



GEN INFO

April 8, 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.



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OFFICE OF THE CITY MANAGER

Jarad Hildenbrand, City Manager



COMMUNITY CHOICE ENERGY

The City Council will hold a Study Session on Community Choice Energy on Tuesday, April 27th at 5:00 p.m. Staff from the Orange County Power Authority (OCPA) will provide a general overview of their program and discuss its progress to date. Current OCPA member cities include Buena Park, Fullerton, Huntington Beach, and Irvine.

Who is OCPA? The OCPA will offer retail electricity to residents and businesses as an alternative to SCE, as well as energy and climate change-related programs. Customers will have choice over their retail electricity options and may return to SCE service at any time. OCPA would serve between 170,000 to 250,000 accounts to start, and will likely grow to one of the larger CCEs in the state.

MEETING DATES/EVENTS

- | | | | |
|-----------------|---|-----------------|--|
| • Apr 10 | Blue Ribbon Walk at Stanton Central Park | • May 17 | Parks & Recreation Commission |
| • Apr 13 | City Council | • May 18 | Budget Workshop and Strategic Planning |
| • Apr 19 | Parks & Recreation Commission | • May 19 | Planning Commission |
| • Apr 21 | Planning Commission | • May 22 | Art Exhibit at Stanton Central Park |
| • Apr 27 | City Council | • May 25 | City Council |
| • Apr 28 | Public Safety Committee | • Jun 2 | Planning Commission |
| • May 5 | Planning Commission | • Jun 8 | City Council |
| • May 11 | City Council | | |

EMERGENCY RENTAL ASSISTANCE PROGRAM

for Orange County Renters



The **County of Orange** will offer rental households, up to **\$10,000 in financial assistance** for unpaid rent or utility bills due to the impact of **COVID-19**.

Accepting applications starting April 1.

Will only be accepted until April 30, 2021.

Eligibility requirements include:



Eligible expenses are **UNPAID rent or utility bills** due to COVID-19 impact only, not future rent or utility costs. You must also meet income requirement as stated below.

Households with one or more members currently experiencing unemployment for 90 days or more at the time of application and have an annual income at or below **80% Area Median Income (AMI)**

OR household with an annual income at or below **50% AMI**, regardless of employment status.

Household Size	1	2	3	4	5	6
50%AMI Level	\$44,850	\$51,250	\$57,650	\$64,050	\$69,200	\$74,300
80%AMI Level	\$71,750	\$82,000	\$92,250	\$102,450	\$110,650	\$118,850

Landlords can encourage tenants to apply.

To **APPLY** and **find more information**:



Visit the website at
www.ERA.211OC.org



Text **ERA** to
898211



Call **2-1-1**

Rental households in the cities of Anaheim, Santa Ana and Irvine are ineligible for this County program, as those cities provide their own rental assistance programs.

Image: Orange County's Emergency Rental Assistance Program

HUMAN RESOURCES & RISK MANAGEMENT

RECRUITMENT

An internal promotional recruitment for a part-time Senior Recreation Leader for the Community Services Department opened on Thursday, April 1st. The final filing date of applications for this position is Thursday, April 8th.

With Facilities Maintenance Worker I, Jorge Guadarrama being promoted to Facilities Maintenance Worker II, his current position will become vacant once he assumes his new position. Recruitment for a full-time Facilities Maintenance Worker I was conducted and closed on Wednesday, April 7th. Over 40 employment applications were received and are currently under review.

A recruitment to bring onboard a second Outreach Coordinator for the Public Safety Services Department opened on Tuesday, February 17th. This recruitment will remain open until filled. Over 100 applications have been received to date. The first round of interviews will be held on Wednesday, April 14th.

The full-time position of Planning Technician for the Community Development Department opened on Wednesday, January 13th and closed on Thursday, February 11th. A total of 134 employment applications were received and reviewed. The second and final round of interviews was held on Tuesday, April 6th. A candidate has been selected and is currently in the process of completing pre-employment requirements.

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

Interviews for a part-time volunteer Intern opportunity with the Finance Department were held on Tuesday, March 23rd. A candidate has been selected and has completed background requirements. A start date has been scheduled for Monday, April 12th.



SENATE BILL 95

Supplemental Sick Leave

Governor Newsom recently signed Senate Bill 95 (SB 95), which requires employers in CA with more than 25 employees to provide COVID-19 supplemental paid sick leave to covered employees. SB 95 went into effect on March 29, 2021, applies retroactively to January 1, 2021, and will remain in effect until September 30, 2021. SB 95 broadens the circumstances under which an employer is required to provide leave, with the addition of the entitlement to paid leave when getting a vaccination or when experiencing symptoms due to the vaccine. SB 95 applies to the City and staff has been notified accordingly.

FINANCE

Michelle Bannigan, Finance Director

BUSINESS LICENSE RENEWALS

As of April 5, 2021, total renewals are as follows:

Total business license renewals received **2,046**

Total business license renewals expected **2,708**

Percentage received **76%**

FACT PROGRAM AUDIT



The Orange County Social Services Agency contracted with David Gruber & Associates to perform an annual audit of the City's Families and Communities Together (FaCT) grant program for the Fiscal Year 2019/20. The audit is currently underway and should be completed within the next couple of weeks.

EMPLOYEE SELF SERVICE PORTAL

Transition to Electronic Timesheets

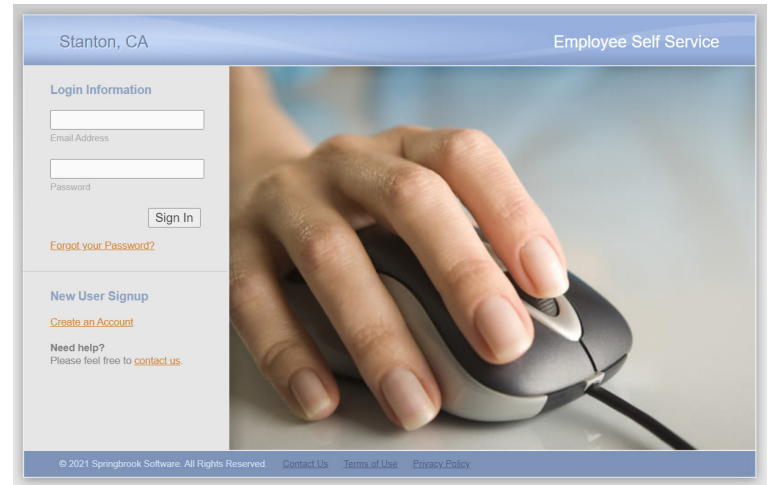


Image: Portal login page.

The next phase of rolling out the implementation of the Employee Self Service (ESS) portal is to transition all City employees from preparing manual timesheets to preparing timesheets through the ESS portal. After timesheets are submitted in the portal, supervisors and Department Heads can electronically approve the timesheets. The timesheets are then automatically imported into the payroll module for payroll processing. This automation will eliminate the current process of manually entering each employee's hours worked into the payroll module, therefore, improving the Finance Department's operating efficiency. This process is being rolled out one department per pay period to ensure a smooth transition and sufficient staff training.

The Finance Department implemented electronic timesheets for the payroll that was processed on April 1, 2021. During the week of April 5th, staff in the Administration Department and all the Department Heads were trained on how to prepare their timesheets using the ESS portal for the payroll being processed on April 15, 2021.

COMMUNITY AND ECONOMIC DEVELOPMENT

Jennifer Lilley, Community and Economic Development Director

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG)

Toolbox Tuesdays



Disadvantaged Communities Active Transportation Planning Initiative

Toolbox Tuesday
3/30/2021



Image: Slide from SCAG's Toolbox Tuesday Training

The City of Stanton was represented by Jennifer Lilley at SCAG's Toolbox Tuesday training on March 30, 2021. Jennifer, along with professional consultants from ALTA Planning and Design and Community Organizer, Wendy Romero shared with more than 150 professionals the benefits, steps to preparing and adopting an Active Transportation Plan. The City of Stanton was highlighted as a leader in this work effort.

Jennifer shared the City's vision and proactive planning approach which will result in bringing health, safety and quality of life to our residents by addressing mobility improvements for walking and biking.

PLANNING COMMISSION

Training



On March 24th City Attorney, Hong Dao Nguyen provided Commissioner Training for our new Commissioners and valuable refresher training for our returning Commissioners. The topics covered Open Meeting Law, Financial Conflicts of Interest, Due Process and Fair Hearings, the Ralph M Brown Act, Public Records Act, Political Reform Act and so much more. The Commission appreciated the valuable information and looks forward to additional opportunities to grow their skills in this role.

Thanks to the ability to attend conferences virtually, our Planning Commissioners were able to gain valuable knowledge related to CEQA, Legislative Update, Housing, and other valuable land use topics at this year's Planning Commissioners academy hosted by the League of California Cities.

CANNABIS UPDATE

Progress



In order to facilitate the next step in the investigation and verification portion of the Cannabis Business Permit process, the City is working to engage the services of a third-party professional. The benefit will be to have a professional expert conduct the background investigation and verification review of the final applicants and provide this objective review. Staff anticipates having the consultant engaged by the end of April and the next step in the process to get underway early May.

PLANNING

Annual Progress Report

The General Plan Annual Progress Report was prepared to report on the City's status complying with the Regional Housing Needs Assessment (RHNA) and progress in meeting the goals and policies of the Housing Element and the General Plan. The Annual Progress Report is an important tool to track and monitor progress and to communicate this information to the Community.

During the 2020 reporting period, the City issued 149 new construction permits and approved the conversion of motel rooms to

provide 132 emergency/temporary housing units.

To date, the City has accounted for 826 units surpassing the 313 units allocated by the State. The City is also well on its way to satisfy its requirements in the various income categories. This report was presented to the City Council on March 23, 2021 and was sent to Housing and Community Development (HCD) and the Office of Planning Research (OPR) satisfying the reporting requirements for this period.

BUILDING

The month of March has ended with the following construction activity. We continue to surpass our development stats from last year this time. We expect this trend will continue throughout the year as interest in development in Stanton continues to grow.

	March 2021	March 2020	Fiscal YTD	2020 Fiscal YTD
Permits Issues	62	53	611	536
Inspections	374	371	3334	2880
Plan checks	53		361	

HOUSING

City Council and Planning Commission Joint Study Session

The City Council and Planning Commission will have its first Housing Element Update during a joint study session on April 13, 2021. This time will provide an overview of the opportunities and challenges and allow the Council and Commission to better understand the forecast related to the 6th Housing Cycle RHNA numbers and the City's ability to meet the requirements and set out a plan to successfully achieve its housing goals.



COMMUNITY SERVICES

Zenia Bobadilla, Community Services Director

ADMINISTRATION

STAFF DEVELOPMENT

The Department has scheduled an all-hands training on Friday, April 30 for all staff. New procedures for programs and preparations for facility rentals in response to safety measures will be reviewed. In addition, new software and other policy changes that took place over the last year will be highlighted by the senior team along with standard operating procedure refreshers.

UPCOMING EVENTS



Image: Family enjoying Little Caesars Pizza



Image: Family takes photo with the Stanton Easter Bunny!

Egg-Cellent Easter Adventures Recap

On Friday, April 2, our Movie Under the Stars returned as part of our EGG-Cellent Easter Adventure with a viewing of “Hop.” Families enjoyed pizza provided by Little Caesars, an Easter bag and super-fun field games lead by Recreation Leaders! Trivia questions were also included, and winners received easter baskets, proudly donated by the Friendly Center!

On Saturday, April 3, 100 families drove through City Hall for photos with the Easter Bunny and a basket filled with eggs and pancake breakfast supplies, kindly donated by Target. Photos are currently being edited and will be emailed to participants shortly.

Our City-wide Egg Hunt concluded on March 30, with thirteen families submitting photos with our six 4-foot easter eggs! Five families won a specialized basket and entrance into both our movie event and drive-thru giveaway.

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 Exhibit

The Department will be hosting an Art Exhibit on Saturday, May 22 from 10am-4pm displaying the artwork of local students. 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 have been distributed to surrounding school districts, colleges, businesses and service groups. To date, we have received 20 applications for artwork entries.

MEETINGS & UPDATES

On Monday, April 6, staff met with representatives from the Office of Board of Supervisor, Katrina Foley, to coordinate constituent pop-up services in Stanton and other opportunities to partner for upcoming projects.

PUBLIC INFORMATION OFFICE



COMING SOON

Website Update

PIO Staff have scheduled a Content Editing Training Session with ReVize. The purpose of this training is to train staff members on how to utilize the Content Management System (CMS) and to review website transition.

Social Media Summary (Last 14 Days)



Facebook

Followers (14 Days)

- 03/24/2021: **3,302**
- 04/06/2021: **3,573**

Top Posts

- Stanton Mobile POD
- Art Exhibit: Artist Call
- Seeking Volunteers



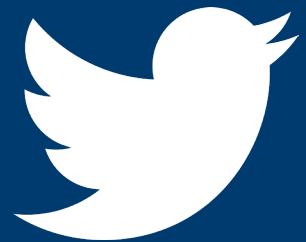
Instagram

Followers (14 Days)

- 03/24/2021: **1,361**
- 04/06/2021: **1,374**

Top Posts

- Stanton Mobile POD
- Extra Hour of Play at SCP
- Stand Up to Child Abuse



Twitter

Followers (14 Days)

- 03/24/2021: **1,719**
- 04/06/2021: **1,734**

Top Posts

- Stanton Mobile POD
- Extra Hour of Play at SCP
- Fair Housing Survey



Image: Storytime at the Park

RECREATION

Stanton Central Park

Recreation Leaders continue to serve the community while practicing social distancing and increased safety measures. The park has experienced a rise in overall attendance due to Spring Break and warmer weather with 21,533 visitors during the month of March.

We received a special visit from the Stanton Library, with “Storytime in the Park” resuming on March 18. The next class is scheduled for April 15.

On Friday, March 26, Kid’s Night Out made its debut for 2021! The evening consisted of crafts, games, pizza and an Egg hunt. Our first program of the year was a success with 17 children in attendance and our next KNO is scheduled for April 23 at the Family Resource Center.



Stanton Express – Summer 2021

Registration for our Summer 2021 classes will begin on Tuesday, April 13. We look forward to bringing back both longstanding and new programs this season for our community to enjoy such as youth sports and dance classes, yoga, and Food for Thought. This new program is aimed for those aged 18 and older and will focus on topics that will open the mind and give some “food for thought.” We are also excited to see our seniors back in person with Hula and Bingo beginning June 1!

Sports Fields

The Department continues to follow guidance from the California Department of Public Health and is working closely with teams to ensure social distancing and sanitation measures are in place. Teams are on the field seven days a week, with some availability on the weekends for new teams.

- Current Number of Teams: **6**
- Weekly Participants: **~550**
- Weekly Hours of Play: **55**

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 on April 14.

Food Distribution

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

- MoW Grab N Go: **1,956 meals**
- MoW Home Delivered Meal Program Meals: **126**
- MoW Senior Participants: **340; 1 new intake**
- Second Harvest Food Bank: **225 households served**

AARP Tax Assistance

AARP has concluded their tax help for the 2021 year. With their partnership, we were able to provide assistance to over 50 seniors. We look forward to a continued partnership in the years to come.

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 is 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.

Information & Referral Services

Staff has been busy providing clients with helpful resources during these tough times. For the month of March, 97 clients reached out the FRC for resources and were able to get connected through our partner agencies or surrounding organizations for assistance. Overall, 114 referrals were made this month. Due to the mobile vaccination site at City Hall, the FRC had many calls for information and assistance with the registration process.

Meetings & Updates

Staff held a retreat on Thursday, April 6 for all FaCT funded staff and discussed service delivery methods, success stories and partner relationships. 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.

The FRC Coordinator, Dianna Valtierra will be attending the FaCT FRC Coordinators Council meeting next Wednesday, April 14. The FRC Coordinators meeting is held every second Wednesday of the month from 2-4pm. All 16 FaCT FRC Coordinators come together to review anything related to the FaCT network.

PUBLIC WORKS & ENGINEERING

Allan Rigg, Public Works Director/City Engineer

CAPITAL PROJECTS SUMMARY

Phase	Projects
Design	FY 20/21 Street Improvement Project
Bid	
Construction	Jane Way & Court Sidewalk Improvement Project
	Citywide Traffic Signal Improvement
	Knott Avenue Restoration
	Flock Cameras Installation – Phase II

Project	APR	MAY	JUN	JULY
FY 20/21 Street Improvement Project				
Jane Way & Court Sidewalk Imp. Project				
Citywide Traffic Signal Improvement				
Knott Avenue Restoration				
Flock Cameras Installation- Phase II				

Legend
Design
Bid
Construction

BEACH BOULEVARD PAVING

CalTrans will be doing a 2-inch grind and overlay along Beach Boulevard, from city limit to city limit. This project will begin in May 2021. The project was postponed in April due to the cold nights which will affect the curing of asphalt. The majority of the construction will take place during the night in order to avoid traffic congestion.



Image: Beach Blvd. & Garden Grove Blvd.

CITYWIDE TRAFFIC SIGNAL EQUIPMENT IMPROVEMENT

FY 20/21

This project is to be awarded on April 13th during the City Council meeting. The FY 20/21 Citywide Traffic Signal Equipment Improvements will affect all signals within city limits. This will greatly improve traffic flow and reduce wait times at busy intersections. New cabinets with battery backups will be installed at every city signal. This will prevent a signal from going completely dark in an outage.



Image: Traffic Signals on Beach Blvd.



Image: FLOCK Camera

FLOCK CAMERAS

Update

The Flock cameras previously installed have been a huge success in fighting crime and keeping the city safe. Phase II of the project will add 26 more cameras throughout the 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

Update

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 hazards located within this community. Inspection has been performed and currently, a proposal for this project is being generated.



Image: Raised sidewalk on Jane Way & Court Ave.

PUBLIC SAFETY SERVICES

James Wren, Public Safety Services Director

HOMELESSNESS

Outreach Efforts

The Buena Park Navigation Center was closed due to COVID-19 related issues but is now accepting referrals once a week. As these beds open, they will be a very useful element of the City's response to the homelessness issue.

One of the many issues that the Department of Public Safety deals with on a routine basis is the "regulars" in the homeless community. Many times, engagements with these individuals can last years before viable steps are taken in helping them get off the streets.

Pictured, Outreach Coordinator, Damian Fonseca discusses options with an individual that has routinely rejected services for 4 years.

On the day of the contact, both twin brothers took long-awaited steps towards exiting the streets. Hopefully, they will trust the process and remain engaged in the system to receive the assistance they need.



Image: Outreach Coordinator, Damian Fonseca discusses options with an individual that has routinely rejected services for 4 years.

LOCAL BUSINESS

Vandalism

On occasion, the Department of Public Safety along with Public Works will jump in to address an immediate need. The before and after pictures of the patio area adjacent to Hiccups are pictured below. Due to the high visibility of the area and the impact on the community steps were taken to clean up an area hard hit by vandalism.



Image: Vandalism on tables at Hiccups (Left) and the result of the clean-up efforts (Right).

CODE ENFORCEMENT

Illegal Street Vendors

Code Enforcement Officers continue to address illegal vendors on the street. There has been a recent uptick in street vending of various items, in this case, cell phones. Over proliferation of these operations creates an unsightly scenario along the major streets in the city. Thank you to Code Enforcement Officer Urbina for remaining diligent in this effort.



VACCINATION CLINIC

Mobile POD at Stanton



Image: Patients waiting after receiving their vaccination to ensure that they don't have any immediate side effects.

On March 30th, the City hosted a Mobile Point of Dispensing (POD) clinic to disseminate Coronavirus vaccines to the community. With the help of the Community Services Department, 50 of the most vulnerable members of the community were prioritized and received the vaccine.

Approximately 400 vaccines were administered throughout the day which was viewed as well-executed based on feedback from the County. Public Safety and Public Works worked together to execute a previously rehearsed emergency plan and Community Services carried the lion's share of the staffing and community outreach.

There will be another mobile POD taking place on April 7. Executing multiple mobile POD's at this point in the vaccination process for a city of Stanton's size is a great achievement. The second dose of the vaccine will occur one month from the initial dose. As a result, staff will execute the POD operation on 4 occasions.