

MINUTES OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS

REGULAR MEETING Tuesday, February 18, 2025

1. CALL TO ORDER

The City Council met in Regular Session at 6:10 p.m., Tuesday, February 18, 2025, in the Council Chamber located at 3191 Katella Ave., Los Alamitos, CA 90720, Mayor Hasselbrink presiding.

2. ROLL CALL

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

Absent: Council Members: None

Present: Staff: Chet Simmons, City Manager
Barbara Biscocho, Finance Manager
Michael Claborn, Chief of Police
Craig Covey, Orange County Fire Authority Battalion Chief
Michael S. Daudt, City Attorney
Kain Gallagher, Police Captain
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

3. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Doby led the Pledge of Allegiance.

4. INVOCATION

Council Member Hibard gave the Invocation.

5. PRESENTATIONS

Mayor Hasselbrink pulled item 5C forward.

C. Presentation of a Certificate to Kevin Babiera, owner of Donut Boss, in Recognition on Being Featured in the Mayor's Business Spotlight
Mayor Hasselbrink presented a certificate to Mr. Babiera. Mr. Babiera spoke briefly.

A. Presentation by Executive Director Howard Kummerman Regarding the Cypress College Americana Awards
Mr. Kummerman gave a PowerPoint presentation and introduced the Los Alamitos honoree, Randy Hill.

B. Update on Recent Traffic Improvement Project by Development Services Director Noda

Director Noda gave a PowerPoint presentation and answered questions from the City Council. Council expressed support for reevaluating the striping at Los Alamitos Blvd. and Cerritos Ave.

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.

Dan Gallagher, resident and President of the Los Alamitos Senior Club, spoke regarding Senior Club monthly meetings.

Joe Hastie, resident, stated concern regarding the striping on Lexington and item 12C.

Cathie Salai, resident, stated concern for the turn lane at Los Alamitos Blvd. and Cerritos Ave., opposition to pursuing grant funding, and requested Council be proactive in getting information out to the public.

Beth Piburn, Rossmoor resident, stated concern regarding the striping on Los Alamitos Blvd. and e-bike safety.

Betty Bender, resident, stated concern regarding the striping on Los Alamitos Blvd. and Cerritos Ave., specifically the unsafe bike lane.

Woodcrest Resident stated concerns regarding turning left from Del Norte onto Cerritos Ave.

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.

City Attorney Daudt read the item aloud.

RECESS

City Council recessed into Closed Session at 7:26 p.m.

RECONVENE

City Council reconvened in Regular Session at 7:58 p.m.

City Attorney Daudt stated there was no reportable action.

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.

Mayor Hasselbrink spoke regarding The Los Al Loop newsletter, the upcoming Race on the Base, and the Weekend of Art. She reported attendance at the League of California Cities (LOCC) Community Services Committee in Sacramento, Good Evening Los Alamitos, Senior Advisory Committee, Los Alamitos Education Foundation fundraiser, Labourdette Park Groundbreaking, Budget Standing Committee, Citizen Academy hosted by the Police Department, Commissioner Appreciation Dinner, and, the LOCC Veterans roundtable. She requested a future discussion item to expand the scope of the Personnel Appeals Commission.

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.

City Manager Simmons thanked staff for the successful distribution of the first edition of The Los Al Loop. Mayor Hasselbrink added it's a great way to keep up to date with what's happening in the City.

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.

Motion/Second: Doby/Nefulda

Unanimously Carried: The City Council ratified the Warrants from January 1, 2025, to January 31, 2025, for \$3,151,330.00.

Roll Call

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

Mayor Pro Tem Doby pulled items 11G and 11I.

Motion/Second: Doby/Hasselbrink

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

A. Approval of Minutes (Administration)

Approved 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.

The City Council adopted 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.

The City Council adopted 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.

The City Council adopted 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.

The City Council adopted 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.

The City Council adopted 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".

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

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

The City Council adopted received and filed the Treasurer's Quarterly Investment Report – December 2024.

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.

The City Council approved 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.

The City Council:

1. Approved the plans and specifications for the Striping Improvements on Katella Avenue (CIP 24/25-07) project; and,
2. Authorized 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).

The City Council:

1. Accepted 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. Authorized the City Clerk to record the Notice of Completion/Final Report with the County Recorder's Office.

End Consent Calendar

Items Pulled from Consent Calendar

G. City Council Travel and Reimbursement Policy (Administration)

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

City Manager Simmons summarized the Staff report. Council and Staff discussed recent concerns with safety and the most economical mode of travel.

Motion/Second: Doby/Nefulda

Unanimously Carried: The City Council adopted the revised Administrative Regulation 6.2 City Council Travel and Reimbursement Policy.

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

This item proposed renaming the “Apartment Row” neighborhood to “Midtown”.

Director Noda summarized the Staff report. Mayor Pro Tem Doby stated her support.

Motion/Second: Doby/Hasselbrink

Unanimously Carried: The City Council adopted 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.”

12. DISCUSSION ITEM

Mayor Hasselbrink pulled item 12B forward.

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.

City Manager Simmons and Recreation and Community Services Director Noda introduced the item. Jennifer Siseov, Recreation Manager, summarized the staff report. She introduced Dr. Melanie Horn Mellers and Dr. Laura Zettel-Watson Watson of Gerofusion.

Council and Staff discussed the following:

- Support for taking care of the senior population
- Concern for balancing providing for our youth and seniors
- Support for bringing our youth and seniors together and caution for intergenerational programming
- Numerous non-profit organizations in the City that serve the whole family
- Potential grant funding for senior populations
- Potential to create a holistic environment of support for all residents well being

- Macro and micro opportunities for long-term benefits to the community
- Los Alamitos is defined by its town feel with support for individualism
- Los Alamitos is able to plan for the future due to its smaller population and lack of big City concerns such as homelessness and increased crime
- Dan Gallagher, resident and Senior Club President, shared his positive experience in Los Alamitos
- Encouragement to care for your older adults
- Los Alamitos Community Foundation supports the Senior Services Master Plan

Motion/Second: Doby/Nefulda

Unanimously Carried: The City Council adopted 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".

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.

City Manager Simmons introduced the item. Finance Director Koehler summarized the staff report and gave a PowerPoint presentation.

Council and Staff discussed the following:

- Business License compliance is continually monitored by third-party partner HDL with a goal of 100% compliance
- Cost recover for credit card fees will be included in the upcoming cost recover proposal
- Information Technology (IT) fund includes computer replacement, software, Automated License Plate Readers, cyber security, etc.

Motion/Second: Doby/Hibard

Unanimously Carried: The City Council:

1. Reviewed 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. Approved the following mid-year appropriation requests:

Additional Appropriations FY24-25				
	<u>Budget</u>	<u>CC Approval</u>	<u>Additional</u>	
General Fund				
City Attorney	226,000		60,000	Higher costs for legal services for litigation and other legal matters
Development Services	5,695,455	11/18/24	332,000	Modular Building Purchase
		11/18/24	155,000	City Access Control System
Non-departmental	1,490,500		124,000	Higher contractual costs
				(Animal Cntl \$37K, Cell \$36K, Lease costs \$19K, CC fees \$32K)
Subtotal General Fund			671,000	
Other Funds				
Fund 50 (Vehicle Equip Repl)	500,000		200,000	Higher projected operational costs
Fund 52 (Facility Street Park)	-	10/23/23	675,000	Expenditures for Comm Ctr Roof - FEMA reimbursed
Fund 53 Tech Repl (funded GF)	200,000	(11/20/23)	200,000	Expenditures for equipment (ALPR \$33K), software
				and higher service contract costs for cyber security breach
Subtotal Other Funds			1,075,000	
Total Additional Appropriations			\$ 1,746,000	

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

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

City Manager Simmons summarized the Staff report.

Motion/Second: Doby/Nefulda

Unanimously Carried: The City Council adopted 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.

Council Member Hibbard spoke regarding joining the Daughters of the American Revolution, attendance at the Rotary Valentine Lunch, Labourdette Park Ribbon Cutting, Stern's Park Ribbon Cutting, and the Los Alamitos Education Foundation fundraiser. She stated she had posted her salary on her webpage.

Council Member Nefulda spoke regarding attendance at the Commissioner Appreciation Dinner, Stern's Park Ribbon Cutting, Orange County Sanitation District Board meeting, and advised of the upcoming wastewater 101 Citizen program.

Council Member Loe spoke regarding attendance at Good Evening, Los Alamitos!,

LOCC Annual Conference, Labourdette Park Ribbon Cutting, Commissioner Appreciation Dinner, and Stern's Park Ribbon Cutting.

Mayor Pro Tem Doby spoke regarding attendance at the Labourdette Park Ribbon Cutting, Stern's Park Ribbon Cutting, the Los Alamitos Education Foundation fundraiser, Board meetings for her appointed boards, Good Evening, Los Alamitos!, and LOCC Committee meeting for Community Economic Development and Housing.

14. ADJOURNMENT

The City Council adjourned at 9:33 p.m. to Monday, March 24, 2025, at 6:00 p.m.

DocuSigned by:

AF57E110E7A146D
Shelley Hasselbrink, Mayor
4/1/2025

Attest:

Signed by:

54BCC26B4CA8409
Windmera Quintanar, MMC, City Clerk
4/2/2025