

MINUTES OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS

REGULAR MEETING

November 17, 2025

1. CALL TO ORDER

The City Council met in Regular Session at 6:00 p.m., Monday, November 17, 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
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, Rec. & Com. Svcs./Inter.Gov. Affairs Director
Ron Noda, Assistant City Manager/Dev. Services Director
Windmera Quintanar, MMC, City Clerk/Dir. of Comms.
Chelsi Wilson, Administrative Services Manager

3. PLEDGE OF ALLEGIANCE

Mayor Hasselbrink led the Pledge of Allegiance.

4. INVOCATION

Council Member Loe gave the Invocation.

5. PRESENTATIONS

A. Presentation of a Commendation to Bonnie Smith in Celebration of Her 100th Birthday

Ms. Smith was unable to attend.

Mayor Hasselbrink presented the following awards.

B. Recognition of Miguel De La Torre for 25 Years of Dedicated Service to the City of Los Alamitos

C. Presentation of a Proclamation to Pacific Organic Pops (POP) in Recognition of Small Business Saturday

Police Chief Claborn presented the following awards.

D. Presentation of the 2024 Mothers Against Drunk Driving (MADD) Award to Detective Joel Espinoza

E. Presentation of the 2024 Auto Theft Advisory Committee (ATAC) Award to Corporal Daniel Kim

F. Presentation of a Proclamation to Senior Records Specialist Gina Tavasci and Records Specialist Belinda Roman for Records Personnel Appreciation Day

G. Presentation and Introduction of the Los Alamitos Recreation Bucks
Assistant City Manager Noda gave a presentation and answered questions from the City Council.

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 Hasselbrink opened Oral Communications. There being no requests to speak, Mayor Hasselbrink 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 Hasselbrink spoke regarding the upcoming Winter Wonderland, Holiday Decorating Contest, and Good Evening, Los Al! She spoke regarding attendance at the Cal Cities Board meeting, Trunk-or-Treat event, Orange County Fire Authority Budget and Finance Committee meeting, the City Selection Committee meeting and appointment to the Rivers and Mountains Conservancy.

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 to provide direction to Staff to place an item on a future agenda.

City Manager Simmons thanks Orange County Fire Authority for being a partner with the City.

9. WARRANTS

A. Warrants (Finance)

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

Motion/Second: Doby/Hasselbrink

Carried (4-0) : The City Council ratified the Warrants from October 1, 2025, to October 31, 2025, for \$3,271,037.53.

Roll Call

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

10. 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 Special minutes of October 6, 2025, Adjourned Regular minutes of October 13, 2025, and Special minutes of November 3, 2025.

B. Resolution No. 2025-33 – Investment Policy Update (Finance)

This report provides the Council with an update on the City's Investment Policy for allowable investments per the California Government Code.

The City Council adopted Resolution No. 2025-33, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE STATEMENT OF INVESTMENT POLICY DATED NOVEMBER 2025."

C. Resolution No. 2025-34 – Adopting the June 30, 2025 Measure M2 Expenditure Report (Finance)

The Orange County Transportation Authority requires each agency that receives Measure M2 funds to adopt an annual Expenditure Report to account for the use of Measure M2 funds.

The City Council adopted Resolution No. 2025-34, entitled "A RESOLUTION OF THE CITY COUNCIL OF LOS ALAMITOS, CALIFORNIA, CONCERNING THE MEASURE M2 EXPENDITURE REPORT FOR THE CITY OF LOS ALAMITOS FOR THE FISCAL YEAR ENDING JUNE 30, 2025."

D. Resolution No. 2025-35 – Minimum Hourly Wage Increase Effective January 1, 2026 (Finance)

Mandatory Minimum Wage Increase in 2026 and two new part-time positions with descriptions.

The City Council adopted Resolution No. 2025-35, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING AND RESTATING THE HOURLY RATE SCHEDULE EFFECTIVE JANUARY 1, 2026, REPEALING EXHIBIT B FROM RESOLUTION NO. 2025-25., AND ADOPTING JOB DESCRIPTIONS AND SALARY SCHEDULES FOR PART-TIME MEDIA ASSISTANT AND SENIOR POLICE AIDE."

E. Treasurer's Quarterly Investment Report – September 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 – September 2025.

F. Adopt the 2025 California Building Code and Fire Code (Development Services)

At its regular meeting of September 15, 2025, the City Council adopted Ordinance 2025-07 and Ordinance 2025-08. The first Ordinance 2025-07 is with regard to adopting the 2025 California Building Code and our local amendments to that code. The second Ordinance 2025-08 is with regard to the 2025 California Fire Code and local amendments as provided by the Orange County Fire Authority (OCFA).

After adoption by Council, the Building & Safety Division is required to file these ordinance documents with the California Building Standards Commission (CBSC), where they will review them for acceptance. During their review, the CBSC identified a few minor changes needed to ensure final acceptance. At its regular meeting on October 13, 2025, the City Council introduced the first reading of Ordinance Number 2025-09 and 2025-10. The Ordinances address the items to be corrected as required by CBSC.

The City Council:

1. Adopted Ordinance No. 2025-09, 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 BF AND CI; 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 2025 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,
2. Adopted Ordinance No. 2025-10, 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 APPENDICES B, BB, C, AND CC, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS."

G. Adopt Donation Box Zoning Code Changes (Development Services)

At a public hearing on October 13, 2025, the City Council introduced the first reading of Ordinance Numbers 2025-11 and 2025-12. The Council item considered (1) Ordinance No. 2025-11, an amendment to Title 17 (Zoning) of the Los Alamitos Municipal Code concerning the regulation of thrift stores and donation boxes, front yard landscaping requirements, screening of mechanical equipment, and corrections of clerical errors and omissions to maintain internal consistency, and (2) Ordinance No. 2025-12, concerning the regulation of unattended donation boxes.

The City Council:

1. Adopted Ordinance No. 2025-11, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS,

CALIFORNIA, AMENDING VARIOUS PROVISIONS OF TITLE 17 (ZONING) OF THE LOS ALAMITOS MUNICIPAL CODE CONCERNING THE REGULATION OF THRIFT STORES AND DONATION BOXES, FRONT YARD LANDSCAPING REQUIREMENTS, SCREENING OF MECHANICAL EQUIPMENT, AND TO CORRECT CLERICAL ERRORS AND OMISSIONS TO MAINTAIN INTERNAL CONSISTENCY (ZOA 25-03) (CITY INITIATED)."; and,

2. Adopted Ordinance No. 2025-12, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADDING CHAPTER 5.54 TO TITLE 5 (BUSINESS LICENSES AND REGULATIONS) OF THE LOS ALAMITOS MUNICIPAL CODE CONCERNING THE REGULATION OF UNATTENDED DONATION BOXES."

H. Approval of Plans and Specifications for Oak Street Improvement Project (CIP 24/25-03) (Development Services)

This item recommends City Council approval of the Oak Street Improvement Project (CIP 24/25-03) plans and specifications and authorization to facilitate the solicitation of bids. The Project will include a grind and overlay of Oak Street from Katella Avenue to Sausalito Street.

The City Council:

1. Approved the plans and specifications for the Oak Street Improvement Project (CIP 24/25-03); and,
2. Authorized Staff to advertise and solicit bid proposals.

I. Short-Term Revocable License with Joint Forces Training Base for Sunburst Field (Recreation)

This item recommends approval of a Short-Term Revocable License with the Los Alamitos Joint Forces Training Base (JFTB) to lease the land, also known as Sunburst Field, located at 11212 America Drive, Los Alamitos, CA 90720 for the use of expanded recreational programs, events, and additional green space.

The City Council:

1. Authorized the Mayor to execute the Short-Term Revocable License for Sunburst Field located 11212 America Drive, Los Alamitos, CA 90720 from the Joint Forces Training Base; and,
2. As part of the agreement, improvements to fields and facilities located on the property, through in-kind services (IKS), will be

determined on an annual basis.

J. Amendment No. 1 – Landscape Maintenance Services Agreement with EMTS, Inc. (Development Services)

This item recommends approval of Amendment No. 1 to the Landscape Maintenance Services Agreement with EMTS, Inc. for the additional landscape maintenance of Sunburst Field Facility.

The City Council:

1. Authorized the Mayor to execute Amendment No. 1 to the Landscape Maintenance Services Agreement with EMTS, Inc. to include landscape maintenance services for the Sunburst Field Facility for an additional cost of \$2,037 per month; and,
2. Authorized the City Manager to approve any additional as-needed services not to exceed 10% of the total contract amount of \$426,248.19; and,
3. Appropriated \$17,925.60 (8 months of services with a 10% contingency) from the General Fund to the Development Services Budget - Street Division for the FY 25/26 monthly landscape maintenance services for the Sunburst Field Facility.

K. Amendment No. 2 – Street Sweeping Services Agreement with Sweeping Corp of America (Development Services)

This item recommends approving Amendment No. 2 to the Professional Services Agreement (PSA) with Sweeping Corp of America (SCA) to add the weekly sweeping of Sunburst Field Facility.

The City Council:

1. Authorized the Mayor to execute Amendment No. 2 to the Professional Services Agreement with Sweeping Corp of America to sweep the parking lot at the Sunburst Field Facility for an additional cost of \$302.42 per month; and,
2. Authorized the City Manager to approve any additional as-needed services not to exceed 10 percent of the total contract amount of \$128,916.74; and,
3. Appropriated \$14,916.74 from the General Fund to the Development Services Department Budget—Street Division, for the extra sweeping services for the Sunburst Field Facility.

L. Notice of Completion (NOC) for Katella Avenue Striping Project (CIP 24/25-07) (Development Services)

The Katella Avenue Striping Project was a part of the FY 24/25 Capital Improvement Program and was awarded to WGJ Enterprises Inc., dba PCI in April 2025 and has been successfully completed.

The City Council:

1. Accepted construction as complete by WGJ Enterprises Inc. for the Katella Avenue Striping Project (CIP 24/25-07); and,
2. Authorized the City Clerk to record the Notice of Completion with the County Recorder's Office; and,
3. Authorized Staff to release the 5% construction retention to the contractor, in the amount of \$5,149.10, thirty-five (35) days after County recording of the Notice of Completion.

M. Resolution No. 2025-36 – Orange County Transportation Authority (OCTA) 2027 Federal Transportation Improvement Program (FTIP) (Development Services)

Orange County Transportation Authority (OCTA) is requesting the adoption of Resolution No. 2025-36 to affirm the City's commitment to the projects submitted in the 2027 Federal Transportation Improvement Program (FTIP).

The City Council adopted Resolution No. 2025-36, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, CERTIFYING THAT THE CITY HAS THE RESOURCES TO FUND THE PROJECTS IN THE FY 2026/27 – 2031/32 FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM AND AFFIRMING ITS COMMITMENT TO IMPLEMENT ALL PROJECTS IN THE PROGRAM."

N. Resolution No. 2025-37 – Technology Replacement, Upgrade, & Sanitization Policy (Development Services)

This item provides the City Council with a policy to guide the efficient replacement, retention, management, upgrades, and sanitization of the City's technology equipment.

The City Council adopted Resolution No. 2025-37, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE CITY OF LOS ALAMITOS TECHNOLOGY REPLACEMENT, UPGRADE, AND SANITIZATION POLICY."

11. DISCUSSION ITEM

A. Consideration of a Formal Censure of Council Member Hibard (Administration)

Consideration of the adoption of a formal censure Resolution of Council Member Hibard.

City Attorney Daudt advised that the report was prepared by outside special counsel, and Ms. Shellene Bennet would present the report. Shellene Bennet, Managing Partner at Libert, Cassidy, and Whitmore, presented the limited portion of the report for which the Council waived the Attorney-Client privilege.

Motion/Second: Doby/Nefulda

Unanimously Carried (Hibard absent): The City Council adopted Resolution No. 2025-38, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING CENSURE OF COUNCIL MEMBER EMILY HIBARD."

12. PUBLIC HEARING

A. Ordinance No. 2025-13 – State Mandated Update to Accessory Dwelling Unit (ADU) Regulations (ZOA 25-04) (Development Services)

Consideration of an ordinance to amend and restate Section 17.28.020 of the Los Alamitos Municipal Code concerning the regulation of Accessory Dwelling Units (ZOA 25-04).

Assistant City Manager Noda summarized the Staff report.

Mayor Hasselbrink received confirmation that ADUs are not required to provide additional parking.

Mayor Hasselbrink opened the Public Hearing for public comment. There being no requests to speak, Mayor Hasselbrink closed the Public Hearing for public comment.

City Attorney Daudt stated that an update to the Los Alamitos Municipal Code was necessary and noted that aligning it with State regulations would be beneficial, as it provides applicants with a single, concise source for process information.

Motion/Second: Nefulda/Hasselbrink

Carried 3-0 (Mayor Pro Tem Doby abstained): The City Council:

1. Opened the Public Hearing; and,

2. Considered Ordinance No. 2025-13; and, if appropriate,
3. Introduced for first reading, read by title only, and waive further reading of Ordinance No. 2025-13; and,
4. City Attorney Daudt read the title of Ordinance No. 2025-13, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING AND RESTATING SECTION 17.28.020 OF THE LOS ALAMITOS MUNICIPAL CODE CONCERNING THE REGULATION OF ACCESSORY DWELLING UNITS (ZOA 25-04)."

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 Nefulda spoke regarding attendance at the Association of Defense Communities Conference in Monterey, CA, and the Orange County Sanitation District Board meeting.

Council Member Loe spoke regarding attendance at Trunk-or-Treat and expressed appreciation to City Staff members Tom Oliver, Senior Planner, and Police Officer Mirzadeh.

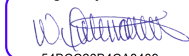
Mayor Pro Tem Doby stated she had abstained from 12A, as the item would pass regardless, and expressed concern about matters not aligned with the City. She reported attending the Association of California Cities-Orange County Executive Committee meeting, Orange County Mosquito and Vector Control Board meeting, Orange County Sanitation District Board meeting, Orange County Council of Governments Board meeting, Library Board Advisory meeting, Trunk-or-Treat event, and Southern California Association of Governments Board meeting.

14. ADJOURNMENT

The City Council adjourned at 6:50 p.m.

Attest:

Signed by:



Windmera Quintanar, MMC, City Clerk

DocuSigned by:



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Shelley Hasselbrink, Mayor