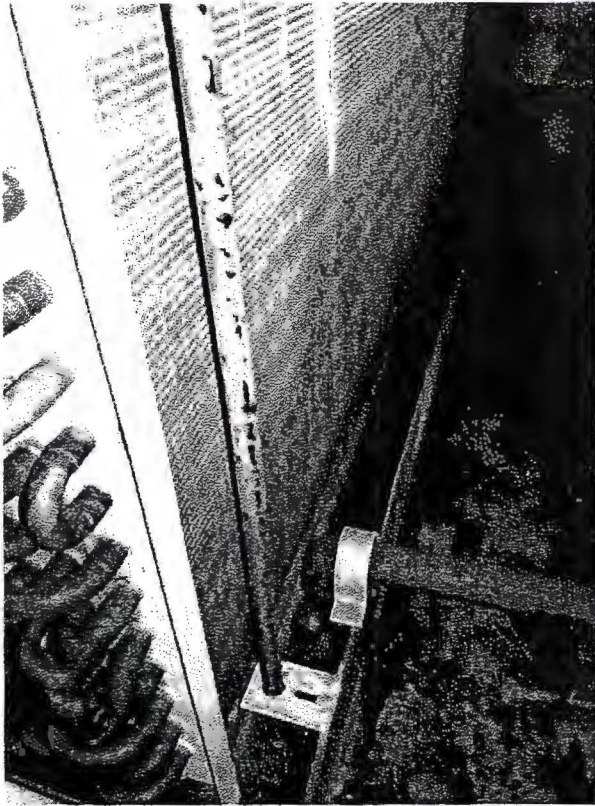
### Air-Cooled Chillers (2)



### Air Handling Units (Typical)

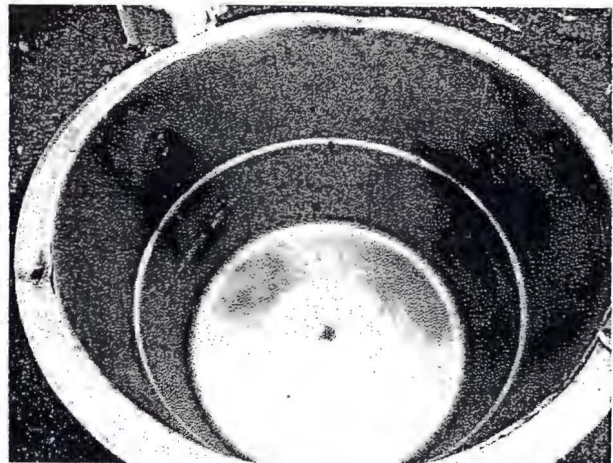




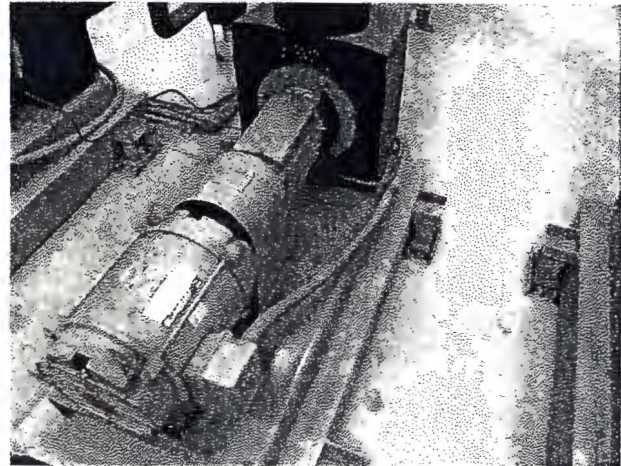




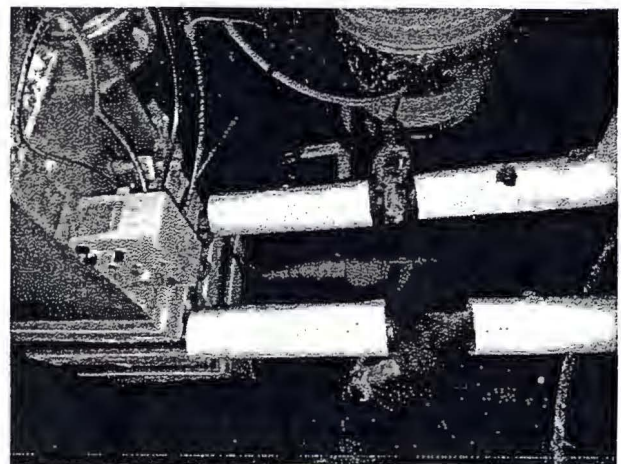
Exhaust Fans (15):



Chilled Water Pumps (2):

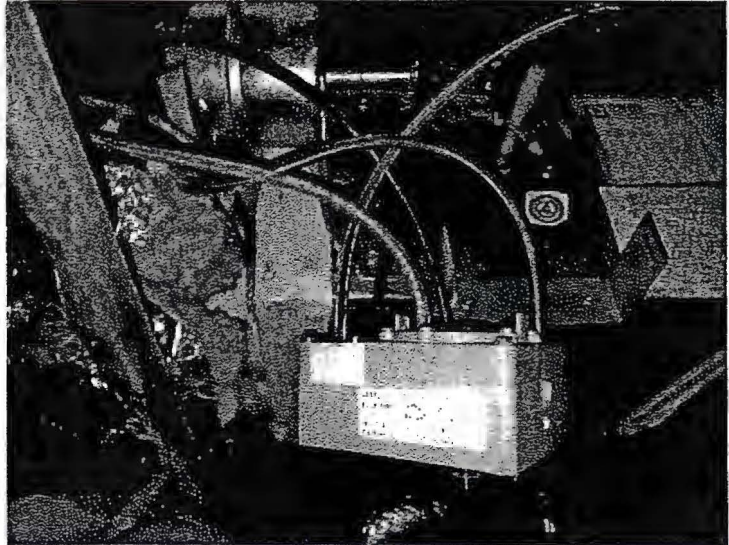
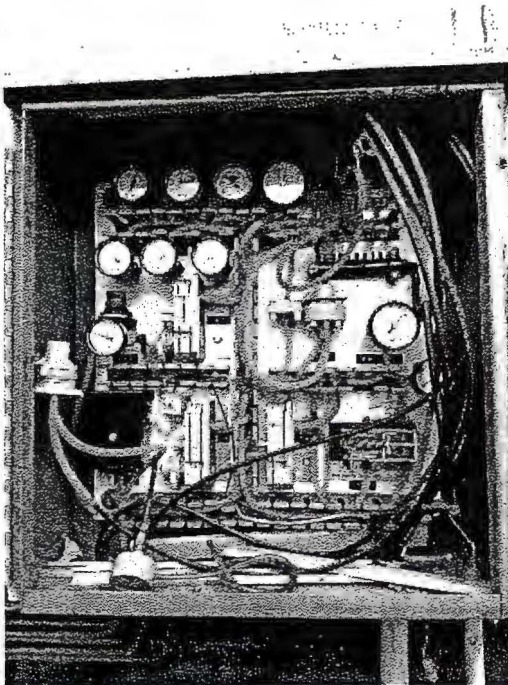


Variable Air Volume Boxes (36):

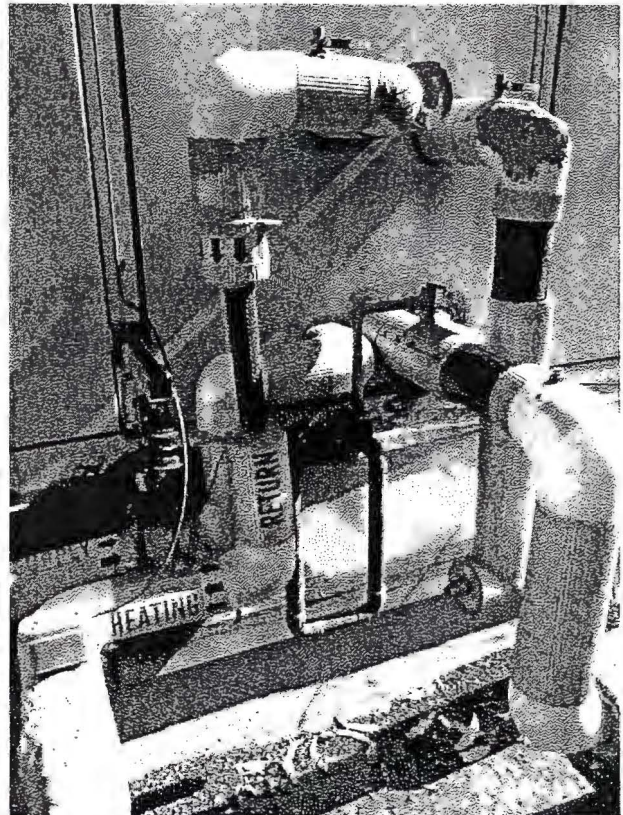
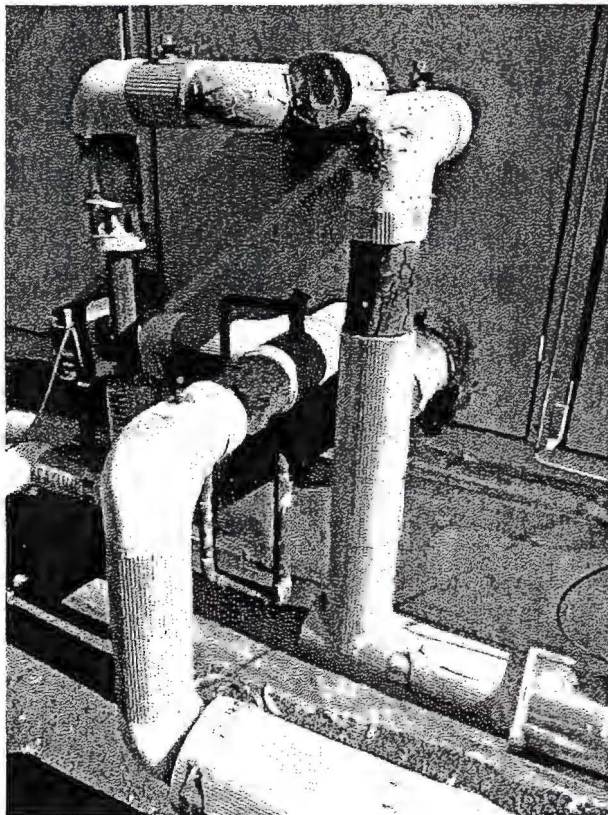




Control System:



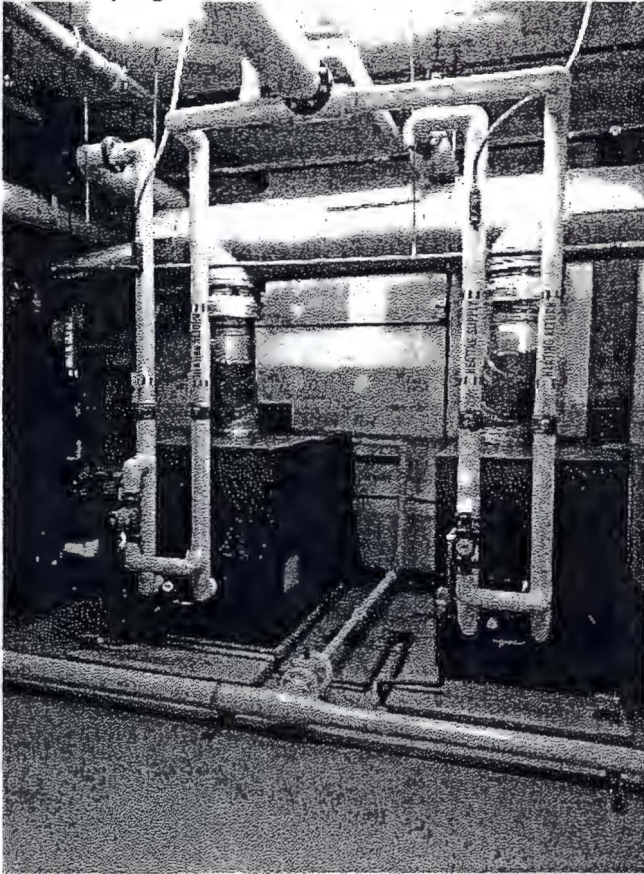
Rooftop Piping:



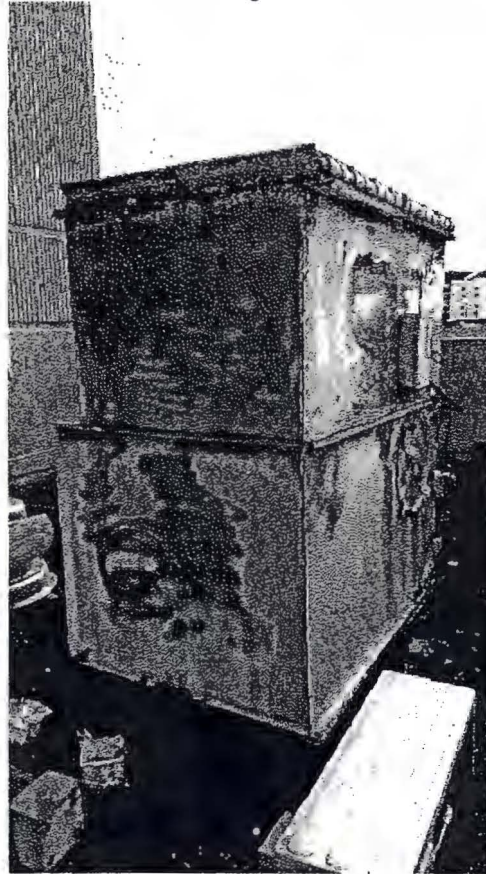


Additional Items:

Boiler Piping



Abandoned Cooling Tower





October 10, 2017

Gary Payne  
Chief Operating & Finance Officer  
Irvine Barclay Theatre  
4199 Campus Drive, Suite 275  
Irvine, CA 92612

714 / 352-2226 Voice  
714 / 352-2227 Fax  
265 McCormick Avenue  
Costa Mesa, California

Re: Irvine Barclay Theatre

Subject: Air-Cooled Chiller Replacements - Budget Proposal

Dear Gary,

Per your request, ACCO is pleased to provide you our budget proposal to replace the existing (2) McQuay air cooled chillers serving the Irvine Barclay Theatre chilled water system with (2) new Carrier air cooled chillers integrated to the BMS. Add-alternate options are provided for a higher efficiency chiller selection, as well as installation of variable frequency drives and associated controls on the existing (2) chilled water pumps. Variable frequency drives will allow the chilled water pumps to reduce speed as needed, thus saving energy when chilled water demand is below maximum.

All labor and materials are included per the scope of work below.

**Equipment and Materials**

- Carrier 30XV140 Chiller Standard Tier (Quantity 2)
  - 10.76 EER / 17.68 IPLV
  - 140-Ton Air Cooled Chiller
  - Screw compressors
  - Low-sound fans
  - BACnet communications
  - Factory Startup & building operator training
  - Low sound kit (reduces ambient noise at chiller from 99 dB to 92 dB)
  - Integrated VFD & Disconnect
- Associated isolation valves, piping, electrical integration, and insulation
- (Add-Alternate 2 Only) ABB Variable Frequency Drives (Quantity 2) with 3-contactor manual bypass, for integration to existing chilled water pump motors

**Scope of Work - Chiller Replacement**

1. Shut down existing chillers and secure for removal and replacement.
2. Isolate chilled water lines for replacement.
3. Recover and store refrigerant in new drums per SCAQMD rules and regulations.
4. Disconnect chilled water piping lines.
5. Disconnect electrical conduit and wiring.
6. Prepare existing chillers for removal.
7. Rig old chillers out from mechanical yard.
8. Install new chilled water valves.
9. Set new chillers in place with necessary rigging and cribbing.
10. Seismically secure chillers to housekeeping pad with neoprene Isolator pads.
11. Re-pipe water connections at chillers to match existing conditions.
12. Provide and install new thermometers and pressure gauges at both water inlet and outlet connections.
13. Pressure test system to 150 lbs. and check for water leaks.
14. Insulate all new chilled water piping from point of new connections.
15. Factory Startup chillers, check controls and verify operating conditions.
16. Provide training to building staff for all new equipment.

**General Provisions and Clarifications:**

1. ACCO will complete design drawings for approval before any work is started.
2. Includes engineered drawings to be submitted to the City of Irvine for any necessary building and mechanical permits.
3. Includes all mechanical and electrical permits for chiller and pump modifications.
4. Upon completion of project, ACCO will provide as-built drawings, water balance and start up reports for your files.
5. The budget price assumes that existing HVAC systems will remain unchanged. ACCO has not included any repairs, upgrades, balancing, or start-up to the existing HVAC systems.
6. ACCO has included the necessary OT to rig chillers in/out of mechanical yard. All other work should be able to be performed on straight time.
7. All existing refrigerant shall be evacuated as necessary and stored in accordance with all SCAQMD guidelines. The refrigerant shall be disposed of from job site by ACCO properly.
8. ACCO has all rights to salvage of any materials and refrigerant removed from job site.

**Pricing:**

Budget price for base scope .....\$355,000.00

**Add-Alternate 1: High-Efficiency Carrier 30XV140 High Tier Chillers (Quantity 2) (11.78 EER / 20.47 IPLV) (calculated 5.8 years ROI on energy savings).....\$57,000.00**

**Note:** All other options applying to base bid equipment will be included with High Tier unit.

**Add-Alternate 2: VFD Install on existing (2) Chilled Water Pumps w/ DDC Integration, differential pressure sensor, flow meter, and pump speed control (calculated 14.2 years ROI on energy savings, single pump operation).....\$28,000.00**

**Exclusions:**

- General Contracting work: trenching, wall coring, roofing, painting, structural modifications.
- (RMS) Refrigerant monitoring System, panels, devices, wiring and start up.
- This proposal excludes any commissioning and validation requirements specified by a third party.
- The removal of, handling of or the transportation of any hazardous materials is not included.
- Painting of all flooring and pipe services.
- Repairs or replacements of motors, VFD's or controls within the mechanical work areas, not specifically part of the scope of work.
- Repair of any mechanical and /or control equipment outside the scope of work described above.
- Repair of any insulation past the noted point of connections.
- All temporary cooling.
- Utility company fees if required.
- Any work outside the defined work area.
- Security devices, cabling, terminations, installation.
- Painting of conduits.
- Repair of existing code violations or existing building deficiencies.
- Work related to sealing and/or repairing penetrations.
- Expedited schedule or fast-track installation





Thank you for allowing ACCO Engineered Systems to submit this budget proposal. If you need any further information or have any questions regarding the project, please do not hesitate to call me at any time.

Respectfully submitted;

**ACCO Engineered Systems**

A handwritten signature in cursive script that reads "David Ross".

**David Ross**  
**Service Sales Engineer**  
**ACCO Engineered Systems**  
CC: Les Lewis  
CC: Will Schober