

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

### **REGULAR MEETING Monday, May 15, 2023**

#### **1. CALL TO ORDER**

The City Council met in Regular Session at 6:04 p.m., Monday, May 15, 2023, in the Council Chamber located at 3191 Katella Ave., Los Alamitos, CA 90720, Mayor Doby presiding.

#### **2. ROLL CALL**

**Present:** Council Members: Hasselbrink, Hibard, Murphy  
Mayor Pro Tem Nefulda, Mayor Doby

**Absent:** Council Members: None

**Present:** Staff: Chet Simmons, City Manager  
Wayne Byerly, Police Captain  
Michael Claborn, Chief of Police  
Craig Covey, Orange County Fire Authority Chief  
Michael Daudt, City Attorney  
Craig Koehler, Finance Director  
Emeline Noda, Recreation and Community Services Director  
Ron Noda, Development Services Director  
Windmera Quintanar, MMC, City Clerk  
Chelsi Wilson, Administrative Services Manager

#### **3. PLEDGE OF ALLEGIANCE**

Council Member Murphy will lead the Pledge of Allegiance.

#### **4. INVOCATION**

Mayor Doby will give the Invocation.

#### **5. PRESENTATIONS**

Mayor Doby and the City Council presented the listed Presentations.

- A. Presentation of Certificates to Tanya Doby and Wendy Grose in Recognition of Being Named the 36th Senate District's Women of Distinction**  
This item was postponed to a later date.
- B. Presentation of Certificates to Wendy Grose, Theresa Murphy, and Trisha Murphy in Recognition of Being Named the 70th Assembly District's Women of Distinction**

- C. **Presentation of Certificates to Los Alamitos High School Students in Recognition of Their Participation in 2023 Every 15 Minutes Program**
- D. **Presentation of a Certificate to Peter Choi, Owner of Angelino's Pizza, in Recognition of Being Featured in the Mayor's Business Spotlight**
- E. **Presentation of a Proclamation to the Public Works Team in Recognition of National Public Work's Week**
- F. **Presentation of a Plaque to Wayne Byerly for his Three Years of Service as Police Captain to the City of Los Alamitos**
- G. **Presentation by Police Sergeant Krogman Regarding and Update on E-Bike Safety**  
This presentation was postponed to a later date.
- H. **Presentation by Rob Thompson, General Manager, Providing an Overview of the Orange County Sanitation District**  
General Manager Thompson provided a PowerPoint Presentation and answered questions from the City Council.

**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.

Mayor Doby opened Oral Communications.

Keith Tanner, Boy Scout Eagle Scout, spoke regarding his Eagle Scout Project with Precious Life Shelter.

Mr. and Mrs. Tanner spoke in support of Theresa Murphy and Precious Life Shelter.

Wendy Grose, Chair for Precious Life Shelter, spoke regarding the upcoming fundraiser on June 4, 2023, BBQ and Wine Tasting at St Isidore's Historical Plaza.

Mayor Doby closed Oral Communications.

**7. UPDATES FROM THE MAYOR**

At this time, the Mayor may report on items not specifically described on the Agenda that are of interest to the community, provided no action or discussion is taken.

Mayor Doby spoke regarding the approved Housing Element, potential funding

from Congresswomen Steele's office for the Active Transportation Plan, and efforts with Orange County Transportation Authority to bring transportation for the City's senior citizens.

**8. UPDATES FROM THE CITY STAFF**

At this time, City Staff also report on items not specifically described on the Agenda that are of interest to the community, provided no action or discussion is taken.

City Manager Simmons introduced the item.

Chief Claborn requested a moment of silence for Riverside County Sheriff Deputy Brett Harris who passed away after an On-Duty traffic collision. He spoke regarding about the renovations to the Police Department, potential grant funding from the Orange County Sheriff's Department, and Officer Marc Navarro being awarded the Attorney General's Award for Distinguished Service in Community Policing.

Development Services Director Noda spoke regarding upcoming Good Morning Los Alamitos event and an upcoming short-term rental survey.

Recreation and Community Services Director Noda spoke regarding upcoming events and the summer recreation brochure.

**9. WARRANTS**

**A. Warrants (Finance)**

The attached Warrant Register contains checks and electronic fund transfers for the period from April 1, 2023 to April 30, 2023.

Motion/Second: Hasselbrink/Nefulda

Unanimously Carried: The City Council ratified the Warrants for the period April 1, 2023 to April 30, 2023 in the amount of \$1,204,889.20.

**Roll Call**

|                            |     |
|----------------------------|-----|
| Mayor Doby                 | Aye |
| Mayor Pro Tem Nefulda      | Aye |
| Council Member Hasselbrink | Aye |
| Council Member Hibard      | Aye |
| Council Member Murphy      | 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.

City Manager Simmons pulled item 10B for discussion at a later date.

Motion/Second: Hasselbrink/Nefulda

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

**A. Approval of Minutes (Administration)**

Approved the City Council Regular Meeting Minutes of April 17, 2023.

**B. Annual Comprehensive Financial Report (ACFR) (Finance)**

For City Council consideration is the receipt of the fiscal year 2021-2022 audit reports.

City Manager Simmons pulled item 10B for discussion at a later date.

Recommendation: Receive and file the annual audit reports for fiscal year 2021-2022, including the Annual Comprehensive Financial Report (ACFR) and Report on Applying Agreed- Upon Procedures Appropriations Limit Worksheets (GANN AUP).

**C. Treasurer's Quarterly Investment Report - March 2023 (Finance)**

The item for City Council consideration was receipt of the Treasurer's Quarterly Investment Report.

The City Council received and filed the Treasurer's Quarterly Investment Report – March 2023.

**D. Amendment No. 3 with West Coast Arborists, Inc. (WCA) for Tree Maintenance Services (Development Services)**

This item sought approval of Amendment No. 3 to the Professional Services Agreement (PSA) with West Coast Arborist, Inc. (WCA) to continue to provide tree maintenance services, a license arborist, and extraordinary work order fulfillment for one (1) year, ending on June 15, 2024. The amount paid to WCA is not to exceed \$75,000 annually. The current Professional Services Agreement (PSA) expires on June 15, 2023.

The City Council authorized the Mayor to execute Amendment No. 3 to the Professional Services Agreement with West Coast Arborists, Inc. (WCA), extending the term of the agreement for one additional year ending on June 15, 2024, and not to exceed \$75,000 annually, which is inclusive of a 2.5% CPI increase.

**E. Approval of two (2) Open-Ended (Equity) Vehicle Lease Rate Agreements with Enterprise Fleet Management, Inc., via the Sourcewell Competitive Purchasing Program (Development Services)**

This item sought approval of two (2) vehicle lease agreements with Enterprise Fleet Management Inc. (EFM), via the Sourcewell Competitive Purchasing Program (Contract #030122-EFM).

The City Council authorized the City Manager to lease two (2) fleet vehicles pursuant to the Master Equity Lease Agreement with Enterprise Fleet Management (EFM) via the Sourcewell Competitive Purchasing Program for an estimated monthly lease of \$1,768.00.

## **11. DISCUSSION ITEM**

### **A. City Council Ad Hoc Committees (Administration)**

This item allows Council to appoint two members to various Ad Hoc Committees to assist Staff with large projects before bringing items to Council for approval.

City Manager Simmons introduced the item. City Clerk Quintanar summarized the staff report.

Motion/Second: Murphy/Nefulda

Unanimously Carried: The City Council:

1. Appointed Council Member Hasselbrink and Mayor Pro Tem Nefulda to the Council Member Handbook Ad Hoc Committee; and,
2. Appointed Mayor Doby and Council Member Murphy to the Council Member Goal Setting Ad Hoc Committee; and,
3. Appointed Mayor Doby and Council Member Hibard to the City Branding Ad Hoc Committee.

Council Member Nefulda excused himself from the remainder of the meeting at 7:16 p.m. and left the dais.

### **B. Preliminary Budget for Fiscal Year 2023-24 and Fiscal Year 2024-25 and Proposed Changes to Purchase Policy (Finance)**

This report provides for a review of the preliminary budget for the Fiscal Year 2023- 24 and Fiscal Year 2024-25, and proposed changes to the Purchase Policy.

City Manager Simmons provided an introduction. Finance Director Kohler gave a PowerPoint presentation. Development Services Director Noda provided an overview of the Capital Improvement Project (CIP) budget.

Mayor Doby opened the item for public comment.

Frank Marchese thanked the City for the great job they are doing.

Mayor Doby closed the item for public comment.

City Council and Staff discussed the following topics:

- Conservative preference for the Council to have more oversight and review of contracts
- Preference for the City Manager's Authority to be changed to \$80,000
- Support for entrusting the City Manager
- Budget for Rebranding would be approved by the City Council at a future date
- Council Travel Policy will come before Council for approval at a future date
- Intent of hiring a Deputy City Clerk would be to provide support to the City Clerk for routine tasks to allow focus on larger strategic goals
- Rationale between combining the City Clerk and Director of Communications positions
- Goal to capture credit card processing fees in the upcoming cost recovery study
- Concern unfunded pension liabilities are not designated within the current budget
- Overview of the City's fiscal commitments during the Measure Y campaign
- Policy decisions regarding pension and capital improvement projects would be discussed during City Council goal setting workshop
- Update on Community Center roof
- Clarification that the City's Charter will require any Public Works project over \$10,000 to come before Council for approval
- Increasing the City Manager's purchasing authority would allow for projects to be expedited

The City Council reviewed and discussed the preliminary budget for Fiscal Year 2023-24 and Fiscal Year 2024-25, provide direction to staff.

Motion/Second: Hasselbrink/Doby

Motion Failed 2-2 (Hibard and Murphy voted no. Nefulda was not present):

1. Introduce for first reading, read by title only, waive further reading of Ordinance No. 2023-04, and set for adoption; and,
2. City Attorney Daudt read the title of Ordinance No. 2023-04, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING AND RESTATING CHAPTER 2.60 (PURCHASING SYSTEM) OF THE LOS ALAMITOS MUNICIPAL CODE".

## 12. 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 Hibard advised she had nothing to report.

Council Member Murphy stated she had attended various events including Assemblyman Tri Ta's announcement to support safe neighborhoods and TIP Heroes with Heart event.

Council Member Hasselbrink spoke regarding attendance at the Orange County Fire Authority Board of Directors meeting, Budget Standing Committee meeting, Disco Senior Prom at the Community Center, We Care Fundraiser, and the Los Alamitos Community Foundation Board meeting.

Mayor Doby spoke regarding attendance at the Association of California Cities – Orange County (ACC-OC) DC Advocacy Trip, Federal grant seminar hosted by Congresswomen Steele, planted a tree for Arbor Day, Award Reception for Senator Janet Nguyen, Youth Center's A Night Amongst the Stars, Southern California Association of Governments Regional Conference, Epson Ribbon Cutting, ACC-OC Board Installation, and the OC Tax Lunch.

## 13. ADJOURNMENT

The City Council adjourned at 8:18 p.m.

DocuSigned by:

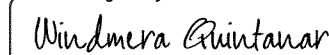


9F361666C60C4A2...

Tanya Doby, Mayor

Attest:

DocuSigned by:



54B6C26B4CA8400...

Windmera Quintanar, MMC, City Clerk