

MINUTES OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS

REGULAR MEETING

September 15, 2025

1. CALL TO ORDER

The City Council met in Regular Session at 5:30 p.m., Monday, September 15, 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
Kyle Cain, Admin. Captain, Orange County Fire Authority
Michael Claborn, Chief of Police
Michael S. Daudt, City Attorney
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. CLOSED SESSION

A. Conference with Legal Counsel – Anticipated Litigation (Administration)

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

B. Public Employee Performance Evaluation

Title: City Manager

Authority: Government Code Section 54957

City Attorney Daudt read the item aloud.

RECESS

The City Council recessed into Closed Session at 5:31 p.m.

RECONVENE

The City Council reconvened in Regular session at 5:59 p.m.

City Attorney Daudt stated there was no reportable action for item 3A and no discussion on item 3B.

4. PLEDGE OF ALLEGIANCE

Council Member Nefulda led the Pledge of Allegiance.

5. INVOCATION

Mayor Hasselbrink gave the Invocation.

6. PRESENTATIONS

A. Presentation of a Proclamation to Wayne Stickney, Chief Development Officer, of Second Harvest Food Bank in Recognition of Hunger Action Month

Mayor Hasselbrink presented the award. Mr. Stickney spoke briefly.

B. Presentation of Awards to the 2024 Annual Police Department Honorees

Chief Claborn presented the 2024 awards and recognized and remembered the life of Sarkis Manoukian.

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 attendance at the Ribbon Cutting for the Los Alamitos High School Griffin Center, Change of Command Ceremony at the Joint Forces Training Base, Serve Los Al, Labourdette Family Reunion, and Celebrate Los Al. She announced she would be a speaker at the League of California Cities Conference and spoke regarding the following upcoming events: American Legion Mural Unveiling, Nites on Pine, launch of The Los Alamitos Local Stage, Elevate Women's Conference, Trunk-or-Treat, and the Halloween Decorating Contest.

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 to provide direction to staff or place the item on a future agenda.

Chief Claborn spoke regarding the upcoming Alert OC test.

10. WARRANTS

A. Warrants (Finance)

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

Motion/Second: Doby/Nefulda

Unanimously Carried: The City Council ratified the Warrants from August 1, 2025, to August 31, 2025, for \$3,173,770.39.

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.

Motion/Second: Doby/Nefulda

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

A. Approval of Minutes (Administration)

Approved the City Council minutes for the Regular meeting on August 18, 2025.

B. Designation of Voting Delegate and Alternate for the League of California Cities' 2025 Annual Conference & Expo (Administration)

The League of California Cities' Annual Conference & Expo will be held in Long Beach, California, from October 8-10, 2025. The League is requesting City Council designation of a Voting Delegate to the Annual Business Meeting. This item is for Council designation of a Voting Delegate and Alternate.

The City Council:

1. Appointed Mayor Shelley Hasselbrink to serve as the City's Voting Delegate for the League of California Cities 2025 Annual Business Meeting; and,
2. Appointed Mayor Pro Tem Tanya Doby to serve as the City's Alternate Voting Delegate in the event of the Voting Delegate's absence.

C. Resolution No. 2025-27 - Boards, Commissions, and Committees Policy Handbook (Development Services)

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

The City Council adopted 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".

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

Ordinance Number 2025-06 is recommended for City Council adoption. At its regular meeting of August 18, 2025, the City Council introduced the first reading 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. The City of Los Alamitos has seen a slight increase in the number of sober-living facilities operating in its single-family parcels. As a result, the City has received comments and concerns from members of the public regarding the strength of local regulations governing these facilities. Absent such regulations, surrounding communities have reported adverse impacts from these facilities, including but not limited to: noise, excessive debris/trash, second-hand smoke, loitering, traffic, increased parking demands, and the clustering of group homes near each other. The proposed Ordinance seeks to regulate group homes and sober living facilities to address issues and concerns while providing both a safe space for individuals to recover from drug and alcohol addiction, and preserving the residential character of neighborhoods. At its June 25, 2025, meeting, the Planning Commission, by Resolution, recommended that the City Council adopt Ordinance No. 2025-06.

The City Council adopted 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.”

E. Community Development Block Grant (CDBG) Application Resolution for Fiscal Year 2026/2027 (Development Services)

This item recommends approval to submit the Community Development Block Grant (CDBG) project application to Orange County Community Resources Department for Fiscal Year 2026/2027.

The City Council adopted Resolution No. 2025-30, entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA APPROVING THE CITY PARTICIPATION IN THE FISCAL YEAR 2026/2027 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM WITH THE COUNTY OF ORANGE.”

12. PUBLIC HEARING

A. Master Fee Schedule Update – Fiscal Year 2025-2026 (Finance)

It is recommended that the City Council approve the proposed Master Fee Schedule update.

Finance Director Koehler introduced the item. Tony Thrasher, Willdan Senior Project Manager, gave a PowerPoint presentation. City Manager Simmons provided additional explanation regarding subsidizing and cost recovery.

The City Council and Staff discussed the following:

- Addition of 3.5% credit card processing fee
- Consideration of the Regional Housing Needs Assessment numbers
- Last comprehensive Cost Recovery was over 10 years ago
- Consumer Price Index (CPI) adjustment allowed fees to stay current
- Limitations on increases to fees at 25%
- Low fees for bike registration encourage more participation
- Moving towards 100% cost recovery for certain fees (i.e. violation sign offs, Police reports)

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

Motion/Second: Hibard/Doby

Unanimously Carried: The City Council:

1. Reviewed the Fiscal Year 2025-26 Master Fee Schedule Update; and,

2. Opened the Public Hearing: and,
3. Adopted Resolution No. 2025-29, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE MASTER FEE SCHEDULE BY ADJUSTING CERTAIN USER FEES BASED ON THE COST RECOVERY (USER FEE STUDY)".

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

At its regular meeting of August 18, 2025, the City Council introduced the first reading of Ordinance No. 2025-07 and Ordinance No. 2025-08. Ordinance No. 2025- 07 would the 2025 California Building Standards Code. The State's Health and Safety Code requires local governments to adopt the most recent editions of building standards codes related to construction. The latest edition is the 2025 California Building Standards Code, which will take effect on January 1, 2026. Ordinance No. 2025-08 would adopt amendments to the Fire Code as provided by the Orange County Fire Authority (OCFA). These amendments are intended to maximize alignment between OCFA and State-adopted Fire Code requirements.

The ordinances' first reading was heard at the August 18, 2025, City Council meeting. This Public Hearing will conduct the required second reading and adoption of the Ordinances, which will be effective 30 days after adoption.

City Attorney Daudt summarized the Staff report.

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

Motion/Second: Doby/Nefulda
Unanimously Carried: The City Council:

1. Opened the Public Hearing; and,
2. Adopted Ordinance No. 2025-07, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, REPEALING CHAPTER 15.04 OF TITLE 15 OF THE LOS ALAMITOS MUNICIPAL CITY CODE AND ADDING A NEW CHAPTER 15.04, ADOPTING BY REFERENCE: VARIOUS PROVISIONS OF THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODES (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE CALIFORNIA

ADMINISTRATIVE CODE, THE CALIFORNIA BUILDING CODE, THE CALIFORNIA RESIDENTIAL CODE, THE CALIFORNIA GREEN BUILDING STANDARDS CODE, THE CALIFORNIA ELECTRICAL CODE, THE CALIFORNIA MECHANICAL CODE, THE CALIFORNIA PLUMBING CODE, THE CALIFORNIA ENERGY CODE, AND THE CALIFORNIA REFERENCED STANDARDS CODE; AND THE 2025 WILDLAND-URBAN INTERFACE CODE, THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, WITH CERTAIN AMENDMENTS, ADDITIONS, DELETIONS AND EXCEPTIONS THERETO"; and,

3. Adopt Ordinance No. 2025-08, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, DELETING CHAPTER 15.08 OF THE LOS ALAMITOS MUNICIPAL CODE AND ADDING A NEW CHAPTER 15.08 ADOPTING BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA FIRE CODE (TITLE 24, PART 9) WITH APPENDICES AND AMENDMENTS THERETO".

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 Hibard spoke regarding the upcoming Huntington Beach Pacific Air show and attendance at the Grand Reopening of the Family Plumber, Change of Command Ceremony at the Joint Forces Training Base, 9-11 Remembrance Event at Orange County Fire Authority – Station 2, First Responders Football Game, and, acknowledged the Charlie Kirk assassination.

Council Member Nefulda stated nothing to report.

Council Member Loe reported attendance at Celebrate Los Al and Nites on Pine.

Mayor Pro Tem Doby spoke regarding attendance at the Orange County Mosquito and Vector Control District Board meeting, the Association of California Cities – Orange County redistricting webinar, the Ribbon Cutting for the Los Alamitos High School Griffin Center, Change of Command Ceremony at the Joint Forces Training Base, 9-11 Remembrance Event at Orange County Fire Authority – Station 2, Serve Los Al, Celebrate Los Al and Veteran's Recognition, Concerts on Pine, Ribbon Cutting for Labourdette Park, and Groundbreaking at Soroptimist Park.

14. ADJOURNMENT

The City Council adjourned at 7:18 p.m. to Monday, October 13, 2025, at 6:00 p.m.

Signed by:

Windmera Quintanar

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Shelley Hasselbrink, Mayor

Attest:

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Shelley Hasselbrink

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Windmera Quintanar, MMC, City Clerk