



# GEN INFO

*November 4, 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.

*Pictured: Participants at the 2021 Halloween Festival*





# GEN INFO REPORT

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# OFFICE OF THE CITY MANAGER

Jarad Hildenbrand, City Manager

## COMMUNITY SHRED DAY

### *Event Update*

On Saturday, October 23, 2021, the City of Stanton hosted its 4<sup>th</sup> Annual Free Community Shred Day Event for Stanton residents. The event was held to assist residents in safely and securely disposing of unwanted and sensitive documents on-site. The City Clerk's office acquired the services of Southern California Shredding, Inc. in providing a "shredding truck" for the event. In concurrence with CR&R's City-Wide Clean-Up Event at Stanton Park, the City accepted boxes and bags of personal documents for on-site shredding, at no charge to Stanton residents. The City Clerk's Office is excited to announce the success of this year's event and that at the close of the event 1,000 pounds of paper was disposed of and shredded and is now on its way to be recycled.

## HUMAN RESOURCES & RISK MANAGEMENT

### *Recruitment Update*

The full-time **Public Works Inspector** position for the Public Works Department remains open until filled. The first review date of applications was on October 19 and staff is currently in the process of scheduling interviews.

A recruitment for a full-time **Assistant Planner** for the Community Development Department opened on Thursday, August 26 and closed on Thursday, September 16. The first round of interviews was conducted on Wednesday, November 3 and staff is currently in the process of scheduling the second and final round of interviews.

A part-time **Parking Control/Code Enforcement Specialist** position to fill the current vacancy due to William Torres' resignation closed on Wednesday, September 22. Interviews were conducted on Tuesday, November 2 and an offer has been made.

A recruitment for a full-time/limited term **Departmental Assistant** position for the Community Development Department opened on Thursday, August 26 and closed on Wednesday, September 15. The first round of interviews has been scheduled for Tuesday, November 9.

A recruitment for a full-time/limited term **Planning Manager** position for the Community Development Department opened on Tuesday, August 31 and closed on Wednesday, September 22. The second round of interviews was held on Monday, October 25 and an offer has been made.

The second and final round of interviews for the full-time/limited term **Senior Accounting Technician** was held on Monday, November 1. An offer has been made.

The recruitment for several temporary part-time **Recreation Leaders** remains open until filled. The City will continue to accept employment applications and hold interviews until all vacancies are filled.

A part-time volunteer **Intern** position for the Finance Department remains open until filled.

## PLEASE WELCOME...



### GUILLERMO MENDEZ CLARA

*Outreach Coordinator  
Public Safety Services*

Guillermo Mendez Clara joined the City on Thursday, October 28 as a full-time Outreach Coordinator for the Public Safety Services Department. Guillermo holds a Bachelor's degree in Criminology and formerly worked for City Net as a Collaborative Case Manager (CCM).

## MEETINGS & EVENTS

- Nov 9 City Council
- Nov 11 **Veterans Day Ceremony**  
**Veterans Memorial Park**
- Nov 15 Parks & Recreation  
Commission
- Nov 15 **Coffee With A Cop**  
**Family Resource Center**
- Nov 17 Planning Commission
- Nov 23 **City Council**  
**Redistricting Public**  
**Hearing**
- Dec 1 Planning Commission
- Dec 9 **Christmas Tree Lighting**  
**Stanton City Hall**
- Dec 14 City Council
- Dec 15 Planning Commission
- Dec 16 Redistricting Public  
Hearing
- Dec 20 Parks & Recreation  
Commission
- Dec 27-30 Holiday Closure



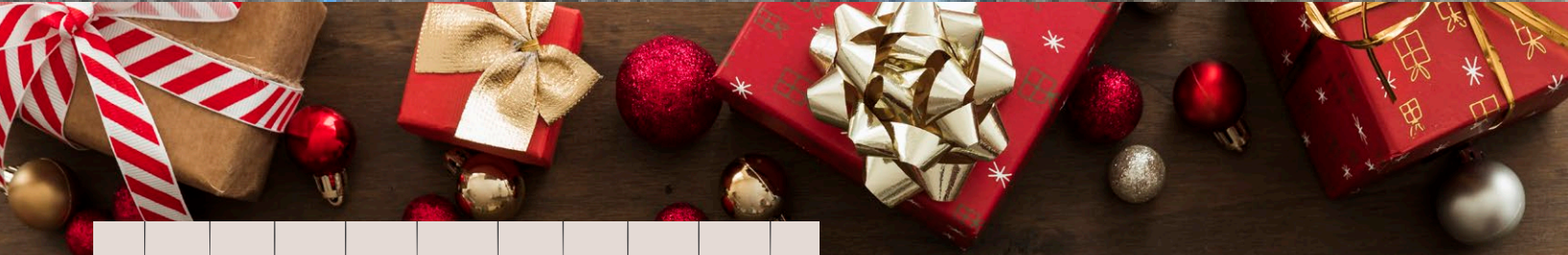


## PEPPER SPRAY DEFENSE

### *Training Update*

A pepper spray defense training was conducted by CJPIA for Public Safety Services and Public Works staff on Wednesday, November 3. The training was intended to give staff a basic understanding of self-defense, use of force, reasonable force and basic legal definitions of force. Some of the subjects covered included: What is pepper spray, use of force and self-defense, defense tactics and fundamentals, spraying and escape techniques among others.

*Stanton City Staff members practicing defense methods.*



**SAVE THE DATE!**

## Annual Employee Recognition & Holiday Luncheon

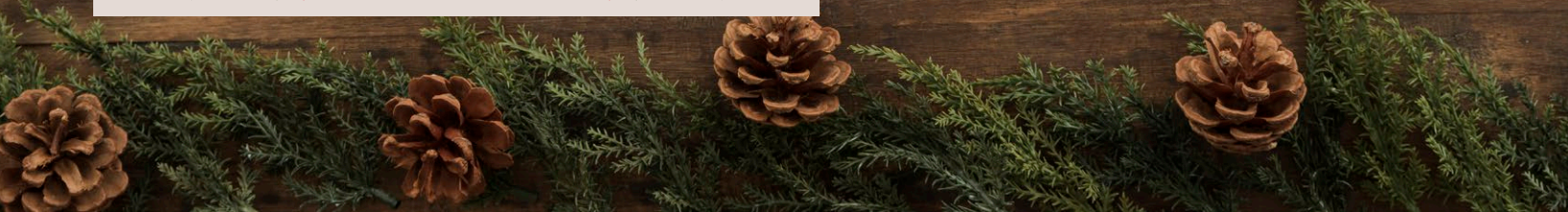
**THURSDAY, DECEMBER 16TH  
11:30 AM TO 1:00 PM  
CITY HALL BANQUET HALL**

**MORE DETAILS TO FOLLOW**

## **SAVE THE DATE!**

### *Annual Employee Recognition and Holiday Luncheon*

The Annual Employee Recognition and Holiday Luncheon is back! Please save the date for Thursday, December 16 from 11:30 am – 1 pm. More details to follow.





# FINANCE

Michelle Bannigan, Finance Director

## UTILITY USER TAX

### *Update*

Azavar, the vendor performing the City's utility user tax audits for gas, electricity, water and telephone, provided their most recent quarterly update on this project. A copy of their update is attached for your information.



## FISCAL YEAR 2020/21 AUDIT

### *Update*

The City's Fiscal Year 2020/21 annual financial statement audit is still underway. Fieldwork is expected to be complete by early next week. The auditors are still waiting for the U.S. Office of Management and Budget to issue its Compliance Supplement for the audit procedures that need to be performed for the City's federal expenditures that were spent during Fiscal Year 2020/21. Therefore, the auditors plan to complete a single audit of the federal expenditures in early 2022.





# COMMUNITY DEVELOPMENT

Jennifer Lilley, Community and Economic Development Director



## PLANNING FORUM

### *Update*

On Thursday, October 28, the City Manager, Community and Economic Development Director, Associate Planner and Frontier presented topics and highlighted the City of Stanton to more than 170 professionals at the annual Planning Forum. The Surplus Lands Act – Tina Pacific Project, SB2 Grant – Town Center Specific Plan, Project Homekey and Rodeo 39 were the topics of discussion and informed the audience on key lessons and ideas of how to translate the efforts and successes of the City of Stanton to their communities. It is great to see the City of Stanton being recognized for its forward vision and outstanding efforts.

## CITIZEN'S ACADEMY

### *Creating Future Leaders*

Ten residents joined the Community and Economic Development topic on October 27. This very engaged group learned about the Town Center Specific Plan process, Housing Element update and all of the development activity happening in the City. Staff answered questions and had a rich discussion about ADUs, Tina Pacific development, affordable housing and supporting our local businesses. At the end of the evening six participants said that now they are interested in submitting to be on a Commission in the future. This was a great opportunity to talk with our residents and answer their questions on all things land use.

## PROJECTS IN PROCESS



### **KB HOMES**

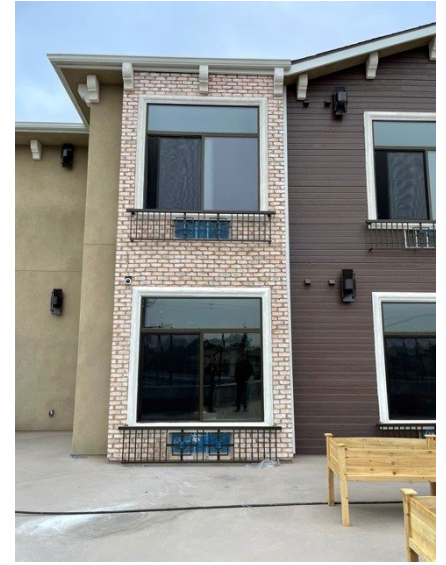
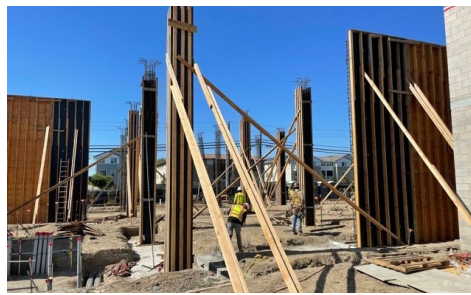
#### *10871 Western Avenue*

This project is moving closer to completion. The site plan is set up in a pattern of 8 rows of 5 homes each. The following outlines the status of each "row".

- Row 1- This is the model home and is completed and open for tours for potential buyers.
- Rows 2 and 3- The work is completing interior paint finishes; installing landscape and final exterior finishes. Expecting Certificate of Occupancy mid November.
- Rows 4 and 5- Construction includes installing cabinets, tile and interior finishes and starting to install landscape. Expecting Certificate of Occupancy end of November.
- Rows 6, 7 and 8- This section is completing the framing stage and starting to install rough plumbing, mechanical and electrical.



## PROJECTS IN PROCESS



### VRV

*12736 Beach Boulevard*

The project is currently framing the 5<sup>th</sup> floor of the residential section north of the parking structure. The plumbing and electrical crews are installing rough plumbing and wiring materials on floors 1 through 3. They have formed and poured the concrete columns to support the upper floors at the commercial portion fronting Beach Boulevard. Finally, they are completing the finish block wall dividers of the parking structure and installing the steel stair assemblies for the parking structure.

### ASSISTED LIVING

*12282 Beach Boulevard*

The builder is completing the upper deck glass railing; exterior painting; and assembling the kitchen appliances as they continue to work to complete the building.

## BUILDING ACTIVITY

*Update*

The month of October construction activity is detailed below.

	Oct 2021	Oct 2020	Fiscal YTD	2020 Fiscal YTD
<b>Permits Issues</b>	39	76	317	374
<b>Inspections</b>	309	351	1257	1570
<b>Plan checks</b>	57	33	222	146





# COMMUNITY SERVICES

Zenia Bobadilla, Community Services Director

## ADMINISTRATION



**Stanton  
Collaborative**

### STANTON COLLABORATIVE

The Stanton Collaborative met in person on Monday, October 25 at 12:30pm at City Hall. Our presentation was from First Five Orange County speaking on their multi-phase process of educating the community on the state of childcare in Orange County. Due to holidays in November, there will be no collaborative. Our next collaborative meeting will be on Monday, December 13 and will consist of a panel speaking on our Mental Health response throughout the pandemic.

## RECREATION



### STANTON CENTRAL PARK

#### *Updates*

Beginning this Saturday, November 6, Stanton Central Park will close at 6pm on weekends to accommodate the upcoming time change. Staff continues to service the community by providing information and preparing for upcoming programs and classes. Picnic Shelters continue to be booked every weekend and our athletic field is used daily.





## HALLOWEEN FESTIVAL

*Update*

We had a successful Halloween Festival this past Saturday, October 30. With a few thousand in attendance, the community enjoyed food trucks, carnival games, costume contests, and candy! Attendees expressed positive feedback and had a great time. A HUGE thank you to the staff, volunteers, vendors and community partners for making this an incredible event.



Pictures from the 2021 Halloween Festival

## VETERANS DAY

*Thursday, November 11, 2021*

The City's Veterans Day Ceremony will be held on Thursday, November 11 at Veterans Park, 9-10am. Join us to honor past and present service members with an invocation, guest speakers and special performances. Refreshments to follow.

A parking and street closure map is attached outlining alternative routes during the ceremony.

## Food Distribution

Meals on Wheels continues to supply food for our clients on Tuesday and Thursday morning. Please see our total numbers for the month of October:

- MoW Grab N Go: **4,494 meals**
- MoW Home Delivered Meal Program Meals: **438**
- MoW Senior Participants: **822**
- MoW NEW Senior Participants: **2**
- Second Harvest Food Bank: **687 households served**

## Mastering the Master Plan

Community Services Coordinator, Kelsey Ransom, will be attending the Mastering the Master Plan event on Friday, November 5. This event will educate attendees on the California Master Plan for Aging that was implemented on January 6, 2021. Everyone who lives in Orange County and is aging is invited to attend!

## A Master Plan for Aging Event

### Mastering the Master Plan

*An opportunity to Impact How OC Experiences Aging*

**Friday, November 5, 2021**

**8:00 am - 11:00 am**

**Featuring leadership from the California Master Plan for Aging and a Town Hall with your elected officials.**

### Speakers

**Amanda Lawrence**  
Project Director, California Master Plan for Aging

**Ellen Young**  
Vice President, Irvine Health Foundation

**Ericka Danczak**  
Director of Aging and Veterans Services, County of Orange

### Registration

**Join us virtually and register using the link below.**

<https://bit.ly/Nov-MasterPlan>

**Lakeview Senior Center Irvine** Limited space available.

**(949) 724-6900**

### Participating Elected Officials

CA Senator Josh Newman, D-29  
CA Senator Tom Umberg, D-34  
CA Senator Dave Min, D-37

CA Assemblymember Sharon Quirk-Silva, D-65

CA Assemblymember Steven Choi, R-68

CA Assemblymember Janet Nguyen, R-72

CA Assemblymember Laurie Davies, R-73

Supervisor Andrew Do, Chairman, First District

Supervisor Katrina Foley, Second District

Supervisor Donald P. Wagner, Third District

Supervisor Doug Chaffee, Vice Chairman, Fourth District

Supervisor Lisa A. Bartlett, Fifth District

For information, contact: [emily.bennett@ocaloc.org](mailto:emily.bennett@ocaloc.org) | In-person attendance requires COVID-19 vaccination.

This event is brought to the community by: OC Aging Services Collaborative, OC Strategic Plan for Aging, OC Office on Aging, Aging & Disability Resource Connection, Meals on Wheels OC, OC Caregiver Resource Center, The SCAN Foundation, Alzheimer's Orange County.



Mastering The Plan Event Flyer



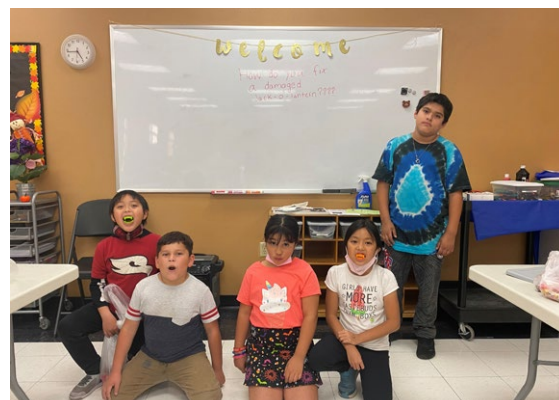
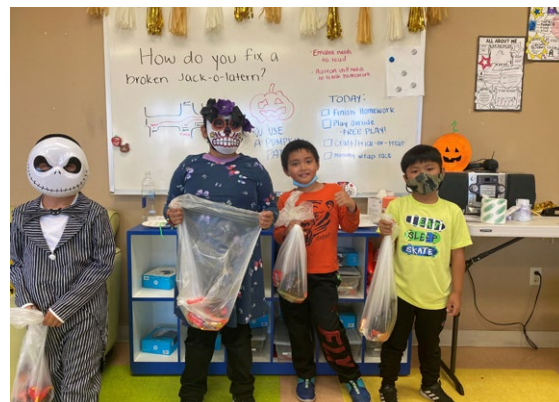
## Youth Programs

In-person math tutoring continues every Friday from 4:30-6pm at the FRC. We have a total of 14 participants enrolled and Youth Leaders of Orange County (YLOC) is still accepting participants until we reach a total of 20 participants.

Out of School Time began Monday, October 18, with 15 participants enrolled. Staff has been promoting the program to have a total of 24 participants enrolled. On Thursday, October 28, participants dressed up in their Halloween costumes and participated in Trick-or-Treating at the different offices in the FRC.

### Total Service Enrollment:

- Math Tutoring: **14**
- Counseling Services: **124 Sessions**
- Personal Empowerment Program: **15**
- Case Management: **26**
- Family Support Services: **40**
- Parenting Education: **14**
- Information and Referral Services: **421 individuals**



Out Of School Time kids show off their Halloween spirit!

*You're Invited To*

**MONDAY, NOVEMBER 15, 2021  
1:30-2:30 PM**

Stanton Family Resource Center  
11822 Santa Paula St | (714) 379-0129

The Stanton Community Engagement Advisory Committee (CEAC) invites you to join us and the Orange County Sheriff's Department for coffee and conversation as part of our regular meeting. Come meet the individuals who keep our community safe every day! This is a great opportunity to ask them questions and voice any concerns you may have all while enjoying some refreshments!

For more information, please contact Ann Nguyen at (714) 890-4211 or [ANGuyen@StantonCA.gov](mailto:ANGuyen@StantonCA.gov)



Coffee With A Cop Flyer

## Information & Referral Services

With the holidays approaching, staff has received an increase in calls for holiday food and gift drives. FRC staff recently assisted Karina's Backpack Project, a local non-profit, by contacting existing and past clients to sign them up to receive Christmas presents from the organization. Staff was able to sign up 400 youth to receive presents in December.

## Community Engagement Advisory Committee

Nineteen people attended the CEAC meeting on Monday, November 1 held at the Family Resource Center. Milton Neira from OCFA covered Emergency Preparedness with our CEAC members. Everyone enjoyed the interactive class. Our next CEAC meeting we will host Captain Cruz Alday for "Coffee with a Cop" on Monday, November 15 from 1:30- 2:30pm.

## Meetings

Community Services Coordinator, Ann Nguyen attended a meeting hosted by FaCT on Tuesday, November 2, 2021, about the Importance of Data Collection. The 90-minute training covered quantitative and qualitative data, how data is analyzed, the importance of the FaCT surveys, The Logic Model and the Theory of Change Model. Staff and partners walked away with an increased understanding of our service model and how data collection supports our network of services.



# PUBLIC WORKS & ENGINEERING

Joe Ames, Public Works Director & City Engineer

## ORANGEWOOD PARKETTE & DOG PARK

### *RFP Update*

Staff is currently preparing two separate RFPs for design services for the proposed Orangewood Parkette where Orangewood Avenue and Santa Rosalia Street intersect, and the proposed Dog Park on the former Pacific Electric rail line property west of Beach Boulevard. The Orangewood Parkette conceptual plan is shown below. Staff will send each design RFP to at least three pre-qualified design consultants directing them to submit proposals in the two-envelope format in accordance with the City's Purchasing Policy and Procedures. The first envelope consists of a written proposal prepared by the consultant highlighting the firm's experience and qualifications. The design consultant also submits a

separate, sealed, second envelope containing the fee proposal. The written proposal envelopes are opened, and the enclosed proposals are evaluated by City staff. Once a consensus is reached on the best-written proposal highlighting the firm's experience and approach to work, City staff will negotiate a fee with the best-qualified consultant. In the event the City can not negotiate a fee with the best-qualified consultant, the City will negotiate a fee with the second-ranked consultant, and so on until an agreement is reached. In this way, the contract award is based on the best-qualified design consultant rather than low-bid, which is appropriate for design services.



## SEWARD MASTER PLAN

### *RFP Released*

Staff released a Sewer Master Plan RFP for consultant services to evaluate the condition of the City's sewer system and to prepare a 7-year capital improvement project plan for the repair and rehabilitation of the City's aging sewer infrastructure. Staff solicited proposals from five (5) civil engineering companies. Proposals are due Wednesday, December 1 at 4:30 pm.

## HVAC INFORMAL BID PACKAGE

### *Released*

Using a new template developed in conjunction with the City Attorney's office (Best, Best and Krieger), staff released an informal bid package for the maintenance and repair of all heating, ventilation, and air conditioning equipment at five City facilities: City Hall, Public Works Corporation Yard, Family Resource Center, Sheriff's Substation, and Central Park. The new informal bid package complies with the California Uniform Construction Cost Accounting Commission's requirements for bidding, and the requirements of the California Labor Code and the rules promulgated by the California Department of Industrial Relations. It has been a priority of the new Public Works Director to develop a revised informal bid template and a purchasing flow chart that can be used by all City departments outlining the purchasing process.

## OTHER INFORMAL BID PACKAGES BEING DEVELOPED

Staff is currently preparing informal bid packages for the following projects or scopes of work: on-call fencing repairs, concrete repairs, janitorial service for most City facilities, carpet/flooring replacement at the Sheriff's Substation, and improvements to the Family Resource Center including a new security camera system. The proposed improvements to the Family Resource Center and being mostly funded through a grant obtained by the Community Services Department from the County of Orange.



# CLEANING UP VETERANS MEMORIAL PARK

*Park Receives Makeover Ahead of the Veterans Day Ceremony on November 11<sup>th</sup>*

Public Works crews were hard at work giving Veterans Park a makeover ahead of the planned November 11th Veterans Day event. Crews acid-washed and pressure washed the concrete seating and bollards and applied two-part clear coat epoxy to give the improvements a fresh look. In-ground lights have been changed out, and benches and trash cans were painted. New flowers were planted in the main planter and mulch was applied, and the main granite monument was cleaned and polished. New flags will be installed on the day of the event.



*Public Works Staff hard at work in cleaning up and making sure everything is ready to go ahead of the Veterans Day Ceremony event scheduled for November 11, 2021*



# PUBLIC SAFETY SERVICES

James Wren, Public Safety Services Director

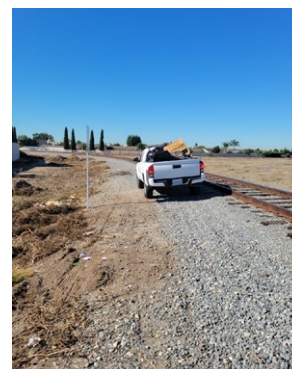
## OUTREACH EFFORTS

### *Homelessness Updates*

- While responding to a call for assistance from OCSD on Monroe Avenue, Outreach Coordinators contacted a man currently residing in a makeshift shelter located on the sidewalk in front of Bethel Romanian Pentecostal Apostolic Church. It was determined he met the criteria for Buena Park Navigation Center and he was transported within one hour. Outreach Coordinator staff assisted with the clean-up of debris and tent removal.
- Based on a referral from a concerned business owner, the Outreach Coordinators received a call for assistance regarding an individual living in a vehicle that needed medical attention. The Outreach Coordinators immediately reached out to the Orange County Outreach and Engagement Team for collaboration and support. Through these efforts, the team requested a mobile medical unit to assess the participant. The participant was able to get wound care, prescription assistance, and future medical appointment assistance. The participant will continue to work with the Outreach Coordinator to obtain long-term medical treatment and housing support.
- Over the past month, Outreach Coordinators have partnered with the OC Behavioral Health Liaisons, OCSD, and OC Public Works to conduct outreach and clean up the flood channels that run under the city. This operation is an ongoing collaborative effort to patrol the waterways, offer services and ensure that encampments due not reoccur as the winter months approach. Keeping the flood channels clear of homeless individuals and the associated debris is a priority as the potential of rain events approaches. There are safety and environmental issue associated with debris in the flood control system.
- City staff has put forth significant effort on the railroad tracks regarding homeless activity and preventing the establishment of encampments. These areas have long been trouble spots for homeless activity. Pictured are the results of some of these efforts in this area. Public Safety staff has worked with Walters Elementary School to establish connectivity in the event of homeless activity on the tracks just north of the school. Staff responds immediately to any calls for service in these sensitive areas.



*Individual receiving medical assistance after Outreach Coordinators made contact*



*Railroad tracks are monitored to ensure that they are clear*

## CODE ENFORCEMENT

### *Oversized Vehicle Ordinance*

Staff continues to see a reduction in the number of oversized vehicles on City streets. Citations have been issued to vehicles that have been dumped in the city or are not associated with a residential address. Staff remains in contact with homeowners that are either selling their oversized vehicles or looking for a storage facility to facilitate removal without the issuing citation.

## EMERGENCY MANAGEMENT

### *Great Shakeout Drill*

On October 21, City staff participated in an earthquake drill known as the Great Shakeout. The drill was coordinated with the Safety Committee that provided assistance executing the drill by serving in their roles as the building was evacuated. The Building Official and the Director of Public Safety along with the Public Works Manager conducted a mock inspection of the facility before employees returned to their work areas. This drill was particularly valuable for a large number of new employees in the City.

After the drill was completed, Emergency Management staff met with the Orange County Fire Authority and representatives from the City of La Palma regarding the coordinated drill at OCFA Division Headquarters in Buena Park.





# ATTACHMENTS



Stanton - Azavar Government Solutions Quarterly Client  
Update  
October 2021



Client Name	Note Type	Details
Stanton	A. Gas Revenue (Taxes and Fees) Audit	Azavar has received the data and is in the process of reviewing <b><u>7,200 addresses</u></b> .
Stanton	B. Electric Revenue (Taxes and Fees) Audit	Azavar has sent <b><u>115 address exceptions</u></b> to the Provider to review.
Stanton	C. Cable Revenue (Taxes and Fees) Audit	Not Applicable.
Stanton	D. Telecommunications Revenue (Taxes and Fees) Audit	Azavar is in the process of receiving data from the Provider to begin the audit.
Stanton	E. Hotel/Motel Revenue (Taxes and Fees) Audit	Not applicable.
Stanton	F. Sales Tax Revenue (Taxes and Fees) Audit	Not applicable.
Stanton	G. Water Revenue (Taxes and Fees) Audit	Azavar has received the data from the Provider and is reviewing <b><u>10,000 addresses</u></b> .
Stanton	H. Electric Payable Audit	Not applicable.
Stanton	I. Telecommunications Payable Audit	Not applicable.

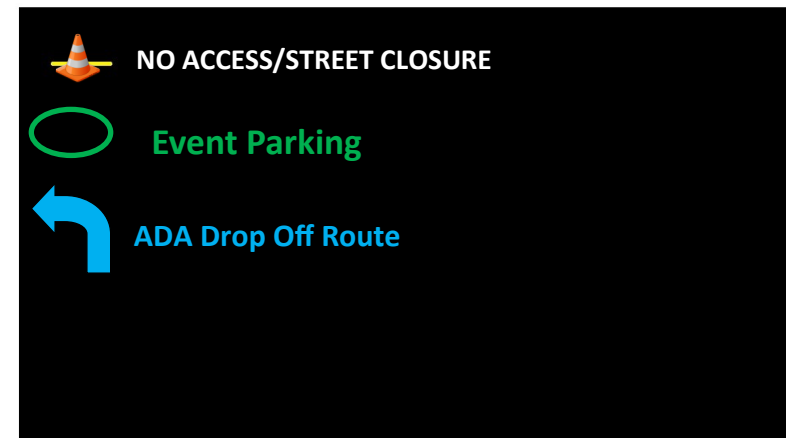


**Legend:**

- NO ACCESS/STREET CLOSURE
- Event Parking
- ADA Drop Off Route

**Map Labels:**

- Central Ave.
- Cedar St.
- W Katella Ave
- Beach Blvd
- Event
- ADA Drop Off
- Signal On Flash
- Detour to Cerritos

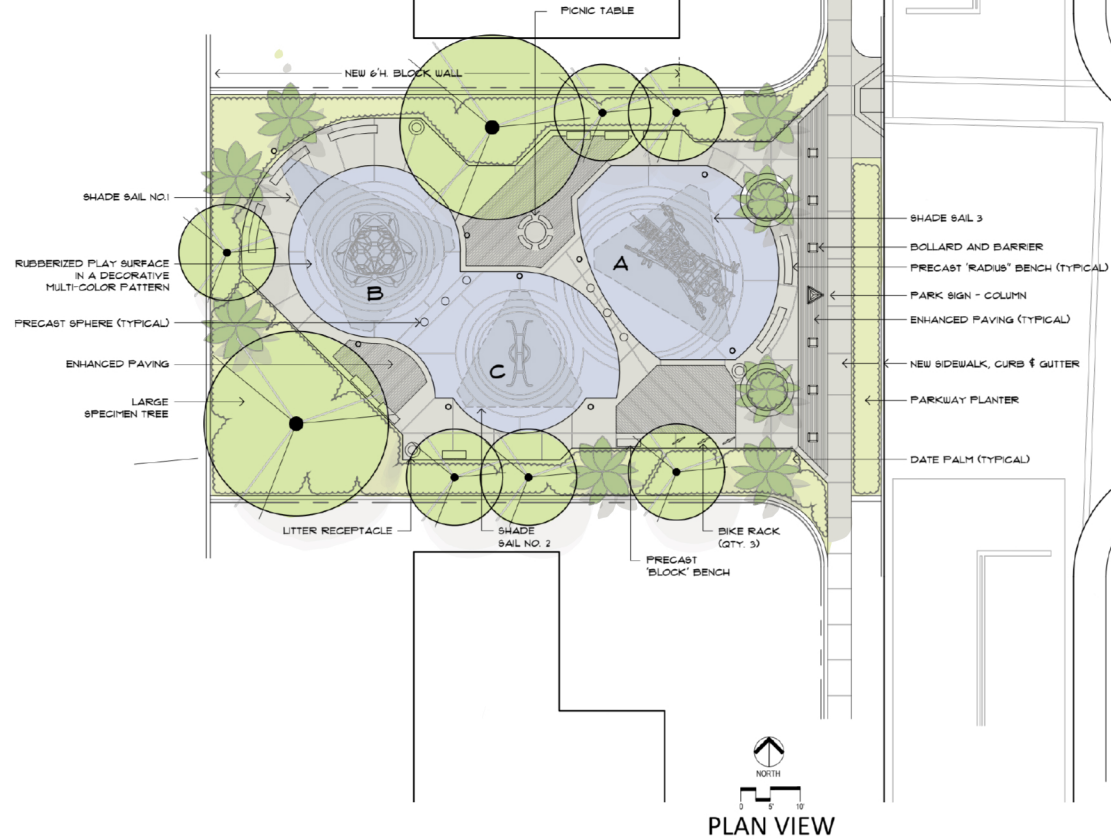




RAILROAD

## PLAYGROUND

- A—MODERN CITY PLAY STRUCTURE  
MANUFACTURE GAME TIME
- B—VISTA-ARCH SPHERE I  
MANUFACTURE GAME TIME
- C—ARCH SWING (DISC SWING)  
MANUFACTURE GAME TIME



CONCEPT

# ORANGEWOOD AVENUE PARKETTE

CITY OF STANTON