

**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
February 20, 2024
5:30 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Yamaguchi called the meeting to order at 5:30 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Shader, Smith, Wanke, Kirwin, Yamaguchi
ABSENT: None

ORAL COMMUNICATIONS:

Mayor Yamaguchi opened Oral Communications for the Closed Session.

Jennifer Lamb, Placentia resident and local business owner, expressed concerns about how Measure U funds are being spent and City Administrator Arrula's compensation package and expenses.

City Clerk McKinnell announced the Closed Session matter.

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(b)(1):
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Administrator

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

CALL TO ORDER: Mayor Yamaguchi called the meeting to order at 7:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Shader, Smith, Wanke, Kirwin, Yamaguchi
ABSENT: None

STAFF PRESENT:

City Attorney/Authority Counsel Christian Bettenhausen; City Administrator Damien Arrula; Deputy City Administrator Rosanna Ramirez; 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 Clerk Robert McKinnell; Deputy City Clerk Carole M. Wayman

INVOCATION: Chaplain Tony Mercado

PLEDGE OF ALLEGIANCE: Firefighter Mark Aguirre

PRESENTATIONS:

- a. **Presentation to Police Chief Butts for Achieving the California POST Executive Certificate**
Presenter: Mayor, City Administrator and City Council Members
Recipient: Police Chief Brad Butts

Mayor Yamaguchi recognized Police Chief Butts for achieving the California POST Executive Certificate noting that the Post Certificate is the highest achievement in the Policing profession. Chief Butts thanked the City Council for recognizing his achievement noting that he is proud to serve as Placentia's Police Chief.

b. **Presentation to Fire Chief Dobine for Achieving the Executive Chief Fire Officer**

Presenter: Mayor, City Administrator and City Council Members
Recipient: Fire Chief Jason Dobine

Mayor Yamaguchi recognized Fire Chief Dobine for achieving the Executive Chief Fire Officer, the highest achievement in the firefighting profession. Chief Dobine thanked the City Council for recognizing his achievement and giving him the opportunity to serve as Placentia's Fire Chief.

CLOSED SESSION REPORT:

City Attorney/Authority Counsel Bettenhausen stated that there was one (1) item on the Closed Session agenda, the City Council discussed the item, and direction was provided. He noted that there was nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula welcomed and introduced one (1) new City of Placentia employee and announced two (2) promotions.

Firefighter Mark Aguirre attended Mt. San Antonio College, where he earned an associate degree in Fire Technology and graduated from Mt. San Antonio's Fire Academy. Before transferring over as a lateral firefighter, Mark worked for the Boeing Fire Department. Mark has a passion for serving the community and being part of a team.

Facility Maintenance Technician Manny Tovar was recently promoted to Facility Maintenance Technician in the Community Services Department. Manny started his career with the City of Placentia in the Community Services Department as a Recreation Leader at Gomez Center. He worked in the Community Services Department for six years before transferring to the Public Works Department, where he spent the last 18 years.

Facility Maintenance Technician Jaime Nieves was recently promoted to Facility Maintenance Technician in the Community Services Department. Jaime started as a part-time Maintenance Aide in Public Works in 1998 and was promoted to a full-time Maintenance Worker in 2002. During his time with the Public Works Department, he gained knowledge that is now assisting him in his new position as a Facility Maintenance Technician.

ORAL COMMUNICATIONS:

Gevork Martirosian, inquired about the status of the Metrolink station.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Shader reported her attendance at the following:

- Placentia Library Joint Use meeting
- St. Jude Committee meeting
- Orange County Human Relations Commission meeting
- Old Town Merchants meeting

Councilmember Smith reported his attendance at the following:

- Old Town Merchants meeting
- Placentia Library Joint Use meeting
- Open House for Family Resource Center in the City of Orange
- Fountain Valley State of the City event

He promoted Love Placentia day on April 20, 2024 and encouraged all to attend and serve. He encouraged those interested to visit the City's website for more information.

Councilmember Wanke reported his attendance at the following:

- Fountain Valley State of the City event
- Lunar New Year Celebration
- O.C. Sanitation District Administration Committee meeting
- Walk through of Parque de Arroyo Verde

He noted that due to the rain, the ribbon cutting for Parque de Arroyo Verde would be postponed.

Mayor Pro Tem Kirwin reported his attendance at the following:

- Miss Placentia/Miss Yorba Linda Pageant

He promoted the Nixle alert system and encouraged all to download the app

Mayor Yamaguchi reported his attendance at the following:

- Miss Placentia/Miss Yorba Linda Pageant
- Walk-through of Fire Station One
- Walk-through of new Public Safety Building
- Battle of the Books event at Golden Elementary

He requested that the winners of the Miss Placentia Pageant be invited to a future City Council meeting.

1. CONSENT CALENDAR (Items 1.a. through 1.j.):

Motion by Smith, seconded by Yamaguchi, and carried a (5-0) vote to approve the Consent Calendar items 1.a. through 1.j., as recommended.

1.a. Consideration to Waive Reading in Full of all Ordinances and Resolutions

Fiscal Impact: None

Recommended Action: Approve

(Approved 5-0, as recommended)

**1.b. City Fiscal Year 2023-24 Registers for February 20, 2024
Check Register**

Fiscal Impact: \$1,279,902.30

Electronic Disbursement Register

Fiscal Impact: \$ 684,657.06

Recommended Action: It is recommended that the City Council:

1) Receive and file

(Received and filed, as recommended)

1.c. Second Reading and Adoption of Ordinance No. O-2024-01, an Ordinance of the City Council of the City of Placentia, California Approving Zone Change No. ZCA 2023-01, expanding the Transit Oriented Development (TOD) Zone for the approximately 14.5-acre project area.

Fiscal Impact: None

Recommended Action: Approve

(Approved 5-0, as recommended)

1.d. Acceptance of Work and Notice of Completion for Urban Forest Tree Planting Project

Fiscal Impact: Expense: \$ 81,618 Contract Cost

Budgeted: \$120,000 FY 2023-24 CIP Budget (841306-6740)

Recommended Action: It is recommended that the City Council:

1) Accept the work performed by Nieves Landscaping, Inc., for the urban forest tree planting project, for a total amount of \$81,618; and

2) Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project.

(Approved 5-0, as recommended)

1.e. **Acceptance of Construction Work and Notice of Completion for the Fire Station Roof Replacement Project, City Project No. 24501**

Fiscal Impact: Expense: \$234,555 Original Construction Contract
\$ 15,081 Contract Change Order No. 1
\$249,636 Total Construction Cost
Budgeted: \$250,000 FY 2023-24 CIP Budget
(799800-6850-24501)

Recommended Action: It is recommended that the City Council:

- 1) Accept the work performed by Letner Roofing Company, for the removal of the membrane roofing system and installation of a new Ketone Ethylene Ester roofing system and ancillary work, for a total amount of \$249,636; and
- 2) Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project; and
- 3) Authorize the City Administrator to release retention funds in accordance with the terms of the contract.

(Approved 5-0, as recommended)

1.f. **Draft Operational Agreement for North Orange County Public Safety Collaborative**

Fiscal Impact: Expense: \$239,000
Revenue: \$239,000

Recommended Action: It is recommended that the City Council:

- 1) Approve the Draft Operational Agreement for the North Orange County Public Safety Collaborative; and
- 2) Authorize Staff to make non-substantive modifications to the Agreement, if needed, and the City Administrator to execute the necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.g. **Fiscal Year 2022-23 Development Impact Fee Report (AB 1600)**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Receive and file the Fiscal Year 2022-23 Development Impact Fee Report (AB1600).

(Approved 5-0, as recommended)

1.h. **Amendment No. 3 to Professional Services Agreement with HF&H Consultants, LLC for Refuse Contract Negotiations and SB 1383 Compliance Assistance**

Fiscal Impact: Expense: \$35,000
Funding Source: \$35,000 Refuse Administration Enterprise
Fund Balance (374386-6099)

Recommended Action: It is recommended that the City Council:

- 1) Approve Amendment No. 3 to the Professional Services Agreement with HF&H Consultants, LLC in the amount of \$35,000 for SB 1383 compliance and franchise agreement negotiation services, for a cumulative contract not-to-exceed amount of \$154,999, and extend the term of agreement for an additional 12 months to June 30, 2025; and
- 2) Authorize the City Administrator to approve contract amendments up to 10% of the cumulative contract amount, or \$15,499.90; and
- 3) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.i. **Rescind City Council Policy No. 620 Street Lights on Arterial Highways**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2024-10, A Resolution of the City Council of the City of Placentia, Approving and Adopting Amendments to the City of Placentia Policy and Procedure Manual to Rescind City Council Policy No. 620.

(Approved 5-0, as recommended)

1.j. **A Resolution of the City Council of the City of Placentia, California, Authorizing Persons Holding Certain Designated Positions to Execute Grant Documents for and on Behalf of the City of Placentia for the Purpose of Obtaining Certain Federal Financial Assistance and/or State Financial Assistance**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2024-09, A Resolution of the City Council of the City of Placentia, California, authorizing persons holding certain designated positions to execute grant documents for and on behalf of the City of Placentia for the purpose of obtaining certain Federal financial assistance and/or State financial assistance; and
- 2) Authorize the City Administrator and designated persons within the Police and Administration Departments including Emergency and Health Services to oversee and administer the projects associated with the Emergency Management Performance Grant on behalf of the City.

(Approved 5-0, as recommended)

2. PUBLIC HEARINGS: None

3. REGULAR AGENDA:

3.a. **FY 2023-24 Mid-Year Budget Report**

Fiscal Impact:

Fund	Revenues (Including Transfers-In)	Appropriations (Including Capital & Transfers-Out)
General Fund	\$649,157	\$390,473
Special Revenue	\$16,700	\$902,795
Capital Projects	-	-
Enterprise Funds	-	\$35,000
Internal Service Fund	\$511,376	-
Total	\$1,177,233	\$1,328,268

Recommended Action: It is recommended that the City Council:

- 1) Approve the Mid-Year Budget Report and adopt Resolution No. R-2024-11 amending the City's FY 2023-24 Budget; and
- 2) Approve the Second Quarter Position Allocation Plan.

(Approved 5-0, as recommended)

City Administrator Arrula introduced Finance Director Lampman and Senior Financial Analyst Houn to give a brief presentation on the FY 2023-24 Mid-Year Budget Report. He noted that the City's assessed valuation outpaced the county's increase in assessed valuation.

Director Lampman noted that the county had an average growth of 6.4% whereas Placentia's was 10.5%. She added that the sale of the Herald was one of the primary factors in the growth.

Mayor Yamaguchi inquired about the increase in telephone costs and office equipment rental.

Director Lampman responded that the projected adjustment is needed to finish off the current fiscal year and noted that the amount includes multiple vendors. The office equipment rental is related to copier and printers.

Councilmember Shader inquired about the budget percentages allocated in the presentation and asked if there is an industry standard. She also inquired about IT budget adjustments and Section 115 Trust and OPEB related expenses.

Director Lampman responded that budget percentages fluctuate for many reasons such as one-time needs or large projects that are undertaken by agencies. She noted that the IT budget adjustments are due to the IT transition taking longer than expected and the need to retain the

consultants for a longer time period. She explained options for the Council to consider related to the OPEB policy.

Councilmember Wanke inquired about franchise fees in relation to recent litigation and whether insurance would cover the costs for the police car repairs.

City Attorney Bettenhausen explained that there have been cases challenging franchise fees as to whether or not that is an appropriate collection by cities or not.

Director Lampman explained that insurance will cover part of the costs for the police vehicles and noted that the City has a high insurance deductible.

In response to a question from Councilmember Wanke about ARPA funds, Director Lampman explained how the funds are reported in the budget and how the funds were spent. She also stated that the City is running a balanced budget.

City Administrator Arrula added that the City is still maintaining a 25% reserve.

Motion by Wanke, seconded by Shader, and carried a (5-0) vote to approve Item 3.a.as recommended.

3.b. **Review and Adopt Proposed Updates to the Committee, Commission and Advisory Board Manual for Calendar Year 2024**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Receive and file the final proposed presentation on the Committee, Commission and Advisory Board Manual; and
- 2) Ask any questions of Staff and/or provide any updated policy direction related to the Committee, Commission and Advisory Board Manual; and
- 3) Update one appointed City Council Member designee to the City Council Navigation Center Advisory Board; and
- 4) Adopt Resolution No. R-2024-08, "A Resolution of the City Council of the City of Placentia Adopting the Updated Committee Commission and Advisory Board Manual for Calendar Year 2024 and Eliminating Various Disbanded Advisory Bodies."

(Approved 5-0 appointment of Councilmember Smith as delegate to the Navigation Center Advisory Board (recommendation No. 3), and continued remaining recommendations to a future Council meeting as a consent item.)

City Administrator Arrula introduced Deputy Director of Administrative Services Ortega and consultant Bill Kelly to give a brief presentation on the updates to the administrative policy manual for Committee/Commission and Advisor Boards.

Mayor Yamaguchi inquired about whether the Community Foundation serves as an independent body and asked for clarification on the structure of the Foundation.

Motion by Yamaguchi, seconded by Shader, and carried a (5-0) vote to approve the appointment of Councilmember Smith as a delegate to the Navigation Center Advisory Board and continue the remaining recommendations to a future Council meeting as a consent calendar item. Mayor Yamaguchi also noted that the Foundation's website needs to be updated.

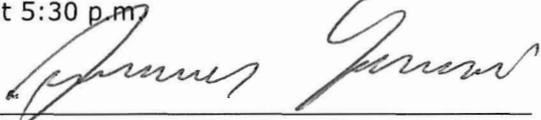
CITY COUNCIL/BOARD MEMBERS REQUESTS:

Mayor Yamaguchi requested that Staff research the purchase of a reserve fire truck.

City Administrator Arrula stated that he had been in discussions with Finance Director Lampman and Chief Dobine about adding the purchase to the FY 2024-25 CIP budget.

ADJOURNMENT:

The City Council/Successor Agency/ICDA/PPFA Board of Directors adjourned at 8:15 p.m. to a regular City Council meeting on Tuesday, March 5, 2024 at 5:30 p.m.



Jeremy Yamaguchi, Mayor/Agency Chair

ATTEST:



Robert S. McKinnell, City Clerk/
Agency Secretary

