

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

**REGULAR MEETING – July 19, 2021**

**1. CALL TO ORDER**

The City Council met in Regular Session at 5:01 p.m., Monday, July 19, 2021, in the Council Chamber located at 3191 Katella Ave., Los Alamitos, CA 90720, 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  
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

**3. CLOSED SESSION**

**A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: City Manager  
Authority: Government Code Section 54957

City Attorney Daudt read the item aloud.

**RECESS**

The City Council recessed into Closed Session at 5:01 p.m.

**RECONVENE**

The City Council reconvened in Regular Session at 6:09 p.m.

City Attorney Daudt stated there was no reportable action.

**4. PLEDGE OF ALLEGIANCE**

Council Member Doby led the Pledge of Allegiance.

**5. INVOCATION**

Council Member Bates gave the Invocation.

**6. PRESENTATION**

**A. Presentation to Amy Lakin, Executive Director of Casa Youth, in Recognition of Being Selected 2021 California Nonprofit of the Year by Senator Tom Umberg**

Mayor Chirco presented the Commendation. Director Lakin spoke briefly.

**7. 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.

John Underwood spoke regarding upcoming new program to be aired on Los Al TV.

**8. 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 spoke regarding attendance at the Teofilo Coffee Ribbon Cutting, 4th of July Spectacular, Pietrini Pizza Ribbon Cutting, Human Relations Commissions meeting, Orange County Mosquito and Vector Control District Board meeting, and Drive-up Music in the Park event. She stated support for local businesses highlighting the ones she recently visited, Doughnut Boss, Cassidy Nails, and Angelina's Pizza.

Council Member Nefulda spoke regarding attendance at the 4<sup>th</sup> of July Spectacular, tour of the Joint Forces Training Base with Tom Lasser, and pop-up dog park at Laurel Park.

Council Member Bates spoke regarding attendance at the Teofilo Coffee Ribbon Cutting, US Women's Water Polo game at the Joint Forces Training Base, and the League of California Cities Revenue and taxation Committee.

Mayor Pro Tem Hasselbrink spoke regarding attendance at the 4<sup>th</sup> of July Spectacular, neighborhood events, and Orange County Fire Authority Board meeting. She advised of the upcoming Casa Youth Center Poker Night Fundraiser in August.

Mayor Chirco spoke regarding attendance at the 4<sup>th</sup> of July Spectacular, requested the fireworks be moved closer to the Los Alamitos side, attendance at his neighborhood parade and pop-up, Drive-up Music in the Park event, pop-up dog park at Laurel Park, Pietrini Pizza Ribbon Cutting, registered for Race Los Al, and Orange County Sanitation District Board meeting.

**9. ITEMS FROM THE CITY MANAGER**

City Manager Simmons asked for an overview of upcoming events. Acting Recreation and Community Services Director Noda advised of the upcoming events Music and Movies, Drive-Up Film and Foodfest, Serve Los Al, and Race Los Al.

**10. WARRANTS**

Council Member Bates questioned the Tyler Technology charge for maintenance and the difference in payroll expenses.

City Manager Simmons advised Tyler Technology charge is a version upgrade to the City's accounting system and the payroll differences was due to overtime for various events throughout the City.

Motion/Second: Hasselbrink/Doby

Unanimously Carried: The City Council ratified the Warrants for the period from June 11, 2021 to July 1, 2021, in the amount of \$960,786.71.

**ROLL CALL**

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

**11. 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 pulled items 11D and 11F.

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 Regular Minutes of June 21, 2021.

**B. Adopt Ordinance 2021-02 – Amending Title 17 (Zoning) of the Los Alamitos Municipal Code** (Development Services)  
City Council introduced for first reading, read by title only, and waived further reading of Ordinance No. 2021-02 at the June 21, 2021 meeting. This Ordinance adopts a Zoning Ordinance Amendment (ZOA 21-01) to improve the Zoning Code (Title 17) through clarifications considered and

recommended by the Planning Commission during its March 24, 2021 meeting (Citywide).

The City Council adopted Ordinance No. 2021-02, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING TITLE 17 (ZONING) OF THE LOS ALAMITOS MUNICIPAL CODE TO CORRECT CLERICAL ERRORS AND OMISSIONS AND TO MAINTAIN INTERNAL CONSISTENCY (ZOA 21-01) (CITY INITIATED)."

**C. Notice of Completion (NOC) for the Old Town West Traffic Calming Project (CIP No. 20/21-01) (Development Services)**

City Council awarded the contract for the Old Town West Calming Project – Phase 1 (CIP No. 20/21-01) to PCI at the January 19, 2021 meeting. Staff is recommending that 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 Old Town West Traffic Calming Project (CIP No. 20/21-01) by PCI; 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, in the amount of \$2,440.41 thirty-five (35) days after recordation of the Notice of Completion.

**E. Approval of Plans and Specifications and Authorization to Bid for Arterial Street Name Sign Replacement Project (CIP No. 21/22-01) (Development Services)**

As part of Phase 1, the City of Los Alamitos replaced the arterial street name signs along Los Alamitos Boulevard in 2020. Staff proposes to replace the remaining aging arterial street name signs City wide in the 2021-22 fiscal year.

The City Council:

1. Approved the plans and specification for the construction for Arterial Street Name Sign Replacement Project (CIP No. 21/22-01); and,
2. Authorized Staff to advertise and solicit bid proposals.

**End of Consent Calendar**

## Items Pulled from Consent Calendar

**D. Award of Bid for the Suburbia Neighborhood Street Improvement Project (CIP 20/21-03) (Development Services)**

This report recommends award of a bid to begin construction of the street grinding and overlay work for the Suburbia Neighborhood Street Improvement Project.

Council Member Bates received clarification on the timeline and term of the contract and confirmation the contract could be canceled for lack of performance.

Motion/Second: Bates/Chirco

Unanimously Carried: The City Council:

1. Awarded construction for the Suburbia Neighborhood Street Improvement Project (CIP 20/21-03) in the amount of \$337,000 to Onyx Paving Company, Inc.; and,
2. Authorized the Mayor to execute the contract with Onyx Paving Company, Inc. for the project; and,
3. Authorized City Engineer to add work and execute change orders in an amount not to exceed the contingency reserve of 10% or \$33,700.00.

**F. Approval of Microsoft Office 365 and Exchange Server Online through Dell Utilizing the County of Riverside Agreement (Development Services)**

This item recommends purchase of Microsoft Office 365 and Exchange Server online utilizing pricing through the Riverside County Microsoft Enterprise Agreement. Los Alamitos Municipal Code Section 2.60.110 allows the City to utilize the Riverside Enterprise Agreement to secure discounted pricing of Microsoft licensing. Riverside's sheer volume of licenses of Microsoft products has allowed them to obtain a deep discount on these products. This discount is allowed to be passed on to other agencies within the state.

Council and Staff discussed the benefits of upgrading the City's system, security, backups, and cyberpolicy.

Motion/Second: Bates/Nefulda.

Unanimously Carried: The City Council authorized the City Manager to execute the appropriate contracts and documentation with Dell for the purchase of Microsoft Office 365 and Exchange Online in an amount not to exceed \$67,086.00 over a three-year term or \$22,362.00 annually.

## 12. DISCUSSION ITEMS

### A. **Approval of Employment Agreements for Finance Director, Development Services Director and Recreation & Community Services Director (City Attorney)**

This report seeks consideration to approve the employment agreements for Mr. Craig Koehler as Finance Director, Mr. Ron Noda as Development Services Director, and Ms. Emeline Noda as Recreation and Community Services Director for the City of Los Alamitos.

City Attorney Daudt summarized the Staff report.

City Manager Simmons spoke to Mr. Koehler, Mr. Noda, and Ms. Noda's work ethic, job performance during a pandemic, and stated they were part of the management team.

Motion/Second: Hasselbrink/Doby

Unanimously Carried: The City Council:

1. Received the oral summary of the proposed employment agreements with Mr. Craig Koehler, Mr. Ron Noda, and Ms. Emeline Noda in accordance with California Government Code section 54953(c)(3); and,
2. Authorized the City Manager to enter into an employment agreement with Mr. Craig Koehler as Finance Director for the City of Los Alamitos at an annual base salary equal to Step E, Tier 2 of the Resolution 2021-14 Regarding Salary and Benefits for Non-Represented Employees with a term that shall continue until terminated by either Party; and,
3. Authorized the City Manager to enter into an employment agreement with Mr. Ron Noda as Development Services Director for the City of Los Alamitos at an annual base salary equal to Step A, Tier 1 of the Resolution 2021-14 Regarding Salary and Benefits for Non-Represented Employees with a term that shall continue until terminated by either Party; and,
4. Authorized the City Manager to enter into an employment agreement with Ms. Emeline Noda as Recreation and Community Services Director for the City of Los Alamitos at an annual base salary equal to Step A, Tier 1 of the Resolution 2021-14 Regarding Salary and Benefits for Non-Represented Employees with a term that shall continue until terminated by either Party.

**B. Resolution No. 2021-18 – Speed Hump Policy (Development Services)**

The following report highlights a potential City-wide policy related to the use and installation of speed hump. This items was requested by the City Council and was developed in consultation with the City's Traffic Commission.

Acting Deputy City Manager Noda summarized the staff report.

Council and Staff discussed the following topics: slowed response for emergency vehicles, Old Town West Striping project and reported slowing of traffic, and clarification this was adoption of a policy for future action if warranted and not a recommendation to install speed humps.

Motion/Second: Hasselbrink/Nefulda

Unanimously Carried: The City Council adopted Resolution No. 2021-18, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS ADOPTING THE LOS ALAMITOS SPEED HUMP POLICY."

**13. ADJOURNMENT**

The City Council adjourned in memory of longtime resident Carol Sylvia at 6:55 p.m.

DocuSigned by:

*Mark Chirco*

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Mark Chirco, Mayor

DocuSigned by:

*Windmera Quintanar*

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Windmera Quintanar, MMC, City Clerk

