

CITY OF LOS ALAMITOS
Council Chamber
3191 Katella Ave., Los Alamitos CA 90720

CITY COUNCIL AGENDA
REGULAR MEETING

Tuesday, February 18, 2025 – 6:00 PM

NOTICE TO THE PUBLIC – This Agenda contains a brief general description of each item to be considered. Except as provided by law, action or discussion shall not be taken on any item not appearing on the agenda. Supporting documents, including staff reports, are available for review at City Hall in the City Clerk's Office or on the City's website at www.cityoflosalamitos.org once the agenda has been publicly posted.

Each matter on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "for information" or "for discussion" may also be the subject of an "action" taken by the City Council at the same meeting.

Agenda-related documents provided to a majority of the City Council after distribution of the City Council agenda packet (GC §54957.5) will be made available for public inspection at the meeting. Such documents will also be available at the City Clerk's office, 3191 Katella Ave., Los Alamitos, CA 90720.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (562) 431-3538, ext. 220. Notification at least 42 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II]. Language translation services are available for this meeting by calling the City Clerk's Office least 42 hours in advance

If you are unable to attend this meeting in person, you may submit comments on any agenda item or on any item not on the agenda by email to cityclerk@cityoflosalamitos.org with the subject line "COUNCIL PUBLIC COMMENT". Comments received by 3:00 p.m. the day of the meeting will be compiled, provided to the City Council, and made available to the public before the start of the meeting. Staff will not read email comments at the meeting. You may also view the meeting live on local cable channel 3.

If, as an attendee, or a participant at this meeting, you will need special assistance beyond what is normally provided, please contact the City Clerk's Office at (562) 431-3538, extension 220, 48 hours prior to the meeting so that reasonable arrangements may be made.

1. CALL TO ORDER

2. ROLL CALL

Mayor Hasselbrink
Mayor Pro Tem Doby
Council Member Hibard
Council Member Loe
Council Member Nefulda

3. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Doby will lead the Pledge of Allegiance.

4. INVOCATION

Council Member Hibard will give the Invocation.

5. PRESENTATIONS

- A. Presentation by Executive Director Howard Kummerman Regarding the Cypress College Americana Awards**
- B. Update on Recent Traffic Improvement Project by Development Services Director Noda**
- C. Presentation of a Certificate to Kevin Babiera, owner of Donut Boss, in Recognition on Being Featured in the Mayor's Business Spotlight**

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.

7. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to paragraph (1) of subdivision (d) of Section 54956.9 of the California Government Code: *Los Alamitos Luxury Apartments v. City of Los Alamitos*, Orange County Superior Court Case No. 30-2023-01309111-CU-BC-CJC.

8. 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.

9. 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.

10. WARRANTS

A. Warrants (Finance)

The attached Warrant Register contains checks and electronic funds transfers for the period from January 1, 2025, to January 31, 2025.

Recommendation: Ratify the Warrants from January 1, 2025, to January 31, 2025, for \$3,151,330.00.

Roll Call

Mayor Hasselbrink
Mayor Pro Tem Doby
Council Member Hibard
Council Member Loe

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.

A. Approval of Minutes (Administration)

Approve the City Council Regular Minutes of January 21, 2025.

B. Annual Update of the Records Management Program (Administration)

In October 2015, the City Council adopted the City-wide Records Management Program. Part of this Program included a day dedicated to records management and annual updates to the retention schedule. This item recommends changes to the policy to ensure continued success of the program.

Recommendation: Adopt Resolution 2025-03, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING A RECORDS MANAGEMENT PROGRAM AND REPEALING RESOLUTION NO. 2024-07 IN ITS ENTIRETY".

C. Ordinance 2025-01 - E-Conveyances Relating to Vehicles such as E-Bikes (Police)

Like many other cities in Orange County, Los Alamitos has experienced a notable increase in the number of electric bicycles in the community. Both law enforcement and residents have encountered significant safety concerns related to E-bike use. A recent investigation by the Orange County Grand Jury highlighted an urgent need for consistent ordinances to regulate and enforce safe E-bike practices across cities, school districts, parks, and unincorporated areas. City Council Introduced for first reading, read by title only, waived further reading of Ordinance No. 2025-01 at the January 21, 2025 Regular Council Meeting.

Recommendation: Adopt Ordinance No. 2025-01, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADDING CHAPTER 10.45 (E- CONVEYANCES) TO TITLE 10 OF THE LOS ALAMITOS MUNICIPAL CODE RELATING TO VEHICLES SUCH AS E-BIKES".

D. Ordinance 2025-02 - Informal Bidding - Public Works (Development Services)

This item recommends adoption of an ordinance establishing informal bidding policies and procedures for public works projects involving an expenditure at or below the \$125,000 formal bidding threshold set forth in Section 1206 of the City Charter. City Council Introduced for first reading, read by title only, waived further reading of Ordinance No. 2025-02 at the January 21, 2025 Regular Council Meeting.

Recommendation: Adopt Ordinance No. 2025-02, entitled, "An ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADDING CHAPTER 2.62 (INFORMAL BIDDING – PUBLIC WORKS) TO THE LOS ALAMITOS MUNICIPAL CODE."

E. Ordinance 2025-03 - Lobbyist Registration and Reporting (Administration)

This item recommends adoption of an ordinance establishing lobbyist registration and reporting policies, procedures and regulations to implement Section 505 of the City Charter. City Council Introduced for first reading, read by title only, waived further reading of Ordinance No. 2025-03 at the January 21, 2025 Regular Council Meeting.

Recommendation: Adopt Ordinance No. 2025-03, entitled, "An ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADDING CHAPTER 2.58 (LOBBYIST REGISTRATION AND REPORTING) TO THE LOS ALAMITOS MUNICIPAL CODE."

F. Ordinance 2025-04 - Commission Membership (Administration)

The City of Los Alamitos has four commissions, which consist of Parks, Recreation, and Cultural Arts, Personnel Appeals, Planning, and Traffic. Excluding the Personnel Appeals Commission, these commissions consist of seven members. This item proposes reducing the membership to five, consistent with the makeup of the City Council and Personnel Appeals Commission. City Council Introduced for first reading, read by title only, waived further reading of Ordinance No. 2025-04 at the January 21, 2025 Regular Council Meeting.

Recommendation: Adopt Ordinance No. 2025-04, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ESTABLISHING A FIVE- PERSON MEMBERSHIP FOR CITY COMMISSIONS AND BOARDS".

G. City Council Travel and Reimbursement Policy (Administration)

This item updates the Travel Policy specific to City Council and Appointed Officials.

Recommendation: Adopt Revised Administrative Regulation 6.2 City Council Travel and Reimbursement Policy.

H. Treasurer's Quarterly Investment Report – December 2024 (Finance)

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

Recommendation: Receive and file the Treasurer's Quarterly Investment Report – December 2024.

I. Neighborhood Name Change - Apartment Row to Midtown (Development Services)

This item proposes renaming the "Apartment Row" neighborhood to "Midtown".

Recommendation: Adopt Resolution No. 2025-06, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING RENAMING THE "APARTMENT ROW" NEIGHBORHOOD TO "MIDTOWN," AS BOUND BY LEXINGTON DRIVE ON THE EAST, FARQUHAR AVENUE ON THE SOUTH, THE EDGE OF THE TOWN CENTER MIXED USE ZONE ON THE WEST, AND THE KATELLA AVENUE/GREEN AVENUE ALLEY ON THE NORTH."

J. Authorization to Approve and Release a Request for Proposals (RFP) for Storm Drain Catch Basin and Lift Station Maintenance (RFP 2025-09) (Development Services)

This item recommends approving and releasing a Request for Proposals (RFP 2025-09) for Catch Basin and Lift Station Maintenance.

Recommendation: Approve and release the RFP 2025-09 for Catch Basin and Lift Station Maintenance.

K. Approval of Plans and Specifications for Striping Improvements on Katella Avenue (CIP 24/25-07) (Development Services)

Striping and pavement markings assist in maintaining safe, up-to-date standards that comply with current Federal and State guidelines. This item requests the approval of plans to be noticed and to authorize staff to solicit and receive bids for completion of the project.

Recommendation:

1. Approve the plans and specifications for the Striping Improvements on Katella Avenue (CIP 24/25-07) project; and,
2. Authorize Staff to advertise and solicit bid proposals

L. Notice of Completion (NOC) for the Los Alamitos Police Department Vehicle Canopy Project (CIP No. 23/24-07) (Development Services)

The Los Alamitos Police Department Vehicle Canopy Project (CIP No. 23/24-07) has been completed. It is recommended that City Council accept the work as completed and direct filing of the Notice of Completion (NOC).

Recommendation:

1. Accept the completion of construction by Buckley Building, Inc., DBA Outdoor Shade Concepts for Los Alamitos Police Department Vehicle Canopy Project (CIP No. 23/24-07); and,
2. Authorize the City Clerk to record the Notice of Completion/Final Report with the County Recorder's Office.

12. DISCUSSION ITEM

A. Mid-Year General Fund Budget Review and Financial Update for Fiscal Year 2024-25 (Finance)

This report provides the Council with a review of the Mid-Year General Fund budget for the Fiscal Year 2024-25 and a projection for the fiscal year ending June 30, 2025.

Recommendation:

1. Review the Mid-year General Fund budget for the Fiscal Year 2024-25 and the projection for the Fiscal Year ending June 30, 2025; and,
2. Provide direction and comments.

B. Adoption of the Senior Services Master Plan (Recreation)

This item for Council consideration is an update on the Senior Services Master Plan project approved at the October 16, 2023 Regular Council meeting. A draft Senior Services Master Plan report is provided.

Recommendation:

1. Receive the presentation of the Senior Services Master Plan (SSMP); and,
2. Discuss the SSMP; and,
3. Provide comments and direct Staff regarding any needed revisions to the SSMP; or,
4. If no changes are required, adopt Resolution No. 2025-04, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE CITY OF LOS ALAMITOS SENIOR SERVICES MASTER PLAN DATED FEBRUARY 18, 2025".

C. Annual Retention Goals & Performance Achievement Bonus for Executive Management and Middle Management Non-Represented Employees (Administration)

This report recommends adoption of a resolution adding Section 32 (Annual Retention Goals & Performance Achievement Bonus) to the Salary and Benefit Resolution for Non-Represented Employees.

Recommendation: Adopt Resolution No. 2025-05, entitled, "A RESOLUTION OF THE CITY COUNCIL OF CITY OF LOS ALAMITOS, CALIFORNIA, ADDING SECTION 32 (ANNUAL RETENTION GOALS & PERFORMANCE ACHIEVEMENT BONUS) TO THE SALARY AND BENEFIT RESOLUTION FOR NON-REPRESENTED EMPLOYEES."

13. 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.

14. ADJOURNMENT

The City Council will adjourn to Monday, March 24, 2025, at 6:00 p.m.

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the Los Alamitos City Hall, 3191 Katella Ave. and online at www.cityoflosalamitos.org not less than 72 hours prior to the meeting.



Windmera Quintanar, MMC, City Clerk

Dated: February 13, 2024