



GEN INFO

March 18, 2021



The City Manager's Report is intended only to keep the City Council current concerning ongoing and potential future matters. Much of the information contained in this Report is preliminary and subject to change. In particular, information concerning potential land use and/or economic development projects is to be considered tentative and preliminary (and in some cases may be speculative), subject both to change and to all future City review and approval processes. Nothing in this Report constitutes evidences or implies City approval of any such project, nor City acceptance of any proposed terms of any agreement, contract or understanding referred to in this Report. All such matters remain fully subject to all normal City approval processes, up to and including public meetings and/or public hearings before the Planning Commission and/or City Council, at future dates.



GEN INFO REPORT

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OFFICE OF THE CITY MANAGER

Jarad Hildenbrand, City Manager

UPDATES

Stanton Small Business Relief Program

As part of the Orange County Board of Supervisors distribution of \$10 million from the County's General Funds, the City of Stanton received \$128,000 to support Stanton's small businesses impacted by the COVID-19 public health emergency between the dates of December 31, 2020 and June 30, 2021. The \$128,000 the City of Stanton received was calculated on a per capita basis using the 2010 U.S. Census Bureau population figures. The City of Stanton launched its Small Business Relief Program on March 4th and began accepting online applications on March 8th. To date, there have been 14 Stanton small business applications submitted for review. Final approval for a \$4,000 grant per applicant has been made on 10 applications. Many of the applicants cited rental and utility assistance as the intended use of their grant amount, and all the applicants are operated by the business owners, with limited part-time employees. The provision of economic support to Stanton small businesses in connection with the COVID-19 public health emergency will relieve the costs of business interruptions caused by required closures and modifications.



MEETING DATES/EVENTS

- | | | | |
|-----------------|--|-----------------|--|
| • Mar 23 | City Council | • Apr 21 | Planning Commission |
| • Apr 2 | Movie Under the Stars at Stanton Central Park | • Apr 27 | City Council |
| • Apr 3 | Easter Drive Thru at Stanton Park | • May 5 | Planning Commission |
| • Apr 7 | Planning Commission | • May 11 | City Council |
| • Apr 10 | Blue Ribbon Walk at Stanton Central Park | • May 17 | Parks & Recreation Commission |
| • Apr 13 | City Council | • May 19 | Planning Commission |
| • Apr 19 | Parks & Recreation Commission | • May 22 | Art Exhibit at Stanton Central Park |
| | | • May 25 | City Council |

HUMAN RESOURCES/ RISK MANAGEMENT

Recruitment

William Ogden, Facilities Maintenance Worker II, recently notified the City of his upcoming retirement in April. In an effort to fill the upcoming vacancy, an internal promotional recruitment opened on Wednesday, February 24th to current City employees. Interviews were held on Thursday, March 11. Current Facilities Maintenance Worker I, Jorge Guadarrama, was selected to fill the position.

With Mr. Guadarrama being promoted to Facilities Maintenance Worker II, his Facilities Maintenance Worker I position will become vacant once he assumes his new position. Recruitment for a full-time Facilities Maintenance Worker I is now open and will close on Wednesday, April 7.

A recruitment to bring onboard a second Outreach Coordinator for the Public Safety Services Department opened on Tuesday, February 17. This recruitment will remain open until filled. 86 applications have been received to date and are currently under review.

The full-time position of Planning Technician for the Community Development Department opened on Wednesday, January 13 and closed on Thursday, February 11. A total of 134 employment applications were received and reviewed. The first round of interviews was conducted on Wednesday, March 17. Staff is in the process of scheduling the second and final round of interviews.

The full-time position of Permit Technician for the Community Development Department opened on Monday, February 1 and closed on Wednesday, February 24. A total of 113 employment applications were received and are currently being reviewed.

The Finance Department currently has a volunteer opportunity for a part-time Intern. This recruitment will remain open until filled. A first round of interviews has been scheduled for Tuesday, March 23.



BUSINESS LICENSE RENEWALS

As of March 1, 2021, total renewals are as follows:

| | |
|--|-------|
| Total business license renewals received | 2,007 |
| Total business license renewals expected | 2,708 |
| Percentage received | 74% |

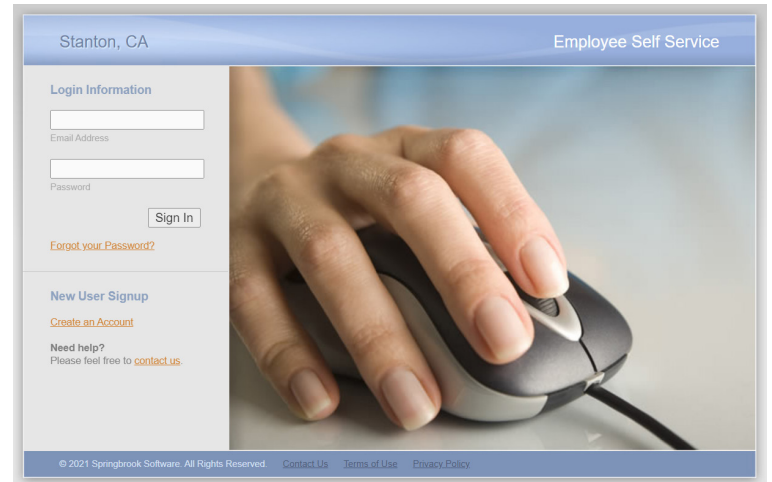
11 new business licenses were issued during the past two weeks. These were issued primarily due to independent contractors for rideshare services and individuals operating a business in their homes.

OCTA MEASURE M AUDIT



The Orange County Transportation Authority (OCTA) contracted with Crowe LLP to perform an audit of the City's Senior Mobility Transportation Program (SMP) for the Fiscal Year 2019/20. The audit was completed last week, and staff is pleased to report that the City received a "clean audit report" with no findings or recommendations. Staff will forward a copy of the report to the City Council once it is received from OCTA.

EMPLOYEE SELF-SERVICE PORTAL



We are happy to report that this portal went live on March 16. Employees now have access to their pay stubs and W-2s. Starting with the March 18 payroll, Finance will no longer be printing and distributing pay stubs. Each employee must use their unique employee number to create an account on the portal below: <https://stantonca.accessgovernment.net/EmployeeSelfService/Account/SignIn>

The Finance Department will be the first Department to test and implement the next phase of this project, which is the preparation and approval of electronic timesheets. If the testing is successful, then this phase will be rolled out to all City Departments in April.

UPDATE ON FINANCE INTERN



The City received six applications for the volunteer Finance Intern position. All six candidates will be interviewed by a panel consisting of the: Finance Director, Accounting Manager, and Administrative Services Supervisor on Tuesday, March 23.

COMMUNITY AND ECONOMIC DEVELOPMENT

Jennifer Lilley, Community and Economic Development Director

COMMERCIAL CANNABIS UPDATE/SCREENING RESULT:

On September 14, 2020, the screening process for Commercial Cannabis was opened to the public for review and response. The Application period ended October 29, 2020. The City received a total of 56 applications in the following categories:

46, Retailer - Storefront Sales
5, Retailer – Non-Storefront Delivery
0, Distributor
0, Distributor-Transport Only
0, Testing Laboratory
4, Cultivation
1, Manufacturing

On November 24, 2020, the Council directed Staff to reopen the application process for the distributor, distributor/transport and testing laboratory categories. This call for applications closed January 7, 2021 resulting in 1 application in the distribution category. No testing or transport applications were received.

Upon review, 13 applications were found deficient and given an opportunity, where appropriate, to remedy their materials. All but 2 applicants responded. Ultimately the City received 57 applications in the following categories:

44, Retailer – storefront sales
5 Retailer – non-storefront delivery
1, Distributor
0, Distributor – transport only
0, Testing Laboratory
4, Cultivation
1, Manufacturing
2, retail applicants did not qualify for review.

Based on the criteria set by the Cannabis subcommittee, the City Manager appointed 3 staff professionals from Land Use, Code Enforcement and Public Safety to review all the applications and independently rank the submittals according to the screening criteria adopted by the Council, this process took approximately 6 weeks. The maximum score for an application is 280 with a combined total score possible of 840. A maximum of 4 applicants in each category will move forward to the next step which includes; proposed location, operations and security plan as well as the background investigation.

It is important to note that there are not 4 applications in all categories as in some cases the scores did not justify all 4 applications moving forward. The following are the applicants eligible to move to the next step.

Commercial Cannabis Business Application Process Overview

STEP 1: SCREENING APPLICATION: All interested operators must submit a screening application including information about the ownership/management team, proposed business plan, design concept, security plan, and experience. No physical location is part of this phase and will not be part of this initial evaluation process.

STEP 2: SCREENING EVALUATION: Each screening application will be reviewed and scored by the **Application Evaluation Committee**, using the review criteria, provided as **Attachment 1**. The scores will be totaled for each applicant and the top 4 applications in each category will be eligible to move on to the following Steps.

STEP 3: COMMERCIAL CANNABIS BUSINESS PERMIT APPLICATION: Each of the eligible applicants will submit all information including at minimum: business owner(s); proposed location; hours of operations; State license category; compliance with the City's Ordinance and security plan.

STEP 4: PERMIT APPLICATION REVIEW: All submittals will be reviewed including:

- Background investigation
- Screening rankings
- Grounds for denial not found

STEP 5: SECURE PHYSICAL LOCATION: Submit the physical location for the business and obtain zoning clearance and/or planning permits.

STEP 6: BUSINESS LICENSE: Apply for and obtain a business license from the City. You have up to 12 months to secure your business license.

STEP 7: BUILDING PERMITS: Apply for and obtain any necessary building and safety permits needed to make improvements to the property (for example, building permits for tenant improvements).

STEP 8: STATE PERMIT: Prior to operation and occupancy permit, you will need to secure your State Cannabis permit.



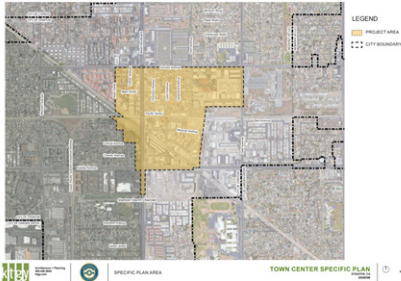
PLANNING

Town Center Specific Plan

What is the Town Center Specific Plan?



The City has initiated a long-range plan for transforming the Town Center area into a mixed-use, pedestrian-friendly district. The Town Center Specific Plan will serve as the guiding document to provide policy, regulatory and design guidance for public and private land within the project area. The Specific Plan would set forth a plan to serve the needs of the community, including improving existing commercial and industrial areas, enhancing Beach Boulevard, redeveloping the City's Main Street, and allowing for development of new commercial/retail mixed-use and housing projects.



STAY INFORMED
Subscribe for project updates

SUBSCRIBE

4 members of your community are following this project

Who's Listening

Questions?

Contact Us!
We will respond to your email as soon as possible, typically within 24 - 72 hours.

Email: TCSP@ci Stanton.ca.us

Community Workshop Presentations

March 1, 2021 Community Workshop

Presentation in English (4.93 MB) (pdf)

Presentación en Español (4.92 MB) (pdf)

Thank you to those who responded to the second survey related to land use options and opportunities. This input will be incorporated into the development of the Specific Plan and will be the basis for the technical studies and environmental review for the project. The next community outreach effort will happen later this summer.

Building

The following table summarizes March's construction activity. As you can see our Building staff continues to work with our development community and property owners to assist with new construction, home improvements, and various renovations throughout the community.

| | March 2021 | March 2020 | Fiscal YTD | 2020 Fiscal YTD |
|----------------|------------|------------|------------|-----------------|
| Permits Issues | 21 | 45 | 569 | 527 |
| Inspections | 194 | 187 | 3146 | 2482 |
| Plan checks | 32 | | 340 | |

Housing Element Update, Fair Housing Survey

Housing Element Update, Fair Housing Survey – Information on the Housing Element Update is now available at LetstalkStanton.com/HousingElement. The Fair Housing Survey is also now live until the end of the month. Feedback received will help inform the Housing Element update related to our residents' experience with fair housing practices.

Fair Housing Survey

Survey starts

Finish

All fields marked with an asterisk (*) are required.

City of Stanton Fair Housing Survey

The City is in the process of updating the Housing Element of the General Plan for the 2021-2029 period as required by State law. The Housing Element establishes policies and programs to address Stanton's existing and projected housing needs, including the City's "fair share" of the regional housing need (or "RHNA").

As part of this update, the City of Stanton needs to look carefully at issues of fair housing in our City and in our region. In basic terms, "fair housing" means the right to choose a home free from unlawful discrimination. Your input will be used to inform preparation of the Housing Element and goals, policies, and programs specifically related to affirmatively furthering fair housing in Stanton.

Please take a moment to share your feedback on issues related to fair housing in Stanton. The survey will be open through Wednesday, March 31, 2021.

This is one part of our engagement program. There will be additional opportunities for the community to comment on the Housing Element Update, including public review of draft documents.

COMMUNITY SERVICES

Zenia Bobadilla, Community Services Director

ADMINISTRATION

Parks, Recreation and Community Services Commission

On Monday, March 15, the Parks, Recreation and Community Services Commission met for their monthly meeting. City Clerk, Patricia Vazquez, assisted in swearing in our two new commissioners and City Attorney, Hong Dao Nguyen, gave commissioners a presentation on both the Brown Act and the Public Records Act.



Upcoming Events



Egg-Cellent Easter Adventures

Registration for our Easter Movie in the Park on Friday, April 2 and drive-thru Easter Egg event Saturday, April 3 began yesterday, with both events almost completely filling. Registration will continue through the end of the month and we look forward to offering in-person events!

We also began our City-wide Egg Hunt on March 10, with six 4-foot easter eggs being hidden throughout the City. Families are invited to take a photo with all 6 eggs to be entered to win one of five prizes and many families have already submitted their photos!

Blue Ribbon Walk

April is Child Abuse Prevention Month and we're highlighting the importance of protecting our youth with a walk around the park. Our Blue Ribbon Walk will be held at Stanton Central Park on April 10 from 9am -12pm, with activity stations focusing on education and prevention in this important effort.

Art Show

The Department will be hosting an Art Exhibit on Saturday, May 10 from 10am-4pm displaying the artwork of local high school and college students as well as adults. The theme of the event is "The World in our Backyard" and will focus on the wonderful tapestry of people from many backgrounds that make us a community. Contest and event details will be released shortly.

Meetings & Updates

The Stanton Collaborative meets on the fourth Monday of every month at 12:30pm and puts a spotlight on different organizations who work in and serve our community. On March 22, the Raise Foundation will present on Blue Ribbon Month and the importance of educating the community on the issues related to child abuse and how to build communities where children are safe, loved and protected.



RECREATION

Stanton Express – Summer 2021

While Spring/Winter 2021 courses are underway, staff are already working on the Summer 2021 edition of the Stanton Express! We are exploring summer camp options and determining how we can best maximize our facilities to provide a safe, enriching experience for our participants. Staff are also putting together a calendar for Parks Make Life Better month in July, filled with fun activities for families to enjoy.

Sports Fields

Recently, the California Department of Health issued new COVID-19 guidelines in regard to youth sports. Games may now resume for our sports organizations utilizing our fields to conduct games. To reopen safely, the Department is following guidance from the California Department of Public Health and is working closely with teams to ensure social distancing and sanitation measures are in place.

- Current Number of Teams: 5
- Weekly Participants: ~300
- Weekly Hours of Play: 35

Meetings & Updates

Community Services staff continue to attend meetings and roundtables offered by state, county, and other agencies. We greatly value our ability to continuously connect with other professionals across the state as we all navigate this ever-changing pandemic.

SENIOR SERVICES

Senior Services staff are currently working on reviving some of the programs that were put on hiatus due to the COVID-19 public health crisis. Programs include monthly birthday celebrations and the Stanton Insider, a monthly newsletter specifically written for our senior population, and a “Reverse Excursion” in partnership with our local Wine & Design.

Food Distribution

Senior food distribution continues to serve clients on Tuesday and Thursday mornings. Please see our March food distribution totals to date:

- MoW Grab N Go: 3,696 meals
- MoW Home Delivered Meal Program Meals: 276
- MoW Senior Participants: 673
- Second Harvest Food Bank: 573 households served.

AARP Tax Assistance

Appointments for AARP tax assistance resumed on Monday, March 1. While appointments are not conducted in person, accommodations have been made to assist our seniors virtually and telephonically. Staff have scheduled 50 individuals for appointments and have worked with AARP to refer any additional clients to other agencies for assistance.

Meetings & Updates

Staff continues to attend roundtable discussions with local Senior Center Directors, Meals on Wheels OC, and the CPRS Aging Section to share success stories, discuss best practices and determine how to best serve our population. Recent topics include protocols for senior center re-openings, changes in food distribution, and vaccine clinics.



HUMAN SERVICES

FRC Update

The Stanton Family Resource Center (FRC) continues to serve our community through a variety of virtual and drive-thru services:

- The Stanton Family Resource Center is working with partners on a reopening plan, to safely provide in-person services. We'll assess and make adjustments as the county moves into less restrictive tiers.
- FRC Staff are excited to safely bring back our Out of School Time (OST) programming beginning April 12. Staff have been busy contacting families and currently, have 19 participants enrolled.
- We also held a Movie Basket Drive-Thru on Friday, March 12 from 3-5pm. We had a total of 21 kiddos show up to receive a family movie night gift basket.

Community Engagement Advisory Committee (CEAC)

Next week, our CEAC members will be attending two training opportunities offered through FaCT. These sessions will focus on Leadership and Mental Health and are a great way of helping our CEAC members become more confident in their role as advocates for our programs and pillars of our community.

Meetings & Updates

Staff are planning a retreat for all FaCT funded staff this spring to discuss service delivery methods, success stories and partner relationships to be held on Thursday, April 8. FaCT funded partners include the Friendly Center, Boys and Girls Club of Garden Grove and Interval House.

Case Management meetings continue to be held virtually every Thursday and are attended by City staff and partner organizations. After these meetings, Case Management clients are provided with a framework for support and services specifically selected to meet their family's needs.

PUBLIC WORKS & ENGINEERING

Allan Rigg, Public Works Director/City Engineer

CAPITAL PROJECTS SUMMARY

| Phase | Projects |
|--------------|---|
| Design | FY 20/21 Street Improvement Project |
| | Jane Way & Court Sidewalk Improvement Project |
| Bid | Citywide Traffic Signal Improvement |
| Construction | 2020 Sewer Replacement Project |
| | 8881 Pacific Demolition |
| | Stanford Avenue Sewer Placement |
| | Flock Cameras Installation – Phase II |
| | Village Center Median Rehabilitation Project |
| | Knott Avenue Restoration |

| Project | 2021 | | | |
|--|------|-----|-----|-----|
| | MAR | APR | MAY | JUN |
| FY 20/21 Street Improvement Project | | | | |
| Jane Way & Court Sidewalk Imp. Project | | | | |
| Citywide Traffic Signal Improvement | | | | |
| Stanford Avenue Sewer Placement | | | | |
| 2020 Sewer Replacement | | | | |
| 8881 Pacific Demolition | | | | |
| Knott Avenue Restoration | | | | |

| |
|--------------|
| Legend |
| Design |
| Bid |
| Construction |

BREAKING NEWS



Village Center Median Rehabilitation Project

Staff began the rehabilitation of Village Center Drive median located west of Beach Boulevard. The new landscaping will connect Crosspoint Village to the new developments located across from Rodeo 39. Damaged or uplifted concrete will be removed.

Dotson Park Upgrades



Residents will be thrilled once Dotson Park reopens with new slides. The existing slides were worn down and broken from daily usage. Staff was able to add new playground equipment for our community to enjoy.

City Hall Upgrades



Staff started the placement of permanent glass shield on all our City Hall counters. This will help keep staff and residents safe from each other. This is the first of many steps towards having our city doors fully open to residents.



Orangewood Avenue Upgrades

Due to the recent traffic accidents occurring on Orangewood Avenue west of Santa Rosalia, staff designed and implemented several more safety mitigations. Additional signage was added for more visibility along with upgrading the exiting in greater size than standards call for. A double guardrail was implemented.

Flock Cameras Phase II

The Flock cameras previously installed have been a huge success in fighting crime and keeping our city safe. Phase II is on its way by adding 26 more cameras throughout our city. Staff has applied for a Caltrans permit to access Beach Boulevard for installation. Pending Caltrans permit approval, cameras should be installed within this month.



Jane Way & Court Sidewalk Improvement Project

Several massive trees on Court Avenue and Jane Way Avenue have caused severe uplifting to city-owned residential sidewalks. This project will address any tripping hazard located within this community. Inspections have been performed and currently, a proposal for this project is being generated.

PUBLIC SAFETY SERVICES

James Wren, Public Safety Services Director

HOMELESSNESS

Outreach Efforts

During this reporting period, Outreach Coordinator Damian Fonseca has been able to assist many members of the homeless community to connect with services on their journey towards sustainable housing. One couple that Damian has been working with for over a month was able to return home to Chicago, Illinois to be reunited with family members. The City purchased bus tickets and provided transportation to the Anaheim Regional Transportation Center known as ARTIC. As a result of Damian's efforts as well as the dedication of the City to assist the homeless community this couple was welcomed back into a stable environment as they address the issues that led them to homelessness.



Local Business

The Department of Public Safety continues to assist members of the business community address the homelessness issue. The Starbucks located at Beach Boulevard and Garden Grove Boulevard had persistent problems with a homeless individual that was harassing customers, destroying property, and occasionally living on the roof. City staff responded at 7 a.m. and found the individual sleeping in the bushes at Denny's because the damaged lock had been replaced. Staff arranged for the individual to retrieve his items from the roof and exit the property. While exiting the property, the Orange County Sheriff's Department assisted City Staff with the individual and ultimately arrested him for outstanding warrants.

His personal items are being stored in accordance with policy. To maintain safety at the scene Code Enforcement Officer Jose De La Torre deployed a drone to review the roof of the building before allowing the individual to gather his items.





Code Enforcement Officer David Munoz and Flo Ruiz working at a POD location.

EMERGENCY MANAGEMENT

The City of Stanton continues to meet its' required provision of staff members to work at the various Point of Dispensing locations across the County. Members of City staff have been recognized by those directing the PODs for their efforts during the process.

when a steady amount of vaccinations are made available. When appropriately supplied, through the combined efforts of multiple agencies more than 10,000 doses can be administered daily across the county.

Access to vaccine doses remains an issue while the County moves forward with the vaccination process. Plans are in place to expand to an additional location

CODE ENFORCEMENT

The Code Enforcement Division continues to address a variety of community issues. The items listed below represent routine activities conducted by the Code Enforcement Division:

- Issued 278 parking citations
- Towed 2 vehicles for various violations
- Cleared 18 homeless encampments
- Issued 11 citations for property maintenance or Building Code violations
- Removed 26 shopping carts from encampments and public view.

The Code Enforcement Division was able to complete a long-standing case related to the operation of an illegal short-term rental. The location had been cited on numerous occasions over a six-month period and would comply for a brief period of time. Finally, the fines caused the homeowner to enter a long-term arrangement with a tenant and normalcy has returned to the neighborhood. Staff was contacted by multiple members of the community thanking them for their efforts.

