

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

REGULAR MEETING – April 19, 2021

1. CALL TO ORDER

The City Council met in Regular Session at 6:07 p.m., Monday, April 19, 2021 in the Community Center, 10911 Oak St., Los Alamitos, CA, Mayor Chirco presiding.

2. ROLL CALL

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

Absent: Council Members: None

Present: Staff: Chet Simmons, City Manager
Wayne Byerley, Police Captain
Michael Daudt, City Attorney
Chris Kelley, City Engineer
Craig Koehler, Interim Finance Director
Emeline Noda, Acting Rec. and Community Srvc. Director
Ron Noda, Acting Deputy City Manager
Eric R. Nunez, Police Chief
Windmera Quintanar, MMC, City Clerk
Ron Roberts, Orange County Fire Authority Battalion Chief
Megan Shimada, Recreation Manager
Chelsi Wilson, Executive Asst. to the City Manager/Benefits Cord.

3. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Hasselbrink led the Pledge of Allegiance.

4. INVOCATION

Council Member Doby will gave the Invocation.

5. PRESENTATION

A. Presentation by SGT Jose Ramos Discussing CA Job Challenge

SGT Ramos gave a PowerPoint presentation and answered questions from the City Council regarding the program.

6. ORAL COMMUNICATIONS

At this time, any individual in the audience may come forward to speak on any item within the subject matter jurisdiction of the City Council. Remarks are to be limited to not more than five minutes per speaker.

City Clerk Quintanar advised there were no requests to speak.

7. 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 Doby reported attendance at a Veteran's Recognition event, Spring Carnival and Weekend of Art. She stated the Community Center renovation looked beautiful.

Council Member Nefulda reported attendance at the Weekend of Art.

Council Member Bates reported attendance at the virtual Pandemic City Hall, Planning Commission meeting, and the League of California Cities Solid Waste Organics roundtable.

Mayor Pro Tem Hasselbrink reported attendance at the Spring Carnival and Orange County Fire Authority Board of Directors meeting.

Mayor Chirco reported attendance at the Weekend of Art, virtual Pandemic City Hall, bi-weekly Mayor meetings, and gave a brief update on the COVID-19 and vaccine distribution. He adjourned the meeting in honor of former Council Member, Ken Parker.

8. ITEMS FROM THE CITY MANAGER

City Manager Simmons advised the Mixed Use Plan would be on the Planning Commission agenda for April 27, 2021.

Chief Nunez announced he would be retiring June 4, 2021, and spoke briefly.

Council Member Bates reported construction noise coming from the high school and requested staff look into the concern.

City Manager Simmons provided a brief overview on the status of American Recovery Act and advised the budget process was on schedule for a June adoption.

9. WARRANTS

Council Member Bates asked and received clarification on charges related to Night's Leadership Solutions and Willdan Engineering.

Motion/Second: Hasselbrink/Chirco

Unanimously Carried: The City Council ratified the Warrants for the period from March 5, 2021 to April 7, 2021, in the amount of \$1,348,354.74.

ROLL CALL

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

10. CONSENT CALENDAR

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

Council Member Bates referred to item 10D and asked if the bus schedule changes had been incorporated. City Manager Simmons advised Los Alamitos will not be impacted by those changes.

Council Member Bates referred to item 10E and asked if the blank spaces would be filled in. City Manager Simmons advised the final agreement would come back to Council for approval with all information filled in.

Council Member Bates referred to item 10G and asked about the connector pipe screen. City Engineer Kelley provided a brief overview. Council Member Bates pointed out this was another cost for State and Federal unfunded mandates.

Council Member Bates referred to item 10H and pointed out that 2022 should be changed to 2023.

Council Member Bates referred to item 10I and questioned the contingency. City Manager Simmons gave a brief project overview and stated new money would only be approved by him should the City feel additional community outreach was needed to reach enough people. Mayor Pro Tem Hasselbrink stated support for the School District being involved in the process.

Mayor Chirco referred to item 10B and asked for and received a brief overview. Mayor Chirco stated support for the updated websites residents had been asking for and supported the timing of the project.

Motion/Second: Bates/Doby

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

- A. Approval of Minutes (City Clerk)**
Approved the City Council Special and Regular Minutes of March 15, 2021.
- B. Award of Contract for Website Redesign (City Clerk/Recreation)**
The purpose of this report is to seek approval for a Professional Services Agreement with CivicPlus for Website Redesign.

The City Council authorized the Mayor to execute the Professional Services Agreement with CivicPlus for Website Redesign.

C. Notice of Completion (NOC) for the Traffic Signal Modification to Install Accessible Pedestrian Signal (APS) for Visually Impaired Pedestrian Project (CIP No. 19/20-06) (Development Services)

In an effort to improve upon pedestrian safety in the Old Town West neighborhood, the City Council approved a request to install visually impaired notification devices for pedestrian crossing at the intersection of Los Alamitos Boulevard and Florista Street. As this installation is now complete, staff recommend City Council accept the work as completed, direct filing of the Notice of Completion, and authorize retention release as prescribed by the Public Contracts Codes.

The City Council:

1. Accepted as complete the construction for the Traffic signal Modification to Install Accessible Pedestrian Signal (APS) for Visually Impaired Pedestrian Project (CIP No. 19/20-06) by Bear Electrical Solutions, Inc.; and,
2. Directed the City Clerk to record the Notice of Completion/Final Report with the County Recorder's Office; and,
3. Authorized Staff to release the 5% retention to the contractor, for \$537.25, thirty-five (35) days after recordation of the Notice of Completion.

D. City of Los Alamitos Active Transportation Plan Adoption (Development Services)

This report sought City Council adoption of the draft "City of Los Alamitos Active Transportation Plan." The Active Transportation Plan (ATP) helps the City identify improvements to provide safer and more reliable mobility choices, whether that be walking, bicycling, taking transit, and driving or ridesharing.

The City Council adopted Resolution No. 2021-04, entitled, "A RESOLUTION OF THE City Council OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AdoptiNG the City of Los Alamitos Active Transportation Plan dated February 26, 2021".

E. Approval of the Request for Proposals (RFP) 2021-05 and Authorization to Bid for Consulting Services for the Annual Preparation of the City's Program Effectiveness Assessment (PEA) Report (Development Services)

This report recommended actions to facilitate the solicitation of bids for
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contractual services for the annual preparation of the City's Program Effectiveness Assessment (PEA) Report.

The City Council:

1. Approved the Request for Proposals (RFP) 2021-05 for consulting services for the annual preparation of the City's Program Effective Assessment (PEA) report; and,
2. Authorized Staff to advertise and solicit bid proposals.

F. Approval of the Request for Proposals (RFP) 2021-06 and Authorization to Bid for Citywide Traffic Signal Maintenance Services (Development Services)

This report recommended actions to facilitate the solicitation of bids for contractual services for Citywide Traffic Signal Maintenance Services.

The City Council:

1. Approved the Request for Proposals (RFP) 2021-06 for Citywide Traffic Signal Maintenance; and,
2. Authorized Staff to advertise and solicit bid proposals.

G. Environmental Cleanup, Tier 1 Grant Program (Development Services)

A resolution endorsing and authorizing Staff to file an application for the Environmental Cleanup, Tier 1 Grant Program. Use of the grant funds would be used to install Connector Pipe Screen (CPS) units for all catch basins located within the City of Los Alamitos.

The City Council adopted Resolution No. 2021-05, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AUTHORIZING AN APPLICATION FOR FUNDS FOR THE ENVIRONMENTAL CLEANUP, TIER 1 GRANT PROGRAM UNDER ORANGE COUNTY LOCAL TRANSPORTATION ORDINANCE NO. 3 FOR THE CATCH BASIN CONNECTOR PIPE SCREEN (CPS) PROJECT".

H. Agreement for Fireworks Display at the Annual 4th of July Fireworks Spectacular (Recreation)

This report recommended that the City Council approve a Fireworks Display Agreement with Fireworks and Stage FX America, Inc., for the Annual 4th of July Fireworks Spectacular. The proposed agreement would have a minimum term of two years, providing for 4th of July fireworks displays in 2021-2022, with the option to extend for three additional displays in 2023, 2024 and 2025.

The City Council approved a Fireworks Display Agreement with Fireworks and Stage FX America Inc., for the 2021 and 2022 Annual 4th of July Fireworks Spectacular, with an option to extend exercisable by the City for up to three additional years, in the amount annual amount of \$33,500.

- I. **Award of Consulting Services Agreement (PSA) for the 2020 LEAP Grants Program Housing Element Consultant (Development Services)**
This report recommended award of a bid to begin work on the City of Los Alamitos' General Plan Housing Element by the planning firm Terra Nova Planning and Research, Inc.

The City Council:

1. Awarded the bid for 2020 LEAP Grants Program Housing Element Consultant in the amount not to exceed \$65,000 for the period of the agreement; and,
2. Authorized the Mayor to execute the Consulting Services Agreement with Terra Nova Planning and Research, Inc.

11. PUBLIC HEARING

- A. **Fiscal Year 2021-22 Master Fee Schedule Update (Finance)**
In an effort to keep cost recovery in parity with the services rendered, it is recommended that the City Council approve the proposed Master Fee Schedule update, which update includes a 1.0% increase in applicable fees commensurate with increases in the Consumer Price Index (CPI).

City Manager and Interim Finance Director Kohler gave an overview of the Master Fee Schedule Update.

City Council and Staff discussed going out to bid for future fee structure reviews; the concept of efficiency when establishing fees; and having fees appropriate to the cost of the project; having preapproved plans available in the future; and, reduced fees for replacement permits versus new permits.

Motion/Second: Hasselbrink/Nefulda
Unanimously Carried: The City Council:

1. Reviewed the Fiscal Year 2021-22 Master Fee Schedule Update, and;
2. Adopted Resolution No. 2021-06, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE MASTER FEE SCHEDULE BY

ADJUSTING CERTAIN USER FEES BASED ON THE INCREASE
IN THE CONSUMER PRICE INDEX (CPI)".

12. DISCUSSION ITEM

A. **Urgency Ordinance Establishing Limitations on Third-Party Food
Delivery Fees (Development Services)**

An urgency ordinance establishing limitations on third-party food delivery fees.

City Manager Simmons summarized the Staff report.

City Council and Staff discussed the following topics:

- State of California is currently in the process of enacting legislation to address third party delivery fees
- Support for assisting small businesses
- Mechanics of implementation and difficulty of enforcement
- Support for businesses coming up with a solution the City could provide assistance toward

Motion/Second: Chirco/Bates

Unanimously Carried: The City Council tabled the item to allow the State to take action and allow the private sector to come up with a solution.

13. ADJOURNMENT

The City Council adjourned at 7:20 p.m. in honor of Ken Parker.

DocuSigned by:

Mark Chirco

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Mark Chirco, Mayor

DocuSigned by:

Windmera Quintanar

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Windmera Quintanar, MMC, City Clerk