

MINUTES OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS

REGULAR MEETING

August 18, 2025

1. CALL TO ORDER

The City Council met in Regular Session at 5:32 p.m., Monday, August 18, 2025, in the Council Chamber located at 3191 Katella Ave., Los Alamitos, CA 90720, Mayor Hasselbrink presiding.

2. ROLL CALL

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

Absent: Council Members: Hibard

Present: Staff: Chet Simmons, City Manager
Barbara Biscocho, Finance Manager
Michael Claborn, Chief of Police
Craig Covey, Division Chief, Orange County Fire Authority
Michael S. Daudt, City Attorney
Craig Koehler, Finance Director
Matthew Lightener, Management Analyst
Emeline Noda, Recreation and Community Services Director
Ron Noda, Assistant City Manager/Develop. Svcs. Director
Windmera Quintanar, MMC, City Clerk/Dir. of Communications

3. CLOSED SESSION

A. Conference with Legal Counsel - Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9: (One potential case).

City Attorney Daudt read the item aloud.

RECESS

The City Council recessed into Closed Session at 5:33 p.m.

RECONVENE

The City Council reconvened in Regular Session at 6:04 p.m.

City Attorney Daudt stated there was no reportable action.

4. PLEDGE OF ALLEGIANCE

Council Member Loe led the Pledge of Allegiance.

5. INVOCATION

Council Member Nefulda gave the Invocation.

6. PRESENTATIONS

Mayor Hasselbrink presented the listed awards. Recipients spoke briefly.

- A. Presentation to Lieutenant Colonel Fox for his Service as Garrison Commander of the Joint Forces Training Base**
- B. Presentation of a Certificate to FirstSteps For Kids in Recognition of Being Featured in the Mayor's Business Spotlight**
- C. Presentation of a Certificate to Suzannah Ives in Recognition of Being Named Employee of the Quarter – Summer 2025**
- D. Introduction of Volunteer In Policing (VIP) Karl Myers to the Community**

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 Hasselbrink opened Oral Communications. There being no one present wishing to speak, Mayor Hasselbrink closed Oral Communications.

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 following upcoming events: Senior Expo, Celebrate Los Al and Serve Los Al, and Women's Elevate Conference. She reported attendance at the groundbreaking of the Veterans' Cemetery in Anaheim Hills, Airport Land Use Commission Board meeting, and the Budget Standing Committee meeting.

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 stated there was nothing to report.

10. WARRANTS

A. Warrants (Finance)

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

Motion/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council ratified the Warrants from July 1, 2025, to July 31, 2025, for \$3,115,242.42.

ROLL CALL

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

Council Member Loe pulled item 11C.

Mayor Pro Tem Doby pulled item 11F.

Motion/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council approved the following Consent Calendar items:

A. Approval of Minutes (Administration)

Approved the City Council minutes for the Regular meeting on July 21, 2025.

B. Treasurer's Quarterly Investment Report – June 2025 (Finance)

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

The City Council received and filed the Treasurer's Quarterly Investment Report – June 2025.

D. Resolution No. 2025-24 – Personnel Related Changes for California Teamsters 911 (Administration)

This report outlines and seeks consideration to approve personnel-related changes that will reclassify Code Enforcement Officer to Neighborhood Preservation Officer and add one new job description for Media Coordinator for California Teamsters 911 Employees.

The City Council adopted Resolution No. 2025-24, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LOS ALAMITOS AND THE CALIFORNIA TEAMSTERS LOCAL 911 ADOPTING JOB DESCRIPTIONS AND SALARY SCHEDULES FOR NEIGHBORHOOD PRESERVATION OFFICER AND MEDIA COORDINATOR".

E. Resolution No. 2025-25 – Part-Time Hourly Employees Salary Schedule and Job Description Update (Administration)

This report outlines and seeks consideration to approve the job descriptions for Neighborhood Preservation Officer and Senior Neighborhood Preservation Officer and update the Part-Time Hourly Salary Schedule.

The City Council adopted Resolution No. 2025-25, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING JOB DESCRIPTIONS FOR PART-TIME NEIGHBORHOOD PRESERVATION OFFICER AND PART-TIME SENIOR NEIGHBORHOOD PRESERVATION OFFICER AND UPDATING THE CITY OF LOS ALAMITOS HOURLY RATE SCHEDULE".

G. Resolution No. 2025-26 – Fleet Vehicle & Equipment Replacement Policy (Development Services)

This item provides the City Council with a policy to guide the efficient replacement, retention, and management of City fleet vehicles and equipment.

The City Council adopted Resolution No. 2025-26, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE LOS ALAMITOS FLEET VEHICLE & EQUIPMENT REPLACEMENT POLICY."

H. Award of Bid for Storm Drain Catch Basin and Lift Station Maintenance (Development Services)

This item recommends awarding a contract agreement to Ron's Maintenance Inc. for the Storm Drain Catch Basin and Lift Station Maintenance.

The City Council:

1. Authorized the Mayor to execute a three-year term agreement with Ron's Maintenance, Inc. for the Storm Drain Catch Basin and Lift Station Maintenance for an amount not to exceed \$102,600; and
2. Authorized an annual contingency of 10% per year, not to exceed \$3,420 annually, for a three-year agreement, to total \$112,860.

I. Authorize the Procurement of Acoustic Sound Panels for the Community Center (Development Services)

This item is for the purchase of acoustic sound panels from the KYA Group through a cooperative purchasing agreement via the California Multiple Award Schedule (CMAS). After the Community Center's renovation was completed, the sound quality in the large banquet room (Activity Rooms 1, 2, and 3) could be improved. Procuring and the impending installation of the acoustic wall panels will improve sound quality.

The City Council:

1. Authorized the procurement and installation of Acoustic Sound Panels for Activity Room 1, 2, and 3 in Community Center 1 via the KYA Group utilizing California Multiple Award Schedule (CMAS) pricing in the amount of \$66,401.62; and,
2. Authorized the City Manager or their designee a contingency of 10% of the amount, not to exceed \$6,640; and,
3. Authorized the City Manager to enter into a service agreement with KYA Group, in a form approved by the City Attorney, for the installation of the acoustic sound panels in Community Center 1.

End of Consent Calendar

Items Pulled from Consent Calendar

C. Fiscal Accountability Pledge (Administration)

To provide additional transparency and accountability, a "Fiscal Accountability Pledge" was developed that outlines the City's commitment to the responsible allocation of any significant increase in general fund revenues.

City Manager Simmons summarized the Staff Report.

Mayor Pro Tem Doby thanked Council Member Loe for his partnership and for bringing this item forward.

Motion/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council reaffirmed and adopted the Fiscal Accountability Pledge as a guide to helping the Los Alamitos community maintain the "Quality of Life" for our residents and business community.

F. Resolution No. 2025-27 – Commissioner Handbook (Development Services)

The updated Boards, Commissions, and Committees Handbook will provide an easy- to-understand format for the City's appointed bodies that will complement the Los Alamitos Municipal Code.

Council directed staff to include additional verbiage regarding Council's interaction with Commissioners and bring revisions to the next Council meeting.

Recommendation: Adopt Resolution No. 2025-27, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE BOARDS, COMMISSIONS, AND COMMITTEE POLICY HANDBOOK".

12. PUBLIC HEARING

A. Ordinance No. 2025-06 – Regulation of Group Homes and Sober Living Homes (Development Services)

Consideration of Ordinance No 2025-06, an amendment to Title 5 (Business Licenses and Regulations) and Title 17 (Zoning) of the Los Alamitos Municipal Code concerning the regulation of group homes and sober living facilities.

City Attorney Daudt summarized the Staff report.

Council and staff discussed Livescan requirements for registered sex offenders during the application process and the desire to ensure the community remains safe.

Mayor Hasselbrink opened the Public Hearing for comments. There being no one present wishing to speak, Mayor Hasselbrink closed the Public Hearing for comments.

Motin/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council:

1. Opened the Public Hearing: and,
2. Introduced for first reading, read by title only, and waived further reading of Ordinance No. 2025-06; and,
3. City Attorney Daudt read the title of Ordinance No. 2025-06, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADDING CHAPTER 5.52 (GROUP

HOMES) AND SECTION 17.28.290 (GROUP HOMES) TO THE LOS ALAMITOS MUNICIPAL CODE AND AMENDING SECTION 17.08.020 (ALLOWED USES AND PERMIT REQUIREMENTS FOR RESIDENTIAL ZONES) OF THE LOS ALAMITOS MUNICIPAL CODE.”

14. DISCUSSION ITEM

A. Resolution 2025-28 – Personnel Related Changes for Non-Represented Employees (Administration)

This report outlines and seeks consideration to approve personnel changes that will add two new job descriptions for Non-Represented Employees.

City Manager Simmons and City Attorney Daudt summarized the Staff report. City Attorney Daudt stated the benefits would be consistent with the Non-Represented Employees Salary Schedule, with an annual salary of Step A, \$202,675.20, to Step E, \$246,355.20.

City Manager Simmons advised that this would be an additional 10% increase for the position overseeing Development Services, which includes Building, Planning, Public Works, and Information Technology (IT). The increase would not require any additional appropriations.

Motion/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council adopted Resolution No. 2025-28, entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING JOB DESCRIPTIONS FOR ASSISTANT CITY MANAGER AND UPDATING THE EXECUTIVE MANAGEMENT AND NON-REPRESENTED EMPLOYEES SALARY SCHEDULE”.

15. ORDINANCE

A. 2025 Building Standards Code and Fire Code Adoption (Development Services)

The State’s Health and Safety Code requires local governments to adopt the most recent editions of the model codes related to construction. Every three years the State of California adopts model building codes. The 2025 California Building Standards Code will take effect on January 1, 2026. The City is charged with adopting local amendments necessary for local conditions before the end of the year in order for the amendments to be effective.

Assistant City Manager Noda summarized the Staff report. Tony Aleman, Assistant Fire Marshall Tony Aleman and Chief Craig Covey of Orange County Fire Authority and Building Official Fernando Zarate stated support.

Motin/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council:

1. Waive reading in full and authorize reading by title only of Ordinance No. 2025-07, and Ordinance No. 2025-08; and,
2. Set Ordinance No. 2025-07 and Ordinance 2025-08 for second reading at a Public Hearing on September 15, 2025; and,
3. City Attorney Daudt read the title of Ordinance No. 2025-07, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING CHAPTER 15.04 OF TITLE 15 OF THE LOS ALAMITOS MUNICIPAL CODE AND ADOPTING THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24) CONSISTING OF: THE 2025 CALIFORNIA ADMINISTRATIVE CODE; THE 2025 CALIFORNIA BUILDING CODE, INCLUDING APPENDIX J; THE 2025 CALIFORNIA RESIDENTIAL CODE, INCLUDING APPENDICES H AND V; THE 2025 CALIFORNIA ELECTRICAL CODE; THE 2025 CALIFORNIA MECHANICAL CODE; THE 2025 CALIFORNIA PLUMBING CODE; THE 2025 CALIFORNIA ENERGY CODE; THE 2025 CALIFORNIA HISTORICAL BUILDING CODE; THE 2025 CALIFORNIA EXISTING BUILDING CODE; THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE AND THE 2025 CALIFORNIA REFERENCED STANDARDS CODE, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS; AND ADOPTING THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE 2024 INTERNATIONAL SWIMMING POOL AND SPA CODE, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS"; and,
4. City Attorney Daudt read the title of Ordinance No. 2025-08, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING CHAPTER 15.08 OF TITLE 15 OF THE LOS ALAMITOS MUNICIPAL CODE AND ADOPTING THE 2025 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9), INCLUDING APPEENDICES B, BB, C, CC AND H, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS".

16. 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 Loe had nothing to report.

Council Member Nefulda reported attendance at the Los Alamitos Community Foundation Board meeting and two Orange County Sanitation District Board meetings.

Mayor Pro Tem Doby reported attendance at the groundbreaking of the Veterans' Cemetery in Anaheim Hills and the Budget Standing Committee.

17. ADJOURNMENT

The City Council adjourned at 7:04 p.m.

DocuSigned by:

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Shelley Hasselbrink, Mayor

Attest:

Signed by:

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Windmera Quintanar, MMC, City Clerk