# AGENDA

## REGULAR MEETING

## LA PALMA CITY COUNCIL

## TUESDAY, NOVEMBER 5, 2024

Marshall Goodman
Mayor

Mark Waldman
Mayor Pro Tem

Debbie S. Baker
Council Member

Janet Keo Conklin
Council Member

Nitesh P. Patel
Council Member

5:30 PM Closed Session
6:30 PM Open Session
La Palma City Hall
Council Chambers
7822 Walker Street, La Palma

CALL TO ORDER

CLOSED SESSION

**CS-1.** ***CONFERENCE WITH REAL PROPERTY NEGOTIATIONS***

(Pursuant to Government Code Section 54956.8)

Property: 5410-14 La Palma Avenue, La Palma, California

| | |
|---|---|
| Agency negotiator: | Conal McNamara, City Manager<br>Ryan Hallett, Assistant City Manager |
| Negotiating parties: | Victor Chung, Elite Taekwondo Center, LLC |
| Under negotiations: | Price and/or terms of a lease |

**CS-2.** ***CONFERENCE WITH LABOR NEGOTIATORS***

Pursuant to Government Code section 54957.6.

| | |
|---|---|
| Agency Designated Representatives: | Conal McNamara, City Manager<br>Ryan Hallett, Assistant City Manager |
| Employee Organizations: | La Palma General Employees Association<br>La Palma Police Association<br>La Palma Professional Employees Association |
| Unrepresented Employees: | Executive Management |

**CS-3.** ***CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION***

(Pursuant to paragraph (1) of subdivision (d) of Section 54956.9)

Name of Case: Sarkis Tatarian v. City of La Palma, et al.
Case No. OCSC 30-2024-01375931-CU-WM-CJC

**CS-4.** ***CONFERENCE WITH REAL PROPERTY NEGOTIATORS***

(Pursuant to Government Code Section 54956.8)

| | |
|---|---|
| Property: | 5022 Crescent Avenue, La Palma, California |
| Agency negotiator: | Conal McNamara, City Manager<br>Ryan Hallett, Assistant City Manager |
| Negotiating parties: | George Adamian |
| Under negotiations: | Price and/or terms of a purchase |

**CS-5.** ***CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION***

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Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2), (e)(2), (e)(3): (1 case – Unispec Notice of Potential Claim #1 – attached without enclosures)

OPEN SESSION TO BEGIN AT 6:30 PM

PLEDGE OF ALLEGIANCE

Council Member Patel

INVOCATION

Pastor Steve Bland, La Palma Christian Center
Council Member Waldman

ROLL CALL

PRESENTATIONS

- Recognition of Orange County Fire Authority Chief Steve Dohman for his 27 years of service.

ORAL COMMUNICATIONS (Time Limit: 5 Minutes Each)

Time has been reserved at this point in the Agenda for persons wishing to speak on any item that is not listed on the Agenda. By law, the City Council is prohibited from taking action on such oral comments. The matter will be automatically referred to staff for appropriate response or action or will be placed on the Agenda of a future meeting. Matters listed on the Agenda may be addressed either at this time or at the time they are before the City Council for discussion.

CONSENT CALENDAR

All matters listed under Consent Calendar will be acted upon by one motion affirming the action recommended on the Agenda. There will be no separate discussion on these items prior to voting unless members of the City Council, Staff, or the public request that specific items be removed from the Consent Calendar for separate action. Any member of the public who wishes to discuss a Consent Calendar item should come forward to the microphone and, upon recognition by the Mayor, state their name, address, and the item number.

**1. *Waive the Reading of All Ordinances***

It is recommended that the City Council waive the reading of all Ordinances in their entirety and read by title only.

**2.** ***Approval of Council Minutes***

It is recommended that the City Council approve the Minutes of the October 1, 2024, Regular Meeting, and October 22, Special Meeting of the City Council.

**3.** ***Approval of Register of Demands***

It is recommended that the City Council adopt a Resolution approving the Register of Demands for October 15, 2024, and November 5, 2024.

**4.** ***First Quarter Cash and Investment Report, Fiscal Year 2024-25***

It is recommended that the City Council receive and file the Cash and Investment Report for the first quarter of Fiscal Year 2024-25.

**5.** ***Additional Appropriation for the Service Line Inventory Assessment***

It is recommended that the City Council appropriate an additional $25,000 from the Water Fund for the previously ratified amendment with the Municipal Water District of Orange County (MWDOC) for the Service Line Inventory Assessment.

**6.** ***Resolution Adopting the Measure M2 Expenditure Report for Fiscal Year ending June 30, 2024***

It is recommended that the City Council adopt a Resolution approving the annual Measure M2 expenditure report for Fiscal Year ending June 30, 2024.

**7.** ***Award a Contract to Golden Meters Service, Inc. for the Neptune MIU Endpoint & Antenna Installation.***

It is recommended that the City Council take the following action:

1. Award a contract to Golden Meters Service, Inc. for an amount not to exceed $57,200 for the Neptune Meter Interface Unit Endpoints and Antenna Installation;

2. Authorize a 15% contingency for unforeseen needs for materials and labor; and

3. Authorize the City Manager or his designee to execute the agreement and all necessary documents.

8. ***Second Amendment to On-Call City Engineering Services Contract***

It is recommended that the City Council:

1. Approved the 2nd Amendment to the On-Call City Engineer Services contract for one (1) year with Infrastructure Engineers, a Bowman Company; and

2. Authorize the Mayor to sign the 2nd Amendment.

9. ***Resolution Amending the City Council's Regular Meeting Schedule for January 2025.***

It is recommended that the City Council adopt a Resolution amending the City's Council's Regular Meeting Schedule for January 2025.

10. ***Award a Contract for Water Leak Asphalt Repairs***

It is recommended that the City Council take the following action:

1. Award a Contract to G.M. Sager Construction Co., Inc. for an amount not to exceed $28,727 for water leak asphalt repairs; and

2. Authorize the City Manager to execute all required documents

11. ***Award of Contract for a Citywide Cost Allocation Plan and Comprehensive User Fee Study***

It is recommended that the City Council take the following actions:

1. Authorize the City Manager to execute a Professional Services Agreement with Revenue & Cost Specialists (RCS) in the amount of not to exceed $23,450 to complete a Citywide Cost Allocation Plan and Comprehensive User Fee Study, and

2. Allocate $23,450 from the General Fund's unreserved fund balance to cover the cost of the project.

12. ***Approval of Upgrades for Citywide Information Technology (IT) Infrastructure***

It is recommended that the City Council take the following actions to upgrade the City's Information Technology (IT) Infrastructure:

1. Approve and authorize the City Manager to execute an agreement to upgrade all City computers currently using Office 2019 to Office 365 for

$14,040 annually, with a 5% annual increase for subscription services;

2. Approve and authorize the City Manager to execute a 36-month agreement with RingCentral to upgrade all City phones and phone support services for $18,200 annually;

3. Approve and authorize the City Manager to execute an agreement with Verve for 100M Dedicated Backup Internet Access at a cost of $8,100 annually;

4. Approve and authorize expenditures with Infinity Technologies to implement the IT infrastructure upgrades in the amount not to exceed $40,000 and

5. Appropriate and transfer $81,000 from the Information Technology Replacement Fund (IT Fund) unreserved fund balance to IT Fund's Office Equipment expense account (064-650-8030-00000).

**13.** ***Approval to Purchase Three Electronic Portable Message Boards***

It is recommended that the City Council authorize the City Manager to execute the attached quote from All Traffic Solutions Inc. for the purchase of three electronic portable message boards.

PUBLIC HEARINGS

**14.** ***Review and Consideration of Conditional Use Permit 393 to Establish an Adult Day Care Use (My Day Program, Inc.) Located at 7252 Walker Street (APN 263-061-12)***

It is recommended that the City Council take the following actions:

a) Open Public Hearing

b) Receive Staff Report

c) Council Member Comments and Questions

d) Receive Public Input

e) Close Public Hearing

f) Adopt a Resolution approving Conditional Use Permit 393

CEQA exempt pursuant to Section 15301 Class 1 [Existing Facilities]

**15.** ***Introduction and First Reading of an Ordinance Amending Portions of the City Zoning Code (Chapter 44 of the La Palma Municipal Code) for Parking, Signage, and Housing Definitions in Compliance with State Housing Laws and City's Housing Element***

It is recommended that the City Council take the following actions:

a) Open Public Hearing

b) Receive Staff Report

c) Council Member Comments and Questions

d) Receive Public Input

e) Close Public Hearing

f) Introduce an Ordinance amending portions of the City Zoning Code Chapter 44 of the La Palma Municipal Code) for parking, signage, and housing definitions in compliance with State Housing Laws and the City's Housing Element by (1) asking the City Clerk to read the title of the Ordinance; and (2) approving a motion to waive further reading of the Ordinance and to pass it on a second reading.

CEQA exempt pursuant to Section 15060(c)(2) and 15061(b)(3)

REGULAR ITEMS

**16.** ***Award of Contract for Testing, Dynamic Profiling, and Pump and Motor Replacement for Water Quality Improvements at the City Yard***

It is recommended that the City Council take the following action:

1. Award a Contract to BESST Inc. for Testing, Dynamic Profiling, and Well Pump and Motor Replacement for Water Quality Improvements at the City Yard for an amount not to exceed $321,000;

2. Authorize a 15% contingency for unforeseen issues;

3. Authorize the City Manager or his designee to execute all required documents; and

4. Approve reallocating $321,000 in the FY 24/25 Capital Improvement

Program budget from the Water Treatment Feasibility Study account (055-900-9330-00000) to the Pump & Well Repair account (055-900-7100-00000).

**17.** ***<u>Consideration of Agreement to Lease 5410-14 La Palma Avenue to Elite Taekwondo Center, Inc.</u>***

It is recommended that the City Council take the following action:

1. Adopt a Resolution approving an Agreement to Lease 5410-14 La Palma Ave by Elite Taekwondo Center, Inc.; and

2. Authorize the Mayor to execute the Lease Agreement and any other real estate documents to effectuate the provisions of the Lease Agreement.

**18.** ***<u>Economic Development/Land Use Ad-Hoc Subcommittee Findings and Recommendations</u>***

It is recommended that the City Council take the following action:

1. Approve the update to the City of La Palma Economic Development Plan 2030 and direct City staff to implement its programs and policies;

2. Adopt a resolution to establish the Economic Development Oversight Task Force;

3. Direct staff to solicit Statements of Interest for the Economic Development Oversight Task Force; and

4. Direct staff to request proposals from qualified consulting firms to prepare an Economic and Market Analysis.

**19.** ***<u>Good Governance Policy Discussion</u>***

Staff recommends that the City Council receive the report and provide direction to staff.

**20.** ***<u>Council Member Request: La Palma Chamber of Commerce Presentation</u>***

It is recommended that the City Council consider Council Member Keo Conklin's request to receive the presentation and discuss the La Palma Chamber of Commerce.

<u>COUNCIL MEMBER AB1234 REPORTS, REPORTS FROM CITY-AFFILIATED</u>

COMMITTEES, AND COUNCIL REMARKS

CITY MANAGER REMARKS

CITY ATTORNEY REMARKS

ADJOURNMENT

**NOTE: As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials and other disclosable public records distributed to all or a majority of the members of the City Council in connection with an open session item on the agenda are on file and available for inspection with the Office of the City Clerk, City Hall, 7822 Walker Street, during regular business hours 7:30 A.M. to 6:30 P.M., Monday through Thursday. If such writings are distributed to members of the Council on the day of a City Council meeting, the writings will be available at the entrance to the City Council Chambers. If you have any questions regarding any item of business on the agenda for this meeting, any of the staff reports, or other documentation relating to any agenda item, please contact the City Clerk at (714) 690-3334.**

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the City Clerk at (714) 690-3334. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations to ensure accessibility to this meeting.**