

MINUTES OF THE CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY
OF THE CITY OF STANTON
JOINT REGULAR MEETING JANUARY 10, 2023

1. **CLOSED SESSION** None.

2. **CALL TO ORDER STANTON CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY JOINT REGULAR MEETING**

The City Council / Successor Agency / Housing Authority meeting was called to order at 6:30 p.m. by Mayor Shawver.

3. **PLEDGE OF ALLEGIANCE**

Led by Ms. Michelle Bannigan.

4. **ROLL CALL**

Present: Council/Agency/Authority Member Torres, Council/Agency/Authority Member Warren, Mayor Pro Tem/Vice Chairperson Van, Mayor/Chairman Shawver.

Absent: None.

Excused: Council/Agency/Authority Member Taylor.

5. **SPECIAL PRESENTATIONS AND AWARDS** None.

6. **CONSENT CALENDAR**

Motion/Second: Warren/Van

ROLL CALL VOTE:	Council/Agency/Authority Member Taylor	ABSENT
	Council/Agency/Authority Member Torres	AYE
	Council/Agency/Authority Member Warren	AYE
	Mayor Pro Tem/Vice Chairperson Van	AYE
	Mayor/Chairman Shawver	AYE

Motion unanimously carried:

CONSENT CALENDAR

6A. 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.

6B. APPROVAL OF WARRANTS

The City Council approved demand warrants dated November 18, 2022 – December 15, 2022, in the amount of \$6,336,085.69.

6C. APPROVAL OF MINUTES

The City Council/Successor Agency/Housing Authority approved Minutes of Joint Regular Meeting – December 13, 2022.

6D. NOVEMBER 2022 INVESTMENT REPORT

The Investment Report as of November 30, 2022, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

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. Received and filed the Investment Report for the month of November 2022.

6E. NOVEMBER 2022 INVESTMENT REPORT (SUCCESSOR AGENCY)

The Investment Report as of November 30, 2022, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

1. The Successor Agency 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. Received and filed the Investment Report for the month of November 2022.

6F. NOVEMBER 2022 GENERAL FUND REVENUE AND EXPENDITURE REPORT; HOUSING AUTHORITY REVENUE AND EXPENDITURE REPORT; AND STATUS OF CAPITAL IMPROVEMENT PROGRAM

The Revenue and Expenditure Report for the month ended November 30, 2022, has been provided to the City Manager in accordance with Stanton Municipal Code Section 2.20.080 (D) and is being provided to City Council. This report includes information for both the City's General Fund and the Housing Authority Fund. In addition, staff has provided a status of the City's Capital Improvement Projects (CIP) as of November 30, 2022.

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. Received and filed the General Fund and Housing Authority Fund's November 2022 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended November 30, 2022.

6G. MEETING DATES FOR THE STANTON CITY COUNCIL, STANTON PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION, STANTON PLANNING COMMISSION, AND STANTON PUBLIC SAFETY COMMITTEE

City Council review the attached 2023 meeting dates for the Stanton City Council, Stanton Parks, Recreation and Community Services Commission, Stanton Planning Commission, and Stanton Public Safety Committee.

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. Received and filed the Stanton City Council, Stanton Parks, Recreation and Community Services Commission, Stanton Planning Commission, and Stanton Public Safety Committee meeting dates for the year 2023.

6H. WORKFORCE INNOVATION AND OPPORTUNITY ACT

The City has an opportunity to participate in the federal Workforce Innovation and Opportunity Act (WIOA) through a partnership with the County of Orange – OC Community Services Workforce & Economic Development to host paid interns.

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 execute any necessary documents to participate in the WIOA Program through a partnership with the County of Orange – OC Community Services Workforce & Economic Development.

6I. COMMUNITY DEVELOPMENT BLOCK GRANT – CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) (CDBG-CV3) RESOLUTION AND APPROPRIATION OF FUNDS (TASK CODE 2023-603)

On September 15, 2022, the Orange County Community Resources Department Housing and Community Development (OCCR/HCD) identified a subset of Orange County cities that had successfully spent previously allocated CDBG-CV funds. After identifying a remaining balance of CDBG-CV3 funding to be spent by August 2023, OCCR/HCD issued a request to determine if these same cities were able to utilize additional funding. At its meeting of November 8, 2022, the Orange County Board of Supervisors approved a solicitation of services. In response, staff is proposing the Stanton Family Resource Center Improvement Project. The Orange County Board of Supervisors will consider award of a contract at its meeting of January 24, 2023. In response to the accelerated timeline to expend the funds, in anticipation of Board approval of award, staff is requesting the City Council review and authorize Resolution No. 202301 authorizing the City Manager to execute the agreement, contract and other documents to accept and participate in CDBG-CV3 funding. Lastly, staff recommends the City Council appropriate \$500,000 in the City’s Capital Projects Fund (#305) for the Stanton Community Center Improvements Project (Task Code 2023-603).

1. The City Council declared that this project is not subject to the California Environmental Quality Act (CEQA) because it is not a “project” as defined by CEQA; and
2. Approved Resolution No. 2023-01 authorizing the City Manager to execute the agreement, contract and other documents required by the Orange County Community Resources Department for participation in the CDBG-CV3 program on behalf of the City Council, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA TO APPROVE THE CITY’S PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT – CARES PROGRAM (CDBG-CV3) WITH THE COUNTY OF ORANGE”; and

3. Appropriated \$500,000 in the City’s Capital Projects Fund (#305) for the Stanton Community Center Improvement Project.

END OF CONSENT CALENDAR

7. **PUBLIC HEARINGS** None.

8. **UNFINISHED BUSINESS**

8A. **APPROVAL OF ORDINANCE NO. 1125**

This Ordinance was introduced at the regular City Council meeting of December 13, 2022.

Staff report by Ms. Patricia A. Vazquez, City Clerk

Motion/Second: Van/Warren

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

Motion unanimously carried:

1. The City Clerk read the title of Ordinance No. 1125, entitled:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON AMENDING PORTIONS OF CHAPTER 5.04 (LICENSES) OF TITLE 5 (BUSINESS LICENSES AND REGULATIONS) AND ADDING CHAPTER 5.18 (PERSONAL SERVICES) TO TITLE 5 OF THE STANTON MUNICIPAL CODE; SETTING A TERMINATION DATE FOR URGENCY ORDINANCE NO. 1121 REGARDING A MORATORIUM ON PERSONAL CARE AND MEDICAL OFFICE BUSINESSES; AND DETERMINING THE ORDINANCE TO BE EXEMPT FROM CEQA”; and

2. The City Council adopted Ordinance No. 1125.

9. NEW BUSINESS

9A. ORDINANCE AMENDING TITLE 2 ADMINISTRATION AND PERSONNEL – CHAPTER 2.56 PURCHASING AND APPROVAL OF PURCHASING POLICY AND PROCEDURES

The City’s Purchasing Policy and Procedures (Policy) were last updated in 2018. Pursuant to the Stanton Municipal Code, the Policy establishes guidelines surrounding the purchase and procurement of supplies, services, and equipment on behalf of the City. The City Council will consider an amendment to the Stanton Municipal Code Title 2 Administration and Personnel revising Chapter 2.56 Purchasing. The purpose of the ordinance is to incorporate those updates as directed by the City Council at its meeting of November 22, 2022. The proposed updates will streamline the City’s purchasing system, thereby reducing the administrative burden and cost associated with purchasing and contracting activities while ensuring open and fair competition and competitive pricing.

Staff report by Ms. Hannah Shin-Heydorn, City Manager.

Motion/Second: Torres/Van

Motion carried by the following vote:

AYES: 4 (Shawver, Torres, Van, and Warren)

NOES: None

ABSTAIN: None

ABSENT: 1 (Taylor)

Motion unanimously carried:

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. The City Council considered, waived further reading, and introduced for first reading Ordinance No. 1126, entitled:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING THE CITY’S PURCHASING ORDINANCE AS SET FORTH IN TITLE 2 OF THE STANTON MUNICIPAL CODE”; and

3. Set said Ordinance No. 1126 for second reading at the regular City Council meeting of January 24, 2023; and
4. Approved Administrative Policy IV-4-12, “Purchasing Policy and Procedures,” as revised, and allows the City Manager to update Administrative Policy IV-4-12 as needed for clarifying purposes.

9B. MAYOR’S APPOINTMENTS OF COUNCIL MEMBERS AS REPRESENTATIVES TO VARIOUS BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

Traditionally, Council Members have been appointed by the Mayor to serve on numerous outside committees, boards, commissions and agencies. Each appointee is responsible for representing the City and voting on behalf of the City Council. The Mayor conducts a review and selects appointees, as detailed in Attachment A, with the exception of the Orange County Fire Authority (“OCFA”) appointment, which is required to be made by City Council Resolution, the Mayor may otherwise make appointments to each committee, board, commission or agency by nomination and Minute Order confirmation. In addition, the Fair Political Practices Commission (“FPPC”) regulations require the adoption and posting of Form 806, Agency Report of Public Official Appointments, in order for individual Council Members to participate in a City Council vote that would result in him or her serving in a position that provides compensation of \$250 or more in any 12-month period.

Staff report by Ms. Patricia A. Vazquez, City Clerk.

Motion/Second: Warren/Van

Motion carried by the following vote:

AYES: 4 (Shawver, Torres, Van, and Warren)

NOES: None

ABSTAIN: None

ABSENT: 1 (Taylor)

Motion unanimously carried:

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. The City Council discussed and confirmed the Mayor’s appointments; and
3. Approved Fair Political Practices Commission Form 806 and authorized the City Clerk to post the form on the City’s website.

10. ORAL COMMUNICATION None.

11. WRITTEN COMMUNICATIONS None.

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

12A. COMMITTEE REPORTS/COUNCIL/AGENCY/AUTHORITY ANNOUNCEMENTS

- Mayor Pro Tem Van reported on her attendance at the farewell open house event for Congressman Alan Lowenthal, which was held on December 18, 2022.
- Council Member Warren reported on the new location of the Public Cable Television Authority (PCTA), which is now located at Harry M. Dotson Park.
- Ms. Zenia Bobadilla, Community Services Director, reported on the City's 2022 Santa's Siren Express event.
- Mayor Shawver reported on the success of the drive thru food distribution event, which was held on December 10, 2022, at Stanton Park and expressed his gratitude to Council Member Torres for his assistance.

12B. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE COUNCIL MEETING

Council Member Torres requested an update on the City's Talk on the Block program [meetings].

12C. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE STUDY SESSION

None.

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

None.

14. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR

- Ms. Hannah Shin-Heydorn, City Manager introduced Ms. Carma Lacy, Federal Workforce Innovation and Opportunity Act (WIOA) and spoke regarding the City's opportunity to participate in the federal WIOA through a partnership with the County of Orange.
- Ms. Carma Lacy, Director of Workforce Development, Federal WIOA, sharing their mission with the City Council and providing information on their current operations.

14A. ORANGE COUNTY FIRE AUTHORITY

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

Battalion Chief Juan Perez provided the City Council with an update on their current operations.

- 15. ADJOURNMENT** in honor and memory of Mr. Mehdi Motadi.
Motion/Second: Shawver/
Motion carried at 7:13 p.m.

/s/ David J. Shawver

MAYOR/CHAIRMAN

ATTEST:

/s/ Patricia A. Vazquez

CITY CLERK/SECRETARY