

MINUTES OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS

REGULAR MEETING Monday, December 16, 2024

1. CALL TO ORDER

The City Council met in Regular Session at 6:05 p.m., Monday, December 16, 2024, in the Council Chamber located at 3191 Katella Ave., Los Alamitos, CA 90720, Mayor Nefulda presiding.

2. ROLL CALL

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

Absent: Council Members: Murphy

Present: Staff: Chet Simmons, City Manager
Barbara Biscocho, Finance Manager
Michael Claborn, Chief of Police
Michael S. Daudt, City Attorney
Eleanor Granflor, Deputy City Clerk
Craig Koehler, Finance Director
Matthew Lightener, Management Analyst
Emeline Noda, Recreation and Community Services Director
Ron Noda, Development Services Director
Windmera Quintanar, MMC, City Clerk/Dir. of Communications
Chelsi Wilson, Administrative Services Manager

3. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Hasselbrink led the Pledge of Allegiance.

4. INVOCATION

Council Member Doby gave the Invocation.

5. PRESENTATIONS

Mayor Nefulda pulled item 5B forward.

B. Presentation of Certificates of Recognition to the Los Alamitos Pop Warner 12U Red Team for an Impressive Season

Mayor Nefulda presented certificates to the team.

C. Presentation to Sir Speedy in Recognition of Being Named a Los Alamitos Legacy Business Recipient

Mayor Nefulda presented Certificates of Recognition to Sir Speedy.

A. Presentations to Mayor Jordan Nefulda from Outside Agencies for Service as Mayor in 2024

Mayor Pro Tem Shelley Hasselbrink invited the following representatives forward who spoke briefly regarding Mayor Nefulda's service: Michelle Chuetz from Assemblyman Tri Ta's Office, Zechariah Juregui from Representative Michelle Steel's Office; Lieutenant Colene Fox from the Joint Forces Training Base, and Marlys Davidson.

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 Nefulda opened Oral Communications.

Male attendee requested assistance in locating a missing person.

Dave Boyer, Chamber of Commerce, spoke regarding the upcoming networking breakfast.

Female resident, requested an inspection of the recently repaved Kyle Street in County Square as it did not appear complete.

Mayor Nefulda 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 Nefulda spoke regarding the reopening of the Laurel Park Tennis Court and the Good Evening at the Los Alamitos event.

8. UPDATES FROM THE CITY STAFF

At this time, City Staff 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.

None.

9. SPECIAL ORDERS OF THE DAY

A. Declaring and Certifying the Results of the November 5, 2024 General Municipal Election (Administration)

This report provided a certified statement of the vote from the County of Orange Registrar of Voters regarding the General Municipal Election and request Council recite the facts of the election and declare the results.

Motion/Second: Doby/Hibard

Unanimously Carried: The City Council adopted Resolution No. 2024-48, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 5, 2024 DECLARING THE RESULT, AND SUCH OTHER MATTERS AS PROVIDED BY LAW".

B. Comments by Outgoing Mayor Jordan Nefulda

Mayor Nefulda spoke regarding his tenure as Mayor.

C. Presentation to Mayor Jordan Nefulda from the City for his Tenure as Mayor

Mayor Pro Tem Hasselbrink spoke regarding Mayor Nefulda's tenure as Mayor and presented him with a plaque.

D. City Clerk Quintanar to Administer Oath of Office and comments by Newly Elected Officials Tanya Doby, Gary Loe, and Jordan Nefulda

City Clerk Quintanar administered the Oath of Office to Council Member-Elects Doby, Loe, and Nefulda. Each member spoke briefly.

10. RECESS - The City Council will take a brief recess at this time.

RECESS

The City Council took a brief recess.

RECONVENE

The City Council reconvened in Regular Session at 6:54 p.m. Council Member Loe took his seat at the dais.

11. DISCUSSION ITEM

A. City Council Reorganization (Administration)

This report provides relevant information for the City Council's annual reorganization, by the election of Mayor and Mayor Pro Tem. The City's Charter requires roll call votes be taken for the election of these two Officers.

Mayor Nefulda turned the meeting over to City Clerk Quintanar.

City Clerk Quintanar summarized the procedures and opened the floor for nominations for the Office of Mayor.

Council Member Doby nominated Mayor Pro Tem Hasselbrink for the Office of Mayor.

There being no further nominations, City Clerk Quintanar closed the floor for nominations for the office of Mayor.

City Clerk Quintanar called for a roll call vote for Shelley Hasselbrink for the Office of Mayor.

Roll Call

Council Member Doby	Aye
Council Member Hasselbrink	Aye
Council Member Hibard	Aye
Council Member Loe	Aye
Council Member Nefulda	Aye

City Clerk Quintanar congratulated Mayor Hasselbrink and turned the meeting over to her.

Mayor Hasselbrink opened the floor for the nominations for the Office of Mayor Pro Tem.

Council Member Nefulda nominated Council Member Doby.

There being no further nominations, Mayor Hasselbrink closed the floor for nominations for the office of Mayo Pro Tem.

Mayor Hasselbrink called for a roll call vote for Tanya Doby for the Office of Mayor Pro Tem.

Roll Call

Council Member Doby	Aye
Mayor Hasselbrink	Aye
Council Member Hibard	Aye
Council Member Loe	Aye
Council Member Nefulda	Aye

B. City Council Member Appointments/Reappointments as Representatives to other Agencies and City Committees for 2025 (Administration)

This report provides relevant information for the City Council's annual appointments/reappointments of Council Members as representatives to other Agencies.

Mayor Hasselbrink requested the list be read aloud for confirmation of appointments.

Motion/Second: Hasselbrink/Doby

Unanimously Carried: The City Council:

1. Nominated and voted for the following Representatives to Other Agencies; and,

Association of California Cities – Orange County (ACC-OC)

Delegate: Doby

Alternate: Nefulda

City Selection Meeting

Delegate: Hasselbrink

Alternate: Doby

League of California Cities – State Division

Delegate: Hasselbrink

Alternate: Doby

Los Alamitos Community Foundation

Delegate: Nefulda

Alternate: Hasselbrink

Orange County Fire Authority

Delegate: Hasselbrink

Orange County Library Advisory Board

Delegate: Doby

Orange County Mosquito and Vector Control District

Delegate: Doby (2 year term)

Orange County Sanitation District – Board of Directors

Delegate: Nefulda

Alternate: Doby

West Cities Communications Center – JPA Board

Delegate: Nefulda

Alternate: Hasselbrink

2. Nominated and voted for appointment to the following City's Standing Committees; and,

Budget Standing Committee

Delegate: Hasselbrink

Delegate: Doby

Intergovernmental Affairs Representative

Delegate: Doby

Joint Forces Training Base Liaison

Delegate: Hasselbrink

Delegate: Nefulda

3. Adopted Resolution No. 2024-49, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, DESIGNATING AND APPOINTING ITS REPRESENTATIVE TO THE ORANGE COUNTY FIRE AUTHORITY'S BOARD OF DIRECTORS"; and,
4. Authorized the City Clerk to complete California Form 806, Agency Report of: Public Official Appointments and post on the City's website.

12. WARRANTS

A. Warrants (Finance)

The attached Warrant Register contains checks and electronic funds transfers for the period November 1, 2024, to November 30, 2024.

Mayor Hasselbrink advised accounts payable is now an automated workflow and backup details were provided in less than 10 minutes, a process that previously took several hours.

Council Member Hibard stated she would vote no for errors found on pages 4 and 17.

Motion/Second: Doby/Nefulda

Carried 4-1: The City Council ratified the Warrants from November 1, 2024, to November 30, 2024, for \$2,966,034.78.

ROLL CALL

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Hibard	No
Council Member Loe	Aye
Council Member Nefulda	Aye

13. CONSENT CALENDAR

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

Motion/Second: Hibard/Nefulda

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

A. Resolution No. 2024-40 - Public, Education, and Government (PEG) Policies and Procedures (Administration)

This item recommends the adoption of guidelines for operating the City of Los Alamitos' Public, Education, and Government (PEG) Access Channel.

The City Council adopted Resolution No. 2024-40, entitled, "A RESOLUTION OF CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE LOS ALAMITOS PUBLIC, EDUCATION, AND GOVERNMENT (PEG) POLICIES AND PROCEDURES".

B. Resolution No. 2024-42 - Minimum Hourly Wage Increase Effective January 1, 2025 (Finance)

This item addresses the state-wide minimum wage increase that becomes effective January 1, 2025, and other proposed hourly rate increases.

The City Council adopted Resolution No. 2024-42, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING AND RESTATING THE HOURLY RATE SCHEDULE EFFECTIVE JANUARY 1, 2025 AND REPEALING E RESOLUTION NO. 2023-26."

C. Approval for the Request for Proposals (RFP) 2025-08 for Professional Auditing Services (Finance)

The contract with Rogers, Anderson, Malody & Scott, LLP (RAMS), the CPA firm the City has used for the past two fiscal years (2022-23, 2023-24) for auditing services, has expired. The prior RFP was issued in 2020. To enter into a new contract, it is advisable that the City issue a Request for Proposal

to retain the best-qualified firm at the most reasonable cost.

The City Council:

1. Approved the Request for Proposal (RFP) 2025-08 for Professional Auditing Services; and.
2. Authorized staff to advertise and solicit proposals.

D. Award of Contract to EMTS, Inc. for Parks and Landscape Maintenance Services (Development Services)

This item recommends awarding a contract agreement to EMTS, Inc. for Parks and Landscape Maintenance services for partial year for Fiscal Year 2024-2025, and full years for Fiscal Year 2025-2026 and Fiscal Year 2026-2027 in the amount not to exceed \$344,722.19.

The City Council:

1. Authorized the Mayor to execute a contract agreement with EMTS, Inc. (dba Elite Maintenance & Tree Services) for Parks Landscape maintenance services for partial year for Fiscal Year 2024-2025, and full years for Fiscal Year 2025-2026 and Fiscal Year 2026-2027 in the amount not to exceed \$344,722.19; and,
2. Authorized the City Manager to approve optional two three-year extensions subject to Consumer Price Index (CPI) increase with a cap of 2.5%; and,
3. Authorized a contingency of 10 percent of the contract amount.

E. Notice of Completion (NOC) for the Laurel Park Tennis Court Fence Replacement Project (RFP No. 2024-02) (Development Services)

The Laurel Park Tennis Court Fence Replacement Project (RFP No. 2024-02) has been completed. It is recommended that Council accept the work as complete, direct filing of the Notice of Completion (NOC), and authorize retention release to the contractor.

The City Council:

1. Accepted the completion of construction by Harris Steel Fence Co., Inc. for the Laurel Park Tennis Court Fence Replacement Project (RFP No. 2024-02); and,
2. Authorized 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 \$4,659.00, thirty-five (35) days after recording of the Notice of Completion.

F. Notice of Completion (NOC) for the Laurel Park Tennis Court Resurfacing Project (RFP No. 2024-03) (Development Services)

The Laurel Park Tennis Court Resurfacing Project (RFP No. 2024-03) has been completed. It is recommended that the Council accept the work as completed, direct filing of the Notice of Completion (NOC), and authorize retention release to the contractor.

The City Council:

1. Accepted the completion of construction by Trueline Construction & Surfacing, Inc. for the Laurel Park Tennis Court Resurfacing Project (RFP No. 2024-03); and,
2. Authorized 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 \$8,816.92, thirty-five (35) days after recording of the Notice of Completion.

14. DISCUSSION ITEM

A. Possible Zip Code Adjustment Submittal to the United States Postal Service (Administration)

This report outlines Councilmember Doby's request to evaluate the zip code assignment for properties within the City limits of Los Alamitos but currently assigned Long Beach zip codes. The impacted streets include Claremore Lane, Lilly Avenue, and Marna Avenue, located north of Coyote Creek.

Matt Lightner, Management Analyst, summarized the staff report.

Council Member Doby reiterated support, stating the pros far outweighed the cons, and it would assist our residents in ensuring timely delivery of their mail and packages. She stated support for moving forward with the request.

Motion/Second: Hibard/Nefulda

Unanimously Carried: The City Council authorized staff to submit findings regarding zip code allocations for Claremore Lane, Lilly Avenue, and Marna Avenue to the United States Postal Service (USPS) for review and consideration of potential reassignment.

15. 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 provided an update on the drainage ditch in the Rossmoor Highlands and indicated she would continue to walk her district to meet residents.

Council Member Nefulda wished everyone happy holidays.

Council Member Loe reported attendance at the Joint Forces Training Base Tree Lighting ceremony and Staff orientation.

Mayor Pro Tem Doby spoke regarding attendance at Winter Wonderland and wished everyone happy holidays.

Mayor Hasselbrink spoke regarding attendance at the Orange County Fire Authority Board meeting, Americana Awards Kickoff meeting, Winter Wonderland, upcoming swearing in for Airport Land Use Commission (ALUC), and appointment to the Community Services Committee. She wished everyone happy holidays.

16. ADJOURNMENT

DocuSigned by:

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Shelley Hasselbrink, Mayor

Attest:

Signed by:

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Windmera Quintanar, MMC, City Clerk