

MINUTES OF THE CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY
OF THE CITY OF STANTON
SPECIAL & JOINT REGULAR MEETING MARCH 8, 2022

SPECIAL CITY COUNCIL MEETING – STUDY SESSION
(5:00 PM)

CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY MEETING – CLOSED SESSION
(6:00 PM)

JOINT REGULAR CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY MEETING
(6:30 PM)

PUBLIC HEARING – REDISTRICTING
(6:45 PM)

1. CALL TO ORDER STANTON CITY COUNCIL SPECIAL - STUDY SESSION (5:00 PM)

The Special City Council Meeting – Study Session was called to order at 5:00 p.m. by Mayor Pro Tem Ramirez.

2. ROLL CALL

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

Absent: Mayor/Chairman Shawver.

Excused: None.

SPECIAL ORDERS OF THE DAY

3. STUDY SESSION - NEW BUSINESS

Mayor/Chairman Shawver arrived at 5:01 p.m.

3A. COMMUNITY NEEDS ASSESSMENT 2022 RESULTS PRESENTATION BY PROBOLSKY RESEARCH

To better identify the needs of our community and guide the City's pandemic response, the Community Services Department solicited Probolsky Research to conduct and complete a Community Needs Assessment with an emphasis on the impact of the COVID-19 pandemic. Probolsky Research will be presenting the results of the completed study.

Introduction by Mr. Jarad L. Hildenbrand, City Manager.

Presentation by Mr. Adam Probolsky, President, Probolsky Research.

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 report.

4. ADJOURNMENT OF STANTON CITY COUNCIL SPECIAL - STUDY SESSION

The Special City Council Meeting – Study Session was adjourned at 5:37 p.m. by Mayor/Chairman Shawver.

5. CALL TO ORDER REGULAR CITY COUNCIL / SUCCESSOR AGENCY / STANTON HOUSING AUTHORITY MEETING (6:00 PM)

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

6. PUBLIC COMMENT ON CLOSED SESSION ITEMS None.

7. CLOSED SESSION

The members of the City Council / Successor Agency / Housing Authority of the City of Stanton proceeded to closed session at 6:01 p.m. for discussion regarding:

**7A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Pursuant to Government Code Section 54957.6)**

Title: Chief of Police

**7B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Pursuant to Government Code Section 54957.6)**

Title: City Manager

8. CALL TO ORDER / SUCCESSOR AGENCY / STANTON HOUSING AUTHORITY MEETING

The meetings were called to order at 6:34 p.m. by Mayor / Chairman Shawver.

9. ROLL CALL

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

Absent: None.

Excused: None.

10. PLEDGE OF ALLEGIANCE

Led by Ms. Jennifer A. Lilley, Community and Economic Development Director.

11. SPECIAL PRESENTATIONS AND AWARDS

Presentation by the Orange County Mosquito and Vector Control District sharing their mission with the City Council and providing information on their current operations.

The City Attorney / Agency Counsel reported that the Stanton City Council / Successor Agency / Housing Authority met in closed session from 6:01 to 6:30 p.m.

The City Attorney / Agency Counsel reported that there was no reportable action.

PUBLIC HEARINGS (*Heard out of order*)

13. PUBLIC HEARINGS

13A. PUBLIC HEARING – CONSIDERATION OF REVISED CITY COUNCIL DISTRICT ELECTORAL BOUNDARIES AS REQUIRED BY ELECTIONS CODE SECTION 21601 (REDISTRICTING)

Pursuant to Election Code section 21601, cities with by-district election systems are required to redraw their district boundary maps to ensure compliance with the California and federal Voting Rights Acts. The process to complete the redistricting requires a minimum of four public hearings and dedicated public outreach to ensure minority populations and communities of interest are aware of the redistricting effort and are provided with options to participate. The City held its first public hearing on November 23, 2021, its second public hearing on December 16, 2021, and its third public hearing on January 25, 2022. The deadline for Stanton to complete the redistricting process is April 17, 2022.

Introduction by Ms. Patricia A. Vazquez, City Clerk.

Presentation by Mr. Jim Priest, Best Best & Krieger, LLP.

The public hearing was opened.

Mr. John Warren, resident spoke regarding his submitted public map design and his desire to ensure that communities of interest remained intact and within a single district, address growing populations within certain districts, and that the City have a geographically contiguous and easily identifiable and understandable map.

No one else appearing to speak, the public hearing was closed.

Motion/Second: Van/Taylor

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

Motion unanimously carried:

1. The City Council declared the action not a project as defined by the California Environmental Quality Act (“CEQA”) and will have no result direct or indirect to physical changes in the environment; and
2. Received a report from staff and the City’s redistricting consultant on the redistricting process and reviewed draft maps to redraw district boundaries; and
3. Conducted a public hearing to receive public input on district boundaries; and
4. Selected Public Map Cv2 as the final preferred district boundary map; and
5. Introduced Ordinance No. 1120 entitled:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA REGARDING BY-DISTRICT ELECTIONS, ADJUSTING THE BOUNDARIES OF CITY COUNCIL ELECTION DISTRICTS AND CONFIRMING SUCH REVISED COUNCIL DISTRICT BOUNDARIES, AS REFLECTED IN THE ATTACHED MAP”; and

6. Set Ordinance No. 1120 for second reading and adoption at the March 22, 2022, regularly scheduled City Council meeting.

12. CONSENT CALENDAR

Mayor Shawver pulled items 12H, 12I, and 12J from the Consent Calendar for separate discussion.

12. CONSENT CALENDAR

Motion/Second: Shawver/Ramirez

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

Motion unanimously carried:

CONSENT CALENDAR

12A. 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.

12B. APPROVAL OF WARRANTS

The City Council approved demand warrants dated February 11, 2022 – February 24, 2022, in the amount of \$4,249,892.84.

12C. JANUARY 2022 INVESTMENT REPORT

The Investment Report as of January 31, 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 January 2022.

12D. JANUARY 2022 INVESTMENT REPORT (SUCCESSOR AGENCY)

The Investment Report as of January 31, 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 January 2022.

12E. JANUARY 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 January 31, 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 January 31, 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 January 2022 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended January 31, 2022.

12F. ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR 2020-21 AND RELATED AUDIT REPORTS

Each year the City issues an Annual Comprehensive Financial Report (ACFR), which summarizes the financial activity of a local government for a given fiscal year in accordance with financial statement presentation requirements prescribed by government accounting standards (Attachment A). The ACFR is accompanied by an opinion from the City's audit firm. The audit firm's opinion on the City's 2020-21 ACFR is a clean opinion, with no exceptions, modifications, or qualifications. (The audit firm also issued a separate report for the Housing Authority's 2020-21 audited financial statements. The report included in Attachment B also includes a clean opinion with no exceptions, modifications, or qualifications from the audit firm.) In addition, City's auditors issue other reports in relation to the City's audit. These reports are provided in Attachments C through E. (Attachment D, page 2 includes one recommendation that the City corrected during the Fiscal Year 2020-21 audit.)

There is one report that is outstanding for the Fiscal Year 2020-21 audit. The City's auditors are currently completing the City's single audit on federal expenditures in accordance with U.S. Department of Office of Management and Budget (OMB) Circular A-133 for the 2020-21 fiscal year. The audit was delayed while the OMB was delayed in issuing its Single Audit A-133 Compliance Supplement the auditors utilize to complete the audit. This audit is expected to be completed by March 31, 2022. Staff will forward the audit report to the City Council when it's available.

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 Annual Comprehensive Financial Report (ACFR), and related audit reports.

12G. RENEWAL OF AUTHORIZATION FOR VIRTUAL PUBLIC MEETINGS PURSUANT TO AB 361

Consideration of the circumstances of the state of emergency related to the COVID-19 pandemic to determine whether remote teleconference meetings of the City Council, Committees, and Commissions can continue to be held under the provisions of AB 361.

1. The City Council declared that this item is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Sections 15060(c)(2) and 15060(c)(3); and
2. Reconsidered the circumstances of the state of emergency; and
3. Finds that state or local officials have continued to impose or recommend measures to promote social distancing; and
4. Directed staff, no later than 30 days after the City Council approves the recommended action, to report back on the state-proclaimed state of emergency so that City Council may reconsider the circumstances of the emergency, and, if appropriate, make findings to continue to hold virtual meetings of City legislative bodies pursuant to AB 361.

12K. AUTHORITY TO ADVERTISE FOR CONSTRUCTION: FY 2021-2022 CITYWIDE STREET IMPROVEMENT PROJECT

The plans and specifications for the FY 2021-2022 Citywide Street Improvement Project are substantially complete. In the interest of time, the City Engineer is recommending City Council approval of the draft specifications and plans for bidding, subject to revision by the City Engineer and the City Attorney, to ensure a construction contract is awarded in April to comply with Orange County Transportation Authority requirements.

1. The City Council declared that the project is exempt from the California Environmental Quality Act (“CEQA”), Class 1, Section 15301(a); and
2. Approved the bid specifications and plans, subject to revisions required by the City Engineer and the City Attorney; and
3. Authorized and advertised for bids the FY 2021-2022 Citywide Street Improvement Project.

12L. DESIGNATION OF VOTING DELEGATE AND/OR ALTERNATE FOR THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) 2022 REGIONAL CONFERENCE GENERAL ASSEMBLY

The Southern California Association of Governments (SCAG) Regional Conference General Assembly will be held on May 5 – 6, 2022 at the JW Marriott Desert Springs Resort & Spa in Palm Desert, California. Each year, SCAG’s member cities select a Delegate and/or Alternate to represent their City to participate at this Annual Meeting.

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. Appointed Mayor David J. Shawver to attend and serve as the City’s Voting Delegate for the Southern California Association of Governments (SCAG) Regional Conference General Assembly.

END OF CONSENT CALENDAR

12H. AWARD OF CONSTRUCTION CONTRACT TO J. KIM ELECTRIC, INC. FOR CITY HALL NEW LIGHTING PROJECT

The City of Stanton solicited bids for the services of a qualified professional to replace the light fixtures and associated electrical work at the City’s Banquet Hall located at 7800 Katella Avenue. Normal usage throughout the years has necessitated replacement. A total of three (3) bids were submitted and opened on February 15, 2022. Based on review of the bids and contractual documents submitted, City Staff recommends the lowest responsible and responsive bidder, J. Kim Electric, Inc., be awarded the construction contract.

Motion/Second: Shawver/Taylor
Motion carried by the following vote:

AYES: 5 (Ramirez, Shawver, Taylor, Van, and Warren)
NOES: None
ABSTAIN: None
ABSENT: None

Motion unanimously carried:

1. The City Council declared that the project is exempt from the California Environmental Quality Act (“CEQA”), Class 1, Section 15301(a); and
2. Awarded a construction contract to the lowest responsible and responsive bidder, J. Kim Electric, Inc., to provide professional lighting and electrical replacement services for the amount of \$33,784.00; and
3. Authorized the City Manager to bind the City of Stanton and J. Kim Electric, Inc. in a contract to provide the services; and
4. Authorized the City Manager to approve contract change orders with J. Kim Electric, Inc., as needed and determined by City staff, for any contingencies up to a project total of \$40,000.00.

12I. ACCEPTANCE OF THE 2021 CITYWIDE TRAFFIC SIGNAL EQUIPMENT IMPROVEMENTS PROJECT BY THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA

The 2021 Citywide Traffic Signal Equipment Improvements Project consisting of the installation of new traffic signal controllers, ADA-compliant push buttons, and cabinets with battery backup is now complete. The final construction cost for the project was \$109,783.85, which was the contract award amount. The City Engineer, in his judgment, certifies that the work was satisfactorily completed as of February 1, 2022 and recommends that the City Council accept the completed work performed on this project.

Motion/Second: Shawver/Taylor
 Motion carried by the following vote:

AYES: 5 (Ramirez, Shawver, Taylor, Van, and Warren)
 NOES: None
 ABSTAIN: None
 ABSENT: None

Motion unanimously carried:

1. The City Council declared this project categorically exempt under the California Environmental Quality Act, Class 1, and Section 15301c - Existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities; and
2. Accepted the completion of improvements for the 2021 Citywide Traffic Signal Equipment Improvements Project, as certified by the City Engineer, and affixed the date of February 1, 2022, as the date of completion of all work on this project; and

3. Approved the final construction contract amount of \$109,783.85 with Econolite Systems, Inc.; and
4. Directed the City Clerk within ten (10) days from the date of acceptance to file the Notice of Completion with the County Clerk-Recorder of the County of Orange; and
5. Directed City staff, after thirty-five (35) days has elapsed from the filing of the “Notice of Completion” with the County Clerk-Recorder, to make the retention payment to Econolite Systems, Inc. in the amount of \$5,489.19.

12J. CONSIDERATION OF RESOLUTION NO. 2022-08 TO RESTRICT OVERNIGHT PARKING ON MAIN STREET

The recommended resolution would establish no parking from 10:00 p.m. – 6:00 a.m., seven days per week, on the north side of Main Street from the alley between Flower Avenue and Beach Boulevard to Chestnut Avenue and on the south side of Main Street from Flower Avenue to Court Avenue.

Motion/Second: Shawver/Taylor
Motion carried by the following vote:

AYES: 5 (Ramirez, Shawver, Taylor, Van, and Warren)
NOES: None
ABSTAIN: None
ABSENT: None

Motion unanimously carried:

1. The City Council removed any existing time limit parking on Main Street; and
2. Established “No Parking” hours from 10:00 p.m. – 6:00 a.m., seven days per week, on the north side of Main Street from the alley between Flower Avenue and Beach Boulevard to Chestnut Avenue and on the south side of Main Street from Flower Avenue to Court Avenue with a tow away enforcement provision; and
3. Adopted Resolution No. 2022-08 entitled:

“A RESOLUTION OF THE CITY COUNCIL OF STANTON, CALIFORNIA, TO RESTRICT OVERNIGHT PARKING ON THE NORTH SIDE OF MAIN STREET FROM THE ALLEY BETWEEN FLOWER AVENUE AND BEACH BOULEVARD TO CHESTNUT AVENUE AND ON THE SOUTH SIDE OF MAIN STREET FROM FLOWER AVENUE TO COURT AVENUE”; and

4. Declared that this Resolution will not have a significant effect, adverse or otherwise, on the environment pursuant to the California Environment Quality Act (“CEQA”) Guidelines Section 15061(b)(3); therefore, this resolution is found and determined to be not subject to analysis under the California Environment Quality Act of 1970, as amended, or the State CEQA Guidelines.

13. PUBLIC HEARINGS (*Heard out of order*)

Public Hearing item 13A was heard out of order and considered at the beginning of the regular meeting agenda.

14. UNFINISHED BUSINESS None.

15. NEW BUSINESS

15A. APPROVE THE BUDGET ADJUSTMENTS PROPOSED FOR THE MID-YEAR BUDGET UPDATE FOR FISCAL YEAR 2021/22; AND APPROVE A RESOLUTION AMENDING THE CITY’S POSITION CLASSIFICATION MANUAL; AND ADOPT A RESOLUTION AMENDING THE CITY’S SALARY AND BENEFITS RESOLUTION

During the course of the fiscal year, it is often necessary to adjust estimated revenues and expenditure appropriations in various program areas, projects, and funds. All of the proposed changes to the Fiscal Year 2021/22 budget, including detailed explanations, are presented in Attachment A.

In addition to approving the proposed budget adjustments, staff is recommending City Council approval of the following:

- Amending the Position Classification Manual by adding and modifying certain job classifications (Attachment F); and
- Revising the City’s employee benefits and salary rates schedule to accommodate the change proposed in Attachment F (Attachment G).

Staff report by Ms. Michelle Bannigan, Finance Director.

Motion/Second: Ramirez/Taylor

Motion carried by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

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 approved the budget adjustments summarized in Attachment A; and
3. Approved the changes to the City’s staffing plan, which include the reclassification of certain existing positions and funding two new positions to shift building inspection and building plan check services from a contracted service to a service provided by City staff; and,
4. Adopted Resolution No. 2022-13 amending the Position Classification Manual, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING THE POSITION CLASSIFICATION MANUAL”, and

5. Adopted Resolution No. 2022-12 approving the employee benefit and salary rates schedule, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, REGARDING EMPLOYEE BENEFITS AND SALARY RATES FOR ALL CLASSES OF EMPLOYMENT.”

16. ORAL COMMUNICATIONS – PUBLIC

- Mr. Jose L. Guerrero, resident, expressed his concerns and frustrations with the emitting noise levels and increased smells being produced by CR&R during non-authorized working hours.
- Ms. Ester Mendoza, resident, expressed her gratitude to the City of Stanton for addressing her concerns during the redistricting process and for also addressing her concerns with homelessness within and around her neighborhood.

17. WRITTEN COMMUNICATIONS

None.

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

18A. COMMITTEE REPORTS/COUNCIL/AGENCY/AUTHORITY ANNOUNCEMENTS

- Council Member Van reported on the success of the Stanton Community Garden, Open Garden Event, which was held on March 5, 2022, at the Stanton Community Garden.
- Council Member Van reported on the Orange County Public Library's new ZIP Books program, which is a grant program funded by the California State Library. Through the ZIP Books program residents are able to acquire either a book or audio book which is then delivered to the resident free of charge and directly from Amazon and when finished residents would return the book to their local library.
- Mayor Shawver reported on the success of the February 26, 2022, free drive thru distribution site which provided free food (fresh / canned / non-perishables), and diapers to over 1,000 residents at Stanton Park.
- Mayor Shawver reported on the scheduling of an upcoming event in partnership with the Ukrainian Students' Society (USS) and Representative Lou Correa in support of Ukraine on April 2, 2022.

18B. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE COUNCIL MEETING

Mayor Shawver requested to agendize discussion regarding implementing a program to address vacant and dilapidated land at the heart of the City's community.

18C. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE STUDY SESSION

Currently Scheduled.

- Update and discussion regarding steps taken to address homelessness within the City of Stanton and the resources being offered by the City.

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

None.

20. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR

Mr. Jarad L. Hildenbrand, City Manager reported on the upcoming Coffee with a Cop event which is scheduled to be held on March 16, 2022, from 10:30 am – 12:00 pm at Stanton Central Park.

20A. 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 Mike Petro provided the City Council with an update on their current operations.

The members of the Stanton City Council / Successor Agency / Housing Authority of the City of Stanton proceeded into closed session at 8:31 p.m.

The City Council / Successor Agency / Housing Authority reconvened in open session at 9:16 p.m.

The City Attorney / Agency Counsel reported that the Stanton City Council / Successor Agency / Housing Authority met in closed session from 8:31 to 9:16 p.m.

The City Attorney / Agency Counsel reported that there was no reportable action.

- 21. ADJOURNMENT** in honor and recognition of International Women’s Day
Motion/Second: Shawver/
Motion carried at 9:17 p.m.

/s/ David J. Shawver

MAYOR/CHAIRMAN

ATTEST:

/s/ Patricia A. Vazquez

CITY CLERK/SECRETARY