

**MINUTES OF THE CITY COUNCIL  
OF THE CITY OF LOS ALAMITOS**

**REGULAR MEETING – January 18, 2022**

**1. CALL TO ORDER**

The City Council met in Regular Session at 6:00 p.m., Tuesday, January 18, 2022, via videoconference, Mayor Hasselbrink presiding. As a result of the State of Emergency in California due to the threat of COVID-19 and pursuant to Governor Newsom Executive Order N-25-20 issued on March 12, 2020, all members of the City Council attended via videoconference.

**2. ROLL CALL**

**Present:** Council Members: Bates, Chirco, Nefulda,  
Mayor Pro Tem Doby, Mayor Hasselbrink

**Absent:** Council Members: None

**Present:** Staff: Chet Simmons, City Manager  
Robert Acosta, Support Services Manager  
Wayne Byerley, Police Captain  
Michael Daudt, City Attorney  
Craig Koehler, Finance Director  
Emeline Noda, Recreation and Community Services Director  
Windmera Quintanar, MMC, City Clerk  
Ron Roberts, Orange County Fire Authority Battalion Chief  
Chelsi Wilson, Administrative Service Manager

**3. PLEDGE OF ALLEGIANCE**

Council Member Nefulda led the Pledge of Allegiance.

**4. INVOCATION**

Council Member Chirco gave the Invocation.

**5. ORAL COMMUNICATIONS**

Mayor Hasselbrink opened Oral Communications. There being no one present wishing to speak, Mayor Hasselbrink closed Oral Communications.

**6. COUNCIL ANNOUNCEMENTS**

At this time, Council Members may also report on items not specifically described on the Agenda that are of interest to the community, provided no action or discussion is taken except to provide Staff direction to report back or to place the item on a future Agenda.

Council Member Chiro spoke regarding attendance at the Orange County Sanitation District, and the Walk of Honor for Retiring Chief Nunez. He commented on the relocation of the COVID testing site to the Racetrack and the

positive feedback he’s received regarding the waste hauler transition.

Council Member Nefulda commented on the smooth transition to the new waste hauler and stated support for the continued service.

Council Member Bates commented he had received positive comments on the waste hauler transition and approved of the new trucks and transition. He reported attendance at the Library Advisory Board meeting.

Mayor Por Tem Doby spoke regarding attendance at the virtual Orange County Mosquito and Vector Control Board, and the Walk of Honor for Retiring Chief Nunez. She spoke regarding the coordination of Christmas meals from CA Cocina to California Highway Patrol officers; Madera’s holiday meals to the Veteran Hospital; recommended AIM mail Center and Adalbertos Mexican Food; being honored as the Hero of Heart at Rossmoor Elementary; commented on concerns regarding the sidewalk vendor in front of Vons; and, inquired about the different sizing and pricing options available from the waste hauler.

Mayor Hasselbrink spoke regarding attendance at a virtual meeting with Supervisor Katrina Foley, participation in the Orange County Mayors’ and State call regarding COVID status, and the Walk of Honor for Retiring Chief Nunez. She stated the meeting would be closed in memory of Marv Jempsa.

**7. ITEMS FROM THE CITY MANAGER**

City Manager Simmons asked for and received an update on COVID from Support Services Manager Robert Acosta and commended Staff for working through this challenging time. He stated Staff would like to pull item 9G for corrections.

**8. WARRANTS**

Council Member Bates received clarification on page 10, Enison Reeds – red paint for Public Works curb project.

Motion/Second: Chirco/Bates

Unanimously Carried: The City Council ratified the Warrants for the period from December 6, 2021 to January 3, 2022 in the amount of \$842,443.09.

**ROLL CALL**

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Bates	Aye
Council Member Chirco	Aye
Council Member Nefulda	Aye

**9. CONSENT CALENDAR**

All Consent Calendar items may be acted upon by one motion unless a Council Member requests separate action on a specific item.

City Manager Simmons pulled item 9G.

Council Member Bates asked questions on items 9B and C.

Motion/Second: Bates/Chirco

Unanimously Carried: The City Council approved the following Consent Calendar items:

**ROLL CALL**

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Bates	Aye
Council Member Chirco	Aye
Council Member Nefulda	Aye

**A. Approval of Minutes (City Clerk)**

Approved the City Council Adjourned Regular Minutes of December 13, 2021.

**B. Adoption of the Legislative Action Plan (City Clerk)**

The Legislative Action Plan develops a framework and reference guide for legislative positions and objectives that provide advocacy and engagement guidelines for City Council and Staff to effectively participate in the legislative process.

Council Member Bates stated concern for the sales tax issue and requested Council support to work with City Manager Simmons as the item progresses.

The City Council adopted Resolution 2022-02, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING THE LEGISLATIVE ACTION PLAN."

**C. Annual Update of the Records Management Program (City Clerk)**

In October 2015, the City Council adopted the City-wide Records Management Program. Part of this Program included a day dedicated to records management and annual updates to the retention schedule. This item recommends changes to the policy to ensure continued success of the program.

City Council and Staff discussed the retention policy and scheduled destruction of obsolete records.

The City Council adopted Resolution 2022-01, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING A RECORDS MANAGEMENT PROGRAM AND REPEALING RESOLUTION NO. 2021-02 IN ITS ENTIRETY".

**D. 2022 Budget Calendar (Finance)**

This report proposed a tentative schedule for the 2022 budget calendar.

The City Council received and filed.

**E. Community Development Block Grant (CDBG) Project Application (Development Services)**

This report seeks City Council approval for the Fiscal Year 2022-2023 Community Development Block Grant (CDBG) project application to the County of Orange. The application was submitted on January 5, 2022 and a resolution of approval is due prior to the grant award.

The City Council:

1. Adopted Resolution No. 2022-03, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA APPROVING THE CITY'S PARTICIPATION IN THE FISCAL YEAR 2022-2023 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM WITH THE COUNTY OF ORANGE"; and,
2. Authorized the City Manager to execute all CDBG program documents for Fiscal Year 2022/2023 and appropriate amendments, if any, as they become available.

**F. Award of Bid for the Purchase of One (1) Mobile Performance Stage (RFP 2021-10) (Development Services)**

This report recommended awarding a bid for purchase of One (1) Mobile Performance Stage.

The City Council:

1. Authorized the onetime purchase of one (1) Mobile Performance Stage to Astra Stage, LLC, in the amount of \$51,395, and;
2. Allocate funds from the American Rescue Plan Act (ARPA) funding for the purchase of a mobile performance stage in the amount of \$51,395.00.

**End of Consent Calendar**

**G. Memorandum of Understanding with Los Alamitos Police Officers' Association (Administration)**

This Resolution adopts a three-year Memorandum of Understanding (MOU) with the Los Alamitos Police Officers Association (POA), effective July 1,

2021 through June 30, 2024.

This item was postponed until February 7, 2022.

Recommendation: Adopt Resolution No. 2022-04, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LOS ALAMITOS AND THE LOS ALAMITOS POLICE OFFICERS' ASSOCIATION THROUGH JUNE 30, 2024".

**10. DISCUSSION ITEM**

- A. Approval of Employment Agreement for Police Chief (Administration)**  
This report seeks approval of a new Employment Agreement for the position of Police Chief with Mr. Michael Claborn.

City Attorney Daudt provided a summary of the salary and compensation paid in the form of fringe benefits as required by SB 1436.

Motion/Second: Doby/Bates

Unanimously Carried: The City Council authorized the City Manager to execute the new Employment Agreement between the City of Los Alamitos and Michael Claborn for Police Chief services.

**ROLL CALL**

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Bates	Aye
Council Member Chirco	Aye
Council Member Nefulda	Aye

**11. ADJOURNMENT**

The City Council adjourned at 6:36 p.m. in memory of Marv Jempsa to Monday, February 28, 2022.

DocuSigned by:  
  
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 Shelley Hasselbrink, Mayor

Attest:  
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 Windmera Quintanar, MMC, City Clerk