

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

REGULAR MEETING – October 18, 2021

1. CALL TO ORDER

The City Council met in Regular Session at 5:06 p.m., Monday, October 18, 2021, in the Council Chamber located at 3191 Katella Ave., Los Alamitos, CA 90720, Mayor Chirco presiding.

2. ROLL CALL

Present: Council Members: Bates (arrived at 5:45 p.m.), 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, Finance Director
Emeline Noda, Recreation and Community Services Director
Ron Noda, Acting Deputy City Manager
Eric R. Nunez, Police Chief
Windmera Quintanar, MMC, City Clerk
Chelsi Wilson, Executive Coordinator

3. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR

City Negotiator: Chet Simmons, City Manager
Employee Organization: Los Alamitos Police Officers Association
Authority: Government Code Section 54957.6

B. CONFERENCE WITH LABOR NEGOTIATOR

City Negotiator: Chet Simmons, City Manager
Employee Organization: Teamsters Local 911
Authority: Government Code Section 54957.6

C. CONFERENCE WITH LABOR NEGOTIATOR

City Negotiator: Chet Simmons, City Manager
Unrepresented Employees: Executive Management, Middle Management and Non-Management Employees
Authority: Government Code Section 54957.6

City Attorney Daudt read the items aloud.

RECESS

The City Council recessed into Closed Session at 5:05 p.m.

RECONVENE

The City Council reconvened in Regular Session at 6:06 p.m.

City Attorney Daudt stated there was no reportable action and advised Council Member Bates had arrived at 5:45 p.m.

4. PLEDGE OF ALLEGIANCE

Council Member Bates led the Pledge of Allegiance.

5. INVOCATION

Council Member Nefulda gave the Invocation.

6. PRESENTATION

Mayor Chirco presented awards to the recipients.

A. Presentation of Certificates of Recognition to Los Alamitos Tribe U14 Rugby Boys Club in Recognition of Winning the Southern California Youth Rugby Championship (SCYR)

B. Presentation of a Proclamation in Recognition of “Code Enforcement Officer Appreciation Month” to City of Los Alamitos Code Enforcement Officers Javier Marquez, Jonathon Jennings, Riley Hill, and Herbert Manansala

C. Presentation of a Proclamation to Guy and Miriam McAllister of All American Sign Co., Inc. in Recognition of “Small Business Saturday”

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.

Mayor Chirco opened Oral Communications.

Shelley Henderson, OC Breeze Editor, spoke in opposition to the California draft visualizations for new district lines and encouraged residents to participate in the process by visiting www.wedrawthelinesca.org.

Mayor Chirco closed Oral Communications.

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 Orange County Mosquito and Vector Control District Board meeting and gave recommendations for Kampi Sushi House, ABC Pool and Supplies, AIM Mail center, Nick's Deli, Firehouse Café, Teofilo Coffee, and Los Alamitos Doughnuts.

Council Member Nefulda spoke regarding attendance at the West Cities Police Communications Center (West-Comm) Board meeting and Taste of Los Al.

Council Member Bates spoke regarding the importance of Code Enforcement Officers working with the Police department in regards to illegal massage establishments and attendance at the League of California Cities Annual Conference and Military Affairs Committee meeting.

Mayor Pro Tem Hasselbrink spoke regarding attendance at the Opening Ceremony for the Air Show at the Joint Forces Training Base, Huntington Beach Air Show, High School Choir Show "Broadway Review", and Taste for Los Al. She advised of the upcoming Trunk or Treat at Little Cottonwood Park and stated the proposed Veteran's Cemetery in Orange County has been approved by 33 of 34 Orange County cities.

Mayor Chirco spoke regarding attendance at the Orange County Sanitation District Board meeting, Administration Committee meeting, Opening Ceremony for the Air Show at the Joint Forces Training Base, and Heroes Lunch, and the October 11th Special Council meeting. He advised of the upcoming Trunk or Treat and encouraged residents to get their flu shots.

9. ITEMS FROM THE CITY MANAGER

City Manager Simmons asked for and received an update on the Trunk or Treat event taking place on October 23, 2021 from 5:00-7:30 p.m. at Little Cottonwood Park.

10. WARRANTS

Council Member Bates asked and received clarification on the following items:

- Three sets of warrants were due to an extra pay period
- Page 6, New York Marine is the attorney that represents the City in small claims

- IT equipment expenditures due to robust replacement policy as new programs are being implemented
- Page 15, Control Link is the online system to control the lighting at Laurel Park

Motion/Second: Hasselbrink/Bates

Unanimously Carried: The City Council ratified the Warrants for the period from September 8, 2021 to October 6, 2021, in the amount of \$1,918,782.71

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 asked questions on items 11C, D, and G.

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 September 20, 2021 and Special Minutes of October 11, 2021.

B. Adopt Ordinance No. 2021-03 – Single Family Residential Parking Requirement (Development Services)
 At its regular meeting of September 20, 2021, the City Council introduced for first reading Ordinance Number 2021-03. This document would adopt a Zoning Ordinance Amendment (ZOA 21-02) amending Table 3-05 of Section 17.22.030 of the Los Alamitos Municipal Code. The proposed Ordinance would limit parking requirements for single family dwelling units to two enclosed garage spaces in any zone.

The City Council adopted Ordinance No. 2021-03, entitled, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING SECTION 17.22.030, TABLE 3-05 OF THE LOS ALAMITOS MUNICIPAL CODE CONCERNING THE PARKING STANDARDS FOR SINGLE FAMILY RESIDENTIAL UNITS (ZOA 21-02) (CITYWIDE) (CITY INITIATED).”

C. Amendment No. 1 to Professional Services Agreement with Bordin Semmer LLP for Defense Counsel (Administration)

The purpose of this report was to seek approval to amend the Professional Services Agreement with Bordin Semmer LLP, extending the term to October 18, 2023 for as-needed outside legal defense counsel.

Council Member Bates and Staff discussed the reasoning to not rebid the service was because the current rate was reasonable and competitive with the market rate and Staff is happy with the service.

The City Council authorized the Mayor to execute Amendment No. 1 to the Professional Services Agreement with Bordin Semmer LLP, extending the term to October 18, 2023 for as needed outside legal defense counsel.

D. Amendment No. 3 to Professional Services Agreement with AdminSure Inc. for Claims Administration Services (Administration)

The purpose of this report was to seek approval of the third amendment of the Professional Services Agreement with AdminSure Inc., to extend the term of the agreement to October 18, 2026 and to adjust the related fee schedule.

Council Member Bates and Staff discussed the rate was below the established market rate and the continuity with open claims was desirable.

The City Council authorized the Mayor to execute Amendment No. 3 to the Professional Services Agreement with AdminSure Inc., extending the term to October 18, 2026 and adjusting the related fee schedule.

E. Acceptance of Street Dedications Along Briggeman Drive and Serpentine Drive at 10650 Los Alamitos Boulevard for Street Purposes (Development Services)

Approval to record 10 feet of street dedication along Briggeman Drive and 4 feet of street dedication along Serpentine Drive at two driveways, from Sukima Hospitality Group, LLC, property located at 10650 Los Alamitos Boulevard, which is ready for submission to the County Recorder's Office.

The City Council:

1. Adopted Resolution No. 2021-22, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ACCEPTING 10 FEET OF STREET DEDICATION ALONG BRIGGEMAN DRIVE AND 4 FEET OF STREET DEDICATION ALONG SERPENTINE DRIVE AT TWO DRIVEWAYS FROM SUKIMA HOSPITALITY GROUP, LLC, PROPERTY LOCATED AT 10650 LOS ALAMITOS BOULEVARD."

2. Directed the City Clerk to record the street dedication by submitting maps to the County of Orange Recorder's Office.

**F. Award of Plans and Specifications for the Arterial Overhead Street Name Sign Replacement Project (CIP No. 21/22-01)
(Development Services)**

This report recommended award of a bid to begin facilitating the construction of the Arterial Overhead Street Name Sign Replacement Project (CIP No. 21/22-01). This project will install new arterial signs at traffic signals citywide. The previous Arterial Street Sign Replacement Project (CIP No. 19/20-04) in 2020 installed signs along Los Alamitos Boulevard from Cerritos Avenue to Bradbury Road.

The City Council:

1. Awarded construction for the Arterial Overhead Street Name Sign Replacement Project (CIP No. 21/22-01) in the amount of \$31,140.00 to Yunex Traffic; and,
2. Authorized the Mayor to execute the contract with Yunex Traffic 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 \$3,140.00.

**G. Approval of Professional Services Agreement with Charles Abbott Associates for Electronic Plan Check System and Customer Portal for the Building and Safety Division
(Development Services)**

This item seeks approval of Professional Services Agreement (PSA) with Charles Abbott Associates (CAA) to provide electronic plan check services and customer portal for the Building & Safety Division.

Council Member Bates and Staff discussed the City's process of transitioning to electronic plan check system in response to COVID and the ability to migrate to another system in the future if needed.

The City Council authorized the Mayor to execute the Professional Services Agreement with Charles Abbott Associates for electronic plan check services and customer portal via the City Tech Solutions (CTS) Pro Software for a term of two years in the amount of \$31,000.

**H. Approval of the Request for Proposals (RFP) 2021-10 for the purchase of one (1) Mobile Performance Stage
(Development Services)**

This report sought approval to facilitate the solicitation of bids for the

purchase and delivery of one (1) Mobile Performance Stage.

The City Council:

1. Approved the Request for Proposals (RFP) 2021-10 for the purchase and delivery of one (1) Mobile Performance Stage; and,
2. Authorized Staff to advertise and solicit bid proposals.

12. ORDINANCE

A. Ordinance No. 2021-04 – Purchasing Ordinance Amendment (Finance)

At its August 23, 2021 Special Meeting, the Budget Standing Committee considered a proposed amendment to Chapter 2.60 (Purchasing System) of the Los Alamitos Municipal Code. At that time, the Budget Standing Committee directed staff to return with a revised ordinance establishing: (1) a \$50,000 threshold for the “formal” procedure for purchase of supplies and equipment; and, (2) a \$50,000 limit on the City Manager’s contract authority for personal, professional, and consulting services. Ordinance No. 2021-04, attached to this report, incorporates the directed changes.

This report recommends approval of Ordinance No. 2021-04 amending Los Alamitos Municipal Code Chapter 2.60 (Purchasing System). The proposed Ordinance would increase the monetary thresholds for formal, open market, and City department contract procedures for the purchase of supplies and equipment, increase the City Manager’s contract authority for the acquisition of personal, professional, consulting or other services, and make other revisions intended to streamline the procurement process and provide anticipated gains in efficiency.

Finance Director Koehler summarized the staff report and confirmed the City Manager new authority would still operate within an approved budget by Council.

Motion/Second: Bates/Nefulda

Unanimously Carrie: The City Council:

1. Introduced for first reading, read by title only, and waive further reading of Ordinance No. 2021-04; and,
2. City Attorney Daudt to read title of Ordinance No. 2021-04, entitled: “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING CHAPTER 2.60 (PURCHASING SYSTEM) OF THE LOS ALAMITOS MUNICIPAL CODE.”

13. DISCUSSION ITEM

A. Establishment of a 501(c)(3) non-profit City of Los Alamitos Foundation (Recreation)

This agenda item provides an opportunity to discuss the possibility of creating a 501(c)(3) non-profit City of Los Alamitos Foundation.

Recreation and Community Services Director Noda summarized the staff report.

City Council and Staff discussed an estimated six months to establish a foundation and the benefit of soliciting donations as a nonprofit.

Council consensus was received to approve the concept of a Foundation and Staff was directed to bring back a detailed report for discussion.

Recommendation:

1. Review and discuss the intent of establishing a City Foundation; and,
2. Provide direction to Staff regarding establishing a City Foundation.

14. ADJOURNMENT

The City Council adjourned at 7:01 p.m.

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Mark Chirco
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Mark Chirco, Mayor

DocuSigned by:
Windmera Quintanar
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Windmera Quintanar, MMC, City Clerk