

**PLACENTIA CITY COUNCIL  
PLACENTIA CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE  
PLACENTIA REDEVELOPMENT AGENCY  
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY  
PLACENTIA PUBLIC FINANCING AUTHORITY  
MINUTES  
REGULAR MEETING  
September 5, 2023  
5:30 p.m. – City Council Chambers  
401 E. Chapman Avenue, Placentia, CA**

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**CALL TO ORDER:** Mayor Smith called the meeting to order at 5:33 p.m.

**ROLL CALL:**

PRESENT: Councilmember/Board Member Kirwin, Shader, Yamaguchi, Smith  
ABSENT: Wanke

**ORAL COMMUNICATIONS:**

Mayor Smith opened Oral Communications for the Closed Session. City Clerk McKinnell stated that the City Clerk's Office had received no public comment for the Closed Session. Mr. McKinnell announced the Closed Session matters.

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54957.6  
**CONFERENCE WITH LABOR NEGOTIATOR**  
Agency Designated Representatives: Damien Arrula, City Administrator  
Alice Burnett, Director of Human Resources  
Employee Organization: Placentia Police and Fire Management Association (PPFMA)
2. Pursuant to Government Code Section 54956.8:  
**CONFERENCE WITH REAL PROPERTY NEGOTIATOR**  
Property: 120 S. Bradford Avenue  
City/Agency Negotiator: Damien R. Arrula, City Administrator/Executive Director  
Negotiating Parties: Placentia Chamber of Commerce  
Under Negotiation: Price and Terms of Payment
3. Pursuant to Government Code Section 54956.9(d)(4)  
**CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**  
Potential initiation of litigation: (One case)

**RECESS:** The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

**CALL TO ORDER:** Mayor Smith called the meeting to order at 7:03 p.m.

**ROLL CALL:**

PRESENT: Councilmember/Board Member Kirwin, Shader, Yamaguchi, Smith  
ABSENT: Wanke

**STAFF PRESENT:**

City Attorney/Authority Counsel Christian Bettenhausen; City Administrator Damien Arrula; Deputy City Administrator Luis Estevez; Police Chief Brad Butts; Fire Chief Jason Dobine; Director of Finance Jennifer Lampman; Director of Community Services Karen Crocker; Director of Development Services Joe Lambert; Deputy Director of Administrative Services Jeannette Ortega; City Treasurer Kevin Larson; City Clerk Robert McKinnell; Deputy City Clerk Carole M. Wayman

**INVOCATION:** Chaplain Charles Frost

**PLEDGE OF ALLEGIANCE:** Firefighter Charles Navarro

**PRESENTATIONS:**

a. **Certificate of Appreciation to Claudia Bonilla Keller**

Presenter: Mayor Smith and City Council Members

Mayor Smith announced that prior to the meeting, he and Councilmember Shader presented a Certificate of Appreciation to Claudia Bonilla-Keller in recognition of her years of service on the Planning Commission. A video of Ms. Bonilla-Keller receiving her certificate was played in the Chambers.

b. **Proclamation of September 2023 as Hunger Action Month**

Presenter: Mayor Smith

Recipient: Matthew Hurley, Orange County Food Bank

Mayor Smith presented a Proclamation to Matthew Hurley from the Orange County Food Bank recognizing September 2023 as Hunger Action Month. Mr. Hurley highlighted the efforts of the Orange County Food Bank and the Hunger Action Alliance in combating food insecurity. He thanked the Council for their support.

c. **Proclamation of September 2023 as World Alzheimer's Awareness Month**

Presenter: Mayor Smith

Recipient: Kristen Maahs, Associate Director of Community Outreach & Advocacy, Alzheimer's Association, Orange County Chapter

Mayor Smith presented a Proclamation to Kristen Maahs recognizing September 2023 as World Alzheimer's Awareness Month.

d. **Proclamation of September 2023 as Service Club Month**

Presenter: Mayor Smith

Mayor Smith announced that the presentation of the Proclamation for Service Club Month would take place at the next City Council meeting on September 19, 2023.

**CLOSED SESSION REPORT:**

City Attorney/Authority Counsel Bettenhausen stated that there were three (3) items on the Closed Session agenda, the City Council discussed each of those items, and there are no reportable actions for Items Nos. 1 and 2. Regarding Item No. 3 Johnson vs. City of Grant's Pass, the Council voted on a motion by Yamaguchi seconded by Shader and carried a (4-0-1 vote, Wanke absent) to participate along with other cities in filing an Amicus Brief. He noted that there was nothing further to report.

**CITY ADMINISTRATOR REPORT:**

City Administrator Arrula welcomed and introduced three (3) new City of Placentia employees.

Firefighter Charles Navarro worked as a Reserve Firefighter and Ambulance Operator for multiple fire agencies. Charles is also a licensed Paramedic and worked as a contract employee for the Placentia Fire and Life Safety Department as a Paramedic Supervisor through Lynch Ambulance. Through working alongside the fire crews, Charles realized that he wanted to get more involved in the Department and started as a Reserve Firefighter with the Department. He is excited to begin as a full-time Firefighter and looks forward to a long career in Placentia with the Fire and Life Safety Department.

Neighborhood Services Coordinator Cynthia Alvarez holds a bachelor's degree in Community Recreation from California State University, Long Beach. She has experience working at various municipalities throughout Orange and Los Angeles County, most recently the City of Garden Grove. Cynthia is well-versed in community events, teen programming, inclusivity support, and facility supervision.

Development Services Administrative Assistant Margie McCoy served as the Senior Administrative Assistant to the Dean in the College of Educational Studies at Chapman University for 14 years. Then, she joined the Dean as his Operations Coordinator and Office Manager at the Thompson Policy Institute on Autism and Disability for three years. She was also responsible for planning and coordinating large special events at Chapman University.

**ORAL COMMUNICATIONS:**

Pat Alvarez, resident, American Legion Post 277, promoted the Annual Patriots Day Candlelight Ceremony on September 11, 2023, 7 p.m. at the American Legion Post at 230 S. Bradford Avenue in Placentia, in honor of 911 victims.

Dale Downey, resident, expressed concerns about a letter he received about damage from ivy on walls. He urged the Council to take action to remove the ivy from walls throughout the City.

Kenny Binnings, resident, business owner, and Chair of the Heritage Festival Committee, promoted the upcoming Heritage Festival and Parade on October 14, 2023 and shared information about the Honor Convoy and other special guests that will participate in the parade.

Wayne Miller, Director, Yorba Linda Water District, commended the Council for their support of Veterans Village and the Navigation Center. He encouraged residents to contact the District if they have any questions about water.

Manet Freeman, resident, expressed concerns about financial and food insecurity in the lives of young adults and shared her personal experiences handling these issues.

**CITY COUNCIL/BOARD MEMBER COMMENTS:**

Councilmember Shader shared that she was pleased the City is recognizing Hunger Action month and provided information about the many services that City provides to combat hunger and highlighted the City’s blessing boxes where food is available on demand. She promoted Mayor Smith’s upcoming State of the City event “A New Era of Success and Collaboration” on September 28, 2023, 11 a.m. at the Alta Vista County Club and provided ticket information.

Councilmember Kirwin reported his attendance at the National Night Out event and noted that it was a great success. He promoted the upcoming Heritage Day Parade and Movies at the Park and encouraged those interested to contact Community Services for more information.

Mayor Pro Tem Yamaguchi promoted the upcoming CERT program which will take place September 26-October 12, 2023. He also announced that Lee Castner, former Treasurer for the City and longtime volunteer was honored by Congresswoman Michele Steele as Senior Citizen of the year. He also noted that tonight’s meeting would be adjourned in memory of Mary Ziegler, wife of former Mayor George Ziegler. He added that she was a longtime business owner and philanthropist for the City of Placentia and community. He reported his attendance at:

- Meeting with Community Services Staff to discuss and receive a progress update on the proposed Senior Center
- SiFi Ribbon Cutting
- Business Roundtable meeting

Mayor Smith noted that he would be adjourning tonight’s meeting in memory of Mary Ziegler. He expressed appreciation to former Councilmember Craig Green for serving as Placentia’s representative for the Orange County Vector Control and providing monthly reports. He encouraged all to attend the candlelight ceremony at the Legion Hall on Monday, September 11<sup>th</sup> at 7 p.m. He also promoted Service Club month noting the many organizations that support the City. He commented on food insecurity and highlighted the locations where the blessing boxes are located.

**1. CONSENT CALENDAR (Items 1.a. through 1.i.):**

Motion by Shader, seconded by Yamaguchi, and carried a (4-0-1, Wanke absent) vote to approve the Consent Calendar items 1.a. through 1.i., as recommended. Item No. 1.e. was pulled by Mayor Smith for further discussion.

- 1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**  
Fiscal Impact: None  
Recommended Action: Approve  
**(Approved 4-0-1, as recommended)**

- 1.b. **Minutes**  
**City Council/Successor/ICDA/PPFA Regular and Special Meetings:**  
**April 19-December 6, 2022**  
Recommended Action: Approve  
**(Approved 4-0-1, as recommended)**
- 1.c. **City Fiscal Year 2023-24 Registers for September 5, 2023**  
**Check Register**  
Fiscal Impact:  
1) FY 22/23 - \$3,073,122.29  
2) FY 23/24 - \$4,191,480.05  
**Electronic Disbursement Register**  
Fiscal Impact:  
1) FY 22/23 - \$ 436,624.72  
2) FY 23/24 - \$ 3,016,604.06  
Recommended Action: It is recommended that the City Council:  
1) Receive and file.  
**(Received and Filed, as recommended)**
- 1.d. **Tentative Parcel Map (TPM) No. 2023-113 Pertaining to the Subdivision of an +/- 0.47 Acre Lot into Two Parcels located adjacent to 1278 Vina Del Mar Avenue within the R-1 (Single-Family Residential) Zoning District**  
Fiscal Impact: Approximately \$46,798 of total development impact fee revenue prior to construction of two new single-family residences  
Recommended Action: It is recommended that the City Council:  
1) Adopt Resolution R-2023-73, a Resolution of the City Council of the City of Placentia, California, adopting a categorical exemption pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000-21177 and §15000 et seq. of Title 14 of the California Code of Regulations) (CEQA) and Approving Tentative Parcel Map No. TPM 2023-113 pertaining to the subdivision of property located adjacent to 1278 Vina Del Mar Avenue (Assessor's Parcel Number 341-022-10) and making findings in support thereof.  
**(Approved 4-0-1, as recommended)**
- 1.e. **Resolution establishing the number for the Blue-Ribbon Committee members at eleven (11) and appointments to the Committee for the Senior/ Community Center Project for Council Districts Two (2) and Five (5)**  
Fiscal Impact: None  
Recommended Action: It is recommended that the City Council:  
1) Formally accept Mrs. Jo-Anne Martin's resignation from the Blue-Ribbon Committee; and  
2) Adopt Resolution No. R-2023-74, A resolution of the City Council of the City of Placentia, California establishing the number for the Blue-Ribbon Committee members at eleven (11) members; and  
3) Approve the appointment of Mr. Joe Rasic to serve on the Senior/Community Center Blue-Ribbon Committee in representation of Council District two (2) per the recommendation of Council Member Kirwin; and  
4) Approve an appointee to serve on the Senior/Community Center Blue-Ribbon Committee in representation of Council District Five (5) per the recommendation of Mayor Ward Smith.  
**Pulled by Mayor Smith, Joe Rasic appointed, District two (2) and Holly Redmond appointed, District five (5)).**  
**(Approved 4-0-1, as recommended and with appointment of Holly Redman for District five (5)).**  
Mayor Smith stated that he pulled the Item 1.e. in order to appoint Holly Redman to the Blue-Ribbon Committee for District five (5).

1.f. **Acceptance of Construction Work and Notice of Completion for the Fiscal Year 2021-22 Arterial Roadway Rehabilitation Project, City Project No. 1201**

<u>Fiscal Impact:</u>	Expense:	\$5,449,254.20	Original Construction Contract
		\$ 297,375.56	Approved Change Orders
		\$ 212,362.50	CM/Inspection Services
		\$5,958,992.26	Total Construction Cost
	Budgeted:	\$6,070,408.06	FY 2022-23 & 2023-24 CIP Project Budget

Recommended Action: It is recommended that the City Council:

- 1) Accept the work performed by All American Asphalt for construction of the Fiscal Year 2021-22 Arterial Roadway Rehabilitation Project, City Project No. 1201 for a grand total amount of \$5,746,629.76; and
- 2) Approve Resolution No. R-2023-75, A Resolution of the City Council of the City of Placentia, California authorizing a budget amendment in Fiscal Year 2023-24 in compliance with City Charter of the City of Placentia §§1206 and 1209 pertaining to appropriations for actual expenditures; and
- 3) Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project; and
- 4) Authorize the City Administrator to release retention funds in accordance with the terms of the contract.

**(Approved 4-0-1, as recommended)**

1.g. **Façade Improvement Program Reimbursement Agreement for Phase 2 of the 101 W. Santa Fe Avenue Façade Improvement Project**

<u>Fiscal Impact:</u>	Expense:	\$ 168,300	Grant Award
	Budgeted:	\$ 190,291	Community Development Block Grant Fund (302535-6401 JL#232501)

Recommended Action: It is recommended that the City Council:

- 1) Approve a Façade Improvement Program Agreement for Phase 2 of the Old Town Placentia Façade Improvement Project at 101 W. Santa Fe Avenue; and
- 2) Authorize the City Administrator and/or his designee to execute all necessary documents including the Old Town Placentia Façade Program documents, in a form approved by the City Attorney.

**(Approved 4-0-1, as recommended)**

1.h. **FY 2023-24 First Quarter Budget Report**

Fiscal Impact:

<u>Fund</u>	<u>Revenues</u> (Including Transfers-In)	<u>Appropriations</u> (Including Capital & Transfers-Out)
General Fund	\$ 2,808,065	\$ 4,732,930
Special Revenue	\$ 1,898,611	\$15,614,940
Capital Projects	\$ 4,194,362	\$ 3,704,252
Enterprise Funds	\$ 929,800	\$ (707,039)
Internal Service Fund	\$ 0	\$ 0
<b>Total</b>	<b>\$ 15,138,175</b>	<b>\$ 22,916,358</b>

Recommended Action: It is recommended that the City Council:

- 1) Approve the First Quarter Budget Report and adopt Resolution No. R-2023-76, amending the City's FY 2023-24 Budget; and
- 2) Approve the corrected Salary Master Schedule.

**(Approved 4-0-1, as recommended)**

1.i. **City Response to Grand Jury Report Entitled: " Welcome to the Neighborhood" are cities responsibly managing the integration of group homes?**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Review the City's response to the Grand Jury Report; and

- 2) Direct Staff to submit the letter to the Presiding Judge of the Orange County Grand Jury, to be signed by Mayor Smith.  
**(Approved 4-0-1, as recommended)**

**2. PUBLIC HEARINGS:** None

**3. REGULAR AGENDA:**

3.a. **Police Department 2021-2022 Biennial Report**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Receive and file a copy of the completed Biennial Report and Chief Butts' presentation introducing the report.

**(Received and Filed, as recommended)**

City Administrator Arrula introduced Police Chief Butts who gave a presentation on the Police Department 2021-2022 Biennial Report.

Councilmember Shader expressed appreciation to Lieutenant Anderson, Nicolette Drulias and Jeffrey Cortez for their excellent work on the report. She gave kudos to the Police Department for the excellent service they provide.

Councilmember Kirwin commented on the community engagement and approachability of the Police Department and commended the Department for their responsiveness and service.

Mayor Smith commented on the transparency, interaction and engagement in the Police Department. He commented on Coffee with a Cop, Pizza with the Police and Danish with Dispatch events that provide outreach to the community. He complimented the Department on their commitment to the residents of Placentia and thanked them for all their efforts.

3.b. **Introduction of PulsePoint Respond App**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Receive and file Chief Dobine's presentation introducing the app.

**(Received and Filed, as recommended)**

City Administrator Arrula provided an overview of the PulsePoint Respond App noting that Mayor Pro Tem Yamaguchi had requested and supported the efforts to make it available to the community. He thanked Fire Chief Dobine, Public Safety Communications Manager Stephanie Acosta-Reyes and Sergeant Radomski for their efforts. He introduced Fire Chief Dobine who gave a presentation on PulsePoint Respond App. Chief Dobine thanked the Council for their support and for funding the project.

Councilmember Shader asked if there is anything that the public should be cautioned about when using the App.

Chief Dobine responded that during a major emergency, the best thing to do is just listen to reports and not come to the incident.

Councilmember Kirwin noted that he had just downloaded the App and noted the ease of installing it.

Councilmember Yamaguchi expressed appreciation for the efforts to bring this to the community and asked if an audio feed would be made available.

Chief Dobine responded that he would meet with Sergeant Radomski about an audio feed and report back to the Council.

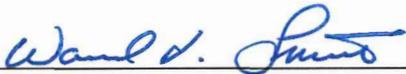
Mayor Smith commented that the App will be a great addition and resource for the public.

**CITY COUNCIL/BOARD MEMBERS REQUESTS:**

Councilmember Kirwin promoted the Heritage Festival and Parade on October 14, 2023 and encouraged smaller community groups to fill out an application online to participate in the parade.

**ADJOURNMENT:**

The City Council/Successor Agency/ICDA/PPFA Board of Directors adjourned at 8:45 p.m. in memory of Mary Ziegler, wife of former Mayor and Councilmember George Ziegler (1982-1988), to a regular City Council meeting on Tuesday, September 19, 2023 at 5:30 p.m.

  
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Ward L. Smith, Mayor/Agency Chair

ATTEST:

  
\_\_\_\_\_  
Robert S. McKinnell, City Clerk/  
Agency Secretary

