



## AGENDA LAKE FOREST CITY COUNCIL

**Regular Meeting of the City Council  
Tuesday, April 21, 2026**

**Public Session 6:30 p.m.**

**City Council Chambers, 100 Civic Center Drive, Lake Forest, California**

**NOTICE:** Pursuant to Lake Forest Municipal Code Section 2.04.010, Regular Meetings of the City Council are held the First and Third Tuesday of each month at the hour of 5:30 p.m. for Closed Session matters, if required. The Public Session of the meeting shall commence at 6:30 p.m. or as soon thereafter as possible. Special Meeting times may be held at a different time and date as listed on the Agenda.

**AGENDA DOCUMENT REVIEW:**

[https://www.lakeforestca.gov/city\\_government/agendas\\_and\\_minutes/index.php](https://www.lakeforestca.gov/city_government/agendas_and_minutes/index.php) and at the City Clerk's Office, 100 Civic Center Drive, Lake Forest, California, on the Friday before the meeting on Tuesday.

**AGENDA DESCRIPTION:** The Agenda descriptions are intended to give notice to members of the public of a general summary of items of business to be transacted or discussed. The listed Recommended Action represents staff's recommendation. The City Council may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the recommended action.

**AGENDA ON SOCIAL MEDIA:** This meeting will be streamed through Facebook Live. Comments will not be taken via Facebook Live. The City provides the Facebook Live stream as an additional service to the public. However, the City cannot guarantee that its network and/or the site will be uninterrupted. The City is not responsible for any interrupted service.

**SPECIAL NOTICE REGARDING PUBLIC ACCESS TO THE MEETING AND PUBLIC COMMENT:**

**PUBLIC PARTICIPATION:** In addition to attending in person, members of the public may access the meeting live on our website at [https://www.lakeforestca.gov/city\\_government/agendas\\_and\\_minutes/index.php](https://www.lakeforestca.gov/city_government/agendas_and_minutes/index.php).

**PUBLIC COMMENT PRIOR TO THE MEETING:** Members of the public may submit email comments to [council@lakeforestca.gov](mailto:council@lakeforestca.gov). Email comments will be uploaded to the agenda packet and made part of the official public record of the meeting and will not be read at the meeting. To ensure staff reviews all comments prior to the City Council meeting, please submit email comments no later than 5:00 p.m. the day of the meeting.

**PUBLIC COMMENT:** Members of the public may provide comments in-person at the meeting. Public comments will no longer be accepted remotely. Those wishing to provide comments in-person at the meeting will be asked to submit a request to speak to the City Clerk. To ensure prompt distribution to the City Council, members of the public wishing to provide written materials to the City Council should do so prior to the start of the meeting or as close thereto as possible, as time will not be taken during the public comment period to distribute written materials to the City Council.

**TRANSLATION SERVICE:** Interpreters are available by request to members of the public that prefer to make their public comments in Spanish or Chinese. Requests for a translator need to be received by 8:00 a.m. the Monday before the scheduled City Council meeting. Such requests must be received via email at [translationrequest@lakeforestca.gov](mailto:translationrequest@lakeforestca.gov)

Los intérpretes están disponibles previa solicitud para el público que prefiera hacer sus comentarios públicos en español o chino. Las solicitudes de traductor deben recibirse antes de las 8:00 a. m. del lunes anterior a la reunión programada del Concejo Municipal. Dichas solicitudes deben recibirse por correo electrónico a [translationrequest@lakeforestca.gov](mailto:translationrequest@lakeforestca.gov)

如果大眾願意用西班牙語或中文發表公開評論，我們可應要求提供口譯服務。需要在預定市議會會議之前的周一上午 8:00 之前收到翻譯請求。此類請求必須透過電子郵件收到：[translationrequest@lakeforestca.gov](mailto:translationrequest@lakeforestca.gov)

Rúguǒ dàzhòng yuànyì yòng xībānyá yǔ huò zhōngwén fābiǎo gōngkāi pínglùn, wǒmen kě yīng yā oqiú tígōng kǒuyì fúwù. Xūyào zài yùdìng shì yìhuì huìyì zhīqián de zhōuyī shàngwǔ 8:00 Zh iqián shōu dào fānyì qǐngqiú. Cǐ lèi qǐngqiú bìxū tòuguò diànzǐ yóujiàn shōu dào: translat ionrequest@lakeforestca.gov

## CALL TO ORDER:

**6:30 p.m.**

Council Members:

Mark Tettemer

Scott Voigts

Benjamin Yu

Mayor Pro Tem:

Doug Cirbo

Mayor:

Robert Pequeño

City Manager:

Debra Rose

City Attorney:

Matthew E. Richardson

City Clerk:

Thy Merritt

## PUBLIC SESSION:

**6:30 p.m.**

PUBLIC SESSION: At this time, the City Council will convene to consider public matters. Those wishing to address the City Council may submit a completed "Request to Speak" form to the City Clerk prior to City Council action.

**INVOCATION:** The Invocation will be provided by Pastor Walmer Landaverde, Saddleback Church.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance to the Flag of our Country to be led by Cub Scout Pack #765.

## PRESENTATIONS (Item No. 1)

1. PROCLAMATION DECLARING APRIL 30, 2026, AS NATIONAL THERAPY ANIMAL DAY

RECOMMENDED ACTION: Approve a Proclamation declaring April 30, 2026, as National Therapy Animal Day.

## **PUBLIC COMMENTS**

Members of the public can submit an e-comment to [council@lakeforestca.gov](mailto:council@lakeforestca.gov). E-comments will **not** be read at the meeting. Members of the public may also provide comments in-person at the meeting. Those wishing to provide comments in-person at the meeting will be asked to submit a request to speak to the City Clerk.

## **CONSENT CALENDAR (Item Nos. 2 – 7)**

All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless Members of the City Council, the public, or staff request specific items be removed from the Consent Calendar for separate action.

### **2. MOTION TO WAIVE READING OF RESOLUTIONS AND ORDINANCES**

RECOMMENDED ACTION: Said Ordinances and Resolutions which appear on the public agenda shall be determined to have been read by title and further reading waived.

### **3. MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL HELD ON APRIL 7, 2026**

RECOMMENDED ACTION: Approve as submitted.

### **4. PROCLAMATION DECLARING THE MONTH OF APRIL AS COMMUNITY COLLEGE AWARENESS MONTH**

RECOMMENDED ACTION: Approve a proclamation declaring the month of April as Community College Awareness Month.

### **5. CONTRACT CHANGE ORDER NO. 1 FOR LAKE FOREST SPORTS PARK HVAC RETROFIT PROJECT (26F04)**

RECOMMENDED ACTION: 1. Approve Contract Change Order No. 1 with Trane U.S., Inc. for the Lake Forest Sports Park HVAC Replacement Project (26F04) in the amount of \$81,477.35. 2. Authorize the Mayor to

execute Contract Change Order No. 1.

6. SECOND AMENDMENT TO THE AGREEMENT WITH CROWN FACILITY SOLUTIONS, INC FOR SPECIAL EVENT JANATORIAL SERVICES AT THE COMMUNITY CENTER, PERFORMING ARTS CENTER, AND THE SENIOR CLUBHOUSE

RECOMMENDED ACTION: 1. Approve the Second Amendment to the Agreement to Crown Facility Solutions with a compensation amount of \$426,000 for special event janitorial maintenance services at the Community Center, Performing Arts Center, and The Senior Clubhouse. Authorize the Mayor to sign, and the City Clerk attest, the Second Amendment to the Agreement with Crown Facility Solutions, substantially in the form attached.

7. AWARD OF CONTRACT FOR CITYWIDE TECHNOLOGY MASTER PLAN CONSULTING SERVICES

RECOMMENDED ACTION: 1. Award a Professional Consultant Services Agreement in the amount of \$96,906.98 to ClientFirst Consulting Group LLC for Citywide Technology Master Plan Consulting Services. 2. Authorize the Mayor to sign and the City Clerk to attest to the Agreement with ClientFirst Consulting Group LLC in the form attached.

### **DISCUSSION/ACTION ITEMS (Item Nos. 8 – 10)**

The following matters are for City Council consideration/discussion/action. Members of the public may have the opportunity to address these items if they wish to do so. Please complete the Request to Speak form and give to the City Clerk.

8. ANALYSIS OF THE CITY'S INDUSTRIAL AND BUSINESS PARK INVENTORY AND TRENDS

RECOMMENDED ACTION: 1. Receive and file the presentation. 2. Receive and file the report.

9. CONSIDERATION OF COMMUNITY POTLUCK

RECOMMENDED ACTION: Exercise City Council discretion.

10. CAPITAL IMPROVEMENT PLAN UPDATE

RECOMMENDED ACTION: Receive and file.

**CITY MANAGER'S REPORT**

At this time, the City Manager may comment on agenda and non-agenda items; and report on items of interest to the City Council and community.

**CITY COUNCIL COMMENTS**

At this time, City Council Members may comment on agenda or non-agenda matters. No discussion may take place on any item not appearing on the posted agenda. Council Members may ask a question for clarification, respond to statements made or questions posed by the public, make a brief announcement, or make a brief report on his or her own activities. In addition, the City Council may refer to staff or other resources for factual information, request staff to report back at a subsequent meeting or direct staff to place a matter of business on a future agenda. No action may be taken on non-agenda matters unless authorized by law (Government Code Section 54954.2).

Council Member Tettemer:

Council Member Voigts:

Council Member Yu:

Mayor Pro Tem Cirbo:

Mayor Pequeño:

## ADJOURNMENT



In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this Meeting, including auxiliary aids or services, you should contact the Office of the City Clerk at (949) 461-3400. Notification 48 hours prior to the Meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. The City Council agenda and agenda back-up materials can be obtained from the Office of the City Clerk on the Friday prior to the City Council meeting. Copies of all Agendas, Staff Reports and Supporting Materials can also be found on the City's website – [https://www.lakeforestca.gov/city\\_government/agendas\\_and\\_minutes/index.php](https://www.lakeforestca.gov/city_government/agendas_and_minutes/index.php). Agenda and agenda packets, if requested, will be made available in an appropriate alternative format to persons with a disability as required by the Americans With Disabilities Act. Copies of the agenda are provided at no cost and agenda back-up materials are available at the per page copy cost.

The City of Lake Forest mailing address is City Council Chambers, 100 Civic Center Drive, Lake Forest, California.  
Phone: (949) 461-3400. FAX (949) 461-3511

CERTIFICATION: I, Thy Merritt, City Clerk of the City of Lake Forest, California, hereby certify that the foregoing agenda was posted for public review at City Hall on April 16, 2026.

Thy Merritt  
City Clerk