

**MINUTES OF THE CITY COUNCIL  
OF THE CITY OF LOS ALAMITOS**

**ADJOURNED REGULAR MEETING – February 28, 2022**

**1. CALL TO ORDER**

The City Council met in Adjourned Regular Session at 5:37 p.m., Monday, February 28, 2022, in the Council Chamber located at 3191 Katella Ave., Los Alamitos, CA 90720, Mayor Hasselbrink presiding. As a result of the State of Emergency in California due to the threat of COVID-19 and pursuant to Governor Newsom Executive Order N-25-20 issued on March 12, 2020, Council Member Chirco participated via teleconference.

**2. ROLL CALL**

**Present:** Council Members: Bates, Chirco, Nefulda,  
Mayor Pro Tem Doby, Mayor Hasselbrink

**Absent:** Council Members: None

**Present:** Staff: Chet Simmons, City Manager  
Michael Claborn, Police Chief  
Michael Daudt, City Attorney  
Craig Koehler, Finance Director  
Emeline Noda, Recreation and Community Services Director  
Ron Noda, Development Services Director  
Windmera Quintanar, MMC, City Clerk  
Chelsi Wilson, Administrative Service Manager

**3. PLEDGE OF ALLEGIANCE**

Mayor Hasselbrink led the Pledge of Allegiance.

**INVOCATION**

Council Member Doby gave the Invocation.

**4. PRESENTATION**

**A. Presentation Regarding the Upcoming 47th Annual Americana Awards (Saturday, March 26, 2022) by Mr. Howard Kummerman, Executive Director, Cypress College Foundation**  
Mayor Hasselbrink and the Council received the presentation.

**5. 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.

City Clerk Quintanar advised no one was participating via teleconference and no requests to speak had been received.

Mayor Hasselbrink closed Oral Communications.

**6. 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 Chirco spoke regarding attendance at the Budget Standing Committee; Special Council Meeting; and, advised he had been traveling for vacation and work.

Council Member Bates spoke regarding attendance at the Library Advisory Board and Finance Committee for the League of California Cities and advised of the ongoing Orange County Sanitation District Trunk Sewer Project.

Council Member Nefulda had nothing to report.

Mayor Pro Tem Doby spoke regarding attendance at the Orange County Mosquito and Vector Control District virtual board meeting and the Human Relations Committee meeting. She commended the Development Services Team and Code Enforcement for their dedicated work and recommended the hamburger from Paul's Place.

Mayor Hasselbrink spoke regarding attendance at the Los Alamitos Education Foundation Gala, Los Alamitos Youth Baseball Opening Day, and the Orange County Fire Authority Board meeting. She advised of the upcoming events Good Morning Los Alamitos and Weekend of Art.

**7. ITEMS FROM THE CITY MANAGER**

City Manager Simmons stated the Chief of Police, Michael Claborn, would be speaking at the next Chamber of Commerce Breakfast.

**8. WARRANTS**

Council Member Bates received clarification on the following items:

- Page 6, Silver Senior Fitness Class – possibility of partnering with health insurance companies to have the classes covered for participants
- Page 5, OpenGov – Financial software available to the public for financial transparency
- Page 9, Long Beach Animal Control Services – requested more detailed descriptions for charges

Motion/Second: Bates/Doby

Unanimously Carried: The City Council ratified the Warrants for the period from January 4, 2022 through February 7, 2022 in the amount of \$1,264,244.93.

**ROLL CALL**

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Bates	Aye
Council Member Chirco	Aye
Council Member Nefulda	Aye

**The Public Hearing started promptly at 6:30 p.m.**

**9. PUBLIC HEARING**

**A. Public Hearing #3 to Receive Input on the Draft Revised City Council District Boundaries (City Clerk)**

Pursuant to Election Code section 21601, cities with by-district election systems are required to redraw their district boundary maps to ensure compliance with the California and federal Voting Rights Acts. The process to complete the redistricting requires a minimum of four public hearings and dedicated public outreach to ensure minority populations and communities of interest are aware of the redistricting effort and are provided with options to participate. The deadline for cities to complete the redistricting process is April 17, 2022.

City Clerk Quintanar introduced the item. Dr. Justin Levitt, National Demographics Company (NDC), gave a PowerPoint presentation and provided an explanation for each of the maps.

Mayor Hasselbrink opened the Public Hearing for comments.

Frank Marchese, resident, stated appreciation for the City, Council, and the Police Department. He thanked Council for their dedicated work.

Maggie Marchese, resident, received clarification from Public Map 1 and NDC Map 1. She stated it would be challenging to split up Apartment Row.

Shane Smith stated he had submitted Public Map 1. He expressed frustration in not having access to the socioeconomic data available to the City's demographer. He stated there was a vast economic inequality throughout the City between renters and homeowners. He stated support for preserving the interest of Apartment Row as much as possible to ensure it has a voice. He stated he was happy to participate in the process and believed now was the time to make significant adjustments to the district

boundaries.

Dave Boyer, Chamber Representative, welcomed the Police Chief Claborn and advised he would be speaking at the next Chamber Breakfast. He stated appreciation for the Council's efforts and wished them well in the redistricting process.

City Clerk Quintanar advised no one was participating via teleconference and no requests to speak had been received.

Mayor Hasselbrink closed the Public Hearing for comments.

Council and Staff discussed the following:

- Map 3 kept the districts fairly contiguous
- Consideration of including Lily and Marna in District 1
- Importance of keeping the sizeable Asian community in the north end of District 2 together
- Industrial areas are included within census blocks even if they contain zero populations
- Importance of keeping complete census blocks within the same district
- Incoming developments were taken into consideration
- Preference for ensuring as many voters as possible remain in districts with the same election sequence
- Preference for keeping across the street neighbors in the same district
- Population density of Apartment Row and the constraints it adds to the process
- Population deviations between districts is limited to 10%

The City Council:

1. Opened the public hearing to receive public input on district boundaries; and,
2. Reviewed draft maps to redraw district boundaries and provided input to Staff.

#### **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.

Mayor Pro Tem Doby pulled items 10H and 10J.

Council Member Bates pulled items 10C, 10D, and 10H.

Motion/Second: Chirco/Bates

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

**ROLL CALL**

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Bates	Aye
Council Member Chirco	Aye
Council Member Nefulda	Aye

**A. Approval of Minutes (City Clerk)**  
 The City Council approved the City Council Special and Regular Minutes of January 18, 2022 and Special Minutes of February 7, 2022.

**B. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings (City Attorney)**  
 For the City Council to continue to have the option to meet via teleconference during the pandemic, AB 361 requires the City Council make specific findings at least every thirty (30) days.

The City Council made the following findings by a majority vote:

1. A state of emergency has been proclaimed by California’s Governor due to the COVID-19 pandemic, and continues to be in effect; and,
2. The City Council has reconsidered the circumstances of the state of emergency; and,
3. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

**E. Resolution No. 2022-05 – CalRecycle SB 1383 Local Assistance Grants (Development Services)**  
 This report seeks Council’s authorization to apply for CalRecycle SB 1383 Local Assistance Grant. The grant would assist the City’s effort in education and implementation of requirements associated with SB 1383.

The City Council adopted Resolution No. 2022-05, entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AUTHORIZING SUBMITTAL OF APPLICATION FOR ALL CALRECYCLE GRANT AND PAYMENT PROGRAMS FOR WHICH THE CITY OF LOS ALAMITOS IS ELIGIBLE”.

**F. Support of Federal Per- and Polyfluoroalkyl Substances (PFAS) Legislation that Protects Ratepayers and Water/Wastewater Agencies (City Clerk)**

Consideration of a Resolution supporting the Orange County Water District's (OCWD's) and Orange County Sanitation District's (OCSD) legislative platform: CERCLA exemption for water and wastewater agencies that simply receive and treat for Per- and Polyfluoroalkyl Substances (PFAS); continued use of cost-benefit analysis in the establishment of future drinking water standards and request to provide funding for PFAS remediation to water and wastewater agencies.

The City Council adopted Resolution No. 2021-08, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, SUPPORTING FEDERAL PER- AND POLYFLUOROALKYL SUBSTANCES (PFAS), LEGISLATION THAT PROTECTS RATEPAYERS AND WATER AND WASTEWATER AGENCIES".

**G. Citywide Street Striping and Pavement Marking (CIP 21/22-02) (Development Services)**

The citywide striping program assists in maintaining safe and up-to-date striping, and pavement markings that comply with current Federal and State standards. The City has allocated \$75,000 from Gas Tax and \$25,000 from General fund (CIP 21/22-02), which includes the design and installation of striping and pavement markings. The Streets that will be updated in 2021-2022 budget include streets in Old Town West neighborhood, Old Dutch Haven neighborhood, Briggeman Street, and Cerritos Avenue.

The City Council:

1. Approved the plans and specifications for the Traffic Striping and Pavement Markings in the Old Town West Neighborhood, Old Dutch Haven Neighborhood, Briggeman, Sausalito Street, and Cerritos Avenue (CIP No. 21/22-02) as recommend by the Traffic Commission; and,
2. Authorized Staff to solicit bids to begin facilitating the proposed striping and pavement markings.

**I. Award of Bid for the CDBG Howard Ave and Bloomfield Street Improvement FY 2021-2022 Project (CIP No. 21/22-04) (Development Services)**

On January 18, 2022, staff received and reviewed bids to the City's Request for CIP No. 21/22-04 (FY 2021-2022) – the CDBG Howard Ave and Bloomfield Street Improvement Project.

The City Council:

1. Awarded construction for the CDBG Howard Ave and Bloomfield Street Improvement FY 2021-2022 Project (CIP No. 21/22-04) to Hardy and Harper, Inc. in the amount of \$205,000; and,
2. Authorized the Mayor to execute the contract with Hardy and Harper, Inc. for the project; and,
3. Authorized the City Engineer to add work and execute change orders in the amount not to exceed the contingency reserve of 10% or \$20,500.

### End of Consent Calendar

### Items Pulled from Consent Calendar

Motion/Second: Bates/Doby

Unanimously Carried: The City Council discussed and approved the following items pulled from the Consent Calendar.

#### ROLL CALL

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Bates	Aye
Council Member Chirco	Aye
Council Member Nefulda	Aye

- C. Amendment to the Resolution Establishing Salaries and Benefits for Non-Represented Employees to Include Finance Manager (Finance)**  
This report outlines the personnel changes for the Finance Department Budget.

Council and Staff discussed the importance of having checks and balance and internal control within the Finance Department as reported in the most recent audit. Finance would like to move operations to more efficient automated methods and assistance was needed. Clarification was provided on the full-time salary.

The City Council:

1. Adopted Resolution No. 2022-06, entitled, "A RESOLUTION OF CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING JOB DESCRIPTION FOR FINANCE MANAGER
2. Adopted Resolution No. 2022-07, entitled, "A RESOLUTION OF

THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE SALARIES AND BENEFITS FOR NON-REPRESENTED EMPLOYEES TO INCLUDE FINANCE MANAGER"; and,

3. Approved a budget amendment for Fiscal year 2021-2022 in the Finance Department for an additional \$86,624 for a full-time Finance Manager position.

**D. Award of Professional Services Agreement (PSA) with Joncowest LLC for Janitorial Services for City Facilities (Development Services)**

On January 4, 2022, staff received and reviewed bids to the City's Request for Proposals (RFP) 2021-11 for janitorial services for the Civic Center including the Community Center complex.

Staff provided clarification on the tasks that would be taken on by the contracted janitorial staff and the increased Staff time that would be available to dedicate to operations and projects.

The City Council:

1. Awarded the bid for RFP 2021-11; and,
2. Authorized the Mayor to execute the Professional Services Agreement with Joncowest, LLC for janitorial services in an amount not to exceed \$5,262.00 per month for a term of one year with an option for up to two 1-year extensions.

**H. Award of Bid for the Los Alamitos Street Improvement Project on Various Streets FY 2021-2022 (CIP No. 21/22-03) (Development Services)**

On December 15, 2021, staff received and reviewed bids for the Los Alamitos Street Improvement Project on Various Streets FY 2021-2022 (CIP No. 21/22-03).

Council and Staff discussed the projected timeline, the volume of the street project throughout the entire City, clarification funding would be from the General Fund, and a request to include Bennington as soon as possible.

The City Council:

1. Awarded the contract for the Los Alamitos Street Improvement Project on Various Streets FY 2021-2022 (CIP No. 21/22-03) to RJ Noble Company in the amount of \$1,378,015.00; and,
2. Authorized the Mayor to execute the contract with RJ Noble

Company for the project; and,

3. Authorized the City Engineer to add work and execute change orders in the amount not to exceed the contingency reserve of 10% or \$137,802.00; and,
4. Appropriated \$270,000 to the Los Alamitos Street Improvement Project account, line item 10.570.5501.1707.

**J. Approval of Plans and Specifications and Authorization to Bid for Fabrication and Installation of Storm Water Protection Connector Pipe Screen (CPS) Units Project (CIP No. 21/22-05) (Development Services)**

This report seeks approval to facilitate the solicitation of bids to begin fabrication and installation of storm water protection Connector Pipe Screen (CPS) units in the City's 118 catch basins.

Council and Staff discussed on average supplies have universally seen a 20-25% increase and the process to go with the lowest responsible bidder who meets all qualifications in the bid documents and who has been vetted.

The City Council:

1. Approved the plans and specification for the fabrication and installation of catch basin Connector Pipe Screen (CPS) units project (CIP No. 21/22-05) Citywide; and,
2. Authorized Staff to advertise and solicit bid proposals.

**11. DISCUSSION ITEM**

**A. Southern California Association of Governments (SCAG) 2022 Regional Conference and General Assembly (City Clerk)**

The Southern California Association of Governments (SCAG) Regional Conference and General Assembly will be held at the JW Marriott Desert Springs Resort and Spa in Palm Desert, CA on Thursday, May 5, 2022. Each year, SCAG's member cities select a Delegate and/or Alternate to represent their City and participate at the conference.

City Clerk Quintanar summarized the Staff Report.

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

1. Appointed Council Member Ron Bates to attend and serve as the City's Voting Delegate for the Southern California Association of Governments (SCAG) General Assembly; and,

- 2. Appointed Mayor Pro Tem Tanya Doby to attend and serve as the City's Alternate Voting Delegate in the event of the Voting Delegate's absence.

**ROLL CALL**

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Bates	Aye
Council Member Chirco	Aye
Council Member Nefulda	Aye

- B. Appointment for Los Alamitos Community Foundation (Recreation)**  
This report provides relevant information by which the City Council may appoint two members from the City Council to the Los Alamitos Community Foundation.

Mayor Hasselbrink, Mayor Pro Tem Doby, Council Member Chirco, and Council Member Nefulda expressed in interest in serving on the Foundation.

Motion/Second: Doby/Chirco

Unanimously Carried: The City Council appointed Shelley Hasselbrink and Mark Chirco to sit on the Board of the Los Alamitos Community Foundation.

**ROLL CALL**

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Bates	Aye
Council Member Chirco	Aye
Council Member Nefulda	Aye

- C. Update to the Los Alamitos Urban Forest Program (Development Services)**

City Council adopted the Parkway Tree Program in the late 1990s. The proposed Urban Forest Program is a three-tiered approach that will provided guidance to staff on planting and maintaining trees, provide the community a Tree Dedication Memorial Program, and make the City eligible for Tree City USA status. Staff will bring to Council a finalized program for approval after receiving feedback.

Development Services Director Noda summarized the staff report and provided a PowerPoint.

City Council and Staff discussed the following points:

- Requirements for tree trimming

- Applying for a permit
- Preference for having a replacement tree ready before removing a tree
- Ability to pick a park for the tree to be planted
- Approved Tree List
- Goal to increase the amount of trees in the City to help build community and provide beautiful streetscapes
- Application process to become a Tree City, USA

The City Council:

1. Discussed the Urban Forest Program; and,
2. Provided feedback to Staff on recommendation on the updated Los Alamitos Tree Policy; and,
3. Provided feedback to Staff on recommendation on the Los Alamitos Tree Dedication Memorial Program; and,
4. Directed Staff to proceed with developing a plan to be eligible for Tree City USA recognition.

**D. Additional Waste Hauler Service Options & Transition Update  
(Development Services)**

Staff and the City's Waste Hauler have identified additional service options that will offer residents and business owners greater choices in the type of carts and bins that are available to them. The following staff report summarizes these new options and established the rate for 96-gallon cart and 2 yard bins should a resident or business request them.

Development Services Director Noda summarized the staff report and provided a PowerPoint.

Council and Staff discussed the following:

- Ability to work with businesses who have concrete bin enclosures
- Availability of service audits to ensure needs are being met
- Unfunded State Mandate
- Preference for a simplified website to highlight the most important information
- Concern regarding the user ability to navigate Universal Waste Systems website for service information

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

1. Discussed the proposed rate establishment; and,
2. Authorized the City Manager to accept the rate establishment and execute any needed documents to enact the rates.

**ROLL CALL**

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Bates	Aye
Council Member Chirco	Aye
Council Member Nefulda	Aye

**12. CLOSED SESSION**

**A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: City Manager  
Authority: Government Code Section 54957

Mayor Hasselbrink advised Closed Session would not be held.

**13. ADJOURNMENT**

The City Council adjourned at 8:11 p.m.

DocuSigned by:

*Shelley Hasselbrink*

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Shelley Hasselbrink, Mayor

Attest:

DocuSigned by:

*Windmera Quintanar*

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Windmera Quintanar, MMC, City Clerk