

MINUTES OF THE CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY
OF THE CITY OF STANTON
JOINT REGULAR MEETING APRIL 14, 2020

1. CALL TO ORDER / CLOSED SESSION

The City Council / Housing Authority meeting was called to order at 6:00 p.m. by Mayor / Chairman Shawver.

2. ROLL CALL

Present: Council/Authority Member Ramirez, Council/Authority Member Taylor, Council/Authority Member Van, Mayor Pro Tem/Vice Chairperson Warren, and Mayor/Chairman Shawver.

Absent: None.

Excused: None.

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

- Mr. Cesar Covarrubias, The Kennedy Commission, submitted an e-comment regarding the need for the City to prioritize affordable housing with rents that are affordable to households with very low and extremely low incomes.

4. CLOSED SESSION

The members of the Stanton City Council/Stanton Housing Authority of the City of Stanton proceeded to closed session at 6:00 p.m. for discussion regarding:

4A. CONFERENCE WITH COUNTY COUNSEL - THREAT TO PUBLIC SERVICES OR FACILITIES

Pursuant to Government Code Section 54957.

Consultation with: City Attorney

4B. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9 (d) (4)

Number of Potential Cases: 1

4C. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)

Number of potential cases: 1

**4D. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
(Pursuant to Government Code Section 54956.8)**

Property: 8830 Tina Way, Stanton, CA (APN 126-481-01)
8840 Tina Way, Stanton, CA (APN 126-481-02)
8850 Tina Way, Stanton, CA (APN 126-481-03)
8860 Tina Way, Stanton, CA (APN 126-481-04)
8880 Tina Way, Stanton, CA (APN 126-481-06)
8921 Pacific Avenue, Stanton, CA (APN 126-481-21)
8971 Pacific Avenue, Stanton, CA (APN 126-481-16)
8890 Pacific Avenue, Stanton, CA (APN 126-482-07)
8960 Pacific Avenue, Stanton, CA (APN 126-482-14)

Negotiating Parties: Jarad L. Hildenbrand, City Manager, City of Stanton
Jarad L. Hildenbrand, Executive Director, Housing Authority
Jarad L. Hildenbrand, Executive Director, Successor Agency
Trachy Family Trust, Owner
Steven W. Reiss Trust, Owner
Jennie Trust, Owner
Trang Trust, Owner
Triple Star Company, LLC, Owner
Sky Nguyen / SN Living Trust, Owner
Steven W. Reiss Trust, Owner
Ngoc Trieu and Andy Pham, Owner
David M. Cook and Daphne Chakran, Owner

Under Negotiation: Instruction to negotiator will concern price and terms of payment.

**4E. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
(Pursuant to Government Code Section 54956.8)**

Property: 11870 Beach Boulevard, Stanton, CA (APN 131-241-21)

Negotiating Parties: Jarad L. Hildenbrand, City Manager, City of Stanton, Owner

Under Negotiation: Instruction to negotiator will concern price and terms of payment

**5. CALL TO ORDER / SUCCESSOR AGENCY / STANTON HOUSING AUTHORITY
MEETING**

The meetings were called to order at 6:32 p.m. by Chairman Shawver.

The City Attorney reported that the Stanton City Council met in closed session from 6:00 to 6:30 p.m.

The City Attorney reported that there was no reportable action.

6. ROLL CALL

Present: Agency Member Ramirez, Agency Member Taylor, Agency Member Van, Vice Chairperson Warren, and Chairman Shawver.

Absent: None.

Excused: None.

7. PLEDGE OF ALLEGIANCE

Led by Council Member Hong Alyce Van.

8. SPECIAL PRESENTATIONS AND AWARDS None.

9. CONSENT CALENDAR

City Manager Jarad L. Hildenbrand requested to pull Item 9G from the Consent Calendar for separate discussion.

Motion/Second: Ramirez/Warren
Motion unanimously carried by the following vote:

AYES: 5 (Ramirez, Shawver, Taylor, Van, and Warren)

NOES: None

ABSTAIN: None

ABSENT: None

CONSENT CALENDAR

9A. MOTION TO APPROVE THE READING BY TITLE OF ALL ORDINANCES AND RESOLUTIONS. SAID ORDINANCES AND RESOLUTIONS THAT APPEAR ON THE PUBLIC AGENDA SHALL BE READ BY TITLE ONLY AND FURTHER READING WAIVED

The City Council/Agency Board/Authority Board waived reading of Ordinances and Resolutions.

9B. APPROVAL OF WARRANTS

The City Council approved demand warrants dated March 13 - 19, 2020, March 20 - 26, 2020 and March 27 - April 2, 2020, in the amount of \$1,929,635.96.

9C. APPROVAL OF MINUTES

1. The City Council approved Minutes of Special Meeting – March 24, 2020; and
2. The City Council/Agency/Authority Board approved Minutes of Regular Joint Meeting – March 24, 2020; and
3. The City Council approved Minutes of Special Meeting – April 2, 2020; and
4. The City Council approved Minutes of Special Meeting – April 8, 2020.

9D. APPROVAL OF CONTRACT AMENDMENT #1 EXTENDING THE CONTRACT WITH VENCO WESTERN, INC. TO PROVIDE PROFESSIONAL LANDSCAPE MAINTENANCE SERVICES

A contract was awarded to Venco Western, Inc. at the September 8, 2015 City Council meeting to provide Citywide Landscape Maintenance Services. The contract was extended twice for one year periods and is set to terminate on June 30, 2020. The contractor has requested an extension of the contract for two additional. The contract would expire on June 30, 2022.

1. The City Council declared that the project is categorically exempt under the California Environmental Quality Act, Class 1, Section 15301(h) as maintenance of existing landscaping; and
2. Approved Contract Amendment #1 with Venco Western, Inc.; and
3. Authorized the City Manager to bind the City of Stanton and Venco Western, Inc. in a contract amendment.

9E. LEASE AGREEMENT FOR HOLLENBECK PARK

Hollenbeck Park is located on Southern California Edison property. A lease agreement is required in order for the City of Stanton to keep utilizing Southern California Edison's right-of-way for Hollenbeck Park. The new five year lease agreement begins June 2020.

1. The City Council declared that the project is categorically exempt under the California Environmental Quality Act, Class 1, Section 15061(b)(3); and
2. Authorized the City Manager to enter into a lease agreement with Southern California Edison.

9F. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA APPROVING SUBDIVISION IMPROVEMENT AGREEMENT TRACT MAP NO. 18153

The final tract map for the development of two hundred and eight (208) condominium units, private streets, and private park area for the property located at the intersection of Beach Boulevard and Village Center Drive (12631-12811 Beach Blvd.) was approved on March 24, 2020. The Subdivision Improvement Agreement has been submitted for final approval.

1. The City Council declared this project categorically exempt under the California Environmental Quality Act, Class 32, and Section 15332; and
2. Finds that the proposed subdivision, together with the provisions for its design and improvement, is consistent with the general plan required by Article 5 (commencing with Section 65300) of Chapter 3 of Division 1 of the Government Code, or any specific plan adopted pursuant to Article 8 (commencing with Section 65450) of Chapter 3 of Division 1 of the Government Code; and
3. Authorized the Mayor to execute the attached Subdivision Improvement Agreement for Tract No. 18153.

9H. RESOLUTION INITIATING PROCEEDINGS AND ORDERING THE ENGINEER TO PREPARE AND TO FILE A REPORT FOR THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 AND TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR ANNUAL ADMINISTRATION SERVICES FOR STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1, PROTECTIVE SERVICES TAX ROLL, AND SEWER USER FEE

As part of the annual update to the Lighting and Landscape District No. 1, certain procedural resolutions must be adopted by the City Council. The proposed resolution orders the Engineer's report for the Fiscal Year 2020-21 update.

In addition, staff is seeking City Council approval of a professional services agreement with Harris & Associates to perform the annual administration services for Stanton Lighting and Landscaping District No. 1, which includes the preparation of the Engineer's Report. In addition, the agreement includes the annual administration for the protective services tax roll and sewer user fee. Harris & Associates agreed to perform this work for the same fee as Fiscal Year 2019-20.

1. The City Council finds that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Section 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and

2. Adopted Resolution No. 2020-05 initiating proceedings and ordering the Engineer's report for the Fiscal Year 2020-21 update, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, INITIATING PROCEEDINGS FOR THE ANNUAL ASSESSMENTS FOR THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR THE FISCAL YEAR BEGINNING JULY 1, 2020, AND ENDING JUNE 30, 2021; AND ORDERING THE ENGINEER TO PREPARE AND FILE A REPORT IN ACCORDANCE THEREWITH"; and

3. Waived competitive bidding process required by the City's purchasing policy; and
4. Authorized the City Manager to execute a Professional Services Agreement with Harris & Associates for the annual administration of Stanton Lighting and Landscaping District No. 1, protective services tax roll, and sewer user fee for Fiscal Year 2020-21.

9I. AGREEMENT FOR CONSULTANT SERVICES WITH DE NOVO PLANNING GROUP FOR 2021 HOUSING AND SAFETY ELEMENT UPDATE

On January 30, 2020, the Community Development Department noticed a Request for Proposals (RFP) from qualified firms to assist the City in preparing the 2021 Housing and Safety Element update. Staff requests that the Council authorize the City Manager to enter into an agreement for consultant services with De Novo Planning Group in the total amount of \$80,000 for the preparation of the 2021 Housing and Safety Element Update.

1. The City Council finds that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Authorized the City Manager to enter into an agreement for consultant services in the amount not to exceed \$80,000 with De Novo Planning Group for the preparation of the 2021 Housing and Safety Element Update.

9J. PROFESSIONAL SERVICES AGREEMENT WITH CITYTECH SOLUTIONS / CHARLES ABBOTT ASSOCIATES, INC. FOR BUILDING PERMIT SOFTWARE TRACKING SYSTEM AND APPROPRIATION OF FUNDS

Request the authorization to allow the City Manager to enter into a Professional Services Agreement with CityTech Solutions/Charles Abbot Associates, Inc., for installation and operation of a Building Permit Software Tracking System for the City of Stanton for a term to expire June 30, 2021 with two one year options.

1. The City Council declared that the action is not a project and is exempt from the California Environmental Quality Act ("CEQA") under Section 15378(b)(5) as the contract falls under organizational or administrative activities of governments that will not result in direct or indirect physical change in the environment; and
2. Approved the contract for Charles Abbott Associates, Inc.; and
3. Authorized the City Manager to bind the City of Stanton and CityTech Solutions in a contract to provide Building Permit Software Tracking System services; and
4. Appropriated \$60,000 in the General Fund for this agreement, with an offsetting revenue adjustment of \$60,000 for the SB-2 grant.

END OF CONSENT CALENDAR

Council Member Rigoberto A. Ramirez recused himself from Consent Calendar Item 9G.

9G. DESIGNATION OF NEW PLAN ADMINISTRATOR FOR 457 GOVERNMENTAL DEFERRED COMPENSATION PLAN

The City of Stanton provides an employer-sponsored 457 Governmental Deferred Compensation Plan ("Plan"). Authorization is requested to appoint the Finance Director as the new plan administrator for the Plan.

Staff report by Mr. Jarad L. Hildenbrand, City Manager.

Motion/Second: Warren/Shawver

ROLL CALL VOTE:	Council Member Ramirez	EXCUSED
	Council Member Taylor	AYE
	Council Member Van	AYE
	Mayor Pro Tem Warren	AYE
	Mayor Shawver	AYE

Motion unanimously carried:

1. City Council declare that this project is exempt from the California Environmental Quality Act ("CEQA") under Section 15378(b)(2) – continuing administrative or maintenance activities, such as purchases for supplies, personnel-related actions, general policy or procedure making; and
2. Authorize by resolution the appointment of the City's Finance Director, or his/her designees, as the new plan administrator of the City's Plan. This appointment will place the administrative and fiduciary responsibility for the Plan in the hands of the City employee, and will remove the legal responsibility, and fiduciary liability, for the Plan from the City Council, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, TO APPOINT THE CITY'S FINANCE DIRECTOR AS THE NEW PLAN ADMINISTRATOR OF THE CITY'S 457 GOVERNMENTAL DEFERRED COMPENSATION PLAN."

- 10. PUBLIC HEARINGS None.
- 11. UNFINISHED BUSINESS None.
- 12. NEW BUSINESS

12A. AUTHORIZE PARTICIPATION IN THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (CJPIA) FOR GENERAL LIABILITY AND WORKERS' COMPENSATION INSURANCE AND APPROVE THE USE OF THE CJPIA AND ALLIANT INSURANCE SERVICES FOR OTHER INSURANCE NEEDS

The City Council will consider authorizing participation in the California Joint Powers Insurance Authority (CJPIA) for the City's general liability and workers' compensation insurance and approve the use of the CJPIA and Alliant Insurance Services for other insurance needs.

Staff report by Ms. Cynthia Guzman, Human Resources / Risk Management Analyst.

Motion/Second: Warren/Ramirez

ROLL CALL VOTE:	Council Member Ramirez	AYE
	Council Member Taylor	AYE
	Council Member Van	AYE
	Mayor Pro Tem Warren	AYE
	Mayor Shawver	AYE

Motion unanimously carried:

1. The City Council declared that this project is exempt from the California Environmental Quality Act ("CEQA") under Section 15061(b)(3) as the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA; and
2. Approved membership in the California Joint Powers Insurance Authority's (CJPIA) Liability Program at a self-insured retention (SIR) of \$100,000 for General Liability and Workers' Compensation Program at a self-insured retention (SIR) of \$100,000; and
3. Approved the use of the CJPIA and Alliant Insurance Services for the City's other insurance needs, such as property, earthquake, automobile and crime, and authorize the City Manager, or his designee, to sign and execute any related documents; and
4. Authorized the City Manager, or his designee, to execute the CJPIA Joint Powers Agreement (JPA) and any related documents; and
5. Authorized the City Manager, or his designee, to execute the Third Party Administrator (TPA) Agreements with Carl Warren and Company for General Liability Claims Administration and Sedgwick for Workers' Compensation Claims Administration and any related documents; and
6. Authorized the Finance Director to fund and replenish reserve funds for the payment of the self-insured retention (SIR) portion of general liability claims with Carl Warren and Company and worker's compensation claims with Sedgwick; and
7. Adopted Resolution No. 2020-07 to Join the California Joint Powers Insurance Authority, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA TO JOIN THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY, APPROVING EXECUTION OF THE JOINT POWERS AGREEMENT CREATING THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY"; and

8. Adopted Resolution No. 2020-08 to Join the Excess Liability Program, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA TO AUTHORIZE AND APPROVE POOLING OF SELF-INSURANCE THROUGH THE EXCESS LIABILITY PROTECTION PROGRAM OF THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY"; and

9. Adopted Resolution No. 2020-09 to Join the Excess Workers' Compensation Program, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA TO AUTHORIZE AND APPROVE POOLING OF SELF-INSURANCE THROUGH THE EXCESS WORKERS' COMPENSATION PROGRAM OF THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY"; and

10. Adopted Resolution No. 2020-10 providing Workers' Compensation Coverage to Volunteers, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA PROVIDING WORKERS' COMPENSATION COVERAGE FOR CERTAIN CITY OF STANTON VOLUNTEERS PURSUANT TO THE PROVISIONS OF SECTION 3363.5 OF THE LABOR CODE"; and

11. Approved the Certification of Director and Alternate to CJPIA appointing Mayor David Shawver as Director, and appointing Mayor Pro Tem Carol Warren as Alternate to represent the City.

13. ORAL COMMUNICATIONS – PUBLIC

- Mr. Cesar Covarrubias, The Kennedy Commission, submitted an e-comment regarding the need for the City to prioritize affordable housing with rents that are affordable to households with very low and extremely low incomes.

14. WRITTEN COMMUNICATIONS None.

15. MAYOR/CHAIRMAN/COUNCIL/AGENCY/AUTHORITY INITIATED BUSINESS

15A. COMMITTEE REPORTS/COUNCIL/AGENCY/AUTHORITY ANNOUNCEMENTS

- Council Member Van reported on the Stanton Community Foundation's proactive efforts in donating cloth facemasks to the vulnerable and senior population.
- Council Member Van reported on the Stanton Community Foundation's Restaurant Relief Fund program which benefits local businesses in Orange County and in turn also benefits and serves our public safety personal and essential service workers.

15B. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE COUNCIL MEETING

None.

15C. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE STUDY SESSION

None.

16. ITEMS FROM CITY ATTORNEY/AGENCY COUNSEL/AUTHORITY COUNSEL

None.

17. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR

Mr. Jarad L. Hildenbrand, City Manager provided the City Council with an update regarding the County's motel project, which is a temporary isolation shelter for the sick or symptomatic within the homeless population. Mr. Hildenbrand further reported that the motel is no longer slated to hold COVID-19 positive patients and that a draft statement is set to be released regarding this program.

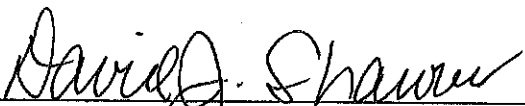
17A. ORANGE COUNTY FIRE AUTHORITY

At this time the Orange County Fire Authority will provide the City Council with an update on their current operations.

- Fire Division Chief Kelly Zimmerman provided the City Council with an update on their current operations.

18. ADJOURNMENT in honor and memory of those affected by the current pandemic (COVID-19).

Motion/Second: Shawver/
Motion carried at 7:03 p.m.



MAYOR/CHAIRMAN

ATTEST:


CITY CLERK/SECRETARY