



AMENDED
Regular Meeting Agenda
February 18, 2020

Placentia City Council
Placentia City Council Acting as Successor Agency to the
Placentia Redevelopment Agency
Placentia Industrial Commercial
Development Authority

Mission Statement

The City Council is committed to keeping Placentia a pleasant place by providing a safe family atmosphere, superior public services and policies that promote the highest standards of community life.

Ward L. Smith
Mayor

Jeremy B. Yamaguchi
Mayor Pro Tem

Craig S. Green
Councilmember

Rhonda Shader
Councilmember

Chad P. Wanke
Councilmember

Robert S. McKinnell
City Clerk

Kevin A. Larson
City Treasurer

Damien R. Arrula
City Administrator

Christian L. Bettenhausen
City Attorney

Vision Statement

The City of Placentia will maintain an open, honest, responsive and innovative government that delivers quality services in a fair and equitable manner while optimizing available resources.

Copies of all agenda materials are available for public review in the Office of the City Clerk, online at www.placentia.org, and at the Placentia Library Reference Desk. Persons who have questions concerning any agenda item may call the City Clerk's Office, (714) 993-8231, to make inquiry concerning the nature of the item described on the agenda.

Procedures for Addressing the Council/Board Members

Any person who wishes to speak regarding an item on the agenda or on a subject within the City's jurisdiction during the "Oral Communications" portion of the agenda should fill out a "Speaker Request Form" and give it to the City Clerk BEFORE that portion of the agenda is called. Testimony for Public Hearings will only be taken at the time of the hearing. Any person who wishes to speak on a Public Hearing item should fill out a "Speaker Request Form" and give it to the City Clerk BEFORE the item is called.

The Council and Board members encourage free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of an entire group. To encourage all views, the Council and Board discourage clapping, booing or shouts of approval or disagreement from the audience.

PLEASE SILENCE ALL PAGERS, CELL PHONES, AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL AND BOARD MEMBERS ARE IN SESSION.

Special Accommodations

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (714) 993-8231. Notification 48 hours prior to the meeting will generally enable City Staff to make reasonable arrangements to ensure accessibility.
(28 CFR 35.102.35.104 ADA Title II)

In compliance with California Government Code § 54957.5, any writings or documents provided to a majority of the City Council regarding any item on this agenda that are not exempt from disclosure under the Public Records Act will be made available for public inspection at the City Clerk's Office at City Hall, 401 East Chapman Avenue, Placentia, during normal business hours.

Study Sessions are open to the public and held in the City Council Chambers or City Hall Community Room. Executive Sessions are held in the Council Caucus Room. While the public may be in attendance during oral announcements preceding Executive Sessions, Executive Sessions are not open to the public.

City of Placentia
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Placentia, CA 92870

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AMENDED
PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING AGENDA - CLOSED SESSION
February 18, 2020
5:30 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA

CALL TO ORDER:

ROLL CALL: Councilmember/Board Member Green
Councilmember/Board Member Shader
Councilmember/Board Member Wanke
Mayor Pro Tem/Board Vice Chair Yamaguchi
Mayor/Board Chair Smith

ORAL COMMUNICATIONS:

At this time the public may address the City Council and Boards of Directors concerning any items on the Closed Session Agenda only. There is a five (5) minute time limit for each individual addressing the City Council and Boards of Directors.

The City Council and Boards of Directors will recess to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings.

1. Pursuant to Government Code Section 54956.9 (d)(2):
CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation
Significant exposure to litigation: (2 Cases)

RECESS: The City Council and Boards of Directors will recess to their 7:00 p.m. Regular Meeting.

AMENDED
PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING AGENDA
February 18, 2020
7:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA

CALL TO ORDER:

ROLL CALL: Councilmember/Board Member Green
Councilmember/Board Member Shader
Councilmember/Board Member Wanke
Mayor Pro Tem/Board Vice Chair Yamaguchi
Mayor/Board Chair Smith

INVOCATION: Charlie Frost

PLEDGE OF ALLEGIANCE: Boy Scout Troop 723 Honor Guard

PRESENTATION: None

CLOSED SESSION REPORT:

CITY ADMINISTRATOR REPORT:

ORAL COMMUNICATIONS:

At this time the public may address the City Council and Boards of Directors concerning any agenda item, which is not a public hearing item, or on matters within the jurisdiction of the City Council and Boards of Directors. There is a five (5) minute time limit for each individual addressing the City Council and Boards of Directors.

CITY COUNCIL/BOARD MEMBER COMMENTS:

1. CONSENT CALENDAR (Items 1.a. through 1.k):

All items on the Consent Calendar are considered routine and are enacted by one motion approving the recommended action listed on the Agenda. Any Member of the City Council and Boards of Directors or City Administrator may request an item be removed from the Consent Calendar for discussion. All items removed shall be considered immediately following action on the remaining items.

1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**

Fiscal Impact: None

Recommended Action: Approve

1.b. **Minutes**

City Council/Successor/ICDA Regular Meeting: February 4, 2020

Recommended Action: Approve

1.c. **Minutes**

City Council/Successor/ICDA Regular and Special Meetings: January 5, 2017 and December 2017–May 2018

Recommended Action: Approve

- 1.d. **City Fiscal Year 2019-20 Register for February 18, 2020**
Check Register
Fiscal Impact: \$904,467.27
Electronic Disbursement Register
Fiscal Impact: \$674,393.13
Recommended Action: It is recommended that the City Council:
 1) Receive and file
- 1.e. **Amendment No. 1 to Professional Services Agreement With American Integrated Services, Inc. for Homeless Encampment Cleanup Services**
Fiscal Impact: Expense: \$ 3,289.46
 Budgeted: \$ 3,289.46 FY 2019-20 Operating Budget (109595-6999)
Recommended Action: It is recommended that the City Council:
 1) Approve Amendment No. 1 to the Professional Services Agreement with American Integrated Services, Inc. for hazardous waste removal services, in the amount of \$3,289.46; and
 2) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.
- 1.f. **Amendment No. 1 to Professional Services Agreement With HR Green Pacific Inc. for Private Development Plan Check Services**
Fiscal Impact: Expense: \$ 120,000 Total Cost for Services
 Budgeted: \$ 75,000 FY 2019-20 Operating Budget (103551-6099)
 \$ 45,000 FY 2019-20 Mid-Year Amendment to Operating Budget (103551-6099)
 (These Expenses Are Offset By Revenue)
Recommended Action: It is recommended that the City Council:
 1) Approve Amendment No. 1 to the Professional Services Agreement with HR Green, Inc. for an additional \$45,000 in contractual spending authority for plan check services, for a cumulative contract not to exceed amount of \$120,000; and
 2) Authorize the City Administrator and/or his designee to execute the necessary documents, in a form approved by the City Attorney.
- 1.g. **Buena Vista Avenue On-Street Parking Restrictions**
Fiscal Impact: Expense: \$ 900 New Sign Fabrication and Installation
 Budgeted: \$ 900 FY 2019-20 Operating Budget (103652-6310)
Recommended Action: It is recommended that the City Council:
 1) Direct City Staff to prohibit on-street parking on Buena Vista Avenue between Rose Drive and Haiti Drive.
- 1.h. **Acceptance of Construction Work and Notice of Completion for Construction of the ADA Ramp Reconstruction Projects No. 1905 & 1008**
Fiscal Impact: Expense: \$716,047.14 Total Project Cost
 \$468,462.22 Total Construction Contract Amount
 Budgeted: \$576,302.00 FY 2018-19 CIP Budget
 (107908-, 797908-, 177908-, & 187908-6185)
 \$115,000.00 FY 2019-20 CIP Budget (791008-6185)
 \$ 25,000.00 FY 2019-20 Measure U (791008-6185)*
 *Mid-Year Adjustment Required
Recommended Action: It is recommended that the City Council:
 1) Accept the work performed by All Cities Engineering, Inc., for construction of the ADA Ramp Reconstruction Project, City Projects No. 1905 & 1008 for a grand total amount of \$468,462.22; and
 2) Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project; and

3) Authorize the City Administrator to release retention funds in accordance with the terms of the contract.

1.i. **Acceptance of Construction Work and Notice of Completion for Construction of the Koch Park Community Center Building Roof Replacement Project – City Project No. 7908**

Fiscal Impact: Expense: \$ 88,591 Total Project Cost
\$ 88,591 Total Construction Contract
Budgeted: \$ 101,865 FY 2019-20 Capital Improvement Program
Budget CIP (107908-6185)
Mid-Year Adjustment Needed

Recommended Action: It is recommended that the City Council:

- 1) Accept the work performed by Rite-Way Roof Corporation, for construction of the Koch Park Community Center Building Roof Replacement, City Project No. 7908 for a grand total amount of \$88,591.00; and
- 2) Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project; and
- 3) Authorize the City Administrator to release retention and a balance of \$3,422.00 in accordance with the terms of the contract.

1.j. **Sewer System Management Plan Update**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Approve the City's Sewer System Management Plan update as required by the California State Water Resources Control Board; and
- 2) Direct Staff to submit the Sewer System Management Plan to the California State Water Resources Control Board.

1.k. **Revised Purchase of Beds and Mattresses for the Placentia Navigation Center**

Fiscal Impact: Expense: \$ 110,030.64 Purchase Price
Budget: \$ 5,650,000.00 Placentia Reg. Nav. Center Fund (784070-6899)
(\$250,000 Budgeted for Furnishings, Beds,
Mattresses, and Kitchen Equipment)

Recommended Action: It is recommended that the City Council:

- 1) Acknowledge that the City Administrator approved a purchase order to Derby Industries on an emergency basis per City Council Policy No. 430 for the purchase of revised bed frames for the Navigation Center, for a not to exceed amount of \$26,257.50.

2. PUBLIC HEARINGS:

2.a. **Public Hearing and Consideration of Proposed Programs and Activities to Be Submitted to the County of Orange for Community Development Block Grant (CDBG) Funding for Fiscal Year 2020-21**

Fiscal Impact: CDBG Funds in the Amount of \$434,563 for Fiscal Year 2020-21

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing to consider proposed programs and activities for the Community Development Block Grant Funding for Fiscal Year 2020-21; and
- 2) Receive the Staff report, consider all public testimony, ask any questions of Staff; and
- 3) Close the Public Hearing; and
- 4) Authorize the City Administrator to submit an application to the County of Orange to receive CDBG Funds to support public service programs, public facilities improvements, housing rehabilitation needs and administrative expenses for Fiscal Year 2020-21; and
- 5) Authorize the City Administrator to execute all necessary documents, in a form approved by the City Attorney.

2.b. **Public Hearing, Introduction and First Reading of Ordinance No. O-2020-02 of the City Council of the City of Placentia, California, Amending Section 14.10.020 Entitled "Marked Parking Stalls" and Section 14.10.030 Entitled "Parking Time Limit" of Title 14 "Public Property" to the Placentia Municipal Code**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing concerning Ordinance No. O-2020-02; and
- 2) Receive the Staff Report and consider all Public Testimony; and
- 3) Close the Public Hearing; and
- 4) Waive full reading, by title only, and introduce for first reading, Ordinance No. O-2020-02, An Ordinance of the City Council of the City of Placentia, California, amending Section 14.10.020 entitled "Marked Parking Stalls" and Section 14.10.030 entitled "Parking Time Limit" of Title 14 "Public Property" to the Placentia Municipal Code.

3. REGULAR AGENDA:

3.a. **Second Quarter Fiscal Year 2019-20 Treasurer's Report**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Receive and file the Second Quarter Fiscal Year 2019-20 Treasurer's Report.

3.b. **Fiscal Recap of 2019 Heritage Festival and Approval of 2020 Event**

Fiscal Impact:

2019 Expense:	\$94,888	Total Event Cost
2019 Staff Cost:	\$33,218	Includes All City Staff
2019 Supplies Cost:	\$61,670	General Fund
2019 Revenue:	\$35,465	
2020 Expense:	\$63,200	Estimated Event Supplies Expenditures for FY 2020-21

Recommended Action: It is recommended that the City Council:

- 1) Approve the Heritage Committee's recommendation of event date and location for the 2020 Heritage Parade and Festival; and
- 2) Consider the Heritage Committee's request for the City to fund \$63,200 for the 2020 Heritage Festival in the Fiscal Year 2020-21 budget.

3.c. **Placentia Fire and Life Safety Department Quarterly Update**

Fiscal Impact: There is no fiscal impact associated with the recommended action

Recommended Action: It is recommended that the City Council:

- 1) It is recommended that City Council receive and file the presentation on the Second Placentia Fire and Life Safety Department Quarterly Update.

3.d. **Urgency Item - Resolution Authorizing the Filing of an Application to the State of California Housing and Community Development Department for the SB 2 Planning Grant Program**

Fiscal Impact:

Expense:	\$ 160,000	Community Development Projects
Budgeted:	\$ 0	FY 2019-20 Budget (Will Require Budget Amendment, If Awarded)
Revenue:	\$ 160,000	Grant Funding

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2020-06, A Resolution of the City Council of the City of Placentia, California authorizing application for, and receipt of, SB 2 Planning Grants Program Funds; and
- 2) Authorize the City Administrator or designee to apply for the California Department of Housing and Community Development (HCD) SB 2 Planning Grants Program (PGP) in the amount of \$160,000; and

- 3) Authorize the City Administrator or designee to execute the necessary documents, in a form approved by the City Attorney.

3.e. **Urgency Item - Adopt Non-PERS Health Contract With CalPERS for Fire Personnel**

Fiscal Impact: Included in the Adopted Fire Budget Previously Approved

Recommended Action: It is recommended that the City Council:

- 1) Authorize the adoption of the Non-PERS health group administered by CalPERS; and
- 2) Adopt Resolution No. R-2020-XX, New Non-PERS Resolution, to approve an Amendment to the Health Contract between CalPERS and the City of Placentia; and
- 3) Authorize the City Administrator or his designee to execute all necessary documents in a form approved by the City Attorney.

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Council/Board Members may make requests or ask questions of Staff. If a Council/Board Member would like to have formal action taken on a requested matter, it will be placed on a future Council or Board Agenda.

Adjourned In Memory of

***Judy Miner Miller, Longtime Placentia Resident and
Placentia-Yorba Linda Unified School District Board Member***

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors will adjourn to Tuesday, March 3, 2020 at 5:30 p.m.

TENTATIVE AGENDA FORECAST

The Tentative Agenda Forecast is subject to change up until the posting of the Agenda for the Council Meeting listed below:

- Approval of Minutes: February 18, 2020
- Approval of Minutes: June 2018 – November 2018
- Second Reading of Civic Center Parking Code Ordinance

CERTIFICATION OF POSTING

I, Rosanna Ramirez, Director of Administrative Services of the City of Placentia and Assistant Secretary of the Industrial Commercial Development Authority and Successor Agency, hereby certify that the Agenda for the February 18, 2020 meetings of the City Council, Successor Agency, and Industrial Commercial Development Authority was posted on February 13, 2020.

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
February 4, 2020
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Smith called the meeting to order at 4:59 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Shader, Wanke, Yamaguchi, Smith
ABSENT: None

ORAL COMMUNICATIONS: None

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54957(b)(1):
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Administrator
2. Pursuant to Government Code Section 54956.9 (d)(2):
CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation
Significant exposure to litigation: (3 Cases)
3. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Name of Case: City of Placentia vs. Journey Investments
Case Number: 30-2018-01028616-CU-PT-CJC

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Smith called the meeting to order at 7:07 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Shader, Wanke, Yamaguchi, Smith
ABSENT: None

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Director of Administrative Services Rosanna Ramirez; Director of Finance Kim Krause; Chief of Police Darin Lenyi; Director of Community Services Karen Crocker; Director of Public Works Luis Estevez; Director of Development Services Joe Lambert

INVOCATION: Charlie Frost

PLEDGE OF ALLEGIANCE: Girl Scouts of Orange County, Placentia Services Unit Honor Guard

PRESENTATIONS:

1. **Recognition of City Administrator Damien R. Arrula for Being Named as One of Orange County's 100 Most Influential by the Orange County Register**
Recipient: Damien R. Arrula
Presenter: Mayor Smith

**1. b.
February 18, 2020**

City Administrator Arrula was also presented with a Certificate of Recognition from the Office of California State Senator Ling-Ling Chang's Office, 29th District

2. Proclamation Declaring February 2020 as Career and Technical Education Month

Recipient: Gail Kairis, North Orange County ROP

Presenter: Mayor Smith

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported that the Council/Agency met in Closed Session to discuss five (5) items listed on the agenda, each item was discussed, direction was given to Staff, and there was nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula introduced three (3) new team members: Director of Community Services Karen Crocker, GIS/IT Management Analyst Samuel Hiebert, and Public Safety Management Analyst Megan Dearing.

ORAL COMMUNICATIONS:

Placentia resident Betty Escobosa expressed concern regarding pedestrian crossings on Bradford Avenue in the vicinity of Valencia High School and advocated for a better crosswalk solution.

Jeff Buchanan, Placentia resident, praised the cohesiveness and accomplishments of the current City Council, the leadership of City Administrator Arrula, the hard work of the Staff, and the integrity of the City Attorney.

Placentia resident James Romero requested that Council consider a solution to the parking situation in the Santa Fe Avenue area.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Shader reported that she traveled to Sacramento with the League of California Cities and the Association of California Cities - Orange County where she attended meetings regarding the Governor's budget and pending legislation. She noted her attendance at the Placentia Chamber of Commerce Excellence in Placentia Awards and congratulated the winners including Employer of the Year the Placentia Library District, the Not-for-Profit of the Year the Placentia Library Friends Foundation, Citizens of the Year Gayle Carline and Richard Hardy, Business of the Year Pho Noodle House, Family Owned Business of the Year The Original Pancake House, New Business of the Year San Sushi Japanese Restaurant, and Youth Volunteer of the Year America Martinez.

Councilmember Green noted that with the warmer weather and longer days children will be playing outside more and urged everyone to drive with care.

Councilmember Wanke announced that the City of Placentia and Republic Services will hold a free compost giveaway for residents on Saturday, February 8, 2020 from 7:30 to 10:30 a.m. at Tri City Park. For more information contact Republic Services at (714) 238-3342 or the City of Placentia at (714) 993-8189. He congratulated City Administrator Arrula for being named one of Orange County's 100 Most Influential for 2019. He noted his attendance at a League of California Cities Policy Committee meeting in January where the committee focused on SB 50, which was not approved, and local control of affordable housing goals.

Mayor Pro Tem Yamaguchi stated that the City will host a Tree Team Workshop on Saturday, February 29, 2020 from 9:00 to 11:30 a.m. at the Whitten Community Center to share information about different types of trees, planting practices, and how to care for trees. For more information contact Public Works at (714) 993-8148. He noted that the Miss Placentia/Miss Yorba Linda Scholarship Pageant will be held on Saturday, February 8, 2020, at Valencia High School. He mentioned that he and Director of Public Works Estevez visited the SiFi Networks Fullerton site where fiberoptic cable is being installed. They gathered information that will help to streamline Placentia's citywide installation. He congratulated the Excellence in Placentia Woman-Owned Business of the Year Huntress Salon.

Mayor Smith recognized and expressed appreciation for City Administrator Arrula and thanked the Placentia Chamber of Commerce for the Excellence in Placentia Awards event and their support of Placentia's business community. He commented that he, City Administrator Arrula, Chief of Police Lenyi, and Director of Community Services Crocker appeared before Judge Carter in Federal Court to discuss the opening of the Placentia Navigation Center where the Judge was complimentary of Placentia's progress concerning the Navigation Center project. Mayor Smith gave an overview and update on the Placentia and Buena park Navigation Center projects and the homeless situation in Placentia.

1. CONSENT CALENDAR (Items 1.a. through 1.n):

Councilmember Shader pulled Item 1.f. for further discussion. Motion by Wanke, seconded by Yamaguchi, and carried a (5-0) vote to approve the remaining Consent Calendar Items as recommended.

- 1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**
Fiscal Impact: None
Recommended Action: Approve
(Approved 5-0, as recommended)

- 1.b. **Minutes**
City Council/Successor/ICDA Regular Meeting: January 14, 2020
Recommended Action: Approve
(Approved 5-0, as recommended)

- 1.c. **Minutes**
City Council/Successor/ICDA Regular Meetings: June 2017–November 2017
Recommended Action: Approve
(Approved 5-0, as recommended)

- 1.d. **City Fiscal Year 2019-20 Register for February 4, 2020**
Check Register
Fiscal Impact: \$3,230,098.87
Electronic Disbursement Register
Fiscal Impact: \$1,190,873.88
Recommended Action: It is recommended that the City Council:
1) Receive and file
(Received and filed)

- 1.e. **Second Reading of Ordinance No. O-2020-01, Whereby Chapter 23.73 of the Municipal Code Shall Be Amended to Comply With New State Regulations Regarding Accessory Dwelling Units and Junior Accessory Dwelling Units and Making Conforming Changes to Chapter 23.04 of the Municipal Code (Zoning Code Amendment 2019-04)**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
1) Waive full reading, by title only, and adopt Ordinance No. O-2020-01, an Ordinance of the City Council of the City of Placentia, California amending the zoning provisions of the Placentia Municipal Code relating to Accessory Dwelling Units and Junior Accessory Dwelling Units in accordance with State law.
(Approved 5-0, as recommended)

- 1.f. **Purchase of Three Insurance Replacement Units for the Police Department**
Fiscal Impact:
Expense: \$174,448.04
Offsetting Revenue: \$139,030.84
Budgeted: \$ 0
Unbudgeted: \$ 35,417.20 (Requires Mid-Year Adjustment)
Recommended Action: It is recommended that the City Council:
1) Approve the purchase of three (3) 2020 Ford Interceptors from Fairway Ford in the amount of \$126,930.99; and
2) Authorize the installation of all necessary equipment to properly outfit the patrol car in an amount not-to-exceed \$47,517.05; and

- 3) Authorize the City Administrator to execute all documents necessary to effectuate the purchase of the vehicle and installation of necessary equipment.
(Approved 5-0, as recommended)

Councilmember Shader pulled Item 1.f. in order to state that the City had obtained three quotes but because our local provider Fairway Ford was within five percent (5%) of the quotes, the City chose to purchase locally according to Council's Local Business Preference Program. Motion by Shader, seconded by Wanke, and carried a (5-0) vote to approve Item 1.f. as recommended.

1.g. **Acceptance of Construction Work and Notice of Completion for the Demolition Work on the Placentia Navigation Center**

Fiscal Impact: Expense: \$ 45,695.85 Final Project Cost
Budget: \$ 5,650,000.00 Placentia Reg. Nav. Center Fund (784070-6899)

Recommended Action: It is recommended that the City Council:

- 1) Accept the work performed by Environmental Construction Group, Inc., for demolition work and asbestos abatement for the Placentia Navigation Center in the total amount of \$45,695.85; and
- 2) Authorize the City Administrator to issue Contract Change Order #1 to the Contractor for this project totaling \$3,195.85; and
- 3) Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project; and
- 4) Authorize the City Administrator to release retention funds in accordance with the terms of the contract.

(Approved 5-0, as recommended)

1.h. **Acceptance of Construction Work and Notice of Completion for the Voluntary Seismic Building Upgrades for the Placentia Navigation Center**

Fiscal Impact: Expense: \$ 62,555 Final Project Cost
Budget: \$ 5,650,000 Placentia Reg. Nav. Center Fund (784070-6899)

Recommended Action: It is recommended that the City Council:

- 1) Accept the work performed by SPS, Inc., for voluntary building seismic upgrades for the Placentia Navigation Center in the total amount of \$62,555; and
- 2) Authorize the City Administrator to issue Contract Change Order #1 to the Contractor for this project totaling \$1,200; and
- 3) Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project; and
- 4) Authorize the City Administrator to release retention funds in accordance with the terms of the contract.

(Approved 5-0, as recommended)

1.i. **Resolution Adopting the Annual Statement of Investment Policy for 2020**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2020-05, A Resolution of the City Council of the City of Placentia, California, adopting the annual Statement of Investment Policy for the Year 2020.

(Approved 5-0, as recommended)

1.j. **Tentative Parcel Map (TPM) No. 2019-175 Pertaining to the Subdivision of a +/- 0.26 Acre Lot Into Three Parcels Located at the 1600 Block of La Paloma Avenue Within the R-1 (O) (Single-Family Residential – Oil Combining District) Zoning District**

Fiscal Impact: Approximately \$30,000 of one-time development impact fee revenue based on the future construction of three new single-family residences.

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution R-2020-04, A Resolution of the City Council of the City of Placentia, California, adopting a categorical exemption pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000-21177, specifically, §15315 (Class 15 – Minor Land Divisions) of Title 14 of the California Code of Regulations) (CEQA) and

approving Tentative Parcel Map (TPM) 2019-175 pertaining to the subdivision of property located at the 1600 block of E. La Paloma Avenue (Assessor's Parcel Number 346-172-24) and making findings in support thereof.

(Approved 5-0, as recommended)

1.k. **Professional Services Agreement With Harris & Associates for Professional Engineering Services for 2020 Pavement Management Plan Update and System Training**

Fiscal Impact: Expense: \$ 37,330 Professional Services Agreement
Budget: \$ 28,640 *FY 2019-20 Measure M (183551-6015)
\$ 8,690 *FY 2019-20 General Fund (103551-6099)
(*Mid-Year Adjustment Required)

Recommended Action: It is recommended that the City Council:

- 1) Approve a Professional Services Agreement with Harris and Associates, Inc. for professional engineering consulting services to prepare an update to the City's Pavement Management Plan, provide scenarios, and train staff in the amount of \$37,330; and
- 2) Authorize the City Administrator to approve contract amendments up to 10% of the contract, or \$3,733; and
- 3) Authorize the City Administrator and/or his designee to execute all the necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.l. **Purchase of Fire Department Support Vehicles**

Fiscal Impact: Expense: \$66,320.75 Total Purchase Price
Budget: \$66,500.00 General Fund CIP (108012-6842)
(Mid-Year Adjustment Required)

Recommended Action: It is recommended that the City Council:

- 1) Authorize the City Administrator to approve a purchase order to Fairway Ford for the purchase of a 2020 Ford Transit 350 and a 2020 Ford F-150, for a not-to-exceed amount of \$66,320.75; and
- 2) Authorize the City Administrator to execute all necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.m. **Priority Dispatch System Implementation Agreement With Medical Priority Consultants, Inc. DBA Priority Dispatch Corp. for Public Safety Dispatch Software Purchase and Implementation**

Fiscal Impact: Expense: \$ 129,421.38 Software Purchase and Implementation
Budget: \$ 110,221.38 Measure U CIP (796015-6840)
(Mid-Year Adjustment Required)
\$ 4,800.00 Per Year General Fund for Fiscal Years 2020-21
through 2023-24

Recommended Action: It is recommended that the City Council:

- 1) Approve an Implementation Agreement with Medical Priority Consultants, Inc. dba Priority Dispatch Corp. for dispatch software purchase and implementation in an amount not-to-exceed \$129,422; and
- 2) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.n. **Professional Services Agreement with M Jack Brooks, JD for Fire Recruitment Support Services**

Fiscal Impact: Expense: \$27,000 Consulting Services
Budget \$27,000 *FY 2019-20 General Fund (103065-6290)
*(Mid-Year Adjustment Required)

Recommended Action: It is recommended that the City Council:

- 1) Award a Professional Services Agreement with M Jack Brooks, JD for \$27,000; and

- 2) Authorize the City Administrator to approve contract amendments up to 10% of the contract, or \$2,700; and
- 3) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

2. PUBLIC HEARING: None

3. REGULAR AGENDA:

- 3.a. **Memorandum of Understanding With Republic Services for the Implementation of Assembly Bill 1594 for the Purpose of Diverting Green Waste From Landfills**
Fiscal Impact: There is no direct fiscal impact to the City's budget associated with the recommended action.

Recommended Action: It is recommended that the City Council:

- 1) Authorize the City Administrator to execute the attached Memorandum of Understanding between the City of Placentia and Republic Services and begin negotiating an amendment to the waste hauling Franchise Agreement to ensure compliance with AB 1594.

(Approved 4-1, as recommended, Wanke voted no)

City Administrator Arrula introduced Public Works Management Analyst Elsa Robinson to present the staff report. Republic Services Municipal Manager Mark McGee and General Manager Dan Capener were in attendance and available to answer questions. Management Analyst Robinson gave a presentation on Placentia's Green Waste Recycling Program which included background on Assembly Bill (AB) 1594, two (2) options for Placentia's green waste as a result of AB 1594's unfunded state mandate, a future potential option: partnership with OC Waste & Recycling, the recommended option to ensure Placentia continues to meet State-mandated recycling goals, what surrounding Orange County cities are doing, and Staff recommendations and next steps.

City Administrator Arrula gave additional background on Staff's recommendation to choose the composting option.

Following a brief discussion which included consequences of not meeting the diversion rate goal, the methane recovery system at the Brea Olinda Landfill, waiting until the State raises the diversion rate requirement, changes in the recycling market, benefits to the City and residents for increasing the City's diversion rate, securing a spot in Republic Services limited capacity composting facility, the term of the proposed Memorandum of Understanding and agreement with Republic Services, and requirements for residents and businesses with the current and future changes in the law.

Motion by Green, seconded by Shader, and carried a (4-1, Wanke voted no) vote to approve the Staff recommendation to authorize the execution of the Memorandum of Understanding with Republic Services in regard to composting Placentia's green waste.

- 3.b. **Amendment No. 4 to City Administrator Employment Agreement**

Fiscal Impact: \$11,531.56

Recommended Action: It is recommended that the City Council:

- 1) Approve Amendment No. 4 to the City Administrator's Employment Agreement, to be executed by the Mayor, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

City Attorney Bettenhausen stated that, as required by the City Administrator's employment agreement, each year the City Council conducts an evaluation of the City Administrator and at the conclusion of this year's evaluation it was decided to grant two (2) modifications to the City Administrator's compensation: a five percent (5%) merit increase to his base salary and a one-time grant of 246.82 hours of paid time off.

Councilmember Shader acknowledged that City Administrator Arrula has been a game-changer in his leadership of the City. She noted that along with Staff, he has created a culture of idea sharing,

transparency, and excellent execution of policy decisions while being a great communicator and relationship builder.

Councilmember Green stated that in the eighteen (18) years of his association with the City of Placentia administration, he has experienced several City Administrators and described City Administrator Arrula as thorough, professional, creative, ethical, knowledgeable, and innovative.

Councilmember Wanke expressed appreciation for City Administrator Arrula and the confidence that he has helped to inspire in the business community of Placentia increasing economic development in the City.

Mayor Pro Tem Yamaguchi commented on the value of having a City Administrator who is invested in the success of the community now and in the future.

Motion by Yamaguchi, seconded by Wanke, and carried a (5-0) vote to approve Item 3.b. as recommended.

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Councilmember Shader requested that Staff agendaize an item considering a resolution to set local campaign contribution limits and an item updating the public on the Placentia Navigation Center and enforcement of the City's anti-camping ordinance.

Mayor Smith expressed his appreciation for City Administrator Arrula's hard work and efforts and his rising to the goals that the City Council encouraged him to accomplish in 2019.

Councilmember Wanke requested that Staff research traffic control devices for the crosswalks on Bradford Avenue in the vicinity of Valencia High School and St. Joseph's Church.

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 8:31 p.m. to Tuesday, February 18, 2020 at 5:30 p.m.

Ward L. Smith, Mayor/Agency Chair

ATTEST:

Robert S. McKinnell, City Clerk/Agency Secretary

DRAFT

MINUTES OF A SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF PLACENTIA JANUARY 5, 2017

A Special Meeting of the City Council of the City of Placentia was held in the Administration Conference Room of the Placentia City Hall, 401 E. Chapman Avenue, Placentia, CA 92870, at 10:00 a.m. on Thursday, January 5, 2017.

CALL TO ORDER: Mayor Green called the meeting to order at 10:00 a.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Shader, Smith, Yamaguchi, Wanke, Green

ABSENT: None

ORAL COMMUNICATIONS: None

REGULAR AGENDA:

1. New Councilmember Orientation

Directors from various Departments of the City were introduced and gave presentations to familiarize Councilmembers with the operations of the City's Departments.

A presentation was given which included an overview of the City of Placentia; General Fund expenditures; FY 2016-17 Revenues; property tax dollar; sales tax dollar; a City Organizational Chart; Administration organizational structure and Department Divisions; legal services; Community Services organizational structure and Department Divisions; Development Services Department Divisions; Finance Department organization structure and Department Divisions; Police Department; Orange County Fire Authority; Public Works organizational structure and Department Divisions; upcoming projects; City Council: salary and benefits, FPPC Forms, the Brown Act, AB 1234, City Council Meetings-Closed Session, City Council Meetings-Open Session, Committees, communications, policies and procedures; and a calendar of events.

ADJOURNMENT:

The City Council adjourned at 11:30 a.m. to its Adjourned Regular Meeting on Tuesday, January 10, 2017, 5:30 p.m.

Craig S. Green, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

1. c.
February 18, 2020

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
December 5, 2017
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Green called the meeting to order at 5:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Shader, Smith, Yamaguchi, Wanke, Green
ABSENT: None

ORAL COMMUNICATIONS: None

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION
Significant exposure to litigation: (2 cases)
2. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Name of Case: 567 Melrose Street, LLC vs City of Placentia, et al;
Case 30-2017-00909817-CU-EI-CXC

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Green called the meeting to order at 7:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Shader, Smith, Yamaguchi, Wanke, Green
ABSENT: None

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Director of Administrative Services Steve Pischel; Interim Chief Financial Officer Shally Lin; Chief of Police Darin Lenyi; Director of Community Services Sandra Gonzalez; Director of Development Services Joe Lambert; Director of Public Works Luis Estevez; Assistant to the City Administrator/Economic Development Manager Jeanette Ortega; Deputy Director of Administrative Services/Chief Deputy City Clerk Rosanna Ramirez

INVOCATION: Chaplain Ken Milhander

PLEDGE OF ALLEGIANCE: Boy Scout Troop 723 Honor Guard

PRESENTATION: None

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported the Council/Agency met in closed session to discuss three (3) items on the agenda, there was discussion, Council gave direction, and there was nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula introduced two new City of Placentia employees: Parking Control Officers Nilda Campos and Selena Hurtado. He announced that the Annual Tamale Festival will be held on Wednesday, December 6, 2017 from 4:00 to 9:00 p.m. and will include live entertainment by the Grammy award winning artists the Mariachi Divas, a visit from Santa, and tamales for sale. For additional information, please call the Community Services Department at (714) 993-8232.

City Administrator Arrula noted that due to high winds, the Civic Center Christmas Tree was damaged, and one section was damaged beyond repair. The tree was transported to the City's Public Works Yard where the Public Works Department will repair the tree. The manufacturer will be replacing the tree at no cost to the City; however the tree will not be available until next July. Council and the public will be notified with updates regarding the condition of the current tree.

ORAL COMMUNICATIONS:

Placentia resident Blake Montero stated that regarding Item 1.d on the Consent Calendar his opinion was that the money used to replace the fence at Champions Sports Complex should come from the General Fund and not the Landscape Maintenance District Fund.

Adolfo Rodriguez, a Placentia resident, addressed the Council regarding the parking restrictions on Santa Fe Street.

Placentia resident Jose Rodriguez expressed concern over the parking restrictions on Santa Fe Street.

Maria Rincon, a Placentia resident, requested that the City provide parking permits for Bradford Avenue, Santa Fe Street, Murray Street, and Melrose Street to allow residents to park on the streets overnight without being ticketed.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Smith stated that he represented the City at a number of events celebrating the holiday season.

Councilmember Shader noted that she attended the Friendship Baptist Thanksgiving Dinner and service, volunteered with LOT318 to help feed a thousand people on Thanksgiving Day, attended a Placentia Community Foundation meeting, joined the community at the City's Annual Tree Lighting Ceremony, and expressed excitement regarding the upcoming Tamale Festival.

Councilmember Yamaguchi thanked those that attended the City's Annual Tree Lighting Ceremony and congratulated Placentia's newest business, Master Cuts Beauty Salon. He directed staff to advise the Placentia Chamber of Commerce not to schedule events that conflict with Council meetings.

Mayor Pro Tem Wanke stated that he attended the City's Annual Tree Lighting Ceremony, spoke at the Building Industry Association of Orange County where he discussed the Old Town Revitalization plans, and wished residents a Merry Christmas.

Mayor Green expressed his enjoyment of the City's Annual Tree Lighting Ceremony and reminded residents that the Tamale Festival is scheduled for December 6, 2017. He announced his attendance at the ribbon cutting for Galaxy Oil, the 76 Gas Station located on the corner of Crowther Avenue and Placentia Avenue. Mayor Green asked that staff inquire about a possible major project taking place at the Placentia Library and noted that no information has been provided to the City Council.

1. CONSENT CALENDAR (Items 1.a. through 1.f.):

Councilmember Yamaguchi pulled Item 1.c. and Mayor Pro Tem Wanke pulled Item 1.d. for further discussion. Motion by Wanke, seconded by Smith, and carried a (5-0, Yamaguchi abstained on Item 1.b.) vote to approve the remaining Consent Calendar Items as recommended.

1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**

Fiscal Impact: None

Recommended Action: Approve.

(Approved 5-0, as recommended)

1.b. **City Fiscal Year 2017-18 Register for December 5, 2017
Check Register**

Fiscal Impact: \$1,232,558.39

Electronic Disbursement Register

Fiscal Impact: \$748,773.18

Recommended Action: It is recommended that the City Council:

1) Receive and file

(Received and filed, Yamaguchi abstained)

1.c. **Migration of Microsoft Office Services to Microsoft Office 365**

Fiscal Impact: Current Year Expense: \$36,699

Budgeted: \$38,499 IT Software Maintenance

Ongoing Annual Expense: \$33,614

Recommended Action: It is recommended that the City Council:

- 1) Purchase Microsoft Office 365 subscriptions, Microsoft standard licensing for shared City computers, and Advanced Threat Protection Add-on for enhanced e-mail security; and
- 2) Enlist on-site GST staff to perform the implementation; and
- 3) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

Councilmember Yamaguchi pulled Item 1.c. to request a brief staff report and questioned whether staff considered alternative office suites. City Administrator Arrula introduced GST IT Manager Jeff Smith to present the staff report and answer questions. Following a brief discussion, there was a motion by Yamaguchi, seconded by Wanke, and carried a 5-0 vote to approve Item 1.c. as recommended.

1.d. **Award of Construction Contract for the Placentia Champions Sports Complex Fence Replacement Project**

Fiscal Impact: Expense: \$30,000 Construction Contract

Revenue: \$35,000 Landscape Maintenance District Fund Balance

No General Fund Dollars will be utilized on this project

Recommended Action: It is recommended that the City Council:

- 1) Approve a Public Works Agreement with Wolverine Fence Company, Inc., for construction of the Champions Sports Complex Fence Replacement Project, in a not-to-exceed amount of \$30,000; and;
- 2) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney; and
- 3) Approve Resolution No. R-2017-XX, A Resolution of the City Council of the City of Placentia, California authorizing a Budget Amendment in Fiscal Year 2017-18 in compliance with City Charter of the City of Placentia §§ 1206 and 1209 pertaining to appropriations for actual expenditures.

(Approved 5-0, to continue Item 1.d. as directed by Council motion)

Mayor Pro Tem Wanke pulled Item 1.d. for further discussion. City Administrator Arrula introduced Director of Public Works Luis Estevez to provide a brief presentation on the item and stated that the Landscape Maintenance District (LMD) covers the Champions Sports Complex. There was discussion in which City Attorney Bettenhausen stated that if the park was included in the LMD, then it is permissible to fund a capital improvement project through the LMD. Motion by Yamaguchi, seconded by Wanke, and carried a (5-0) vote to continue Item 1.d. to allow Staff to meet with Council to further discuss funding.

- 1.e. **Resolution authorizing temporary suspension of regulatory Ordinance Section 10.28.010 to facilitate the Placentia Library District Special Event scheduled for Sunday, March 18, 2018**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2017-71, A Resolution of the City Council of the City of Placentia, authorizing the temporary suspension of regulatory Ordinance Section 10.28.010 of the Placentia Municipal Code to facilitate the Placentia Library District special event scheduled for Sunday, March 18, 2018.

(Approved 5-0, as recommended)

- 1.f. **Professional Service Agreements with High Peaks Planning LLC, Michael Baker International and KOA Corporation to complete the General Plan Update**

<u>Fiscal Impact:</u> Budgeted Fiscal Year 2017-18 CIP:	\$150,000
Encumbered Funds:	\$ 68,699
CIP Funds Available:	\$ 81,301
General Plan Update Fee:	\$ 14,900
General Government Other Expenditure:	\$ 14,106
Total Cost of the Contracts:	\$110,307

Recommended Action: It is recommended that the City Council:

- 1) Approve a Professional Services Agreement with High Peaks Planning, LLC, to provide professional services related to the General Plan Update for an amount not to exceed \$39,930; and
- 2) Approve a Professional Services Agreement with Michael Baker International to provide professional services related to the General Plan Update for an amount not to exceed \$27,717; and
- 3) Approve a Professional Services Agreement with KOA Corporation to provide professional services related to the General Plan Update for an amount not to exceed \$42,660; and
- 4) Authorize the City Administrator to sign the necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

Councilmember Yamaguchi pulled Item 1.f. to clarify changes made to the item after the agenda was posted. City Attorney Bettenhausen gave an overview of the edits and stated that there were no significant changes. Motion by Yamaguchi, seconded by Smith, and carried a (5-0) vote to approve Item 1.f. as recommended.

2. PUBLIC HEARING:

- 2.a. **Introduction and First Reading of Ordinance No. O-2017-12 of the City Council of the City of Placentia, California, repealing Chapter 8.28 of Title 8 of the City of Placentia Municipal Code and replacing it with a new Chapter 8.28 to prohibit smoking of tobacco products and marijuana in all City facilities including the Civic Center complex, City parks and public facilities**

Fiscal Impact: Expense: \$1,500 one-time expense for installation of signage. Adequate funds budgeted in FY 2017-18 Budget Street Maintenance Account

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing concerning Ordinance No. O-2017-12; and
- 2) Receive the Staff Report, consider all public testimony, ask any questions of Staff; and
- 3) Close the Public Hearing; and
- 4) Find that the adoption of the ordinance is exempt from environmental review under the California Environmental Quality Act (CEQA), pursuant to 14 California Code of Regulations Section 15378(b)(5) because the amendments are not considered a project since the ordinance is a government administrative activity that will not result in direct or indirect physical changes to the environment; and

- 5) Waive full reading, by title only, and introduce for first reading, Ordinance No. O-2017-12, an Ordinance of the City Council of the City of Placentia, repealing Chapter 8.28 of Title 8 of the City of Placentia Municipal Code and replacing it with a new Chapter 8.28 to prohibit smoking of tobacco products and marijuana in all city facilities including the civic center complex, city parks and public facilities.

(Approved 4-1, as recommended, Wanke voted no)

Mayor Green opened the Public Hearing at 7:36 p.m.

City Administrator Arrula introduced Director of Development Services Joe Lambert to present the staff report. Director Lambert mentioned that the smoking prohibition will include all City facilities inside and outside and establishes that any place that prohibits tobacco smoking would include cigarettes, marijuana, and e-cigarettes. Tri-City Park is included in the Ordinance as the Placentia Municipal Code defines it as a City park. Current and future City-owned or operated facilities will also be included in the Ordinance. Director Lambert noted that per the current code, no smoking signage is already posted, and signage will be expanded.

Placentia resident Blake Montero questioned the inclusion of Marijuana in the Ordinance since Marijuana is already prohibited outdoors. Director Lambert clarified that the Ordinance expands the geography of the ban and that it is not a separate prohibition but rather an all-inclusive one.

Following a discussion which included the current language in the code, specifying locations for signs, and posting standards, City Administrator Arrula and City Attorney Bettenhausen suggested possible alternate wording.

Councilmember Wanke expressed his dissatisfaction with the Ordinance and the proposed wording of the signs and suggested a provision stating that smokers must maintain a certain distance from others. City Attorney Bettenhausen stated that it would be difficult to monitor a distance provision and suggested Council direct staff to research such provisions.

Councilmember Shader stated that the provisions are meant to be a recourse for the public to call authorities if someone is breaking the law.

City Attorney Bettenhausen stated that there are State provisions prohibiting marijuana smoking in parks and the proposed Ordinance expands the law to include e-cigarettes and cigarettes and to include public places.

Councilmember Wanke requested clarification on the current State statute for marijuana and made a motion to direct Staff to find language that is less broad and to change the signs to specify no electronic cigarettes (vaping).

Motion by Shader, seconded by Smith, and carried a (4-1, Wanke voted no) vote to approve Ordinance O-2017-12 amending the Ordinance to exclude "but not limited to" in the language.

Mayor Green closed the Public Hearing at 8:06 p.m.

3. REGULAR AGENDA:

3.a. Fiscal Year 2016-17 Year- End Closeout & Final Budget Amendments

Fiscal Impact: The three additional requested transfers from other funds to the General Fund totaling \$486,704 will result in an anticipated positive General Fund unassigned fund balance in the Comprehensive Annual Financial Report (CAFR) of \$56,211. The remaining recommended budget adjustments will have no impact on the actual fund balances.

Recommended Action: It is recommended that the City Council:

- 1) Receive and file the Fiscal Year 2016-17 year-end closeout report; and

- 2) Approve Budget Resolution R-2017-72, A Resolution of the City Council of the City of Placentia Authorizing Year-End Amendments to the Fiscal Year 2016-17 Budget.

(Approved 5-0, as recommended)

City Administrator Arrula gave an overview of the annual budget process and introduced Senior Financial Advisor Bornstein who presented a summary of the final budget amendments, the difference between budgeted and actual revenues and expenditures, and recommendations.

Motion by Wanke, seconded by Smith, and carried a (5-0) vote to receive and file the report and approve Resolution R-2017-72.

3.b. Old Town Facade Improvement Program

Fiscal Impact: CDBG funds in the amount of \$50,000 for fiscal year 2017-18
no general fund money will be used for this program.

Recommended Action: it is recommended that the City Council:

- 1) Adopt Resolution R-2017-73 of the City Council of the City of Placentia, California Finding that the Old Town Facade Improvement Program is Exempt from the California Environmental Quality Act Pursuant to State CEQA Guidelines Section 15301 (Existing Facilities); and Approving the Old Town Facade Improvement Program; and
- 2) Adopt Resolution R-2017-74 of the City Council of the City of Placentia, California Approving the Waiver of Fees Associated with Minor Architectural Application, Sign Permits, and Planning and Building and Safety Fees for Businesses or Property Owners Participating in the Old Town Facade Improvement Program.

(Approved 5-0, as recommended)

City Administrator Arrula noted that at the November 7, 2017 City Council meeting, Council continued the grant-funded Old Town Façade Improvement Program item and requested that Staff bring back a staff report that incorporated direction from Council to waive permit fees in regards to proposed projects, included an open advertisement period, and provided Council with Staff's guidelines of prioritization where having the largest impact receives the highest scoring in the awarding of the grant funds. City Administrator Arrula stated that Staff has addressed Council's concerns and that members of the Housing, Community, and Economic Development Ad-Hoc Committee will participate in scoring applicants.

There was a brief discussion of possible future improvement projects in the area.

Motion by Yamaguchi, seconded by Wanke, and carried a (5-0) vote, to approve Item 3.b. as recommended.

3.c. Status Update on 5Bars Wireless Marketing Agreement

Fiscal Impact: None

Recommended Action: It is recommended that the City Council receive and file this report and direct Staff accordingly.

(Received and filed)

City Administrator Arrula introduced Director of Public Works Luis Estevez who gave a brief update on the status of the 5Bars agreement and introduced Katie Burns, a representative from 5Bars, who gave a presentation that included an update on 5Bars, 5Bars current status, the City's benefits from the reservation platform, and goals for the first quarter of 2018.

Motion by Smith, seconded by Wanke, and carried a (5-0) vote to approve Item 3.c. as recommended.

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Councilmember Yamaguchi requested an update on the Council Chamber project schedule. City Administrator Arrula stated that demolition of the audience chairs would begin December 6, 2017 and the project should be completed before the December 19, 2017 Council meeting.

Councilmember Wanke asked Staff to address a property owner's request to assist in paying for improvements to the parcel of land donated to the City located at 431 E. Palm Drive.

Mayor Green expressed concern over audio problems with the microphone at the podium and City Administrator Arrula stated that Councilmember Yamaguchi has volunteered to assist in addressing the audio issues. Mayor Green asked for Council consensus to place a moratorium on Code Enforcement regarding fence height issues until such a time as Council may consider amending the Placentia Municipal Code.

Council reached consensus to suspend Code Enforcement activity as it relates to fence heights and to bring the possible Placentia Municipal Code amendment back as a Study Session agenda item.

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 7:32 p.m. in memory of Jack Welch, longtime family friend of Mayor Craig Green, and Karen Delaney, daughter of City of Placentia former Mayor and Councilmember Norman Eckenrode, to Tuesday, December 19, 2017 at 5:00 p.m.

Craig S. Green, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
December 19, 2017
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Green called the meeting to order at 5:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Shader, Smith, Yamaguchi, Wanke, Green

ABSENT: None

ORAL COMMUNICATIONS: None

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION
Significant exposure to litigation: (2 cases)
2. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Name of Case: Malone, et al vs. City of Placentia; Case No. 8:16-cv-1420
3. Pursuant to Government Code Section 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 350 S. Placentia Avenue APN: 339-441-01; and
380 S. Placentia Avenue APN: 339-441-02
Agency Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Fine Hospitality Group
Under Negotiations: Price and Terms of the Payment
4. Pursuant to Government Code Section 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 207-209 W. Crowther Avenue APN: 339-402-05; 07; 08; 11
City Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Legacy Partners Residential, LLC
Under Negotiations: Price and Terms of Payment
5. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION
Higginson v. Becerra, USDC Case No. 17CV2032 WQH JLB

CITY COUNCIL/SUCCESSOR AGENCY:

6. Pursuant to Government Code Section 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 312 S. Melrose Street APN: 339-393-10
City/Agency Negotiator: Damien R. Arrula, City Administrator/Executive Director
Negotiating Parties: City and Successor Agency to former Redevelopment Agency
Under Negotiation: Price and Terms of Payment

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Green called the meeting to order at 7:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Shader, Smith, Yamaguchi, Wanke, Green

ABSENT: None

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Director of Administrative Services Steve Pischel; Interim Chief Financial Officer Shally Lin; Chief of Police Darin Lenyi; Director of Community Services Sandra Gonzalez; Director of Development Services Joe Lambert; Director of Public Works Luis Estevez; Assistant to the City Administrator/Economic Development Manager Jeanette Ortega; Deputy Director of Administrative Services/Chief Deputy City Clerk Rosanna Ramirez

INVOCATION: Chaplain Ken Milhander

PLEDGE OF ALLEGIANCE: Boy Scout Troop No. 723

PRESENTATIONS:

- a. **Recognition of the Retirement of Maria Elena Maurer and her 21 Years of Service to the City**
Recipient: Maria Elena Maurer
Presenters: Mayor Green, City Administrator Arrula, and Director of Community Services Gonzalez
- b. **Recognition of Dan Chaney, Scoutmaster of Boy Scout Troop #723**
Recipient: Dan Chaney
Presenters: Mayor Green and City Administrator Arrula

REORGANIZATION OF THE CITY COUNCIL

- a. City Clerk calls for the selection of Mayor of the City of Placentia
- b. Mayor calls for the selection of Mayor Pro Tem of the City of Placentia

City Clerk Melia called for nominations for the position of Mayor of the City of Placentia for the term of December 19, 2017 to December 19, 2018.

Councilmember Yamaguchi nominated, and Councilmember Smith seconded the nomination of Mayor Pro Tem Chad Wanke as Mayor for the term of December 19, 2017 to December 19, 2018.

Noting no further nominations, City Clerk Melia called for a motion to close the nominations. Motion by Yamaguchi, seconded by Green, to close the nominations. City Clerk Melia declared the nominations closed, and pursuant to a unanimous voice vote, Mayor Pro Tem Chad Wanke was selected to serve as Mayor of the City of Placentia.

Mayor Wanke called for nominations for the position of Mayor Pro Tem of the City of Placentia for the term of December 19, 2017 to December 19, 2018.

Councilmember Smith nominated, and Mayor Wanke seconded the nomination of Councilmember Rhonda Shader as Mayor Pro Tem for the term of December 19, 2017 to December 19, 2018.

Noting no further nominations, Mayor Wanke called for a motion to close the nominations. Motion by Green, seconded by Wanke, to close the nominations. Pursuant to a unanimous roll call vote, Councilmember Rhonda Shader was selected to serve as Mayor Pro Tem of the City of Placentia.

RECOGNITION OF 2017 MAYOR CRAIG S. GREEN

- a. Congressman Ed Royce's Office
Presenter: Alison Martin, District Representative
- b. Senator Josh Newman's Office
Presenter: Senator Newman
- c. Assembly Member Chen's Office
Presenter: Linette Choi
- d. Supervisor Shawn Nelson's Office
Presenter: Steve Spernak, Policy Advisor
- e. City of Placentia
Presenter: Mayor and City Administrator Arrula

District Representative Alison Martin, on behalf of Congressman Royce and the House of Representatives, presented a Certificate of Congressional Recognition to outgoing Mayor Green.

State Senator Josh Newman presented a State Senate Certificate of Recognition to outgoing Mayor Green in honor of his service as Mayor of Placentia.

Linette Choi, on behalf of Assemblyman Chen, presented a Certificate of Recognition to outgoing Mayor Green in honor of his outstanding leadership and contributions to the City in his year as Mayor.

Policy Advisor Steve Spernak, on behalf of Orange County Supervisor Shawn Nelson, the Board of Supervisors, and the people of the 4th District, offered congratulations and presented a Certificate of Recognition to outgoing Mayor Green in honor of an outstanding year of service and dedication to Placentia and decades of service to the United States of America.

Mayor Wanke and City Administrator Arrula honored outgoing Mayor Green, highlighted some of the City's accomplishments in 2017 under Mayor Green and the current City Council, and presented a gift on behalf of the Council and Staff.

COMMENTS:

Mayor Wanke spoke of outgoing Mayor Green's fifteen years of dedicated service to the City of Placentia.

Councilmember Green thanked his family and friends, the Council, and Staff for their support and expressed his optimism in the future of the City.

The City Council and Boards of Directors recessed at 7:40 p.m. to the City Hall Lobby for a reception recognizing Mayor Wanke and former Mayor Green.

There was a recess of twenty-eight (28) minutes.

CALL TO ORDER: Mayor Wanke called the meeting to order at 8:08 p.m.

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported that the Council/Agency met in Closed Session to discuss six (6) items on the agenda, there was discussion on five (5) items, Council gave direction, and there was nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula introduced two (2) new employees to the City of Placentia: Community Services Coordinator Aileen Munoz and Community Services Office Assistant Joanna Contreras.

He announced that all City facilities will be closed from December 25, 2017 to January 4, 2018 and will reopen on Monday, January 8, 2018. The Police Department will remain open during the holidays and for non-life threatening emergencies please contact (714) 993-8164. The Building Division will offer limited inspections during the holiday closure and requests must be submitted by December 20, 2017. He noted that the free Christmas Tree Recycling Program will take place from Tuesday, December 26, 2017 through Saturday, January 6, 2018. For additional information, please contact Republic Services at (866) 238-2444. City Administrator Arrula wished the community, Council, and Staff a Merry Christmas and a Happy New Year.

ORAL COMMUNICATIONS:

Robbie Chadari, a representative from the American Lung Association, commended the Council, City Staff, and the City for taking action on improving the City's public health standards regarding smoking and urged the Council to pass the ordinance regarding prohibiting smoking in all City facilities.

Placentia resident Jeff Buchanan addressed the Council regarding Republic Services' service to the City of Placentia. He stated that the hold times are very long and service issues are not being addressed.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Green noted his attendance at the Placentia Tamale Festival, the Placentia Police Department VIPs Luncheon at the Women's Club, and the Community Christmas Basket Program at the Whitten Center. He thanked the community, Council, and Staff for their support during his time as Mayor.

Councilmember Smith thanked the Placita-Santa Fe Merchants and City Staff for their work on the Placentia Tamale Festival. He announced that he attended the VIPs Luncheon in honor of the Volunteers in Police Service at the Police Department, the second Citizens Academy graduation, and the Community Services Community Christmas Basket Program.

Councilmember Yamaguchi thanked Councilmember Green for his service as Mayor, congratulated Mayor Wanke for his new position, and reported his attendance at the Placentia Tamale Festival. He stated that Council met with City Staff to discuss the new Placentia app and CRM platform and that the City will be taking over the Annual Tree Lighting Ceremony from the Library.

Mayor Pro Tem Shader reported her attendance at a Manufactured Home Association Breakfast, the Placentia Tamale Festival, and the second Citizen's Academy graduation. She congratulated Chief Lenyi and Office Conroy for a successful Citizen's Academy program. She noted her attendance at the Placentia Library's Winter Fest, the Orange County Korean Citizen's League 20th Anniversary Celebration, and the Orange County Alzheimer's Open House. She announced that she was appointed to the Orange County Senior Citizen's Advisory Council for 2018. She thanked Fire Station 34 Crew B for the hospitality during her visit and Councilmember Green for his leadership during his time as Mayor. She thanked Council for the vote of confidence as Mayor Pro Tem.

Mayor Wanke reported his attendance at many meetings and events such as the Placentia Tamale Festival. He thanked the Council for appointing him as Mayor and expressed his eagerness to serve as Mayor and noted that he was asked to speak at a Building Industry Association event to discuss Old Town Placentia Revitalization.

1. CONSENT CALENDAR (Items 1.a. through 1.k.):

Mayor Pro Tem Shader pulled Items 1.c, 1.d, and 1.j for further discussion. Motion by Shader, seconded by Green, and carried a (5-0) vote to approve the remaining Consent Calendar Items as recommended.

- 1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**
Fiscal Impact: None
Recommended Action: Approve.
(Approved 5-0, as recommended)
- 1.b. **City Fiscal Year 2017-18 Register for December 19, 2017**
Check Register
Fiscal Impact: \$1,436,017.43
Electronic Disbursement Register
Fiscal Impact: \$348,093.39
Recommended Action: It is recommended that the City Council:
 1) Receive and file
(Received and filed)
- 1.c. **Award of Construction Contract to G2 Construction, Inc. for the OCTA M2 Environmental Cleanup Program Tier 1 Grant Project Phase 4**
Fiscal Impact: Expense: \$200,000 for Construction Services
 Revenue: \$160,000 M2 Grant Funds
 \$ 38,000 Refuse Fund Unallocated Balance
 Budgeted: \$ 2,000 General Fund
Recommended Action: It is recommended that the City Council:
 1) Approve the specifications prepared by G2 Construction, Inc., dated May 12, 2017, for the Catch Basin Screen Insert Project; and
 2) Accept the proposal submitted by G2 Construction, Inc. in the amount of \$200,000, and award a Public Works Agreement for OCTA M2 Environmental Cleanup Program Tier 1 – Phase 4, Catch Basin Screen Insert Project to G2 Construction, Inc.; and
 3) Adopt Resolution No R-2017-75, A Resolution of the City Council of the City of Placentia, California, Authorizing a Budget Amendment in Fiscal Year 2017-18 in compliance with City Charter of the City of Placentia §§ 1206 and 1209 pertaining to appropriations for actual expenditures; and
 4) Authorize the City Administrator to execute all necessary documents, in a form approved by the City Attorney.
(Approved 5-0, as recommended)

Mayor Pro Tem Shader pulled Item 1.c. for further discussion regarding the history and cost of the program. There was discussion and City Administrator Arrula and Director of Public Works Estevez provided clarification regarding the program and program funding. Motion by Shader, seconded by Yamaguchi, and carried a (5-0) vote to approve Item 1.c. as recommended.

- 1.d. **Agreement with the City of Fullerton for the Chapman/Placentia Avenue Intersection Pavement Rehabilitation Project**
Fiscal Impact: Expense: \$40,000
 Revenue: \$40,000 Measure M2
 No general fund dollars will be utilized on this project
Recommended Action: It is recommended that the City Council:
 1) Approve the Letter Cooperative Agreement with the City of Fullerton for the Placentia/Chapman Avenues Intersection Pavement Rehabilitation Project; and
 2) Authorize the City Administrator to execute all necessary documents, in a form approved by the City Attorney.
(Approved 4-1, as recommended, Yamaguchi voted no)

Mayor Pro Tem Shader pulled Item 1.d. to question if the City has received payment for previous work. Director of Public Works Estevez clarified that the City has received payment of \$400,000. Motion by Shader, seconded by Green, and carried a (4-1, Yamaguchi voted no) vote to approve Item 1.d. as recommended.

- 1) Adopt Resolution No. R-2017-77, A Resolution of the City Council of the City of Placentia, California, appointing representatives to the Public Agency Risk Sharing Authority of California Board of Directors.

(Approved 5-0, as recommended)

1.j. Actuarial Consulting Services for GASB Statements No. 68 and 75

Fiscal Impact: Expense: \$59,350 (Six-Year Total Cost)
Offsetting Revenue: None
Budgeted (FY 17-18): \$15,500 Finance Professional Services
Balance to be budgeted in FY 2018-19 to FY 2022-23

Recommended Action: It is recommended that the City Council:

- 1) Approve a Professional Services Agreement with Bartel Associates, LLC, to provide actuarial consulting services to address GASB Statements No. 68 and 75 for the six-year FY 2017-18 through FY 2022-23 for an amount not to exceed \$59,350.

(Approved 5-0, as recommended)

Mayor Pro Tem Shader pulled Item 1.j. to note the absence of a chart that compares the cost proposals of other firms. City Administrator Arrula introduced Interim Finance Director Shally Lin to provide clarification on the service requested and the proposals that were submitted. There was discussion and Mayor Wanke requested that in the future Staff include all proposals in the staff reports. Motion by Shader, seconded by Yamaguchi, and carried a (5-0) vote to approve Item 1.j. as recommended.

1.k. First Quarter Fiscal Year 2017-18 Financial Update

Fiscal Impact: None

Recommended Action:

- 1) Receive and file the Financial Quarterly Update for Period Ending September 30, 2017.

(Received and Filed)

2. PUBLIC HEARING: None

3. REGULAR AGENDA:

3.a. iPlacentia Mobile App Demo

City Administrator Arrula gave a brief presentation and demonstration of the iPlacentia Mobile App highlighting the features of the app including how residents may submit requests, view agenda packets, renew business licenses, and much more. The iPlacentia app will be released on January 16, 2018. Mayor Wanke commended Staff and Councilmember Yamaguchi for their work on the new app and City Administrator Arrula thanked Staff for their assistance with the iPlacentia app.

3.b. First Quarter Fiscal Year 2017-18 Treasurer's Report

Fiscal Impact: None

Recommended Action: it is recommended that the City Council:

- 1) Receive and file the first quarter Fiscal Year 2017-18 Treasurer's Report.

(Approved 5-0, as recommended)

City Treasurer Larson provided a summary of the First Quarter Fiscal Year 2017-18 Treasurer's Report; noted that the City changed their banking arrangements on December 1, 2017 from Bank of America to Banc of California; and stated that the Finance and Investment Committee meetings will resume in January 2018. Motion by Yamaguchi, seconded by Green, and carried a (5-0) voice vote to receive and file the First Quarter Fiscal Year 2017-18 Treasurer's Report.

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Councilmember Yamaguchi requested that Staff put more resources into completing the audio installation in the Council Chambers.

Mayor Wanke requested that staff inquire about investing surplus funds with the Orange County Treasurer's Investment Pool.

Councilmember Smith requested that Staff look into Republic Services and ensure that they are adhering to their contract. City Administrator Arrula stated that Staff requested the last three months of call center logs from Republic Services in order to investigate their level and quality of service. Councilmember Smith expressed his support of Councilmember Yamaguchi's request to add funding for the Tree Lighting event into the 2018-19 budget.

Councilmember Green asked that a notification be put on the City's website and in the City Administrator's Weekly informing residents of Placentia Day at the OC Fair. He wished everyone a Merry Christmas, a Happy New Year, and safe travels.

Mayor Wanke requested that staff post free events for Placentia residents on the City's website.

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 9:05 p.m. to Tuesday, January 16, 2018 at 5:00 p.m.

Chad P. Wanke, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
January 16, 2018
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Wanke called the meeting to order at 5:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

ORAL COMMUNICATIONS:

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 207-209 W. Crowther Avenue APN: 339-402-05; 07; 08; 11
City Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Placentia Mutual Properties, LLC
Under Negotiations: Price and Terms of Payment
2. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Name of Case: DMWP, LLC v. Successor Agency to the Redevelopment Agency of the City of Placentia, et al. bearing Orange County Superior Case No. 30-2016-00893248
CITY COUNCIL/SUCCESSOR AGENCY:
3. Pursuant to Government Code Section 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 312 S. Melrose Street APN: 339-393-10
City/Agency Negotiator: Damien R. Arrula, City Administrator/Executive Director
Negotiating Parties: City and Successor Agency to former Redevelopment Agency
Under Negotiation: Price and Terms of Payment

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Wanke called the meeting to order at 7:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Director of Administrative Services Steve Pischel; Interim Chief Financial Officer Shally Lin; Chief of Police Darin Lenyi; Director of Community Services Sandra Gonzalez; Director of Development Services Joe Lambert; Director of Public Works Luis Estevez;

Assistant to the City Administrator/Economic Development Manager Jeanette Ortega; Deputy Director of Administrative Services/Chief Deputy City Clerk Rosanna Ramirez

INVOCATION: Chaplain Sterling Bennett

PLEDGE OF ALLEGIANCE: Mayor Wanke

PRESENTATION:

a. **Recognition of the Cultural Arts Project for Every Student (CAPES) Grant Recipients**

Grant Recipients: Placentia/Yorba Linda Unified School District Schools
Presenters: Mayor Wanke and City Administrator Arrula

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported the Council/Agency met in Closed Session and discussed three items listed on the agenda. Direction was given on each and he had nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula introduced two new Placentia employees: Police Officer Dillon Titus and Senior Accountant II Henry Chao. Mr. Arrula announced the retirement of Administrative Services Director Steve Pischel after thirty-two (32) year with the City effective Thursday, January 18, 2018.

ORAL COMMUNICATIONS:

Citizens Fiscal Sustainability Task Force Chair Bob McKinnell reported on the progress made by the Task Force in fulfilling their goals and presented suggestions formulated by the Task Force.

Resident Debbie Acosta spoke on the need for more support from Orange County cities for mental health programs.

Former Councilmember Joe Aguirre summarized the City Council districting process; emphasized the May 1, 2018 deadline to finalize district boundaries; and expressed his support of the process.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Green welcomed the new City employees and congratulated Administrative Services Director Pischel on his retirement.

Councilmember Smith thanked Mr. McKinnell for his thoughts and suggestions and expressed his appreciation of and best wishes for Administrative Services Director Pischel.

Councilmember Yamaguchi shared that the annual Miss Placentia Scholarship Pageant will be held February 3, 2018 at Valencia High School. For more information visit misspyl.org. He recognized Pat Irot, in whose memory the Council is adjourning tonight's meeting. Councilmember Yamaguchi thanked the staff for the launch of the iPlacentia app. He added his congratulations to and shared some memories of his long relationship with Steve Pischel.

Mayor Pro Tem Shader recognized and congratulated Employees of the Year Officer Brian Conroy, Chief Darin Lenyi, Erica Vega, Monica Ortiz, and Rosie Gomez. She visited with Officers and Staff who worked New Year's Eve, attended a Senior Citizens Advisory Council meeting for the County, and looks forward to bringing new information to the City from that council.

Mayor Wanke thanked Mayor Pro Tem Shader for accepting the position on the Senior Citizens Advisory Council, expressed his condolences to the family of Pat Irot, and congratulated Steve Pischel noting that he will be missed.

1. CONSENT CALENDAR (Items 1.a. through 1.h.):

Motion by Green, seconded by Yamaguchi, and carried a (5-0) vote to approve the Consent Calendar Items 1.a through 1.h.

- 1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**
Fiscal Impact: None
Recommended Action: Approve.
(Approved 5-0, as recommended)

- 1.b. **City Fiscal Year 2017-18 Register for January 16, 2018**
Check Register
Fiscal Impact: \$2,420,552.39
Electronic Disbursement Register
Fiscal Impact: \$1,176,874.22
Recommended Action: It is recommended that the City Council:
1) Receive and file
(Received and filed)

- 1.c. **Tentative Parcel Map (TPM) 2017-100: A Proposed Parcel Map to Subdivide an Approximately 10-Acre Lot Into Four Parcels With Two Located Within The City of Placentia and the Remaining Lots Within the City of Anaheim on Property Located West of Van Buren Street, North of Miraloma Avenue Within The Manufacturing (M) and Oil Combining (O) Overlay Districts**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
1) Adopt the findings set forth within Resolution No. PC-2017-23 (Attachment 1); and
2) Approve TPM 2017-100, subject to the Special Conditions of Approval and Standard Development requirements set forth in Attachment 2; and
3) Adopt the finding that the project is categorically exempt pursuant to the California Environmental Quality Act (CEQA) set forth in Title 14 CCR § 15315 (Class 15 – Minor Land Divisions) and the City of Placentia Environmental Guidelines.
(Approved 5-0, as recommended)

- 1.d. **Fiscal Year 2017-18 Budget Amendment – Police-Related Items**
Fiscal Impact:
Expense: \$452,468
Offsetting Revenue: \$452,468
Budgeted (FY 17-18): \$ 0
Appropriation (FY 17-18): \$452,468
Recommended Action: It is recommended that the City Council:
1) Adopt Resolution No. R-2018-01, A Resolution of the City Council of the City of Placentia, California, authorizing a budget amendment in Fiscal Year 2017-18 in compliance with City Charter §§ 1206 and 1209 pertaining to appropriations for actual expenditures.
(Approved 5-0, as recommended)

- 1.e. **Approval of Purchase and Sale of Successor Agency Owned Property at 312 S. Melrose Street**
Fiscal Impact: Expenditures: \$107,000 (General Fund)
Recommended Action: It is recommended that the City Council:
1) Adopt Resolution R-2018-02 of the City Council of the City of Placentia, California, Approving a Purchase and Sale Agreement and Escrow Instructions by and between the Successor Agency and the City of Placentia for the property located at 312 S. Melrose Street, Placentia, CA 92870.
(Approved 5-0, as recommended)

SUCCESSOR AGENCY CONSENT CALENDAR:

1.f. Recognized Obligation Payment Schedule (ROPS 18-19) for July 1, 2018 Through June 30, 2019

Fiscal Impact: Expenditures: RPTTF \$2,536,821
ACA: \$ 250,000

Recommended Action: It is recommended that the City Council:

- 1) Approve Resolution RSA-2018-01, A Resolution of the City Council of the City of Placentia, California, Acting as the Successor Agency to the Redevelopment Agency of the City of Placentia, California, Approving and Adopting the Recognized Obligation Payment Schedule for the period of July 1, 2018 to June 30, 2019 (ROPS 18-19).

(Approved 5-0, as recommended)

1.g. Approval of Purchase and Sale of Successor Agency Owned Property at 312 S. Melrose Street

Fiscal Impact: Expense: \$107,000 (General Fund)

Recommended Action: It is recommended that the City Council:

- 1) Approve Resolution RSA-2018-02, A Resolution of the City Council of the City of Placentia, California, Acting as the Successor Agency to the Redevelopment Agency of the City of Placentia, Approving a Purchase and Sale Agreement and Escrow Instructions by and between the Successor Agency and the City of Placentia for the property located at 312 S. Melrose Street, Placentia, CA 92870.

(Approved 5-0, as recommended)

1.h. Approval of Settlement Agreement With DMWP, LLC For 132 E. Crowther Avenue

Fiscal Impact: Expense: \$180,000 RPTTF

Recommended Action: It is recommended that the City Council:

- 1) Approve Resolution RSA-2018-03, A Resolution of the City Council of the City of Placentia, California, Acting as the Successor Agency to the Redevelopment Agency of the City of Placentia, Approving a Settlement Agreement with DMWP, LLC.

(Approved 5-0, as recommended)

2. PUBLIC HEARING: None

3. REGULAR AGENDA:

3.a. Annual City Council Appointments to Various Intergovernmental Agencies, Associations, and City Subcommittees

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Review the attached list of current appointments to the various intergovernmental agencies, associations, and City subcommittees and make appointments as desired; and
- 2) Adopt Resolution No. R-2018-03, A Resolution of the City Council of the City of Placentia, California, Designating and Appointing its Representative to the Orange County Fire Authority Board of Directors (if needed); and
- 3) Direct Staff to notify the various intergovernmental agencies, associations, and City subcommittees of the City Council appointments.

(Approved 5-0, to approve remaining appointments as they are)

Mayor Wanke pulled the Orange County Vector Control District, Southern California Association of Governments, Orange County Fire Authority, and Orange County Sanitation District and recommended all other appointments be approved to remain as they are.

Motion by Green, seconded by Smith, and carried a (5-0) vote to approve the remaining appointments as they are. Councilmember Yamaguchi questioned whether all were in consensus with current appointments and there was no dissent.

Mayor Wanke stated that the City no longer has a second member on the Orange County Fire Authority Board and that the City Attorney recommends that nominees abstain from voting on their own appointments. He nominated Councilmember Green as the City's delegate to the Orange County Fire Authority Board of Directors.

Motion by Wanke, seconded by Yamaguchi, and carried a (4-0-1, Green abstained) vote to approve appointment of Councilmember Green to the Orange County Fire Authority Board of Directors.

Councilmember Green nominated Mayor Wanke as the City's delegate and Councilmember Smith as the alternate to the Orange County Sanitation District Board.

Motion by Green, seconded by Yamaguchi, and carried a (3-0-2, Wanke and Smith abstained) vote to approve appointments of Mayor Wanke and Councilmember Smith to the Orange County Sanitation District Board.

Mayor Wanke nominated Councilmember Smith as the City's delegate and Councilmember Yamaguchi as the alternate to the Southern California Association of Governments.

Motion by Wanke, seconded by Green, and carried a (3-0-2, Smith and Yamaguchi abstained) vote to approve appointments of Councilmembers Smith and Yamaguchi to the Southern California Association of Governments.

Mayor Wanke nominated Councilmember Green as the City's delegate to the Orange County Vector Control District Board of Trustees.

Motion by Wanke, seconded by Smith, and carried a (4-0-1, Green abstained) vote to approve appointment of Councilmember Green to the Orange County Vector Control District Board of Trustees.

CITY COUNCIL/BOARD MEMBERS REQUESTS: None

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned in memory of Anna Connolly "Pat" Irot, longtime Placentia resident and community volunteer at 7:42 p.m. to Tuesday, January 23, 2018 at 5:00 p.m.

Chad P. Wanke, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES**

January 23, 2018

**5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Wanke called the meeting to order at 5:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Smith, Yamaguchi, Shader, Wanke

ABSENT: Green

ORAL COMMUNICATIONS: None

The City Council and Boards of Directors will recess to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code Section 54957(b)(1):
Title: City Administrator
2. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION
Significant exposure to litigation: (1 case)
3. Pursuant to Government Code Section 54956.9(d)(4):
CONFERENCE WITH LEGAL COUNSEL – POTENTIAL INITIATION OF LITIGATION
Significant exposure to litigation: (1 case)

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Wanke called the meeting to order at 7:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Smith, Yamaguchi, Shader, Wanke

ABSENT: Green

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Director of Administrative Services Steve Pischel; Interim Chief Financial Officer Shally Lin; Acting Chief of Police Brad Butts; Director of Community Services Sandra Gonzalez; Director of Development Services Joe Lambert; Director of Public Works Luis Estevez; Assistant to the City Administrator/Economic Development Manager Jeanette Ortega; Deputy Director of Administrative Services/Chief Deputy City Clerk Rosanna Ramirez

INVOCATION: Chaplain Sterling Bennett

PLEDGE OF ALLEGIANCE: Councilmember Yamaguchi

PRESENTATION: None

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported the Council/Agency met in Closed Session and discussed three items listed on the agenda and he had nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula introduced new Placentia Police Officer John Gomez and announced an Online Community Conversation on fiscal sustainability including a presentation and online survey at www.placentia.org. The feedback received from this survey will be presented to Council in February 2018.

ORAL COMMUNICATIONS:

Resident Jeff Buchanan voiced his approval of the proposed Urban Forest Management Program and his concern about the revised Lease Agreement for Police impound/evidence storage and asked that Council consider a City-owned storage facility. He also discussed conflict between the Orange County Sheriff's Department and the Orange County Fire Authority.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Smith congratulated Eagle Scout Awardee Bryce Enomoto.

Mayor Pro Tem Shader traveled to Sacramento on behalf of the City to attend a League of Mayors and City Council Conference where she was given information regarding financial oversight of cities and how to properly conduct meetings. She also met with CalPERS one-on-one to discuss the City's unfunded liability.

Mayor Wanke traveled to Sacramento representing the County of Orange on the League of California Cities Housing and Economic Development Committee. He responded to the Oral Communication regarding a City-owned storage facility stating that the Council is investigating the possibility.

1. CONSENT CALENDAR (Items 1.a. through 1.c.):

Motion by Smith, seconded by Yamaguchi, and carried a (4-0-1, Green absent) vote to approve the Consent Calendar Items 1.a through 1.c.

1.a. Consideration to Waive Reading in Full of all Ordinances and Resolutions

Fiscal Impact: None

Recommended Action: Approve.

(Approved 4-0-1, as recommended, Green absent)

1.b. Tentative Parcel Map (TPM) 2013-147: a Proposed Parcel Map to Subdivide an Approximately 0.42 Acre (18,400 Square Feet) Lot into Three (3) Lots and a Remainder Parcel for a Property Within the R-1 (O) (Single-Family Residential - Combining Oil District) That Is Located on the South Side of Vicente Avenue Between Van Buren Street and Maria Avenue (Assessor's Parcel Number 346-172-07)

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Adopt the findings set forth within Resolution No. PC-2017-21 (Attachment 1); and
- 2) Approve TPM 2013-147, subject to the Special Conditions of Approval and Standard Development requirements set forth in Attachment 2; and
- 3) Adopt the finding that the project is categorically exempt pursuant to the California Environmental Quality Act (CEQA) set forth in Title 14 CCR § 15315 (Class 15 – Minor Land Divisions) and the City of Placentia Environmental Guidelines.

(Approved 4-0-1, as recommended, Green absent)

1.c. **Revised Lease Agreement for Police Impound/Evidence Storage Facility Located at 166 E. La Jolla Avenue**

Fiscal Impact: Expense: \$137,796 (January 1 – December 31, 2018)
\$139,863 (January 1 – December 31, 2019)
\$141,961 (January 1 – December 31, 2020)

Budgeted: \$125,770

Offsetting Revenues: Storage and Release Fees from Vehicle Impounds

Recommended Action: It is recommended that the City Council:

- 1) Approve a Lease Agreement with Karagines Family Trust and the Dennis and Deborah Sigalos Family Trust for the property located at 166 East La Jolla Avenue for an initial term of thirty-six (36) months with the option for two (2) one-year extensions; and
- 2) Authorize the City Administrator and/or his designee to execute all the necessary documents, in a form approved by the City Attorney.

(Approved 4-0-1, as recommended, Green absent)

2. PUBLIC HEARING:

2.a. **Resolution Declaring the Formation of Underground Utility District No. 2018-01 on Crowther Avenue Between Melrose Street and East of Cameron Street**

Fiscal Impact: There is no fiscal impact with the recommended actions.

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing concerning the formation of an underground utility district; and
- 2) Receive the Staff Report, consider all public testimony, ask questions of Staff; and
- 3) Close the Public Hearing; and
- 4) Adopt Resolution No. R-2018-04, a Resolution of the City Council of the City of Placentia, California declaring the formation of Underground Utility District No. 2018-01 and ordering removal and undergrounding of poles, overhead wires and associated overhead structures along Crowther Avenue within the City's planned Transit Oriented Development.

(Approved 4-0-1, as recommended, Green absent)

Mayor Wanke opened the public hearing at 7:13 p.m.

City Administrator Arrula introduced Director of Public Works Estevez to present the staff report and answer Council questions.

Mayor Wanke closed the public hearing at 7:16 p.m.

Motion by Yamaguchi, seconded by Smith, and carried a (4-0, Green was absent) vote to adopt Resolution R-2018-04.

3. REGULAR AGENDA:

3.a. **Study Session to Discuss Implementation of an Urban Forest Management Program**

Fiscal Impact: No fiscal impact with the recommended actions.

Recommended Action: It is recommended that the City Council:

- 1) Receive and file the Staff report and presentation; and
- 2) Ask any questions of Staff and solicit public comment; and
- 3) Provide Staff with further direction relative to the preparation of an Urban Forest Management Program.

(Council took no action)

Director of Public Works Estevez presented the staff report and a PowerPoint presentation including background, citywide tree trimming cycle and sidewalk repair program, Tree City USA, an Urban Forest Management Program, citywide tree inventory, empty tree sites, threats to urban forest, example of infestation, benefits of a healthy urban forest, a typical residential streetscape in Placentia, other cities, policy considerations, and next steps.

Following a brief discussion, Director Estevez clarified that the City may not water turf but may water trees on traffic median islands, the scope of the Urban Forest Management Plan does include medians, some varieties of trees are less susceptible to certain infestations, and it is important to diversify.

Councilmember Smith thanked Jeff Buchanan for his concern for and attention to the Urban Forest Management Program.

Mayor Pro Tem Shader stressed that the City should have a balanced approach and not place too heavy a burden on the City, homeowners, or developers.

Mayor Wanke requested a method of identifying "heritage" trees that are well-established, including them in the plan, and working with homeowners to provide resources to help them maintain and preserve well-established trees. He also asked that Staff ensure that the City's liability insurance covers the trees and that Staff procure a new investigation by an arborist to determine the current health of the City's trees.

Resident Lyle Perigot asked that Council give careful consideration before placing any additional burden on homeowners and he requested that City-owned trees in his neighborhood be added to the Program.

Arborist Jeff Buchanan presented detailed information on treatment of certain infestations and tree diseases.

City Administrator Arrula stated that Staff will continue to consult with Mr. Buchanan as they develop the Urban Forest Management Plan and the related ordinance.

CITY COUNCIL/BOARD MEMBERS REQUESTS: None

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 7:38 p.m. to Tuesday, February 6, 2018 at 5:00 p.m.

Chad P. Wanke, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
February 6, 2018
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Wanke called the meeting to order at 5:03 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Shader, Wanke
ABSENT: Yamaguchi

ORAL COMMUNICATIONS: None

The City Council and Boards of Directors will recess to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code Section 54957(b)(1):
Title: City Administrator
2. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION
Significant exposure to litigation: (1 case)
3. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Name of Case: Pike v. City of Placentia; Case CV-08-08586 DSF
4. Pursuant to Government Code Section 54956.8:
CONFERENCE WITH REAL PROPERTY NEGOTIATOR Property: APN: 346-241-02
Agency Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Orange County Flood Control District & Mercy Housing California
Under Negotiation: Price and Terms of Payment

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Wanke called the meeting to order at 7:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Shader, Wanke
ABSENT: Yamaguchi

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Director of Administrative Services Steve Pischel; Interim Chief Financial Officer Shally Lin; Chief of Police Darin Lenyi; Director of Community Services Sandra Gonzalez; Director of Development Services Joe Lambert; Director of Public Works Luis Estevez; Assistant to the City Administrator/Economic Development Manager Jeanette Ortega; Deputy Director of Administrative Services/Chief Deputy City Clerk Rosanna Ramirez

INVOCATION: Chaplain Kenneth Curry

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Shader

PRESENTATION: None

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported the Council/Agency met in Closed Session and discussed four items listed on the agenda, direction was given, and he had nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula introduced three (3) new Placentia employees: Deputy City Clerk Karen O'Leary, Information Technology Management Analyst Sanjay Shah, and Communications and Marketing Manager Cassie Walder.

ORAL COMMUNICATIONS: None

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Green announced that Republic Services will hold a free compost give away for residents of Placentia at Tri-City Park on Saturday, February 10, 2018 from 8:00 to 10:30 a.m. and the next Placentia Shred Day will be on April 21, 2018.

Councilmember Smith congratulated the newly crowned Miss Placentia Bella Vino and Miss Yorba Linda Rayna Patel, reported that he and Councilmember Green attended the City of Anaheim State of the City, thanked the Chamber of Commerce who recently presented Awards of Excellence and congratulated the awardees: Citizen of the Year Male Dan Chaney, Citizen of the Year Woman Dottie Rogers, New Business of the Year Bodhi Leaf Coffee Traders, Family-Owned Business of the Year El Farolito Mexican Restaurant, Woman-Owned Business of the Year DeRose Promos, Business of the Year Kelly's Korner Tavern, and Non-Profit Organization of the Year H.I.S. House.

Mayor Pro Tem Shader represented the City at the 2018 Miss Placentia and Miss Yorba Linda Pageant and presented the new Miss Placentia with flowers on behalf of the City.

Mayor Wanke attended the Chamber of Commerce Awards of Excellence Event and congratulated the Chamber, the awardees, and Stereo Brewing Company which was awarded the Gold Medal at the Great American Beer Festival held in Denver in October 2017. The Mayor also mentioned The Bruery, another award-winning brewery located in Placentia, and invited other breweries to consider relocating to Placentia.

1. CONSENT CALENDAR (Items 1.a. through 1.d.):

Motion by Green, seconded by Smith, and carried a (4-0-1, Yamaguchi absent) vote to approve the Consent Calendar Items 1.a through 1.d.

1.a. Consideration to Waive Reading in Full of all Ordinances and Resolutions

Fiscal Impact: None

Recommended Action: Approve.

(Approved 4-0-1, as recommended, Yamaguchi absent)

**1.b. City Fiscal Year 2017-18 Register for February 6, 2018
Check Register**

Fiscal Impact: \$1,538,623.44

Electronic Disbursement Register

Fiscal Impact: \$514,779.95

Recommended Action: It is recommended that the City Council:

1) Receive and file.

(Received and filed)

- 1.c. **Amendment to the City's Sidewalk Repair Policy No. 618**
Fiscal Impact: There is no fiscal impact associated with the recommended actions.
Recommended Action: It is recommended that the City Council:
 1) Adopt Resolution No. R-2018-05, A Resolution of the City Council of the City of Placentia, approving and adopting amendments to the City of Placentia Policy and Procedure Manual regarding Sidewalks.
(Approved 4-0-1, as recommended, Yamaguchi absent)
- 1.d. **Resolution Adopting Statement of Investment Policy For 2018**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
 1) Adopt Resolution No. R-2018-06, A Resolution of the City Council of the City of Placentia, California, acknowledging the receipt and filing of the annual Statement of Investment Policy for the year 2018.
(Approved 4-0-1, as recommended, Yamaguchi absent)

2. PUBLIC HEARING:

- 2.a. **Public Hearing No. 1 regarding the transition from At-Large to By-District Elections**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
 1) Open and Conduct Public Hearing No. 1 to receive public comments regarding the criteria and factors that go into the drawing of maps of single-member voting districts, the composition of the districts, and other matters related to the election of members of City Council by district; and
 2) Receive the Staff Report, consider all the public testimony, ask questions of Staff; and
 3) Close the Public Hearing.

Mayor Wanke opened the public hearing at 7:11 p.m.

City Administrator Arrula introduced Robert McIntyre, from National Demographics Corporation (NDC), the City's demographic consultant to give information on the process of moving from at-large elections to Council district elections. Mr. McIntyre's presentation included a tentative project timeline, traditional districting criteria, a demographic summary, Latino concentrations, Asian-American concentrations, defining communities of interest, sample compact maps, sample multiple-representative maps, using the one-page paper map, using the online tool, and the interactive map review tool. Following a brief discussion, Mr. McIntyre stated that residents can print blank maps, draw their proposed districts and return them by email or in person to the City Clerk, and that paper copies would be available at City Hall.

Joe Aguirre, Placentia resident and former Councilmember, expressed his pleasure that the City was moving forward with the public process to shape the five (5) geographic districts that will have a Council member elected from each. He pointed out the timing of the posting of by-district information on the City's website. Mr. Aguirre outlined the requirements for districts that comply with the Settlement Agreement as well as State and Federal law.

Mayor Wanke closed the public hearing at 7:57 p.m.

3. REGULAR AGENDA:

- 3.a. **Fiscal Recap of 2017 Heritage Festival, and Approval of 2018 Event and Change to Parade Route**

Fiscal Impact:

Expense:	\$91,478 Expenditures for Fiscal Year (FY) 2017
Revenue:	\$40,930 Revenues for Fiscal Year 2017
Net Cost:	\$50,548 City General Fund for 2017 Event

2018 Expense: \$51,000 Estimated Expenditures for FY 2018-19

Recommended Action: It is recommended that the City Council:

- 1) Approve the Heritage Festival Committee's recommendation of event date, and location for the 2018 Heritage Parade and Festival; and
- 2) Consider the Heritage Festival Committee's recommendation to shorten the route of the 2018 Heritage Parade; and
- 3) Consider the Heritage Festival Committee's request for the City to fund \$51,000 for the 2018 Heritage Festival in the FY 2018-19 budget.

(Approved 4-0-1, to continue item to February 19, 2018, Yamaguchi absent)

Mayor Wanke requested a continuance of item 3.a. until Councilmember and Heritage Festival Committee City Council Liaison Yamaguchi is present.

Motion by Smith, seconded by Green, and carried a (4-0-1, Yamaguchi absent) vote to continue Item 3.a. to February 19, 2018 at 7:00 p.m.

3.b. Final Comprehensive Annual Financial Report for the Period Ending June 30, 2017

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Receive and file the Final Comprehensive Annual Financial Report for the period ending June 30, 2017 as recommended by the Financial Audit Oversight Committee.

(Received and filed)

Mayor Wanke called on Ken Pun of the Pun Group to present an overview of the Comprehensive Annual Financial Report (CAFR). Mr. Pun covered audit responsibilities; management responsibilities; auditors responsibilities; an overview of the financial statements; the Comprehensive Annual Financial Report; recovery and restitution from the embezzlement; the statement of net position; the statement of activities; General Fund condensed balance sheet and statement of revenues, expenditures and changes in fund balance; financial indicators and key pension information; net cost of services to tax revenues; unassigned fund balance to annual expenditures; new pension standards; other postemployment benefits; and audit results. Mr. Pun reported that the audit results were favorable and the auditors concluded that the City's financial statements were presented fairly in all material respects, accounting policies have been consistently applied, estimates are reasonable, and disclosures are properly reflected in the financial statements.

Following a brief discussion, Mr. Pun clarified that the reporting period for this CAFR was July 1, 2016 to June 30, 2017.

CITY COUNCIL/BOARD MEMBERS REQUESTS: None

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 8:59 p.m. to Tuesday, February 20, 2018 at 5:00 p.m.

ATTEST:

Chad P. Wanke, Mayor/Agency Chair

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
February 20, 2018
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Wanke called the meeting to order at 5:00 p.m.
(Councilmember Yamaguchi arrived late.)

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

ORAL COMMUNICATIONS: None

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code Section 54957(b)(1):
Title: City Administrator
2. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation
Significant exposure to litigation: (2 Cases)
3. Pursuant to Government Code Section 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 207-209 W. Crowther Avenue APN: 339-402-05; 07; 08; 11
City Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Placentia Mutual Properties, LLC
Under Negotiations: Price and Terms of Payment
4. Pursuant to Government Code Section 54956.8:
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: APN: 346-241-02
Agency Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Orange County Flood Control District & Mercy Housing California
Under Negotiation: Price and Terms of Payment

HOUSING SUCCESSOR AGENCY

5. Pursuant to Government Code Section 54956.8:
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: APN: 346-241-02
Agency Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Orange County Flood Control District & Mercy Housing California
Under Negotiation: Price and Terms of Payment

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Wanke called the meeting to order at 7:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Director of Administrative Services Steve Pischel; Interim Chief Financial Officer Shally Lin; Chief of Police Darin Lenyi; Director of Community Services Sandra Gonzalez; Director of Development Services Joe Lambert; Director of Public Works Luis Estevez; Assistant to the City Administrator/Economic Development Manager Jeanette Ortega; Deputy Director of Administrative Services/Chief Deputy City Clerk Rosanna Ramirez

INVOCATION: Chaplain Kenneth Curry

PLEDGE OF ALLEGIANCE: Mayor Wanke

PRESENTATION: None

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported the Council/Agency met in Closed Session and discussed six (6) items listed on the agenda, direction was given, and he had nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula introduced two (2) new Placentia employees: Police Officer Kenny Potts, and Police Dispatcher/Records Clerk Maria Reinker.

ORAL COMMUNICATIONS: None

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Yamaguchi congratulated the newly crowned Miss Placentia and Miss Placentia Outstanding Teen and their committee of volunteers. He mentioned that he met with Senator Newman's Office to update Senator Newman on the City's plans and the grant that the Senator's Office assisted the City in obtaining regarding the North Orange County Public Safety Task Force Program. He announced that Rubio's has reopened after a fire and as a show of their commitment to the community, they will be donating 50% of all opening day proceeds to the Boys & Girls Club.

Mayor Pro Tem Shader noted that she attended the Planning and Community Development meeting, visited with the seniors at the Placentia Senior Center, toured the Police evidence storage facility and was part of a small City delegation exploring grant opportunities through the State on some specific City projects She announced that the American Lung Association named the City of Placentia as one of four Orange County "Cities on the Rise" for improving outdoor air quality through the City's extended smoking ban in 2017.

Mayor Wanke announced that the City is launching the iPlacentia app which can be downloaded through Google Play or the Apple App Store. He stated that this app is part of the City's ongoing attempt to improve communications and is very user-friendly. He described many of the features.

1. CONSENT CALENDAR (Items 1.a. through 1.j.):

Motion by Green, seconded by Yamaguchi, and carried a (5-0) vote to approve the Consent Calendar Items 1.a through 1.j.

- 1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**
Fiscal Impact: None
Recommended Action: Approve.
(Approved 5-0, as recommended)

- 1.b. **City Fiscal Year 2017-18 Register for February 20, 2018**
Check Register

Fiscal Impact: \$558,982.79

Electronic Disbursement Register

Fiscal Impact: \$759,447.08

Recommended Action: It is recommended that the City Council:

- 1) Receive and file.

(Received and filed)

1.c. **Resolution Authorizing Application for the Mobile Source Air Pollution Reduction Review Committee's 2017 Local Government Partnership Program**

Fiscal Impact: Revenue: \$68,060 MSRC Grant Funds (FY 2018-19 Capital Improvement Program Budget)

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2018-07, A Resolution of the City Council of the City of Placentia, authorizing an application for funding and execution of a Grant Agreement for the 2017 Mobile Source Air Pollution Reduction Review's Local Government Partnership Program; and
- 2) Acknowledge receipt of the attached MSRC-supplied presentation on clean transportation; and
- 3) Authorize the proposed project and allocate the necessary matching funds; and
- 4) Authorize the City Administrator to execute all necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.d. **Acceptance of Construction Work and Notice of Completion for the OCTA M2 Environmental Cleanup Program Tier 1 Grant Catch Basin Insert Project Phase 4**

Fiscal Impact:

Expense:	\$200,000	Construction Services
Revenue:	\$160,000	OCTA M2 Environmental Cleanup Grant
	\$ 38,000	Used Oil Payment Program Grant Funds
	\$ 2,000	General Fund

Recommended Action: It is recommended that the City Council:

- 1) Accept the work performed by G2 Construction, Inc., for construction of the OCTA M2 Environmental Cleanup Program Tier 1 Grant Catch Basin Insert Project Phase 4 in the total amount of \$200,000; and
- 2) Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk Recorder's Office for the Project; and
- 3) Authorize the City Administrator to release retention funds in accordance with the terms of the contract.

(Approved 5-0, as recommended)

1.e. **Lease of IH700 Digital Mailing System with Neopost USA Inc.**

Fiscal Impact: Fiscal Year 2017-2018 Cost: \$ 2471.25
60 Month Lease Total Cost: \$29,655.00

Recommended Action: It is recommended that the City Council:

- 1) Approve a sixty (60) month lease for an IN/IH700 Digital Mailing System with Neopost USA Inc. in the amount of \$29,655; and
- 2) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney

(Approved 5-0, as recommended)

1.f. **Declaration of Intention to Form Community Facilities District No. 2018-01 (TOD Maintenance Services) to Fund Certain Public Services for the Transit Oriented District Area and Authorizing and Directing Certain Related Actions**

Fiscal Impact: There are no direct fiscal impacts to the City's budget associated with the recommended actions.

Recommended Action: It is recommended that the City Council:

- 1) Approve Resolution R-2018-10, A Resolution of the City Council of the City of Placentia, California, Approving the Execution of a Loan Commitment Letter of \$582,850 in Development Project Mitigated Fee Loan; and
- 2) Authorize the City Administrator and City Attorney to amend the Development Agreement with Mercy Housing California for future City Council consideration in an amount of \$582,850 for the Placentia Veterans Village to reflect the City's updated development impact fees for the project.

(Approved 5-0, as recommended)

HOUSING SUCCESSOR AGENCY CONSENT CALENDAR:

- 1.j. **Approval of Loan Commitment in Housing Successor Agency Affordable Housing Funds Utilizing Proceeds from the Sale of Housing Successor Agency Property located at 229 Alta St. (APN: 339-061-10) and as Necessary, 229 Main St. (APN: 339-364-18) to Mercy Housing California for the Placentia Veterans Village Development**

Fiscal Impact: Expense: \$500,000 HSA Low/Mod Income Housing Fund

Offsetting Revenue: \$500,000 HSA Sale of the Property of Properties

Recommended Action: It is recommended that the City Council:

- 1) Approve Resolution RSA-2018-XX, A Resolution of the City Council of the City of Placentia, California, Acting as the Housing Successor Agency to the Placentia Redevelopment Agency of the City of Placentia Approving the Execution of a Loan Commitment Letter of \$500,000 of Housing Successor Agency Low and Moderate Income Housing Fund Anticipated from the Sale of Housing Successor Agency Property located at 229 Alta Street and 229 Main Street, as necessary; and
- 2) Authorize the City Administrator/Executive Director and City Attorney to draft loan agreements for future City Council consideration in an amount of \$500,000 for the Placentia Veterans Village.

(Approved 5-0, as recommended)

2. PUBLIC HEARING:

- 2.a. **Public Hearing No. 2 Regarding the Transition from At-Large to By-District Elections**

Fiscal Impact: To be determined

Recommended Action: It is recommended that the City Council:

- 1) Open and conduct Public Hearing No. 2 to receive public comments regarding the criteria and factors that go into the drawing of maps of single-member voting districts, the composition of the districts, and other matters related to the election of members of City Council by district; and
- 2) Receive the Staff Report, consider all the public testimony, ask questions of Staff; and
- 3) Close the Public Hearing.

Mayor Wanke opened the public hearing at 7:12 p.m.

City Administrator Arrula introduced Justin Levitt from National Demographics Corporation (NDC), the City's demographic consultant, and Special Legal Counsel Youstina Aziz to present information regarding moving from at-large to by-district elections. Mr. Levitt stated that the law requires two public hearings before draft maps are released, so no maps are available at the time of this second public hearing. He discussed the tentative project timeline, traditional districting criteria, the demographic summary, Latino concentrations, Asian American concentrations, defining communities of interest, sample compact maps, sample multiple-representative maps, using the on-page paper map, using the online tool, and the interactive map review tool. Mr. Levitt stated that paper maps were available at the meeting and at City Hall. Following a brief discussion, he clarified that residents need not follow the suggested population blocks which are outlined on the maps but may draw lines wherever they choose to propose the best districts.

Blake Montero, Placentia resident, presented Council with maps of his community and made a request that the Council keep his neighborhood intact within one district when the five districts are chosen.

Special Legal Counsel Aziz clarified that districts will be balanced based on total population and not voter-aged population or registered voters. She further clarified that citizens of voting age means those 18 years or older who are citizens of the United States and that the criteria of the Settlement Agreement are drawn from the State and Federal voting laws with the additional requirement of a Latino majority voting district. Counsel Aziz clarified that majority means anything over fifty percent.

Mr. Levitt stated that "Latino" is based on the 2010 Census and how respondents self-identified.

Mayor Wanke closed the public hearing at 7:33 p.m.

2.b. Public Hearing and Consideration of Proposed Programs and Activities to Be Submitted to the County of Orange for Community Development Block Grant (CDBG) Funding for Fiscal Year 2018-19

Fiscal Impact: CDBG Funds in the Amount of \$404,792 for Fiscal Year 2018-19

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing to consider proposed programs and activities for the Community Development Block Grant Funding for Fiscal Year 2018-19; and
- 2) Receive the Staff report and consider all public testimony; and
- 3) Close the Public Hearing; and
- 4) Authorize the City Administrator to submit an application to the County of Orange to receive Community Development Block Grant Funds to support public service programs, public facilities improvements, housing needs and administrative expenses in the amount of \$404,792 for Fiscal Year 2018-19.

(Approved 5-0, as recommended)

Mayor Wanke opened the public hearing at 7:34 p.m.

City Administrator Arrula introduced Economic Development Manager Jeannette Ortega to give a brief presentation. She gave an overview of the staff report and explained the process used to allocate the funds.

Motion by Green, seconded by Yamaguchi, and carried a (5-0) vote to approve the recommended actions.

2.c. Continuance of Public Hearing on Resolution of Necessity

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Continue the Resolution of Necessity hearing to March 6, 2018 to provide further opportunity for discussions with City Council.

(Approved 5-0, to continue the item to March 6, 2018 at 7:00 p.m.)

Mayor Wanke made a motion to continue item 2.c. to the March 6, 2018 Council meeting at 7:00 p.m.

Motion by Green, seconded by Smith, and carried a (5-0) vote to continue Item 2.c. to March 5, 2018 at 7:00 p.m.

3. REGULAR AGENDA:

3.a. Fiscal Recap of 2017 Heritage Festival, and Approval of 2018 Event and Change to Parade Route

Fiscal Impact: 2017 Expense: \$91,478
2017 Revenue: \$40,930
2017 Net Cost: \$50,548 City General Fund

2018 Expense: \$51,000 Estimated Expenditures for FY 2018-19

Recommended Action: It is recommended that the City Council:

- 1) Approve the Heritage Festival Committee's recommendation of event date, and location for the 2018 Heritage Parade and Festival; and
- 2) Consider the Heritage Festival Committee's recommendation to shorten the route of the 2018 Heritage Parade; and
- 3) Consider the Heritage Festival Committee's request for the City to fund \$51,000 for the 2018 Heritage Festival in the FY 2018-19 budget.

(Approved 4-1, as recommended, Shader voted no)

Director of Community Services Sandra Gonzalez introduced members of the Heritage Committee, including the newly elected Chair Paul Petty who gave a presentation on Item 3.a. A discussion followed which included anticipated parking difficulties and a backup parking plan, participation of the Placentia Community Foundation, increasing business participation, a conflict with the date, the City's purchasing policy, and future funding requests.

Director of Community Services Gonzalez gave more information on the proposed budget increase including additional funds for Police, Fire and communications.

Mayor Pro Tem Shader expressed appreciation for the committee and all the volunteers that make the event so successful each year and stated that she can't support the whole increase in funding.

Motion by Green, seconded by Smith, and carried a (4-1, Shader voted no) vote to approve Item 3.a. as recommended.

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Councilmember Yamaguchi requested to have notifications from the iPlacentia app to be sent to his personal device and those of the other Councilmembers.

Mayor Wanke reported that Placentia will likely see an increase in the homeless population due to the County's action of clearing the homeless from the Santa Ana River Bed.

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 8:17 p.m. to Tuesday, March 6, 2018 at 5:00 p.m.

ATTEST:

Chad P. Wanke, Mayor/Agency Chair

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
March 6, 2018
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Wanke called the meeting to order at 5:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Shader, Wanke
ABSENT: Yamaguchi

ORAL COMMUNICATIONS: None

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

- 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code Section 54957(b)(1):
Title: City Administrator
- 2. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(1)**
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Name of Case: City of Placentia vs Ng Kan Hoi; et al; Case No. 30-2015-00826619
- 3. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(1):**
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Name of Case: LBC Irwindale, LLC vs City of Placentia; Case 30-2017-00961052-CU-MC-CJC)
- 4. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2):**
CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION
Significant exposure to litigation: (2 cases)

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Wanke called the meeting to order at 7:00 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Shader, Wanke
ABSENT: Yamaguchi

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Interim Director of Administrative Services Rosanna Ramirez; Senior Financial Advisor Shally Lin; Chief of Police Darin Lenyi; Community Services Director Sandra Gonzalez; Public Work Manager Luis Estevez; Director of Development Services Joe Lambert; Economic Development Manager Jeanette Ortega

INVOCATION: Chaplain Gary Drabek

PLEDGE OF ALLEGIANCE: Councilmember/Board Member Green

PRESENTATION: None

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported the Council/Agency met in closed session to discuss items listed on the agenda, direction was given and nothing to report.

CITY ADMINISTRATOR REPORT:

No City Administrator report.

ORAL COMMUNICATIONS: None

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Smith informed the public that Easter Eggcitement and the Spring Carnival! is coming on Saturday, March 24, 2018, hosted by the Placentia Library District, The Placentia Library Friends Foundation, The Placentia Rotary Club, The Kiwanis Club of Placentia, and The Placentia Round Table Women's Club. He gave a special thanks to Placentia's Community Services Department and Staff as the Placentia Youth Basketball season recently ended. Funding was provided for the program out of a partnership with St. Jude's Healthy Communities Program and by the Placentia Women's Round Table. Councilmember Smith also gave a special thanks to the Placentia Rotary Club, The Newport Beach Sunrise Rotary Club, The USC School of Dentistry, and the Placentia-Yorba Linda Unified School district for the 2nd Annual Dental Clinic held at Oberle Gym providing dental service to underprivileged children.

Councilmember Green announced that the deadline for submission to the Annual Photography Contest is April 26, 2018. Winners will be announced at a future City Council meeting. He informed everyone that paper district-drawing maps are available at the City Clerk's Office.

Councilmember Shader participated in a pre-opening tour of the new Orange County Animal Shelter and attended an author's luncheon in support of the Placentia Library. She stated that April 21, 2018 is Shred Day and eWaste Disposal Day in Placentia.

Councilmember Wanke informed everyone that April 28, 2018 is Love Placentia Service Day, an opportunity for everyone to participate in service projects in Placentia. For more information or to sign up visit www.loveplacentia.com.

1. CONSENT CALENDAR (Items 1.a. through 1.d.):

Motion by Shader, seconded by Green, and carried a (4-0-1, Yamaguchi absent) vote to approve the Consent Calendar Item Nos. 1.a through 1.d.

1.a. Consideration to Waive Reading in Full of all Ordinances and Resolutions

Fiscal Impact: None

Recommended Action: Approve.

(Approved 4-0-1, as recommended, Yamaguchi absent)

1.b. City Fiscal Year 2017-18 Register for March 6, 2018

Check Register

Fiscal Impact: \$1,122,552.33

Electronic Disbursement Register

Fiscal Impact: \$525,689.87

Recommended Action: It is recommended that the City Council:

1) Receive and file.

(Received and filed)

- 1.c. **Designation of Individuals Authorized to Invest City Monies in The Local Agency Investment Fund**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
1) Adopt Resolution No. R-2018-11, A Resolution of the City Council of the City of Placentia, authorizing investment of monies in the Local Agency Investment Fund.
(Approved 4-0-1, as recommended, Yamaguchi absent)

- 1.d **Second Quarter Fiscal Year 2017-18 Financial Update**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
1) Receive and file the Financial Quarterly Update for the period ending December 31, 2017.
(Approved 4-0-1, as recommended, Yamaguchi absent)

2. PUBLIC HEARING:

- 2.a. **Continuance of Public Hearing on Resolution of Necessity**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
1) Continue the Resolution of Necessity hearing to April 3, 2018 at 7:00 p.m. to allow further opportunity for discussions between the parties.
(Approved 4-0-1, to continue the item to March 20, 2018 at 7:00 p.m., Yamaguchi absent)

Motion by Smith, seconded by Shader, and carried a (4-0-1, Yamaguchi absent) vote to continue Item 2.a. to Tuesday, March 20, 2018 at 7:00 p.m.

3. REGULAR AGENDA:

- 3.a. **Amendment No. 2 to City Administrator Employment Agreement**
Fiscal Impact: \$9,908/year; two weeks of vacation totaling 78 PTO hours at a value of \$5,000
Recommended Action: It is recommended that the City Council:
1) Consider approval of Amendment No. 2 to the City Administrator Employment Agreement; and
2) Authorize the Mayor to execute Amendment No. 2 on behalf of the City, in a form approved by the City Attorney.
(Approved 4-0-1, as recommended, Yamaguchi absent)

Presentation by City Attorney Bettenhausen on the proposed Amendment to the City Administrator Employment Agreement. City Council offered congratulations, thanks, and gratitude to City Administrator Arrula for his style, abilities, ethics, professionalism and his ability to get things done.

Motion by Green, seconded by Shader, and carried a (4-0-1, Yamaguchi absent) vote to approve the recommended actions.

- 3.b **Second Quarter Fiscal Year 2017-18 Treasurer's Report**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
1) Receive and file the second quarter Fiscal Year 2017-18 Treasurer's Report.
(Approved 4-0-1, as recommended, Yamaguchi absent)

City Treasurer Larson gave a summary of the Second Quarter FY 2017-18 Treasurer's Report for October, November and December of 2017.

Motion by Wanke, seconded by Green, and carried a (4-0-1, Yamaguchi absent) vote to receive and file the Second Quarter Fiscal Year 2017-18 Treasurer's Report.

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Mayor Wanke requested that a summary slide be displayed during future Treasurer's Reports for the audience. There was Council consensus that Closed Session on March 20, 2018 would begin at 5:30 p.m.

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 7:25 p.m. in memory of Lillian Janice Wanke, grandmother of Mayor Chad P. Wanke, to Tuesday, March 20, 2018 at 5:30 p.m.

Chad P. Wanke, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
March 20, 2018
5:30 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Wanke called the meeting to order at 5:31 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

ORAL COMMUNICATIONS: NONE

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation
Significant exposure to litigation: (1 Case)
2. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Name of Case: Pike v. City of Placentia; Case CV-08-08586 DSF
3. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Name of Case: 567 Melrose Street, LLC vs City of Placentia, et al;
Case 30-2017-00909817-CU-EI-CXC
4. Pursuant to Government Code Section 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 350 S. Placentia Avenue APN: 339-441-01; and 380 S. Placentia Avenue APN:
339-441-02
Agency Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Fine Hospitality Group
Under Negotiations: Price and Terms of the Payment

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Wanke called the meeting to order at 7:02 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Interim Director of Administrative Services Rosanna Ramirez; Senior Financial Advisor Shally Lin; Chief of Police Darin Lenyi; Community Services Director Sandra Gonzalez; Public Work Manager Luis Estevez; Director of Development Services Joe Lambert; Economic Development Manager Jeanette Ortega

INVOCATION: Councilmember Ward Smith conducted the invocation.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Shader led the Pledge of Allegiance.

PRESENTATION:

- a. **Presentation - Recognition of 2018 Miss Placentia, Miss Placentia Outstanding Teen, Miss Yorba Linda, Miss Yorba Linda Outstanding Teen Titleholders**
Recipient: 2018 Titleholders
Presenter: Mayor Wanke and Miss Placentia/Miss Yorba Linda Executive Director Karen Urell

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported that the Council/Agency met in Closed Session to discuss four (4) items listed on the agenda and there was nothing to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula had no City Administrator report.

ORAL COMMUNICATIONS:

Paola Hinojosa, a college student and Public Administration major, requested a meeting with a Councilmember to discuss information regarding meetings that might be relevant to her education.

Brad Fieldhouse, Founder and Executive Director of City Net, a nonprofit homeless outreach organization, reported that City Net works with the North Orange County Public Safety Task Force to do a weekly outreach bringing resources to the homeless. They will also perform a census of the homeless in North Orange County.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Smith reminded everyone that Easter Eggcitement and the Spring Carnival! is coming on Saturday, March 24, 2018, hosted by the Placentia Library District, the Placentia Library Friends Foundation, the Placentia Rotary Club, the Kiwanis Club of Placentia, and the Placentia Round Table Women's Club. The event will be held at Kraemer Memorial Park. For more information, call (714) 528-1906. He noted that on St. Patrick's Day he attended a neighborhood welcoming and housewarming event at a Habitat for Humanity build on Oak Street and he congratulated the Police Department and Chief Lenyi on their participation in the Baker to Vegas 120-mile foot race challenge for law enforcement teams.

Councilmember Green reported on behalf of the Orange County Fire Authority Board of Directors regarding two interviewees for the position of Fire Chief and announced that Brian Fennessy of San Diego was selected effective in April. He mentioned his attendance at an Eagle Scout Court of Honor for John Thomas.

Councilmember Yamaguchi congratulated John Thomas on his Eagle Scout Court of Honor and praised his work on the Placentia Police Department Motor Barn Project in 2017.

Mayor Pro Tem Shader announced that the City is working in partnership with Galaxy Oil Company to operate the Placentia gas station also known as Best for Less 76 located at 480 South Placentia Avenue. A portion of the revenue generated by the gas station will go directly back to the City for critical services such as Police, Fire, and Public Works projects. Mayor Pro Tem Shader will be Principal of the Day at Melrose Elementary on March 21, 2018.

Mayor Wanke attended two committee meetings for the Orange County Sanitation District and reported that the OCSA will be asking for City Council support on bills at the State level. He announced that he will be Principal of the Day at El Dorado on March 21, 2018 and that on April 7, 2018 the Yorba Linda Masonic Lodge invites the community to attend their 100th Anniversary celebration at 4847 Main Street in Yorba Linda.

1. CONSENT CALENDAR (Items 1.a. through 1.g.):

Motion by Green, seconded by Smith, and carried a (5-0) vote to approve the Consent Calendar Items 1.a through 1.g.

- 1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**
Fiscal Impact: None
Recommended Action: Approve.
(Approved 5-0, as recommended)
- 1.b. **City Fiscal Year 2017-18 Register for March 20, 2018**
Check Register
Fiscal Impact: \$551,092.90
Electronic Disbursement Register
Fiscal Impact: \$702,870.63
Recommended Action: It is recommended that the City Council:
1) Receive and file.
(Received and filed)
- 1.c. **Award of Construction Contract for Pedestrian Accessibility Project Phase VI Project No. 2017-03 and Trees Removal Service**
Fiscal Impact: Expense: \$138,500 Project Cost
Revenue: \$ 68,500 Community Development Block Grant Funds
\$ 35,000 Gas Tax Funds
\$ 35,000 General Fund
Recommended Action: It is recommended that the City Council:
1) Approve a Public Works Agreement for Pedestrian Accessibility Project Phase VI, City Project No. 2017-03 with Horizons Construction Company for an amount not-to-exceed \$113,600; and
2) Reject all other bids received and authorize the return of the bid bonds; and
3) Authorize the City Administrator to approve contract change orders up to 10% or \$11,360, for a total construction contract amount not-to-exceed \$124,960; and
4) Approve Resolution No. R-2018-12, A Resolution of the City Council of the City of Placentia Authorizing the Amendment of the Fiscal Year 2017-18 Budget; and
5) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.
(Approved 5-0, as recommended)
- 1.d. **Joint Participation Agreement with the City of Anaheim for the Kraemer Boulevard and Orangethorpe Avenue Pavement Rehabilitation Project and Orangethorpe Grade Separation Survey Monitoring**
Fiscal Impact: Expense: \$160,000 Placentia Cost Share
Revenue: \$ 65,000 Measure M Funds FY 2018-19
\$ 65,000 Gas Tax Funds FY 2018-19
\$ 30,000 General Fund FY 2018-19
Recommended Action: It is recommended that the City Council:
1) Approve Joint Participation Agreement with the City of Anaheim for the Kraemer Boulevard and Orangethorpe Avenue Pavement Rehabilitation Project and for the Orangethorpe Grade Separation Survey Monitoring for a final cost not to exceed \$160,000; and
2) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.
(Approved 5-0, as recommended)

- 1.e. **Amendment No. 1 to Professional Services Agreement with Halo Confidential Services**
Fiscal Impact: Expense: Not-to-Exceed \$25,000
Recommended Action: It is recommended that the City Council:
 1) Approve Amendment No. 1 to Professional Services Agreement with Halo Confidential Services for an additional not-to-exceed amount of \$25,000; and
 2) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.
(Approved 5-0, as recommended)
- 1.f. **Resolution Adopting an addition to the City's Policy Manual and an Amendment to the City Council Procedure Manual Regarding Council Agenda Preparation Policies**
Fiscal Impact: None.
Recommended Action: It is recommended that the City Council:
 1) Adopt Resolution No. R-2018-13, A Resolution of The City Council of The City of Placentia, California amending procedures relating to adding items to upcoming City Council agendas.
(Approved 5-0, as recommended)
- 1.g. **2017 Housing Element Annual Progress Report**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
 1) Receive and file the 2017 Housing Element Annual Progress Report.
(Approved 5-0, as recommended)

2. PUBLIC HEARING:

- 2.a. **Public Hearing No. 3 Regarding the Transition from At-Large to By-District Elections**
Fiscal Impact: To be determined
Recommended Action: It is recommended that the City Council:
 1) Open and conduct Public Hearing No. 3 to receive public comments regarding the draft maps, election sequencing, and the criteria and factors that go into the drawing of maps of single-member voting districts, the composition of the districts, and other matters related to the election of members of City Council by district; and
 2) Receive the Staff Report, consider all the public testimony, ask questions of Staff; and
 3) Close the Public Hearing.
(No action or direction by the City Council)

Mayor Wanke opened the Public Hearing at 7:31 p.m.

Justin Levitt, National Demographics Corporation, reviewed the initial draft map options and detailed the process and timeline that will be followed to acquire and review draft maps with a deadline of April 5, 2018 for submission of draft maps. AB 350 requires a seven (7) day period for the draft maps to be available for public review online and in paper form.

Following a brief discussion, Mr. Levitt explained the difference in the U.S. Government census designation of Hispanic and the California registered voter designation of Latino. Mr. Levitt clarified what number the City is required to comply with according to the MALDEF settlement.

Councilmember Green pointed out examples of cities that have all districts containing a portion of the business or entertainment area of the city and voiced his support of the Olive draft map which has five vertical districts that each contain north, central and south portions of the City.

Councilmember Smith encourage residents to carefully consider the draft maps and the requirements and voiced his support of the Olive draft map.

Mayor Pro Tem Shader stated that her two-part goal is to 1) choose a map that meets all the requirements of the agreement and what the voters voted for, and 2) to create unity in the community and on the Council.

Mayor Wanke commented that he is concerned that the districts could cause difficulty getting a majority Council vote on items that concern only one or two districts and voiced his support of vertical districts.

Mrs. G. Thomas Ruiz explained how she devised the Ruiz draft map.

Mr. Ruiz spoke in support of his wife and the Ruiz draft map.

Mayor Wanke closed the Public Hearing at 7:46 p.m.

2.b. Continuance of Public Hearing on the Solid Waste Handling Services Rate Adjustment and Related Resolutions for Fiscal Year 2018-19

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Staff recommends a continuance of the hearing from today to April 3, 2018, at 7:00 p.m. to allow for further discussion between the City and Republic Services.

(Approved 5-0, to continue item 2.b. to April 3, 2018 at 7:00 p.m.)

Mayor Wanke introduced the item, announced a continuance, and called for a vote at 7:55 p.m. Motion by Yamaguchi, seconded by Smith, and carried a (5-0) vote to continue item 2.b to April 3, 2018 at 7:00 p.m.

3. REGULAR AGENDA:

3.a. Mid-Year Budget Review for Fiscal Year 2017-18

Fiscal Impact: See Summary

Recommended Action: It is recommended that the City Council:

- 1) Receive and file the Fiscal Year 2017-18 Mid-Year Budget review report; and
- 2) Approve Budget Resolution No. R-2018-14, A Resolution of the City Council of the City of Placentia, California authorizing the Mid-Year Amendment of the Fiscal Year 2017-18 Budget; and
- 3) Approve the requested change to the Personnel Allocation Plan.

(Approved 5-0, as recommended)

Senior Financial Advisor Irwin Bornstein presented a summary of the Mid-Year Budget review.

Following a brief discussion, Mr. Bornstein reported that the tools used to forecast revenue include trends from prior years; actual revenues year-to-date; any observable aberrations in the current year; and sales and property tax analysis from HdL, a contracted consultant. Police Chief Lenyi explained that the personnel position change increased the pool of candidates. City Administrator Arrula gave an update on the progress of the electronic billboards and explained the city-wide fees update that will be presented at the April 3, 2018 meeting.

Motion by Green, seconded by Yamaguchi, and carried a (5-0) vote to approve the recommended actions.

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Councilmember Green made a comment regarding district draft maps.

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
April 3, 2018
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Pro Tem Shader called the meeting to order at 4:59 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader
ABSENT: Wanke

ORAL COMMUNICATIONS: NONE

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Name of Case: 567 Melrose Street, LLC vs City of Placentia, et al;
Case 30-2017-00909817-CU-EI-CXC
2. **PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(1):**
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Name of Case: LBC Irwindale, LLC vs City of Placentia; Case 30-2017-00961052-CU-MC-CJC)
3. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation
Significant exposure to litigation: (1 Case)

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Pro Tem Shader called the meeting to order at 7:03 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader
ABSENT: Wanke

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Interim Director of Administrative Services Rosanna Ramirez; Senior Financial Advisor Shally Lin; Acting Chief of Police Eric Point; Community Services Director Sandra Gonzalez; Public Work Manager Luis Estevez; Director of Development Services Joe Lambert; Economic Development Manager Jeanette Ortega

INVOCATION: Chaplain Kenneth Milhander

PLEDGE OF ALLEGIANCE: Councilmember Green

PRESENTATION:

a. **Presentation of Championship Medals**

Recipients: Placentia Youth Basketball teams and scholarship fund contributors

Presenter: Mayor Wanke

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported that the Council/Agency met in Closed Session to discuss three (3) items listed on the agenda and there was nothing to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula introduced new Police Officer Taylor Revard.

ORAL COMMUNICATIONS:

Matthew Nelson spoke in support of a military banner program in Placentia.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Smith announced Love Placentia serve day on April 28, 2018. For more information visit www.loveplacentia.com. He commended Lot 318, Letty Gali, and her Staff on the first Springtime Celebration and Street Fair held on Saturday, March 31, 2018. Councilmember Smith congratulated the Placentia Library District, the Placentia Library Friends Foundation, and the Community Services Department on the success of Easter Eggcitement and the Spring Carnival! on Saturday, March 24, 2018.

Councilmember Green reported that the City of Placentia will be hosting its annual Photography Contest sponsored by the Cultural Arts Commission and all entries must be submitted by 5:00 p.m. on Thursday, April 26, 2018.

Councilmember Yamaguchi requested that the Council workshop planned for Friday, April 6, 2018 be listed on the City website and calendar and encouraged anyone who is able to attend the City Council Goal Setting workshop and provide input. He announced that on April 21, 2018 the City will hold a free Shred and eWaste event.

Mayor Pro Tem Shader announced that the City applied for the All-America City designation again this year, Placentia is one of twenty finalists, and the selection will be made in June. She thanked citizens who participated in the Council district map selection process and noted that new draft maps can be submitted until April 5, 2018. Mayor Pro Tem Shader appealed for unity in the district mapping process and wished a Happy Passover to our Jewish residents.

1. CONSENT CALENDAR (Items 1.a. through 1.g.):

City Administrator Arrula pulled item 1.g. for Staff clarification and Mayor Pro Tem Shader pulled item 1.d. for further discussion. Motion by Smith, seconded by Green, and carried a (4-0-1, Wanke absent) vote to approve the remaining Consent Calendar Items with Yamaguchi abstaining on item 1.b.

1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**

Fiscal Impact: None

Recommended Action: Approve.

(Approved 4-0-1, as recommended, Wanke absent)

1.b. **City Fiscal Year 2017-18 Register for April 3, 2018**

Check Register

Fiscal Impact: \$961,066.67

Electronic Disbursement Register

Fiscal Impact: 814,873.12

Recommended Action: It is recommended that the City Council:

1) Receive and file.

(Approved 3-0-1-1, as recommended, Yamaguchi abstained, Wanke Absent)

- 1.c. **Proclamation Declaring April 2018 as "DMV/Donate Life California Month" (Approved 4-0-1, as recommended, Wanke absent)**
- 1.d. **Increase of 2018 St. Jude Healthy Communities Grant**
Fiscal Impact: Expense: None
 Revenue: \$31,000 St. Jude Grant
Recommended Action: It is recommended that the City Council:
 1) Approve an additional \$5,000 to the initial \$26,000 Restricted Project Grant Agreement with St. Jude Hospital for the completion of repairs to the playground rubberized surfacing at Kraemer and McFadden Parks; and
 2) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.
(Approved 4-0-1, as recommended, Wanke absent)

Mayor Pro Tem Shader expressed her appreciation to St. Jude for their support of Placentia and remarked that the Healthy Communities Grant will allow the City to install replacement rubberized surfaces at some City playgrounds. Councilmember Yamaguchi also expressed gratitude and explained that St. Jude increased the amount of the grant when the project was estimated to cost more than the original grant.

Motion by Green, seconded by Yamaguchi, and carried a (4-0-1, Wanke absent) vote to approve the recommended actions.

- 1.e. **Agreement with the Orange County Sheriff's Department to Receive Federal Emergency Management Performance Grant (EMPG) Fund Reimbursement for Completion of the Emergency Operations Center**
Fiscal Impact: Expense: \$14,914 Project Cost
 Revenue: \$ 7,457 Miscellaneous Grant Special Revenue Fund
 \$ 7,457 General Fund
Recommended Action: It is recommended that the City Council:
 1) Adopt Resolution No. R-2018-15, A Resolution of the City Council of the City of Placentia, California, authorizing persons holding certain designated position to execute Emergency Management and Homeland Security Grant documents for and on behalf of the City of Placentia for the purpose of obtaining certain Federal Financial Assistance and/or State Financial Assistance; and
 2) Approve the Agreement to Transfer Funds for 2017 Emergency Management Performance Grant Program; and
 3) Approve Resolution No. R-2018-16, A Resolution of the City Council of the City of Placentia, California authorizing a budget amendment in Fiscal Year 2017-18 in compliance with City Charter of the City of Placentia §§1206 and 1209 pertaining to appropriations for actual expenditures; and
 4) Authorize the City Administrator to sign the necessary documents, in a form approved by the City Attorney.
(Approved 4-0-1, as recommended, Wanke absent)
- 1.f. **Exclusive Negotiating Agreement with Fine Hospitality Group, LLC for Real Property Located at 350 and 380 S. Placentia Avenue**
Fiscal Impact: None.
Recommended Action: It is recommended that the City Council:
 1) Execute an Exclusive Negotiating Agreement (ENA) with Fine Hospitality Group, LLC for real property located at 350 and 380 S. Placentia Avenue; and
 2) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.
(Approved 4-0-1, as recommended, Wanke absent)

1.g. **Professional Services Agreement for Engineering Services for the Design of the TOD/Crowther Avenue Sewer Pipeline Project**

Fiscal Impact: Expense: \$318,437 Professional Engineering Services

Revenue: \$318,437 Sewer Fund

No General Fund dollars will be used on this project.

Recommended Action: It is recommended that the City Council:

- 1) Award a Professional Services Agreement for a not-to-exceed amount of \$318,437 to Dudek Corporation, for Engineering Services for the Design of the Crowther Sewer Pipeline Project; and
- 2) Approve a short-term loan and repayment agreement of \$318,437 between the City of Placentia Sewer Maintenance Fund and the City of Placentia Transit-Oriented District Sewer Development Impact Fund to advance engineering design work on this project; and
- 3) Direct Staff to repay the City of Placentia Sewer Maintenance Fund upon receipt of the TOD Sewer Development Impact Fees from the Integral/Lyon Living Project; and
- 4) Authorize the City Administrator to approve contract change orders up to 10% of the contract amount, or \$31,843; and
- 5) Authorize the City Administrator and/or his designee to execute all the necessary documents, in a form approved by the City Attorney.

(Approved 4-0-1, as recommended, Wanke absent)

City Administrator Arrula noted that item 1.g. includes a resolution and that Recommended Action 2) should include the approval of Resolution R-2018-17, A Resolution of the city Council of the City of Placentia, California, authorizing the execution of a short-term loan and repayment agreement between the City of Placentia Sewer Maintenance Fund and the City of Placentia TOD Sewer Development Impact Fee Fund.

Motion by Yamaguchi, seconded by Green, and carried a (4-0-1, Wanke absent) vote to approve the recommended actions.

2. PUBLIC HEARING:

2.a. **Continuance of Public Hearing on Resolution of Necessity**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) The City Attorney recommends the hearing be continued to the City Council's April 17, 2018 meeting, at 7:00 p.m. to allow for further discussions between the parties.

(Approved 4-0-1, as recommended, Wanke absent)

Mayor Pro Tem Shader opened the public hearing at 7:31 p.m. and noted no members of the public wishing to address the Council on the item.

Motion by Yamaguchi, seconded by Green, and carried a (4-0-1, Wanke absent) vote to continue the item to April 17, 2018 at 7:00 p.m.

Mayor Pro Tem Shader closed the public hearing at 7:32 p.m.

2.b. **Public Hearing and Formation of Community Facilities District No. 2018-01 (TOD Maintenance Services) To Fund Certain Public Services for the Transit Oriented District (TOD) Area**

Fiscal Impact: There are no direct fiscal impacts to the City's budget associated with the recommended actions.

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing concerning the proposed Community Facilities District No. 2018-01 (the "CFD") for the Transit Oriented District Area; and

- 2) Receive the Staff Report, consider all public testimony, ask questions of Staff; and
- 3) Close the Public Hearing; and
- 4) Accept the Petition, Consent and Waiver from the landowner requesting the formation of a Community Facilities District (CFD) to fund maintenance services within the TOD project area; and
- 5) Adopt Resolution No. R-2018-18, A Resolution to Form a Community Facilities District and to Levy Special Taxes Therein, City of Placentia Community Facilities District (CFD) No. 2018-01 (TOD Maintenance Services); and
- 6) Adopt Resolution No. R-2018-19, A Resolution Calling a Special Tax Election and submitting to the Qualified Electors the question of levying a special tax; and
- 7) Conduct a Special Election on the CFD formation during which the canvassing board opens the ballots, tallies the vote, and announces the results of the Special Election; and
- 8) Adopt Resolution No. R-2018-20, A Resolution Declaring Results of the Special Tax Election, Determining Validity of Prior Proceedings, and Directing Recording of Notice of Special Tax Lien; and
- 9) Waive full reading, by title only, and introduce for first reading Ordinance No. O-2018-01, an Ordinance of the City Council of the City of Placentia Levying Special Taxes Within Community Facilities District No. 2018-01.

(Approved 4-0-1, as recommended, Wanke absent)

The Mayor Pro Tem called for Staff and SCI Consulting Group, the City's Special Tax Consultant, to make their presentations to the Council and public on the formation of CFD No. 2018-01 for the TOD Area.

City Administrator Arrula gave a brief overview of the CFD and prior proceedings and introduced Director of Public Works Estevez and Blair Aas of SCI Consulting Group to go through the CFD formation proceedings with the Council and the City Clerk.

Director of Public Works Estevez pointed out that Recommended Action 4) was inadvertently inserted into the recommendations for this item although that action was approved by Council at their Regular Meeting on February 20, 2018.

SCI Consulting Group Director of Planning Services Blair Aas gave an overview of the Community Facilities District (CFD) formation proceedings and a presentation which explained what a CFD is, CFD facility options, CFD service options, CFD election rules, the CFD Special Tax formula, why a CFD instead of a LLD, the TOD CFD 2018-01 Special Tax, the proposed CFD boundary map, a description of services, the maximum CFD Special Tax, and CFD landowner formation proceedings.

Mayor Pro Tem Shader opened the public hearing at 7:46 p.m.

Noting no members of the public wishing to address the Council on the item, Mayor Pro Tem Shader opened the floor for questions and comments from Council.

Following a brief discussion, Mr. Aas clarified that each year a resolution will be brought before Council to establish the Special Tax rate for the upcoming year.

Mayor Pro Tem Shader closed the public hearing at 8:59 p.m.

Motion by Yamaguchi, seconded by Green, and carried a (4-0-1, Wanke absent) vote to adopt Resolution R-2018-18.

Motion by Yamaguchi, seconded by Smith, and carried a (4-0-1, Wanke absent) vote to adopt Resolution R-2018-19.

Motion by Yamaguchi, seconded by Green, and carried a (4-0-1, Wanke absent) vote to adopt Resolution R-2018-20.

Motion by Yamaguchi, seconded by Smith, and carried a (4-0-1, Wanke absent) vote to approve the recommended actions.

2.c. **Continuance of Public Hearing on the Comprehensive Fee Schedule Adjusting Rates and Charges for Various City Services and Related Resolutions**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Staff recommends a continuance of the hearing from today to April 17, 2018 p.m. to provide further opportunity for fee adjustment discussions between the City and Revenue Costs Specialist, LLC.

(Approved 4-0-1, as recommended, Wanke absent)

Motion by Yamaguchi, seconded by Smith, and carried a (4-0-1, Wanke absent) vote to continue the item to April 17, 2018 at 7:00 p.m.

2.d. **Public Hearing Regarding Solid Waste Handling Services Rate Adjustment and Related Resolutions for Fiscal Year 2018-19**

Fiscal Impact: There is no direct fiscal impact to the City's budget associated with the recommended actions.

Recommended Action: It is recommended that the City Council:

- 2) Open the Public Hearing concerning the Solid Waste Handling Services Rate Adjustment and related resolutions for Fiscal Year 2018-19; and
- 3) Receive the Staff Report, consider all public testimony, ask questions of Staff; and
- 4) Close the Public Hearing; and
- 5) Adopt Resolution No. R-2018-XX, A Resolution of the City Council of the City of Placentia, California approving the Amended Fee Schedule for Solid Waste Handling Services to Reflect Consumer Price Index Increases and Organics Recycling Requirements (AB 1826); and
- 6) Adopt Resolution No. R-2018-XX, A Resolution of the City Council of the City of Placentia, California authorizing and determining residential solid waste handling service charges and directing placement thereof on the Orange County tax rolls; and
- 7) Approve Amendment No. 8 to the Amended, Revised and Restated Agreement for Solid Waste Handling Services between the City of Placentia and Republic Waste Services of Southern California, LLC; and
- 8) Approve Amendment No. 9 to the Amended, Revised and Restated Agreement for Solid Waste Handling Services between the City of Placentia and Republic Waste Services of Southern California, LLC; and
- 9) Authorize the City Administrator to execute all the necessary documents, in a form approved by the City Attorney.

(Approved 4-0-1, to continue Item 2.d. to April 17, 2018 at 7:00 p.m., Wanke absent)

Motion by Yamaguchi, seconded by Smith, and carried a (4-0-1, Wanke absent) vote to continue the item to April 17, 2018 at 7:00 p.m.

3. REGULAR AGENDA: None

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Councilmember Green requested follow-up on the military banner program.

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 8:07 p.m. to Tuesday, April 17, 2018 at 5:00 p.m.

ATTEST:

Rhonda Shader, Mayor Pro Tem/Agency Chair

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

MINUTES OF A SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF PLACENTIA APRIL 6, 2018

A Special Meeting of the City Council of the City of Placentia was held at the Placentia Round Table Women's Club, 901 N. Bradford Avenue, Placentia, CA 92870, at 2:00 p.m. on Friday, April 6, 2018.

CALL TO ORDER: Mayor Wanke called the meeting to order at 2:05 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Yamaguchi, Shader, Wanke
ABSENT: Smith

PLEDGE OF ALLEGIANCE: Councilmember Craig Green

ORAL COMMUNICATIONS: None

Mayor Wanke invited the public to speak during Oral Communications or at any point in the Workshop.

REGULAR AGENDA:

1. City Council Goal Setting Workshop Presentation and Discussion

Mayor Wanke introduced City Administrator Arrula who gave an overview of the objectives for the Workshop which included a budget overview, a ten (10)-year financial forecast, proposed updates to the City's Reserve Policy, and results from the recent Community Conversations.

Councilmember Yamaguchi provided clarification on the origin of the City's Mission and Vision Statements.

City Administrator Arrula introduced Senior Financial Consultant Irwin Bornstein to present a brief Budget overview, recap the Mid-Year Budget, and take a look at the future of Placentia relative to Staff's current forecast.

There was discussion regarding the enforcement mechanism for the collection of sales tax.

City Administrator Arrula gave an overview of proposed amendments to the General Fund Reserve Policy and the conveyance of future fiscal prudence. Following a discussion of the definition of "New Ongoing Revenues" there was Council consensus to define "New Ongoing Revenues" as generating at least \$50,000 per year (vs. proposed \$100,000) and "New One-Time Revenues" as events of at least \$50,000. There was Council consensus to rename the "Unassigned fund" to "Contingency Fund" and to bring the four-fifths (4/5) vote requirement to amend the policy back to Council for a vote when all five (5) members are present.

Citizens Fiscal Sustainability Task Force Chair Robert McKinnell provided clarification on recovery versus revenue, the contingency reserve fund, and the infrastructure fund.

A brief break was taken.

City Administrator Arrula gave an overview of the Community Conversations regarding the Citizens Fiscal Sustainability Task Force Final Report. His presentation included a summary of related events, Community Conversation results, and online results.

City of Placentia Department Heads presented Department Goals and Objectives and City Council Members discussed and prioritized each Department proposal.

Department Goals and Objectives

City Administrator Arrula presented the Administrative Services Department's Goals and Objectives noting that the goals were meant to be achievable within one year or a few years.

Administration (Proposed)

1. Address fiscal sustainability by identifying a final local solution working with the City Council and Community and recommending solution to the City Council for consideration.
2. Conduct the first City Council by-district election in November 2018 (Measure NN passed November 2016 as a result of MALDEF demand).
3. Create and present a Citywide Annual Report.
4. Create a comprehensive Information Technology (IT) Master Plan to improve security and business continuity (organizational threat assessment).
5. Streamline the internal Agenda development process utilizing new Granicus software.
6. Initiate the update of the City's website.
7. Revise the City Council Handbook and City Commission Handbook.
8. Review and update the City's Administrative Policy Manual.
9. Design improvements in City Hall lobby.

Administration (Council Direction)

1. Address fiscal sustainability by identifying a final local solution working with the City Council and Community and recommending solution to the City Council for consideration.
2. Conduct the first City Council by-district election in November 2018 (Measure NN passed November 2016 as a result of MALDEF demand).
3. Continue to seek new revenue sources.
4. Create a comprehensive Information Technology (IT) Master Plan to improve security and business continuity (organizational threat assessment).
5. Streamline the internal agenda development process utilizing new Granicus software.
6. Initiate the update of the City's website.
7. Revise the City Council Handbook and City Commission Handbook.
8. Review and update the City's Administrative Policy Manual.
9. Security/design improvements in City Hall lobby.
10. Create and present a Citywide Annual Report.

Council questions and requests:

- Clarification on Citywide Annual Report.
- Police Department facility improvements comparable to City Hall improvements.
- Security assessment and IT Master Plan should include all City facilities.

City Administrator Arrula introduced Director of Community Services Sandra Gonzalez to present the Department's Goals and Objectives.

Community Services Department (Proposed)

1. Renovation of Arroyo Verde Park.
2. Renovate restrooms at Powell Building / Senior Center utilizing CDBG grant funds.
3. Replace Roof at Koch Park Community Building.
4. Replace damaged playground surfacing at McFadden and Kraemer Parks.
5. Install thermal solar heating system at Whitten Pool to provide year-round swim lessons and exercise classes for seniors and adults.
6. Implement and show the impact of the Walk with Ease and Active Living Every Day (ALED) grants in our senior community.
7. Finalize and Implement the Get Healthy Placentia and Complete Parks Initiative.

8. Implement an online schedule software program for part-time staff scheduling.
9. Utilize SCAG grant funds to implement the Park Master Plan to identify park needs and possible trail opportunities.
10. Partner with Community Non-Profits to support / sponsor youth programming.

Community Services Department (Council Direction)

No changes.

Council questions and requests:

- Research different material for playground rubberized surfaces.

City Administrator Arrula introduced Director of Public Works Luis Estevez to present the Department's Goals and Objectives.

Public Works Department (Proposed)

1. Break ground on Metrolink Station and Parking Structure Project.
2. Complete Metrolink Station overhead utility undergrounding project.
3. Prepare and implement phased Citywide pavement rehabilitation program.
4. Oversee and facilitate construction of TOD streetscape improvements.
5. Begin construction of TOD Sewer Line project.
6. Issue RFP's, select most qualified vendors, and begin implementation of a solar and energy retrofit project for City Hall.
7. Secure funding for Old Town Placentia public infrastructure and streetscape improvements.
8. Adopt and implement standard engineering plans and details as well as updated ADA standards for public infrastructure construction.
9. Implement long term financing and schedule for replacement of City vehicles and equipment.
10. Adopt and Implement a Neighborhood Traffic and Parking Management Program.

Public Works Department (Council Direction)

11. Resolve Pike issue.

Council questions and requests:

- Inclusion of more proactive measures for dangerous intersections and protected left turn pockets in high traffic areas.
- Allow developers to bring on third-party services for plan checking, inspection, etc., with oversight by Staff.
- Update Council on status of dead trees and median remediation.

By consensus Council formed an RFP for Solar and Energy Retrofit Ad-Hoc Committee consisting of Mayor Wanke and Councilmember Yamaguchi and requested that any plans go to the Planning, Community, and Economic Development Committee before being brought back to Council or implemented.

City Administrator Arrula introduced Director of Development Services Joe Lambert to present the Department's Goals and Objectives.

Development Services Department (Proposed)

1. Adopt General Plan Update and related Environmental Impact Report.
2. Implement tracking and permitting software for Planning and Building Divisions.
3. Implement scanning services to incorporate all existing Building Permits, Planning Files, and Public Works/Engineering plans into new permit tracking software.
4. Continue to initiate key Zoning Code Amendments to modernize Zoning Code such as: Sign Code, Second Units, Air BnB, and Updated Property Maintenance Standards (Code Enforcement).
5. Create Design Review guidelines and procedures of new development projects.
6. Initiate process for professional review of Landscaping Plans and audit of newly installed landscapes.
7. Finalize the Purchase and Sale Agreement for 207-209 W. Crowther Avenue (former Packing House) with top developer.

8. Finalize the Purchase and Sale Agreement for 380 S. Placentia with top hotel developer.
9. Complete entitlements for SC Development, Olson Company, and Blackwood.

Development Services Department (Council Direction)

1. Complete entitlements for SC Development, Olson Company, and Blackwood.
2. Finalize the Purchase and Sale Agreement for 207-209 W. Crowther Avenue (former Packing House) with top developer.
3. Adopt General Plan Update and related Environmental Impact Report.
4. Finalize the Purchase and Sale Agreement for 380 S. Placentia with top hotel developer.
5. Implement tracking and permitting software for Planning and Building Divisions.
6. Implement scanning services to incorporate all existing Building Permits, Planning Files, and Public Works/Engineering plans into new permit tracking software.
7. Continue to initiate key Zoning Code Amendments to modernize Zoning Code such as: Sign Code, Second Units, Air BnB, and Updated Property Maintenance Standards (Code Enforcement).
8. Create Design Review guidelines and procedures of new development projects.
9. Initiate process for professional review of Landscaping Plans and audit of newly installed landscapes.

Council questions and requests:

- Ensure that online permitting software works seamlessly with the City's website.
- Stressed the importance of timely completion of the steps of developments and that the City should never be an impediment to progress

By consensus Council formed a Permitting Software for Building and Planning Ad-Hoc Committee consisting of Councilmembers Green and Yamaguchi.

City Administrator Arrula introduced Police Captain Brad Butts to present the Department's Goals and Objectives.

Police Department (Proposed)

1. Fill all vacant positions.
2. Conclude organizational study, and work with City Administrator and City Council to implement changes.
3. Complete and submit PPD strategic plan.
4. Complete full transition and implementation of the new CAD system.
5. Host a team building workshop for PPD Managers and Supervision.
6. Complete two additional Citizens Academies.
7. Complete and publish a Police Department Annual Report.
8. Working with Administration, implement the Nixle System, a mass communication system.

Police Department (Council Direction)

1. Fill all vacant positions.
2. Complete full transition and implementation of the new CAD system.
3. Working with Administration, implement the Nixle System, a mass communication system.
4. Conclude organizational study and work with City Administrator and City Council to implement changes.
5. Complete and submit PPD strategic plan.
6. Host a team building workshop for PPD Managers and Supervision.
7. Complete two additional Citizens Academies.
8. Complete and publish a Police Department Annual Report.

Council questions and requests:

- None

City Administrator Arrula introduced Interim Finance Director Shally Lin to present the Department's Goals and Objectives.

Finance Department (Proposed)

1. Complete the 2017-2018 FY Audit by December 1, 2018.
2. Phase one implementation of City's Financial System-One Solution (Superion) Including the Accounts Payable, General Ledger, HR and Payroll modules.
3. Phase two of OpenGov Transparency software installation.
4. Redesign the Chart of Accounts for City's financial system in reporting by adding additional revenue & expenditure accounts to better track individual sources of income and project expenses.
5. Continue review of all Finance Department policies and procedures with the goal of increasing internal controls, providing Budget 101 workshop, Pcard and Purchasing workshop.
6. Implement carry over system and reduce budget transfer transactions.
7. Remodel the Finance Department with a goal of providing a more "Customer Service Oriented" seating arrangement.

Finance Department (Council Direction)

No changes.

Council questions and requests:

- None

City Administrator Arrula introduced OCFA Battalion Chief Andy Kovacs to present the Department's Goals and Objectives.

Fire Department (Proposed)

1. Restroom remodel at Fire Station 35.
2. Security fencing and gates at Fire Station 34.
3. Relocate and build new Fire Station 35.
4. Fire Station 34 improvements (asphalt/concrete repair, roof, landscaping, bathroom remodel, etc.).
5. Continue to provide the highest quality, 9-1-1 emergency response.
6. Continue to seek opportunities to provide value-added services to the residents of Placentia (e.g., smoke alarm installation, public education events, etc.).
7. Continue to partner with the City to support city events (National Night Out, Heritage Day Parade, and Concerts in the Park).
8. Continue to seek opportunities to highlight the relationship between the City and OCFA.

Fire Department (Council Direction)

No changes.

Council questions and requests:

- None

Council Direction to Staff:

- Continue to implement the City's Mission Statement and Vision Statement
- Continue Community Conversations with the public, service organizations, and various stakeholders and seek additional input from the community on fiscal sustainability and potential revenue options
- Implement Department Goals and Objectives and prioritize based upon feedback received at the Goal Setting Workshop.

ADJOURNMENT:

The City Council adjourned at 5:45 p.m. to its Regular Meeting on Tuesday, April 17, 2018 at 5:00 p.m.

Chad P. Wanke, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
April 17, 2018
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Wanke called the meeting to order at 5:02 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

ORAL COMMUNICATIONS: NONE

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Name of Case: Pike v. City of Placentia; Case CV-08-08586 DSF
2. Pursuant to Government Code Section 54956.8:
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: APN: 346-241-02
Agency Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Orange County Flood Control District & Mercy Housing California
Under Negotiation: Price and Terms of Payment
3. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Name of Case: 567 Melrose Street, LLC vs City of Placentia, et al;
Case 30-2017-00909817-CU-EI-CXC
4. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation
Significant exposure to litigation: (2 Cases)
5. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL – Existing Litigation
Alexander vs City of Placentia, Case: WCAB No. ADJ10180909
6. Pursuant to Government Code Section 54956.9(d)(1):
CONFERENCE WITH LEGAL COUNSEL – Existing Litigation
Madrigal vs City of Placentia, Case: WCAB No. ADJ10597025

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Wanke called the meeting to order at 7:03 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Interim Director of Administrative Services Rosanna Ramirez; Senior Financial Advisor Shally Lin; Acting Chief of Police Eric Point; Community Services Director Sandra Gonzalez; Director of Public Works Luis Estevez; Director of Development Services Joe Lambert; Economic Development Manager Jeanette Ortega

INVOCATION: Chaplain Kenneth Milhander

PLEDGE OF ALLEGIANCE: Councilmember Smith

PRESENTATION: None

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported that the Council/Agency met in Closed Session to discuss seven (7) items listed on the agenda and there was one (1) item to report concerning a Workers' Compensation case settlement. Motion by Wanke, seconded by Yamaguchi, and carried a (5-0) vote to resolve Alexander vs. City of Placentia from 2015 for \$290,000.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula stated that there was no City Administrator Report.

ORAL COMMUNICATIONS:

Specialist Ramos presented information regarding Sunburst Youth Challenge Academy, which is sponsored by the California National Guard. He introduced Academy Graduate Brian Gerberding who spoke about his experience at Sunburst.

Blake Montero expressed his support of the development at Alta Vista and Rose Drive.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Smith stated that on Saturday, April 21, 2018 the City of Placentia and the Placentia Police Department invite residents to participate in a free shredding and eWaste disposal event from 8-11:00 a.m. at the Placentia Civic Center.

Councilmember Yamaguchi congratulated the Yorba Linda Masonic Lodge on their 100th Anniversary Celebration and ribbon cutting for their remodel. He announced Love Placentia service day on April 28, 2018. For more information visit www.loveplacentia.com.

Mayor Pro Tem Shader thanked everyone that attended the discussion regarding the City's General Plan at the Whitten Center on April 4, 2018.

Mayor Wanke expressed his gratitude to everyone who attended the Council's Goal Setting Workshop on Friday, April 6, 2018 and noted his attendance at a Housing, Community, and Economic Development Committee meeting for the League of California Cities where they discussed homelessness which is impacting the whole State of California.

1. CONSENT CALENDAR (Items 1.a. through 1.g.):

Motion by Green, seconded by Yamaguchi, and carried a (5-0) vote to approve the Consent Calendar items 1.a. through 1.e. and 1.g. Mayor Pro Tem Shader pulled Item 1.f. for separate discussion.

1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**

Fiscal Impact: None

Recommended Action: Approve.

(Approved 5-0, as recommended)

1.b. **City Fiscal Year 2017-18 Register for April 17, 2018**

Check Register

Fiscal Impact: \$2,253,987.00

Electronic Disbursement Register

Fiscal Impact: \$659,400.35

Recommended Action: It is recommended that the City Council:

- 1) Receive and file.

(Received and filed)

1.c. **Resolution Adopting Fiscal Year 2018-19 Project List For Compliance With SB 1, The Road Repair and Accountability Act Of 2017**

Fiscal Impact: There is no fiscal impact associated with the recommended actions.

Recommended Action: It is recommended that the City Council:

- 1) Approve Resolution No. R-2018-21, A Resolution of the City Council of the City of Placentia, California, Adopting the List of Projects for Fiscal Year 2018-19 Funded By SB-1: The Road Repair and Accountability Act; and
- 2) Direct Staff to submit the project list to the California Transportation Commission.

(Approved 5-0, as recommended)

1.d. **Acceptance of Grant Deeds from the Orange County Transportation Authority for the Lakeview Boulevard Grade Separation Project**

Fiscal Impact: There is no fiscal impact with the associated recommended actions.

Recommended Action: It is recommended that the City Council:

- 1) Accept the thirty (30) right-of-way Grant Deeds, Public Utility Easement Deeds, Maintenance Easement Deeds and Subsurface Foundation Easement Deeds as listed and described in the table; and
- 2) Authorize the Mayor to sign the Certificates of Acceptance for the Grant Deeds and Easement Deeds on behalf of the City; and
- 3) Direct the City Clerk to record the Grant Deeds and Public Utility Easement Deeds with the Orange County Clerk-Recorder's Office.

(Approved 5-0, as recommended)

1.e. **Second Reading of Ordinance No. O-2018-01 Approving the Formation of Community Facilities District No. 2018-01 (TOD Maintenance Services) To Fund Certain Public Services for the Transit Oriented District (TOD) Area**

Fiscal Impact: There is no immediate direct fiscal impacts to the City's budget associated with the recommended actions. The establishment of a new Community Facilities District within the Transit Oriented Development/Packinghouse District will not have an immediate impact on new or expanded revenues to the City until Fiscal Year 2019-20.

Recommended Action: It is recommended that the City Council:

- 1) Waive full reading, by title only, and adopt Ordinance No. O-2018-01, An Ordinance of the City Council of the City of Placentia Levying Special Taxes Within Community Facilities District No. 2018-01.

(Approved 5-0, as recommended)

1.f. **Letter of Support for National Priority Listing of the Orange County North Basin Site**

Fiscal Impact: There is no fiscal impact associated with the recommended actions.

Recommended Action: It is recommended that the City Council:

- 1) Authorize the Mayor to sign and send a letter in support for National Priority Listing of the Orange County North Basin Site.

(Approved 5-0, as recommended)

Mayor Pro Tem Shader expressed the importance of the City's support of the Orange County Water District in having the Orange County North Basin Site added to the National Priorities List ("Superfund List"). Following a brief discussion, Bill Hunt of the Orange County Water District confirmed that the contamination was caused by multiple companies and goes back to the 1940s and 50s. \$21 million has been received so far in settlements. He summarized what has been done so far and the plan for the future along with projected costs.

Motion by Wanke, seconded by Green, and carried a (5-0) vote to approve the recommended actions.

1.g. **Purchase New Police Explorer Van with Board of State and Community Corrections (BSCC) Funds Awarded Under the North Orange County Public Safety Task Force**

Fiscal Impact: Expense: \$65,515.08 Not-to-Exceed
Revenue: \$65,515.08 2017-18 Explorer Fund
BSCC North OC Public Safety Task Force

Recommended Action: It is recommended that the City Council:

- 1) Approve the purchase of a new 2018 Ford Transit 350 Passenger Wagon XLT from National Auto Fleet Group, which is part of Wondries Fleet Group in Alhambra. The vehicle purchase price is not-to-exceed \$42,015.08; and
- 2) Approve the use of West Coast Lights and Sirens, Inc. as the designated provider for the purchase and installation of the required emergency equipment and custom graphics, in an amount not-to-exceed \$12,000; and
- 3) Approve a purchase amount not-to-exceed \$11,500 for a Motorola vehicle radio and installation; and
- 4) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

2. PUBLIC HEARING:

2.a. **Public Hearing on Resolution of Necessity**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) The City Attorney recommends that the public hearing be tabled and taken off the calendar.

(Approved 5-0, as recommended)

Motion by Green, seconded by Yamaguchi, and carried a (5-0) vote to table the item and take it off the calendar.

2.b. **Continuance of Public Hearing on the Comprehensive Fee Schedule Adjusting Rates and Charges for Various City Services and Related Resolutions**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Continue the public hearing from today to May 1, 2018 at 7:00 p.m. to provide further opportunity for fee adjustment discussions between the City and Revenue Costs Specialist, LLC.

(Approved 5-0, as recommended)

Motion by Yamaguchi, seconded by Smith, and carried a (5-0) vote to continue the item to May 1, 2018 at 7:00 p.m.

2.c. **Continuance of Public Hearing on Solid Waste Handling Services Rate Adjustment and Related Resolutions for Fiscal Year 2018-19**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Staff is recommending a brief continuance of the public hearing from today to May 1, 2018, at 7:00 p.m. to allow the City Attorney's Office to provide further legal review of the proposed amendments and rate adjustments.

(Approved 5-0, as recommended)

Motion by Green, seconded by Yamaguchi, and carried a (5-0) vote to continue the item to May 1, 2018 at 7:00 p.m.

- 2.d. **Continuance of Public Hearing No. 4 Regarding the Transition from At-Large to By-District Elections and Introduction of an Ordinance Amending the Placentia Municipal Code to Establish City Council District Boundaries**
Fiscal Impact: To be determined
Recommended Action: It is recommended that the City Council:
1) It is recommended that the hearing be continued to the City Council May 1, 2018 meeting at 7:00 p.m. to allow additional time for review of the recently-submitted proposed maps.
(Approved 5-0, as recommended)

Mayor Wanke announced that due to recently received new draft maps submitted by members of the public, for full transparency and in order for the public to review the maps and for the City to receive input regarding the maps, this fourth public hearing is being continued to May 1, 2018.

Mayor Wanke opened the public hearing at 7:33 p.m.

Blake Montero expressed his support of the Ruiz draft map.

A resident requested information regarding the location of the draft maps.

Motion by Green, seconded by Yamaguchi, and carried a (5-0) vote to continue the item to May 1, 2018 at 7:00 p.m.

3. REGULAR AGENDA:

3.a Study Session Regarding SC Placentia, LP Development

Fiscal Impact: Approximately \$136,000 total in annual sales tax, property tax and community facility district revenues

Recommended Action: It is recommended that the City Council:

- 1) Staff recommends that the City Council provide policy direction on the development terms and development standards for the proposed project.

City Administrator Arrula stated that the purpose of this Study Session was to seek policy direction from the Council and to make sure that the Council and the public have full information on this project. He introduced Development Services Director Lambert and Paul Counselment from SC Placentia Development.

Director of Development Services Lambert gave an overview of the development project at the corner of Alta Vista Street and Rose Drive. The City has received an entitlement application submitted by the developer that involves a Specific Plan amendment to allow a portion of the property to be used for residential and a portion to be used for commercial.

Following a brief discussion, Director Lambert clarified certain numbers presented in the PowerPoint, presented options, and requested policy guidance from the Council.

City Administrator Arrula added that Staff had lengthy discussions and researched other cities with medium-density residential developments and considered the standards in the marketplace.

Paul Councilment with SC Placentia Development gave more detail regarding the layout and setbacks of the residential portion of the development.

Blake Montero questioned what effect this development would have on the existing LMD (Lighting and Landscape Maintenance District) and wondered if traffic studies had been done on the potential impact of this development.

Maria Chuckura questioned whether ingress and egress were compliant with fire code.

Attorney Bettenhausen clarified that this item was brought for the purpose of general policy discussion and direction and not for specifics regarding this development.

Elizabeth Hansburg representing People for Housing Orange County was present to advocate for affordable housing for middle class families and expressed support for the design of this development. She stated that Public Benefit donations required from developers will be passed on to home buyers.

Council reached consensus on the following items:

Zone Change – Council supported Staff Recommendation

Lot Size – Council supported Staff Recommendation

Side Yard Setback – Council supported the Ad-Hoc Committee Recommendation

Rear Yard Setback – Council supported the Staff Recommendation

Public Benefit – Council supported the Ad-Hoc Committee Recommendation

Parking Management Plan & Fee – Council supported the Ad-Hoc Committee Recommendation

Retail Covenant – Council supported the Ad-Hoc Committee Recommendation

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Councilmember Green stated his support of the SC Placentia Development project and thanked everyone involved.

Councilmember Smith recognized the Davis family, owners of Tlaquepaque, named Orange County Hispanic Chamber of Commerce Business of the Year.

Councilmember Yamaguchi would like Council and Staff to explore ways to be more business friendly and requested an update on the City's IT upgrades.

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 9:09 p.m. in memory of Barbara Bush, former First Lady of the United States, to Tuesday, May 1, 2018 at 5:00 p.m.

Chad P. Wanke, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
May 1, 2018
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Wanke called the meeting to order at 5:03 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

ORAL COMMUNICATIONS: None

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54956.9(D)(1)
CONFERENCE WITH LEGAL COUNSEL – Existing Litigation
Name of Case: City of Placentia vs Ng Kan Hoi; et al; Case No. 30-2015-00826619
2. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation
Significant exposure to litigation: (2 Cases)

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Wanke called the meeting to order at 7:04 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Director of Administrative Services Rosanna Ramirez; Director of Finance Kim Krause; Chief of Police Darin Lenyi; Director of Community Services Sandra Gonzalez; Director of Public Works Luis Estevez; Director of Development Services Joe Lambert; Economic Development Manager Jeanette Ortega

INVOCATION: Chaplain Sterling Bennett

PLEDGE OF ALLEGIANCE: Councilmember Yamaguchi

PRESENTATIONS:

a. Proclamation for National Police Week

Recipient: Chief Darin Lenyi

Presenter: Mayor Wanke

b. Commendation - Orange County Fire Authority (OCFA) Fire Fighter of the Year

Recipient: Captain Hawkins

Presenter: Mayor Wanke

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported that the Council/Agency met in Closed Session to discuss three (3) items listed on the agenda. The Council provided direction and there was nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula announced the appointment of Rosanna Ramirez as Director of Administrative Services and Kim Krause as Director of Finance.

ORAL COMMUNICATIONS:

Meredith Castillo, Placentia resident, voiced his concern for the lack of a military banner program in Placentia and questioned whether the City would apply again to be named an All America City. He stated that he waited two weeks for a meeting with the Chief of Police.

Placentia resident Ed Garcia congratulated the City on the Love Placentia event and expressed his disappointment that he did not observe certain Council members and Staff participating. He expressed his desire to see a public report on the embezzlement.

Kat Vank, Placentia resident, requested that attention be paid to refurbishing and rededicating City parks and that a skate park be provided for high school aged residents.

Placentia resident Jeff Buchanan made a verbal complaint against a Staff member and requested a verbal and written apology for slander.

Judy Gomez and Becca Garcia spoke in support of May 2018 Poppy Days in honor of the sacrifices of American veterans.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Smith recognized Chief Lenyi and the members of the Placentia Police Department in response to National Police Week and wished both sworn and civilian Staff a safe and well-protected year. He congratulated Captain Chuck Hawkins on being honored as Orange County Fire Authority (OCFA) Firefighter of the Year. Councilmember Smith commented that the Love Your City Serve Day program was alive and well in North Orange County with a great turnout in Fullerton, La Habra, Brea, Placentia, Anaheim and all the cities in the surrounding area.

Councilmember Green attended a Police, Fire and EMS breakfast to recognize Placentia's people in public safety positions.

Councilmember Yamaguchi added his thanks to Police Officers and support personnel who are serving the community and added his congratulations to Captain Hawkins. He participated in Love Placentia in multiple locations and is proud that Placentia is community-oriented. Councilmember Yamaguchi congratulated Placentia Boy Scout Troop 723 which took first place at the Portola District Camporee.

Mayor Pro Tem Shader congratulated OC United on the success of the Love Your City Serve Day and was happy to participate and to see so many in Placentia give their time and resources to help others. She congratulated Rosanna Ramirez on a well-deserved promotion and congratulated Kim Krause on her appointment.

Mayor Wanke expressed his pleasure in working with Rosanna Ramirez and welcomed Kim Krause. He mentioned that Placentia is a finalist this year for the All-America City award and congratulated Troop 723 for representing Placentia so well.

1. CONSENT CALENDAR (Items 1.a. through 1.j.):

Motion by Green, seconded by Wanke, and carried a (5-0) vote to approve the Consent Calendar Items 1.a. through 1.h. and 1.j. Councilmember Green pulled item 1.i for separate discussion. Councilmember Yamaguchi pointed out that Item 1.e. addresses a concern raised during Oral Communications.

- 1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**
Fiscal Impact: None
Recommended Action: Approve.
(Approved 5-0, as recommended)
- 1.b. **City Fiscal Year 2017-18 Register for May 1, 2018**
Check Register
Fiscal Impact: \$5,945,242.16
Electronic Disbursement Register
Fiscal Impact: \$544,367.97
Recommended Action: It is recommended that the City Council:
1) Receive and file.
(Received and filed)
- 1.c. **Resolution for Grant Funds for the Environmental Cleanup, Tier 1 Grant Program Under the Orange County Local Transportation Ordinance No. 3 for the City of Placentia Catch Basin Screen Insert Project Phase 5**
Fiscal Impact:
- | | | |
|----------|------------|--|
| Expense: | \$ 200,000 | Proposed Project Cost |
| Revenue: | \$ 160,000 | OCTA M2 Environmental Cleanup Tier 1 Grant |
| | \$ 25,000 | CalRecycle Used Oil Payment Program Funds |
| | \$ 10,000 | Refuse Fund |
| | \$ 5,000 | General Fund |
- Recommended Action: It is recommended that the City Council:
1) Adopt Resolution No. R-2018-22, A Resolution of the City Council of the City of Placentia, California authorizing an application for funds for the Environmental Cleanup, Tier 1 Grant Program under Orange County Local Transportation Ordinance No. 3 for Catch Basin Insert Project Phase 5; and
2) Authorize the City Administrator, or his designee, to execute all documents necessary, in a form approved by the City Attorney.
(Approved 5-0, as recommended)
- 1.d. **Amendment No. 1 to Professional Services Agreement with RBI Traffic Inc.**
Fiscal Impact:
- | | |
|----------|---------------------------------------|
| Expense: | \$ 140,000 |
| Revenue: | \$ 14,000 FY 2017-18 Operating Budget |
| | \$ 84,000 FY 2018-19 Operating Budget |
| | \$ 42,000 FY 2019-20 Operating Budget |
- Recommended Action: It is recommended that the City Council:
1) Approve Amendment No. 1 to Professional Services Agreement with RBI Traffic Inc. for an additional not-to-exceed amount of \$140,000; and
2) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.
(Approved 5-0, as recommended)
- 1.e. **Award of Contract to Spectraturf Inc. for Playground Rubberized Surfacing Repairs at Kraemer and McFadden Parks**
Fiscal Impact:
- | | |
|----------|--------------------------|
| Expense: | \$ 30,965 |
| Revenue: | \$ 30,965 St. Jude Grant |
- Recommended Action: It is recommended that the City Council:
1) Approve a Public Works Agreement with SpectraTurf Inc. for the repair of playground rubberized surfacing at Kraemer and McFadden Parks in the amount of \$30,965, from the St. Jude Grant funds in the Fiscal Year 2017-18 budget; and

- 2) Authorize the City Administrator, or his designee, to execute all necessary documents, in a form approved by the City Attorney.
(Approved 5-0, as recommended)

1.f. **Replacement Purchase of Mobile Data Computers**

Fiscal Impact: Expense: \$48,864.38
Revenue: \$48,864.38 Traffic Offender Funds
No General Fund dollars will be utilized for this purpose.

Recommended Action: It is recommended that the City Council:

- 1) Approve the purchase of replacement MDC's and necessary equipment and configuration with DuraTech USA, Inc. for an amount not-to-exceed \$48,864.38; and
- 2) Approve Resolution No. R-2018-23, A Resolution of the City Council of the City of Placentia, California authorizing a budget amendment in Fiscal Year 2017-18 in compliance with City Charter of the City of Placentia §§1206 and 1209 pertaining to appropriations for actual expenditures; and
- 3) Authorize the City Administrator and/or his designee, to execute all the necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.g. **Amendment No. 4 to Professional Services Agreement with Irwin Bornstein**

Fiscal Impact: Expense: \$30,000 Not-to-Exceed Amount
Budgeted: \$20,000 FY 2017-18 Finance Department Budget
(Salary Savings)
\$10,000 FY 2018-19 to Be Included in Finance
Department Professional Services Budget

Recommended Action: It is recommended that the City Council:

- 1) Approve Amendment No. 4 to Professional Services Agreement with Irwin Bornstein to extend the contract and for an additional not-to-exceed amount of \$30,000; and
- 2) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.h. **Amendment No. 1 to Professional Services Agreement with M Jack Brooks, JD**

Fiscal Impact: Expense: \$45,000 Not-to-Exceed Amount
Budgeted: \$20,000 FY 2017-18 Finance Department Budget
\$25,000 FY 2018-19 Finance Department Budget

Recommended Action: It is recommended that the City Council:

- 3) Approve Amendment No. 1 to Professional Services Agreement with M Jack Brooks, JD to extend the term of the contract to June 30, 2019 and for an additional not-to-exceed amount of \$45,000; and
- 4) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.i. **Proclamation Declaring May 2018 as Poppy Days**

Councilmember Green voiced the importance of the City's support of Poppy Month recognizing those who gave their lives in defense of this nation.

Motion by Yamaguchi, seconded by Wanke, and carried a (5-0) vote to approve the recommended actions.

1.j. **Proclamation Declaring May 2018 as Motorcycle Safety Awareness Month**
(Approved 5-0, as recommended)

2. PUBLIC HEARINGS:

2.a. **Public Hearing No. 4 Regarding the Transition from At-Large to By-District Elections and Introduction of an Ordinance Amending the Placentia Municipal Code to Establish City Council District Boundaries**

Fiscal Impact: \$84,505.87 to date

Recommended Action: It is recommended that the City Council:

- 1) Open and conduct Public Hearing No. 4 to receive public comments regarding the draft maps; election sequencing; and the criteria and factors that go into the drawing of maps of single-member voting districts; the composition of the districts, and other matters related to the election of members of the City Council by district; and
- 2) Receive the Staff report, consider all public testimony, ask questions of Staff; and
- 3) Vote to adopt one of the proposed district maps; and
- 4) Waive full reading, by title only, and introduce for first reading Ordinance No. O-2018-02, An Ordinance of the City Council of the City of Placentia Adding Chapter 2.10 Entitled "City Council District Boundaries" and Adopting a Map Establishing the Boundaries and Identification Number of Each Electoral District; and
- 5) Close the Public Hearing.

(Approved 5-0, as recommended)

Mayor Wanke opened the public hearing at 7:42 p.m.

City Administrator Arrula introduced Special Legal Counsel Youstina Aziz and Justin Levitt from National Demographics Corporation (NDC) who would give a presentation and answer questions. City Attorney Bettenhausen clarified that the presentations were regarding Public Hearing 2.a. and Mayor Wanke stated that public comments would be taken after the presentations.

Special Legal Counsel Aziz gave a brief summary of the process the City has gone through and reviewed the draft maps. She described the two ordinances proposed for adoption, explained the need for the Emergency Ordinance, and summarized the actions needed by the Council.

Dr. Justin Levitt summarized the criteria being used, most of which were determined by the settlement but also by Federal Law and the California Elections code. He presented an overview of the draft maps submitted. Following a brief discussion, Mr. Levitt explained the difference between boundaries being drawn due to race alone and being drawn due to ethnicity and other supporting factors.

Blake Montero, resident, stated that residents voted in support of districts to be better represented and expressed his support of the Ruiz draft map.

Billy O'Connell, representing an organization that owns several pieces of property in Placentia, spoke in support of vertical maps and the Olive draft map.

Cara Ruiz, resident, described the Ruiz map and explained that she focused on geographic integrity, neighborhoods, and geographic compactness in drawing the Ruiz map.

Jennifer Sandoval spoke in support of the Olive draft map's inclusivity and support of the community as a whole.

Julia Gomez, a staff attorney at MALDEF, summarized the settlement agreement and Measure NN which was approved by a majority of Placentia voters. Ms. Gomez encouraged the Council to consider the Ruiz and MALDEF maps and pointed out what she saw as insufficiencies in some of the other draft maps.

Joe Aguirre, resident, read a letter in support of the MALDEF, Ruiz, and Purple draft maps.

Jeff Buchanan, resident, stated that districting is divisive and that the current Council has done a good job of acting in the best interests of all residents. He spoke in support of equality, community and the Olive draft map.

Lilia Queen, resident, asserted that at times the south of Placentia is forgotten, and she personally has asked for things for her neighborhood that have not happened. She expressed gratitude for the iPlacentia app and desires a map where no one is forgotten.

Steve Kamp, resident, maintained that segregation would not be an outcome of the districting process, and that he supports the Ruiz map which he believes it is focused on communities of interest.

Meredith Castillo, resident, affirmed his support of the Council in whatever decision they make regarding the district map.

Stephanie Furukawa, resident, stated her support of the Olive draft map.

Deputy City Clerk O'Leary read a summary of written comments that had been received in the City Clerk's Office prior to the meeting. These comments were distributed to the Council and will be made available to the public through the City Clerk's Office.

Seventeen (17) Comments:

Eleven (11) in support of the Olive map

Two (2) in support of vertical districts

Two (2) in support of the Jefferson map

One (1) in support of the Ruiz map

One (1) in support of transitions to districts

In addition, Mr. Aguirre sent a letter in support of the MALDEF, Ruiz or Purple map and MALDEF sent a letter in support of the MALDEF, Ruiz, or Purple map.

Josh Correa, resident, strongly disagreed that districting is about race and that the Olive draft map is the best solution for Placentia. He supports the Ruiz draft map.

In response to Councilmembers' questions, Justin Levitt confirmed that a few of the maps do not meet the criteria, and there is a strong argument that in the remaining maps the definition of contiguous districts is met. He stated that with the exception of the two (2) Jefferson maps, all draft maps have a majority Latino district by voting age.

Special Legal Counsel Aziz stated that there is no clear California case law on the issue of the definition of contiguous voting districts.

Mayor Wanke pointed out areas within Placentia's boundaries that are Yorba Linda, Fullerton, and County of Orange which make contiguous districts a challenge.

Councilmember Green commented that districts divide the City and that our community of interest is the City and voiced his support of the Olive draft map.

Councilmember Yamaguchi thanked residents who took the time to draw draft maps and voiced his support of each community having two or more members of Council to represent their interests. He desires unity within the community.

Councilmember Smith questioned the process to fill a Council seat if no one from a newly formed district became a candidate. Ms. Aziz stated that the Council would appoint someone from that district to fill the seat. Councilmember Smith was encouraged by the community interest and participation in the process of creating a voting district map for Placentia. He stated that he ran for Council to represent all residents of Placentia and that will still be his focus after we are divided into districts. He spoke in support of the vertical map design and the Olive draft map.

Mayor Wanke expressed his gratitude for those who took the time to draw draft maps and reminded everyone that the City will have to redraw the maps after the 2020 census. He stated his support of the vertical district concept.

Mayor Pro Tem Shader indicated that her personal goal is that the City meet the terms of the settlement agreement and the spirit of the election laws.

Mayor Wanke closed the public hearing at 9:18 p.m.

Motion by Yamaguchi, seconded by Smith, and carried a (5-0) vote to approve the Olive map.

Motion by Yamaguchi, seconded by Green, and carried a (5-0) vote to approve Ordinance O-2018-02.

A 10-minute break was taken.

2.b. **Introduce and Adopt an Emergency Ordinance Amending the Placentia Municipal Code to Establish City Council District Boundaries**

Fiscal Impact: \$84,505.87 to date

Recommended Action: It is recommended that the City Council:

- 1) Open and conduct a public hearing to introduce and adopt an emergency ordinance establishing City Council district boundaries as follows:
- 2) Waive full reading, by title only, and introduce and adopt Ordinance No. O-2018-03, an Emergency Ordinance of the City Council of the City of Placentia Adding Chapter 2.10 Entitled "City Council District Boundaries" and Adopting a Map Establishing the Boundaries and Identification Number of Each Electoral District; and
- 3) Close the public hearing.

(Approved 5-0, as recommended)

Mayor Wanke opened the public hearing at 9:38 p.m.

City Attorney Bettenhausen clarified the need for an Emergency Ordinance.

Blake Montero, resident, questioned the appropriateness of an Emergency Ordinance that would deny residents the 30-day waiting period and wondered if a recall would now simply require the majority of voters in a particular district.

Special Legal Counsel Aziz explained the necessity of an Emergency Ordinance, and the provision for it in the City Charter, to comply with the deadlines set forth in the settlement agreement and to give the County Registrar sufficient time to incorporate Placentia's districts into the November 2018 election.

Mayor Wanke closed the public hearing at 9:40 p.m.

Motion by Yamaguchi, seconded by Green, and carried a (5-0) vote to approve Emergency Ordinance O-2018-03.

2.c. **Cost of Services Study and Update to Comprehensive Fee Schedule**

Fiscal Impact: Revenue: \$400,000 per Year (Estimated)

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing to consider amending the Comprehensive Fee Schedule for certain City fees, rates and charges for various City services; and
- 2) Receive the Staff Report, consider all public testimony, ask questions of Staff; and
- 3) Close the Public Hearing; and

- 4) Adopt Resolution No. R-2018-24, A Resolution of the City Council of the City of Placentia, California, Increasing, Establishing and Adopting Certain City Fees, Rates and Charges for Various City Services; and
- 5) Direct Staff to prepare annual updates to the City's user fees for City Council consideration, based on increases in the Consumer Price Index, for implementation during the next four fiscal years (FY 2019-20 through FY 2022-23); and
- 6) Direct Staff to establish a policy for conducting comprehensive cost of services/user fee studies every five years.

(Approved 4-1, as recommended, Yamaguchi voted no.)

Mayor Wanke opened the public hearing at 9:42 p.m.

City Administrator Arrula gave a brief overview; stated that the majority of fees for City services have not been updated since 1990, and that in the interest of fiscal prudence and cost recovery Staff worked with consultants to prepare this Comprehensive Fee Study; and introduced Senior Financial Advisor Irwin Bornstein to summarize the purpose, scope, and results of the study.

Senior Financial Advisor Bornstein stated that State law requires government agencies to periodically review user fees and that user fees cannot exceed the costs reasonably borne by the agency. Following a brief discussion, Senior Financial Advisor Bornstein clarified that the recommendations of the study were not always the same as the staff recommendations in the attachment to the proposed resolution. He highlighted some proposed changes, summarized the results of the study, and took questions from the Council.

City Administrator Arrula emphasized that while some fees increased, others decreased or were eliminated altogether and asked Senior Financial Advisor Bornstein to read into the record the Errata sheet with minor clarifications and notes to ensure that the action taken by Council includes the Errata sheet.

Adam Wood, with the Building Industry Association, expressed concern regarding the impact on developers of the increased development impact fees and other proposed fee increases.

Mayor Pro Tem Shader thanked the Staff and expressed support for the fee changes but requested that a charge for Student Film Permit Fees be amended for students doing projects for classes at school.

Mayor Wanke closed the public hearing at 10:07 p.m.

Motion by Yamaguchi, seconded by Green, and carried a (4-1, Yamaguchi voted no) vote to adopt Resolution No. R-2018-24, including the Errata and the requested amendment.

2.d. Public Hearing on Solid Waste Handling Services Rate Adjustment and Related Resolutions for Fiscal Year 2018-19

Fiscal Impact: There is no direct fiscal impact to the City's budget associated with the recommended actions.

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing concerning the Solid Waste Handling Services Rate Adjustment and related resolutions for Fiscal Year 2018-19; and
- 2) Receive the Staff Report, consider all public testimony, ask questions of Staff; and
- 3) Close the Public Hearing; and
- 4) Adopt Resolution No. R-2018-25, A Resolution of the City Council of the City of Placentia, California approving the Amended Fee Schedule for Solid Waste Handling Services to Reflect Consumer Price Index increases and Organics Recycling Requirements (AB 1826); and
- 5) Adopt Resolution No. R-2018-26, A Resolution of the City Council of the City of Placentia, California authorizing and determining residential solid waste handling

- 6) service charges and directing placement thereof on the Orange County tax rolls; and
- 7) Approve Amendment No. 8 to the Amended, Revised and Restated Agreement for Solid Waste Handling Services between the City of Placentia and Republic Waste Services of Southern California, LLC; and
- 8) Approve Amendment No. 9 to the Amended, Revised and Restated Agreement for Solid Waste Handling Services between the City of Placentia and Republic Waste Services of Southern California, LLC; and
- 9) Authorize the City Administrator to execute all the necessary documents, in a form approved by the City Attorney.

(Approved 4-0-1, as recommended, Wanke recused himself)

Mayor Wanke opened the public hearing at 10:08 p.m.

City Administrator Arrula introduced Director of Public Works Estevez and Mark McGee from Republic Services to give a brief presentation on the item.

Director of Public Works Estevez emphasized that the programs necessitating the fee increases are State mandatory requirements and that Staff delayed increasing fees for as long as possible.

Mark McGee, Republic Services, presented an overview of Republic's solid waste agreement with Placentia, California's recycling plan, State legislative actions, and program implementation. He summarized the mandatory requirements and timeline and the proposed commercial organics programs and rates for Placentia. In response to Councilmembers' questions, Mr. McGee stated that Republic recognizes that they have lacked in customer service in the past and are focusing on improving customer service and responsiveness.

Mayor Wanke recused himself from the discussion and vote due to his seat on the Orange County Sanitation District Board of Directors.

Mayor Pro Tem Shader closed the public hearing at 10:11 p.m. and reopened it immediately for Oral Communications.

In response to a resident's question regarding the impact of these programs on nonprofits in the City, Mr. McGee stated that the food pantries element of the programs will benefit nonprofits, however, if a nonprofit generates organic material they would be required to comply.

Mayor Pro Tem Shader closed the public hearing at 10:17 p.m.

Motion by Yamaguchi, seconded by Smith, and carried a (4-0-1, Wanke recused himself) vote to adopt Resolution No. R-2018-25 and R-2018-26, and Amendments No. 8 and 9 to the Republic Waste Services agreement.

3. REGULAR AGENDA: None

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Councilmember Yamaguchi stated that our parks and landscaping are suffering from the drought while he has witnessed sprinklers over spraying into the streets. He requested that Staff make it a priority to keep our park landscaping healthy.

Mayor Wanke requested that the City's trees receive the water that they need to prevent more dead trees and requested a future agenda item detailing how this will be accomplished. He also requested that City Administrator Arrula look into Jeff Buchanan's concerns raised during Oral Communications.

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 10:27 p.m. in memory of Charles "Chuck" Slaton, longtime friend of Councilmember Craig S. Green, and Millie Arvanitas, aunt of Councilmember Craig S. Green, to Tuesday, May 15, 2018 at 5:00 p.m.

Chad P. Wanke, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

DRAFT

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
May 15, 2018
5:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Mayor Wanke called the meeting to order at 5:02 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

ORAL COMMUNICATIONS: None

The City Council and Boards of Directors recessed to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings on the following:

1. Pursuant to Government Code Section 54956.9(d)(2):
CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation
Significant exposure to litigation: (2 Cases)
2. Pursuant to Government Code Section 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 207-209 W. Crowther Avenue APN: 339-402-05; 07; 08; 11
City Negotiator: Damien R. Arrula, City Administrator
Negotiating Parties: Placentia Mutual Properties, LLC
Under Negotiations: Price and Terms of Payment

RECESS: The City Council and Boards of Directors recessed to their 7:00 p.m. Regular Meeting.

CALL TO ORDER: Mayor Wanke called the meeting to order at 7:03 p.m.

ROLL CALL:

PRESENT: Councilmember/Board Member Green, Smith, Yamaguchi, Shader, Wanke
ABSENT: None

STAFF PRESENT: City Administrator/Executive Director Damien R. Arrula; City Attorney/Authority Counsel Christian L. Bettenhausen; Director of Administrative Services Rosanna Ramirez; Director of Finance Kim Krause; Chief of Police Darin Lenyi; Director of Community Services Sandra Gonzalez; Director of Public Works Luis Estevez; Director of Development Services Joe Lambert; Economic Development Manager Jeanette Ortega

INVOCATION: Chaplain Sterling Bennett

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Shader

PRESENTATION:

- a. **Proclamation for Peace Officer Memorial Day**
Recipient: Chief Darin Lenyi
Presenter: Mayor Wanke

CLOSED SESSION REPORT:

City Attorney/Agency Counsel Bettenhausen reported that the Council/Agency met in Closed Session to discuss three (3) items listed on the agenda. The Council provided direction and there was nothing further to report.

CITY ADMINISTRATOR REPORT:

City Administrator Arrula announced that there was no City Administrator's report.

ORAL COMMUNICATIONS:

Placentia resident Steve Heidorn spoke regarding Atwood Sales and its impact on his home, his property value, and his family's ability to be outside.

Judy Morton, resident and member of Residents for a Safe and Clean Environment for Orange County, spoke regarding Atwood Sales and dust blanketing their homes and yards. She summarized the known carcinogenic properties of the byproducts of recycling old cement.

Gloria Hale, resident and Placentia business owner, submitted into record a video of Atwood Sales operations and discussed the dangers of silica dust produced by Atwood Sales.

Dan Schmidt, resident and member of Residents for a Safe and Clean Environment for Orange County, questioned the City's approval of Atwood's modification of their use permit based on minimal documentation.

Cynthia Bristow, resident, questioned why the City allowed Atwood Sales to continue to operate when it was not in the best interest of the residents of Placentia.

Christine Craig, resident and HOA President, spoke regarding her need to clean her house daily and replace all her carpets due to the invasive dust produced by Atwood Sales and their operations.

City Attorney Bettenhausen reported that the City has been aware of the Atwood Sales situation and it has been a matter of discussion. The Council gave direction and the City Prosecutor has acted. He gave a summary of the situation and an update on the current legal proceedings against and settlement agreement with Atwood Sales.

Mayor Wanke asked Staff and the City Attorney to be available after the meeting to speak with resident regarding Atwood Sales.

CITY COUNCIL/BOARD MEMBER COMMENTS:

Councilmember Smith announced that the City had received a Healthy Communications grant from St. Jude Medical Center to be used for repair of rubberized playground surfaces at Kraemer and McFadden parks.

Councilmember Yamaguchi reported that he had been following the Atwood Sales situation for some time and inspects the site regularly.

Councilmember Green expressed gratitude to all members of the City of Placentia Public Works Department for the work they do on a daily basis and also for the extra effort they give in support of City events. He thanked the City, the City Council, the City Administrator, and the Chief of Police for recognizing National Police Week and Peace Officer Memorial Day. He recognized the work of the Placentia Police Department Support Team and members of the community who support the sworn, unsworn and volunteer members of the Placentia Police Department.

Mayor Pro Tem Shader thanked all community members who attended the Community Coffee with Assembly Member Phillip Chen.

Mayor Wanke expressed his sympathy for the residents impacted by Atwood Sales and recognized that their concerns are valid. He has also inspected the site multiple times and assured the residents that the City is handling the situation. He announced that the Sierra Vista Plaza at Bastanchury

Road and Placentia Avenue will welcome a Grocery Outlet retail store. The site is being remodeled and updated. The Mayor expressed his gratitude for and appreciation of the Placentia Police Department and the Department's relationship with the community.

1. CONSENT CALENDAR (Items 1.a. through 1.m.):

Motion by Green, seconded by Smith, and carried a (5-0, Yamaguchi abstained on 1.i.) vote to approve the Consent Calendar Items 1.a. through 1.m with the exception of 1.g which was pulled by Mayor Wanke for separate discussion.

1.a. Consideration to Waive Reading in Full of all Ordinances and Resolutions

Fiscal Impact: None

Recommended Action: Approve.

(Approved 5-0, as recommended)

**1.b. City Fiscal Year 2017-18 Register for May 15, 2018
Check Register**

Fiscal Impact: \$648,809.13

Electronic Disbursement Register

Fiscal Impact: \$883,107.86

Recommended Action: It is recommended that the City Council:

1) Receive and file.

(Received and filed)

1.c. Resolution Relating to Fiscal Year 2018-19 Levy of Assessments to the City of Placentia Landscape Maintenance District No. 92-1 and Setting a Public Hearing for June 5, 2018 at 7:00 P.M.

Fiscal Impact:

Recouped Through Assessments:	\$ 427,616
Single Family Residential:	\$ 154.87/Parcel
Commercial/Industrial:	\$ 1,548.70/Acre
Multiple Family Residential:	\$ 108.41/Unit
Undeveloped:	\$ 774.35/Parcel

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution R-2018-27, A Resolution of the City Council of the City of Placentia finalizing the Engineer's Report for Fiscal Year 2018-19 for the continuation of the annual assessments for Landscape Maintenance District No. 92-1; and
- 2) Adopt Resolution R-2018-28, A Resolution of the City Council of the City of Placentia declaring its intention to provide for an annual levy and collection of assessments for certain maintenance within an existing district, pursuant to the provisions of Division 15, Part 2, of the California Streets and Highways Code and setting a time and place for public hearing thereon.

(Approved 5-0, as recommended)

1.d. Resolution Relating to Fiscal Year 2018-19 Levy of Assessments to the City of Placentia Street Lighting District No. 81-1 and Setting a Public Hearing for June 5, 2018 at 7:00 P.M.

Fiscal Impact:

Recouped Through Assessments:	\$ 154,427
Single Family Residential:	\$ 27.38/Parcel
Commercial/Industrial:	\$164.28/Acre
Tentative/Final Map:	\$ 8.21/Unit

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution R-2018-29, A Resolution of the City Council of the City of Placentia finalizing the Engineer's Report for Fiscal Year 2018-19 for the continuation of the annual assessments for Street Lighting District No. 81-1; and
- 2) Adopt Resolution R-2018-30, A Resolution of the City Council of the City of Placentia declaring its intention to provide for the annual levy and collection of assessments for certain maintenance within an existing district pursuant to the

provisions of Division 15, Part 2, of the California Streets and Highways Code and setting the time and place for a public hearing thereon.

(Approved 5-0, as recommended)

1.e. **Agreement Renewal for Law Enforcement Court Liaison Services with the City of La Habra**

Fiscal Impact: Expense: \$ 33,265 FY 2018-19 General Fund
\$ 35,515 FY 2019-20 General Fund
\$ 37,765 FY 2020-21 General Fund
Budgeted: \$ 33,265 FY 2018-19 Department Contract Services

Recommended Action: It is recommended that the City Council:

- 1) Approve the Agreement for Law Enforcement Court Liaison Services with the City of La Habra for a three (3) year term ending June 30, 2021; and
- 2) Authorize the City Administrator and/or his designee to execute all the necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.f. **Award of Construction Contract to Petrochem Manufacturing, Inc. for Construction of the FY 2017-2018 Residential Slurry Seal Project (City Project No. 2018-02)**

Fiscal Impact: Expense: \$149,140.28 Construction Contract Amount
Revenue: \$168,291.00 SB-1/RMRA Gas Tax Funds
No General Fund dollars will be used on this project.

Recommended Action: It is recommended that the City Council:

- 1) Award a construction contract to Petrochem Materials Innovation, LLC, for an amount not-to-exceed \$149,140.28; and
- 2) Authorize the City Administrator to approve contract change orders up to \$10,000 for a total construction contract not-to-exceed amount of \$159,140.28; and
- 3) Authorize the City Administrator to execute all necessary documents on behalf of the City, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.g. **Acceptance of Construction Work and Notice of Completion for the La Jolla/Melrose Traffic Signal Improvement Project/Safe Routes 2 School Phase III (City Project No. 2017-02)**

Fiscal Impact: Expense: \$162,449.00 Final Project Cost
Revenue: \$177,335.75 FY 2017-18 CIP Budget
Safe Routes 2 School
Gas Tax Funds

No General Fund dollars were utilized on this project.

Recommended Action: It is recommended that the City Council:

- 1) Accept the work performed by Comet Electric Inc., for construction of the traffic signal modification work at La Jolla Street and Melrose Avenue as part of the Safe Routes 2 School Program, Phase III; and
- 2) Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project; and
- 3) Authorize the City Administrator to release retention funds in accordance with the terms of the contract.

(Approved 5-0, as recommended)

Mayor Wanke expressed his gratitude to the Staff for responding to a need expressed by him and other residents with no expenditure of General Fund dollars.

Motion by Wanke, seconded by Yamaguchi, and carried a (5-0) vote to approve the recommended actions.

- 1.h. **Amendment No. 1 to Agreement for Real Estate Advisory Services with Kosmont and Associates for Real Property Located at 380 S. Placentia Avenue (Hotel Project)**
Fiscal Impact: Expense: \$12,500
 Offsetting Revenue: \$15,000 Developer Deposit
 Total Budgeted: \$52,500 Economic Development Professional Services
- Recommended Action: It is recommended that the City Council:
 1) Approve Amendment No. 1 to the Professional Services Agreement with Kosmont & Associates, Inc. dba Kosmont Companies for an amount not-to-exceed \$12,500; and
 2) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.
(Approved 5-0, as recommended)
- 1.i. **Placentia Community-Based Transit Circulator Study**
Fiscal Impact: There is no fiscal impact associated with the recommended action.
Recommended Action: It is recommended that the City Council:
 1) Receive and file the Placentia Community-Based Circulator Study report.
(Approved 4-0-1, as recommended, Yamaguchi abstained)
- 1.j. **Designation of Individuals Authorized to Invest City Monies in the Local Agency Investment Fund**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
 1) Adopt Resolution No. R-2018-31, A Resolution of the City Council of the City of Placentia, California, authorizing investment of monies in the Local Agency Investment Fund.
(Approved 5-0, as recommended)
- 1.k. **Tentative Parcel Map (TPM) 2018-132: A Tentative Parcel Map to Consolidate Seven Lots into One Lot Measuring Approximately 5.04 Gross Acres, and Measuring 4.59 Net Acres After Required Dedications on Property Located at 505, 515, 523, 531, 535 W. Crowther Avenue, 407 Goetz Place, 409 Evelyn Place, Within the Transit Oriented Development Packing House District (TOD) Zone – Blackwood Development**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
 1) Adopt Resolution R-2018-032 of the City Council of the City of Placentia, California approving TPM 2018-132 to consolidate seven parcels into one parcel subject to the Special Conditions of Approval set forth in Attachment A, and adopting an Addendum to a previously adopted Initial Study/Mitigated Negative Declaration of Environmental Impacts (MND 2017-01) for the project wherein it was found that with implementation of Mitigation Measures set forth in a Mitigation Monitoring and Reporting Program ("MMRP"), the proposed project will not have a significant effect on the environment pursuant to the California Environmental Quality Act (CEQA) (Public Resources Code §§ 21000-21177) and pursuant to §15063 of Title 14 of the California Code of Regulations (CCR) and the City of Placentia Environmental Guidelines.
(Approved 5-0, as recommended)
- 1.l. **Amendment No. 1 to Professional Services Agreement for Grant Writing and Advocacy Services with Townsend Public Affairs, Inc.**
Fiscal Impact: Expense: \$60,000/Year
Recommended Action: It is recommended that the City Council:
 1) Approve Amendment No. 1 to Professional Services Agreement with Townsend Public Affairs, Inc. for Grant Writing and Legislative Advocacy Services for a term ending May 31, 2021; and

2) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.

(Approved 5-0, as recommended)

1.m. **Addendum to Retention Letter with Richards Watson & Gershon**

Fiscal Impact: Not to exceed \$15,000

Recommended Action: It is recommended that the City Council:

- 1) Authorize the City Administrator to execute an addendum to the retention letter for legal services with Richards Watson & Gershon in a form approved by the City Attorney.

(Approved 5-0, as recommended)

2. PUBLIC HEARING:

2.a. **Public Hearing Regarding the Adoption of an Ordinance Amending the Placentia Municipal Code to Establish City Council District Boundaries**

Fiscal Impact: \$91,641.93 to date

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing regarding Ordinance No. O-2018-02; and
- 2) Receive the Staff Report, consider all public testimony, ask questions of Staff; and
- 3) Waive full reading, by title only, and adopt Ordinance No. O-2018-02, An Ordinance of the City Council of the City of Placentia Adding Chapter 2.10 Entitled "City Council District Boundaries" and Adopting a Map Establishing the Boundaries and identification Number of Each Electoral District; and
- 4) Close the Public Hearing.

(Approved 5-0, to continue Item 2.a. to June 19, 2018 at 7:00 p.m.)

Mayor Wanke opened the public hearing at 7:47 p.m.

Mayor Wanke read a statement regarding a threat of litigation letter received four days before this meeting from Julia Gomez, staff attorney at MALDEF (Mexican American Legal Defense Education Fund). That letter alleges that the City's proposed district boundaries and its proposed Olive map violate the terms of the settlement agreement, violate the California Voting Rights Act, and violate Federal law. After conferring with legal counsel and Staff, Mayor Wanke asked for consideration of a motion to continue the public hearing to the June 19, 2019 Regular City Council meeting at 7:00 p.m. in order to fully evaluate the issues raised by MALDEF. He stated that the City does take this letter seriously and Council is directing Staff to work with legal counsel to analyze the issues and report back to Council in time for Council to act at the June 19, 2019 meeting.

Motion by Smith, seconded by Yamaguchi, and carried a (5-0) vote to approve continuing the public hearing to June 19, 2019 at 7:00 p.m.

City Administrator Arrula mentioned that there were copies of the MALDEF letter available through the City Clerk.

3. REGULAR AGENDA:

3.a. **Presentation of the Proposed Fiscal Year 2018-19 General Fund Operating Budget**

Fiscal Impact: Expenditures: \$34,151,222 in Appropriations
Revenue: \$34,158,263 in Operating Resources

Recommended Action: It is recommended that the City Council:

- 1) Review and discuss the Draft Proposed Fiscal Year (FY) 2018-19 General Fund Operating Budget and provide input and direction for final budget adoption; and
- 2) Set the public hearing for budget adoption on June 19, 2018 at 7:00 p.m.

(Approved 5-0, as recommended)

City Administrator Arrula outlined the budget presentation process which extends over three Council meetings and began the presentation by discussing the City's budget philosophy, budget approach and assumption, FY 2018-19 Budget notes, FY 2017-18 general fund recap, and the FY 2017-18 final Budget amendment. He highlighted budget cuts across all departments and some newly implemented accounting practices.

City Administrator Arrula introduced Senior Management Analyst Matt Reynolds who presented an overview of the budget covering General Fund FY 2018-19 revenues; sales tax revenue; point of sale versus County pool sales and use tax; two types of Placentia sales; General Fund FY 2018-19 department expenditures; 2018-19 General Fund Budget notes, budget cuts, and the General Fund position. He summarized the budget of each department and in response to Councilmembers' questions explained that financial software update costs are part of the Capital Improvement Program (C.I.P.) Budget but some costs for maintenance are in the IT Budget.

Director of Public Works Estevez responded to Councilmembers' questions regarding the budgeting for parks, median conversion, landscape maintenance and increased water usage. He clarified that the Parks and Landscape Budget includes items that were previously in the Streets Budget and the expenses for construction of the ADA improvements are part of the Capital Improvement Program (C.I.P.) Budget.

Community Services Director Gonzalez explained that the F.A.C.T. Grant (Families and Communities Together) funds the Friendly Center services out of Neighborhood Services at the Whitten Center and we are in year two of a four-year grant. She also explained what constitutes the Cultural Arts Budget.

City Administrator Arrula pointed out that the budget under review at this meeting is the amended budget and not the original FY 2017-18 adopted Budget and explained that the State-mandated minimum wage increase affects not just minimum wage employees but also brings about the necessity of wage increases for other part-time employees in higher tiers and in some cases full-time employees. He stressed that the City has reduced 2.7 million dollars in expenditures and operating costs as well as the 6.1 million dollar structural deficit and there has been thorough review and analysis of the City's finances by four independent bodies which concluded that the City needs additional revenue to maintain the quality of services that the community expects.

Staff answered specific budgetary questions posed by Council and Council expressed appreciation for Staff's hard work and the efficient presentation.

Motion by Wanke, seconded by Yamaguchi, and carried a (5-0) vote to set the public hearing for June 19, 2018 at 7:00 p.m.

CITY COUNCIL/BOARD MEMBERS REQUESTS:

Mayor Wanke requested that Staff ensure the integrity of the district mapping system and adjust the colors for less confusion. He also noted that he has received many calls from resident concerned about property values being affected by dead trees, dead grass in parks, and unkempt landscaping in the City. He requested that Staff monitor the impact that the drought and water restrictions are having on landscaping, trees, and grass.

ADJOURNMENT:

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned at 8:49 p.m. to Tuesday, June 5, 2018 at 5:00 p.m. in memory of Steve Ferrell and Keith Calhoun, friends of Mayor Wanke.

Chad P. Wanke, Mayor/Agency Chair

ATTEST:

Patrick J. Melia, City Clerk/Agency Secretary

City of Placentia
Check Register
For 02/18/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount Invoice#	PO #	Check #	Check Date
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Grand Total: 904,467.27

<u>Check Totals by ID</u>	
AP	904,467.27
EP	0.00
IP	0.00
OP	0.00

Void Total: 0.00
Check Total: 904,467.27

Fund Name	<u>Check Totals by Fund</u>
101-General Fund (0010)	453,798.62
117-Measure U Fund (0079)	189,823.27
208-Scssr Agncy Ret Oblg (0054)	479.85
209-State Gas Tax - RMRA (0060)	92,282.21
210-Measure M (0018)	7,547.33
211-PEG Fund (0058)	1,496.00
215-Air Quality Management (0019)	714.60
225-Asset Seizure (0021)	4,651.28
228-NOC-Public Safety Grant(0061)	6.95
229-Comm Trans Hous Grant (0062)	95.27
231-Placentia Reg Nav Cent(0078)	66,952.90
247-TOD Sewer Impact Fees (0071)	2,045.00
265-Landscape Maintenance (0029)	9,521.30
275-Sewer Maintenance (0048)	2,508.32
280-Misc Grants Fund (0050)	9,471.87
401-City Capital Projects (0033)	10,895.26
501-Refuse Administration (0037)	12,875.15
601-Employee Health & Wlfre (0039)	12,872.72
605-Risk Management (0040)	7,283.44
701-Special Deposits (0044)	19,145.93

Check Total: 904,467.27

Funds will be transferred from the Cash Basis Fund as needed to fund the warrants included on this warrant register

1. d.
February 18, 2020

City of Placentia
Check Register
For 02/12/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	ADMINSURE V004980	DEC WORKERS' COMP CLAIMS	404580-6025 Third Party Administration	AP013020	3,762.00	13002		00103548	01/30/2020
					Check Total:	3,762.00			
MW OH	AFTERMATH SERVICES LLC V009949	12/30 BIO-HAZARD CLEANING SVS	103043-6099 Professional Services	AP013020	245.00	JC2019-3489		00103549	01/30/2020
MW OH	AFTERMATH SERVICES LLC V009949	12/31 BIO-HAZARD CLEANING SVS	103043-6099 Professional Services	AP013020	245.00	JC2019-3493		00103549	01/30/2020
					Check Total:	490.00			
MW OH	ALL CITY MANAGEMENT V000005	12/1-14 CROSSING GUARD SVS	103047-6290 Dept. Contract Services	AP013020	3,136.33	65525	P11520	00103550	01/30/2020
MW OH	ALL CITY MANAGEMENT V000005	12/15-28 CROSSING GUARD SVS	103047-6290 Dept. Contract Services	AP013020	1,672.39	65832	P11520	00103550	01/30/2020
					Check Total:	4,808.72			
MW OH	AMICA MUTUAL INSURANCE V011383	PROPERTY DAMAGE CLAIM PMT	404582-6210 Liability Claims	AP013020	3,521.44	2007085JM		00103551	01/30/2020
					Check Total:	3,521.44			
MW OH	ANAHEIM FULLERTON V006631	OCT TOWING FEES	103047-6181 Towing Services	AP013020	185.00	208181		00103552	01/30/2020
MW OH	ANAHEIM FULLERTON V006631	OCT TOWING FEES	103047-6181 Towing Services	AP013020	185.00	208182		00103552	01/30/2020
MW OH	ANAHEIM FULLERTON V006631	OCT CSUF PD TOWING FEES	103047-6183 CSUF PD Reimburse Impound Fees	AP013020	101.75	208194		00103552	01/30/2020
MW OH	ANAHEIM FULLERTON V006631	OCT TOWING FEES	103047-6181 Towing Services	AP013020	101.75	209229		00103552	01/30/2020
MW OH	ANAHEIM FULLERTON V006631	OCT TOWING FEES	103047-6181 Towing Services	AP013020	101.75	209521		00103552	01/30/2020
MW OH	ANAHEIM FULLERTON V006631	OCT TOWING FEES	103047-6181 Towing Services	AP013020	185.00	209726		00103552	01/30/2020
MW OH	ANAHEIM FULLERTON	OCT CSUF PD TOWING FEES	103047-6183	AP013020	185.00	211941		00103552	01/30/2020

City of Placentia
Check Register
For 02/12/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	V006631		CSUF PD Reimburse Impound Fees						
MW OH	ANAHEIM FULLERTON V006631	OCT CSUF PD TOWING FEES	103047-6183 CSUF PD Reimburse Impound Fees	AP013020	101.75	211948		00103552	01/30/2020
MW OH	ANAHEIM FULLERTON V006631	OCT CSUF PD TOWING FEES	103047-6183 CSUF PD Reimburse Impound Fees	AP013020	185.00	212555		00103552	01/30/2020
MW OH	ANAHEIM FULLERTON V006631	OCT CSUF PD TOWING FEES	103047-6183 CSUF PD Reimburse Impound Fees	AP013020	185.00	212664		00103552	01/30/2020
Check Total:					1,517.00				
MW OH	AT & T V008736	JAN HVAC INTERNET SVS	109595-6215 Telephone	AP013020	52.05	HVAC JAN 20		00103553	01/30/2020
MW OH	AT & T V008736	JAN SPORTS COMPLEX INTERNET	296561-6215 Telephone	AP013020	41.35	JAN LMD 20		00103553	01/30/2020
MW OH	AT & T V008736	JAN TEEN CTR INTERNET SVS	109595-6215 Telephone	AP013020	32.10	JAN T/C 20		00103553	01/30/2020
Check Total:					125.50				
MW OH	AT & T MOBILITY V008709	JAN IPAD CHARGES	109595-6215 Telephone	AP013020	770.35	X01152020		00103554	01/30/2020
Check Total:					770.35				
MW OH	AT&T V011041	JAN CITY HALL INTERNET, VOICE	109595-6215 Telephone	AP013020	1,136.36	1990082504		00103555	01/30/2020
Check Total:					1,136.36				
MW OH	BEAR ELECTRICAL V010997	DEC ROUTINE SIGNAL MAINT	103590-6099 Professional Services	AP013020	3,165.00	9623	P11569	00103556	01/30/2020
MW OH	BEAR ELECTRICAL V010997	DEC RESPONSE SIGNAL MAINT	103590-6099 Professional Services	AP013020	9,382.50	9696	P11569	00103556	01/30/2020
Check Total:					12,547.50				
MW OH	BEST BEST & KRIEGER LLP V009431	DEC LEGAL SERVICES	101005-6006 Litigation	AP013020	1,568.30	867469		00103557	01/30/2020
Check Total:					1,568.30				

City of Placentia
Check Register
For 02/12/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	BIGGS CARDOSA V010461	NOV ENGINEERING SVS	331801-6185 Construction Services	AP013020	9,420.55	77561R	P11550	00103558	01/30/2020
					Check Total:	9,420.55			
MW OH	CALIFORNIA FORENSIC V000232	DEC PD BLOOD DRAWS	103040-6055 Medical Services	AP013020	1,329.00	1215	P11521	00103559	01/30/2020
					Check Total:	1,329.00			
MW OH	CALMAT CO. V010007	ASPHALT	103652-6301 Special Department Supplies	AP013020	254.55	72456650		00103560	01/30/2020
MW OH	CALMAT CO. V010007	ASPHALT	103652-6301 Special Department Supplies	AP013020	333.21	72459338		00103560	01/30/2020
MW OH	CALMAT CO. V010007	ASPHALT	103652-6301 Special Department Supplies	AP013020	334.03	72459339		00103560	01/30/2020
MW OH	CALMAT CO. V010007	ASPHALT	103652-6301 Special Department Supplies	AP013020	583.67	72466894		00103560	01/30/2020
MW OH	CALMAT CO. V010007	ASPHALT	103652-6301 Special Department Supplies	AP013020	349.60	72469146		00103560	01/30/2020
					Check Total:	1,855.06			
MW OH	CANON FINANCIAL SERVICES V008979	ESAN COPIER USAGE	109595-6175 Office Equipment Rental	AP013020	1,370.29	20972722		00103561	01/30/2020
MW OH	CANON FINANCIAL SERVICES V008979	ESAN COPIER MAINT	109595-6175 Office Equipment Rental	AP013020	264.20	20972724		00103561	01/30/2020
					Check Total:	1,634.49			
MW OH	CASTILLO, MATTHEW V011389	PYB REIMBURSEMENT	100000-4340 / 79348-4340 Recreation Programs	AP013020	110.00	2002724.002		00103562	01/30/2020
					Check Total:	110.00			
MW OH	CBE V008124	12/20-1/19 COPIER OVERAGES	109595-6175 Office Equipment Rental	AP013020	43.65	IN2232242		00103563	01/30/2020
					Check Total:	43.65			
MW OH	CCAC	CCAC MEMBERSHIP - O'LEARY	101002-6255	AP013020	35.00	4908		00103564	01/30/2020

City of Placentia
Check Register
For 02/12/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	V010338		Dues & Memberships						
MW OH	CCAC V010338	CCAC MEMBERSHIP - CARRI	101002-6255 Dues & Memberships	AP013020	35.00	5072		00103564	01/30/2020
MW OH	CCAC V010338	CCAC MEMBERSHIP - RAMIREZ	101002-6255 Dues & Memberships	AP013020	85.00	5124		00103564	01/30/2020
Check Total:					155.00				
MW OH	CENTURY BUSINESS V010180	HP TONER	109595-6175 Office Equipment Rental	AP013020	162.04	2945479		00103565	01/30/2020
Check Total:					162.04				
MW OH	CITY OF ANAHEIM V010186	DEC-JAN ELECTRICAL FEES	109595-6330 Electricity	AP013020	63.27	121719		00103566	01/30/2020
Check Total:					63.27				
MW OH	CITY OF ORANGE V011379	9/28-10/25 SB743 STUDY COSTS	102531-6099 Professional Services	AP013020	534.54	0115660	P11632	00103567	01/30/2020
MW OH	CITY OF ORANGE V011379	9/28-10/25 SB743 STUDY COSTS	103590-6099 Professional Services	AP013020	534.55	0115660	P11632	00103567	01/30/2020
Check Total:					1,069.09				
MW OH	CITY OF TUSTIN V005980	OCHRC AGENCY MEMBERSHIP	101512-6255 Dues & Memberships	AP013020	250.00	011620		00103568	01/30/2020
Check Total:					250.00				
MW OH	CLEAR CHOICE LIEN SALES V005847	DEC LIEN SERVICES	103047-6182 Lien Services	AP013020	25.00	190D		00103569	01/30/2020
MW OH	CLEAR CHOICE LIEN SALES V005847	DEC CSUF PD LIEN SERVICES	103047-6183 CSUF PD Reimburse Impound Fees	AP013020	50.00	193E		00103569	01/30/2020
MW OH	CLEAR CHOICE LIEN SALES V005847	DEC LIEN SERVICES	103047-6182 Lien Services	AP013020	25.00	193F		00103569	01/30/2020
MW OH	CLEAR CHOICE LIEN SALES V005847	DEC CSUF PD LIEN SERVICES	103047-6183 CSUF PD Reimburse Impound Fees	AP013020	25.00	198E		00103569	01/30/2020
MW OH	CLEAR CHOICE LIEN SALES	DEC LIEN SERVICES	103047-6182	AP013020	25.00	198F		00103569	01/30/2020

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	V005847		Lien Services						
MW OH	CLEAR CHOICE LIEN SALES DEC CSUF PD LIEN SERVICES V005847		103047-6183 CSUF PD Reimburse Impound Fees	AP013020	25.00	204D		00103569	01/30/2020
MW OH	CLEAR CHOICE LIEN SALES DEC LIEN SERVICES V005847		103047-6182 Lien Services	AP013020	75.00	204E		00103569	01/30/2020
MW OH	CLEAR CHOICE LIEN SALES DEC LIEN SERVICES V005847		103047-6182 Lien Services	AP013020	45.00	3735		00103569	01/30/2020
MW OH	CLEAR CHOICE LIEN SALES DEC LIEN SERVICES V005847		103047-6182 Lien Services	AP013020	90.00	3736		00103569	01/30/2020
MW OH	CLEAR CHOICE LIEN SALES DEC CSUF PD LIEN SERVICES V005847		103047-6183 CSUF PD Reimburse Impound Fees	AP013020	15.00	7988		00103569	01/30/2020
MW OH	CLEAR CHOICE LIEN SALES DEC LIEN SERVICES V005847		103047-6182 Lien Services	AP013020	15.00	7993		00103569	01/30/2020
Check Total:					415.00				
MW OH	COUNTY OF ORANGE V008881	JAN AFIS SERVICES	103040-6290 Dept. Contract Services	AP013020	2,491.00	SH 55375	P11571	00103570	01/30/2020
MW OH	COUNTY OF ORANGE V008881	DEC OCATS SERVICES	103043-6099 Professional Services	AP013020	1,104.51	SH 55332	P11574	00103570	01/30/2020
Check Total:					3,595.51				
MW OH	DATA TICKET INC. V006119	AUG CODE CITATION PROCESSING	102533-6290 Dept. Contract Services	AP013020	643.31	105057		00103571	01/30/2020
MW OH	DATA TICKET INC. V006119	SEPT CODE CITATION PROCESSING	102533-6290 Dept. Contract Services	AP013020	1,007.00	105765		00103571	01/30/2020
MW OH	DATA TICKET INC. V006119	OCT CODE CITATION PROCESSING	102533-6290 Dept. Contract Services	AP013020	870.17	107279		00103571	01/30/2020
MW OH	DATA TICKET INC. V006119	NOV CODE CITATION PROCESSING	102533-6290 Dept. Contract Services	AP013020	559.73	107383		00103571	01/30/2020
MW OH	DATA TICKET INC. V006119	DEC CODE CITATION PROCESSING	102533-6290 Dept. Contract Services	AP013020	765.00	109085		00103571	01/30/2020

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				Check Total:	3,845.21				
MW OH	DEKRA-LITE V003946	CHRISTMAS TREE YEARLY LEASE	104071-6299 Other Purchased Services	AP013020	5,002.50	ARINV010954		00103572	01/30/2020
				Check Total:	5,002.50				
MW OH	DEPARTMENT OF JUSTICE V000213	DEC LIVESCAN PROCESSING SVS	0044-2054 FBI Livescan	AP013020	17.00	426635		00103573	01/30/2020
MW OH	DEPARTMENT OF JUSTICE V000213	DEC LIVESCAN PROCESSING SVS	101512-6099 Professional Services	AP013020	454.00	426635		00103573	01/30/2020
MW OH	DEPARTMENT OF JUSTICE V000213	DEC LIVESCAN PROCESSING SVS	0044-2053 DOJ Livescan	AP013020	96.00	426635		00103573	01/30/2020
				Check Total:	567.00				
MW OH	ELLIS, SHAWN V011384	POOL BOND REFUND	0044-2045 Construction Deposits(Swim)	AP013020	500.00	50-1-729		00103574	01/30/2020
				Check Total:	500.00				
MW OH	FACTORY MOTOR PARTS V010842	BATTERY	103658-6134 Vehicle Repair & Maintenance	AP013020	106.26	102-094186		00103575	01/30/2020
MW OH	FACTORY MOTOR PARTS V010842	BRAKE PADS	103658-6134 Vehicle Repair & Maintenance	AP013020	66.40	102-094310		00103575	01/30/2020
MW OH	FACTORY MOTOR PARTS V010842	TRANSMISSION SENSOR	103658-6134 Vehicle Repair & Maintenance	AP013020	52.41	102-094311		00103575	01/30/2020
MW OH	FACTORY MOTOR PARTS V010842	HEADLIGHT KIT	103658-6134 Vehicle Repair & Maintenance	AP013020	44.93	12-3362369		00103575	01/30/2020
				Check Total:	270.00				
MW OH	FIFTH AVENUE CLEANERS V010431	DEC PD DRY CLEANING SVS	103040-6290 Dept. Contract Services	AP013020	831.65	DECEMBER 19		00103576	01/30/2020
				Check Total:	831.65				
MW OH	FORENSIC NURSE V009316	12/21 CAST EXAM SVS	103040-6099 Professional Services	AP013020	800.00	4526		00103577	01/30/2020
				Check Total:	800.00				

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MW OH	GALLS LLC V000438	PD UNIFORM - TRAN	103041-6360 Uniforms	AP013020	613.78	014655324		00103578	01/30/2020
MW OH	GALLS LLC V000438	PD UNIFORM - NAVARRO	103041-6360 Uniforms	AP013020	38.78	014655325		00103578	01/30/2020
MW OH	GALLS LLC V000438	PD UNIFORM - TRAN	103041-6360 Uniforms	AP013020	792.63	014655329		00103578	01/30/2020
Check Total:					1,445.19				
MW OH	GST V009410	VEEAM ANNUAL REVEWAL	101523-6136 Software Maintenance	AP013020	1,139.64	INV44817		00103579	01/30/2020
Check Total:					1,139.64				
MW OH	HEALTHPOINTE MEDICAL V010713	1/10 PRE EMPLOYMENT EXAMS	101512-6099 Professional Services	AP013020	397.00	30601-3098107		00103580	01/30/2020
Check Total:					397.00				
MW OH	HERNANDEZ, EFRAIN V011386	PARKING PERMIT REIMBURSEMENT	100000-4325 Parking Permit Fees	AP013020	10.50	EH010920		00103581	01/30/2020
Check Total:					10.50				
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIRS SUPPLIES	103654-6130 Repair & Maint/Facilities	AP013020	26.91	1051592		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	CITY HALL XAMS LIGHTS	103654-6130 Repair & Maint/Facilities	AP013020	76.27	23386		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIRS SUPPLIES	103654-6130 Repair & Maint/Facilities	AP013020	27.19	34639		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIRS SUPPLIES	103654-6130 Repair & Maint/Facilities	AP013020	186.10	4022897		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	CITY HALL XMAS SUPPLIES	103654-6130 Repair & Maint/Facilities	AP013020	138.59	4022933		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIRS SUPPLIES	103654-6130 Repair & Maint/Facilities	AP013020	119.02	5022872		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT	FACILITY REPAIRS SUPPLIES	103654-6130	AP013020	94.33	6012713		00103582	01/30/2020

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	V010624		Repair & Maint/Facilities						
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIRS SUPPLIES	103654-6130 Repair & Maint/Facilities	AP013020	25.80	6014673		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	POINSETTIAS FOR CITY HALL	103654-6130 Repair & Maint/Facilities	AP013020	163.72	6022703		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	CITY HALL XMAS LIGHTS	103654-6130 Repair & Maint/Facilities	AP013020	107.59	6022712		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	CITY HALL CHRISTMAS TREE	103654-6130 Repair & Maint/Facilities	AP013020	235.91	7150644		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	XMAS LIGHTS FOR LOS POSADAS	103654-6130 Repair & Maint/Facilities	AP013020	146.35	8015407		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIRS SUPPLIES	103654-6130 Repair & Maint/Facilities	AP013020	37.68	9034670		00103582	01/30/2020
MW OH	HOME DEPOT CREDIT V010624	LATE FEE	103654-6130 Repair & Maint/Facilities	AP013020	35.00	FCH-007024816		00103582	01/30/2020
					Check Total:	1,420.46			
MW OH	HR GREEN PACIFIC INC V010735	DEC PLAN CHECK REVIEW SVS	103551-6099 Professional Services	AP013020	1,929.13	132182	P11528	00103583	01/30/2020
					Check Total:	1,929.13			
MW OH	IMPERIAL SPRINKLER V006506	IRRIGATION SUPPLIES	103655-6301 Special Department Supplies	AP013020	201.89	4021029-00		00103584	01/30/2020
MW OH	IMPERIAL SPRINKLER V006506	IRRIGATION SUPPLIES	103655-6301 Special Department Supplies	AP013020	21.83	4021065-00		00103584	01/30/2020
MW OH	IMPERIAL SPRINKLER V006506	IRRIGATION SUPPLIES	103655-6301 Special Department Supplies	AP013020	2.57	4023097-00		00103584	01/30/2020
MW OH	IMPERIAL SPRINKLER V006506	IRRIGATION SUPPLIES	103655-6301 Special Department Supplies	AP013020	79.44	4024144-00		00103584	01/30/2020
MW OH	IMPERIAL SPRINKLER V006506	IRRIGATION SUPPLIES	103655-6301 Special Department Supplies	AP013020	244.31	4027756-00		00103584	01/30/2020
MW OH	IMPERIAL SPRINKLER	IRRIGATION SUPPLIES	103655-6301	AP013020	147.82	4028379-00		00103584	01/30/2020

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	V006506		Special Department Supplies						
MW OH	IMPERIAL SPRINKLER V006506	IRRIGATION SUPPLIES	103655-6301 Special Department Supplies	AP013020	238.14	4029473-00		00103584	01/30/2020
MW OH	IMPERIAL SPRINKLER V006506	IRRIGATION SUPPLIES	103655-6301 Special Department Supplies	AP013020	214.21	4030604-00		00103584	01/30/2020
					Check Total:	1,150.21			
MW OH	INTERNATIONAL INSTITUTE V000506	IMC MEMBERSHIP - CARRI	101002-6255 Dues & Memberships	AP013020	110.00	012320		00103585	01/30/2020
MW OH	INTERNATIONAL INSTITUTE V000506	IMC MEMBERSHIP - RAMIREZ	101002-6255 Dues & Memberships	AP013020	225.00	012320		00103585	01/30/2020
MW OH	INTERNATIONAL INSTITUTE V000506	IMC MEMBERSHIP - O'LEARY	101002-6255 Dues & Memberships	AP013020	110.00	012320		00103585	01/30/2020
					Check Total:	445.00			
MW OH	JIM MURRAY ROOFING INC V011350	ROOFING BOND REFUND	0044-2033 Construction & Demo Deposit	AP013020	100.00	30-19-181		00103586	01/30/2020
MW OH	JIM MURRAY ROOFING INC V011350	ROOFING BOND REFUND	0044-2033 Construction & Demo Deposit	AP013020	100.00	30-19-182		00103586	01/30/2020
MW OH	JIM MURRAY ROOFING INC V011350	ROOFING BOND REFUND	0044-2033 Construction & Demo Deposit	AP013020	100.00	30-19-183		00103586	01/30/2020
MW OH	JIM MURRAY ROOFING INC V011350	ROOFING BOND REFUND	0044-2033 Construction & Demo Deposit	AP013020	100.00	30-19-184		00103586	01/30/2020
MW OH	JIM MURRAY ROOFING INC V011350	ROOFING BOND REFUND	0044-2033 Construction & Demo Deposit	AP013020	100.00	30-19-185		00103586	01/30/2020
					Check Total:	500.00			
MW OH	JONES & MAYER V009822	NOV LEGAL SERVICES	101005-6005 Legal Services	AP013020	23,895.84	95114		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LEGAL SERVICES	101005-6005 Legal Services	AP013020	41.50	95116		00103587	01/30/2020
MW OH	JONES & MAYER	NOV LITIGATION SERVICES	101005-6006	AP013020	111.72	95117		00103587	01/30/2020

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	V009822		Litigation						
MW OH	JONES & MAYER V009822	NOV LITIGATION SERVICES	102531-6099 / 45057-6099 Professional Services	AP013020	134.06	95118		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LITIGATION SERVICES	101005-6006 Litigation	AP013020	156.41	95122		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LEGAL SERVICES	101005-6005 Legal Services	AP013020	938.45	95123		00103587	01/30/2020
MW OH	JONES & MAYER V009822	CREDIT	101005-6005 Legal Services	AP013020	-829.92	95128		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LEGAL SERVICES	784070-6005 Legal Services	AP013020	207.47	95129		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LITIGATION SERVICES	101005-6006 Litigation	AP013020	67.03	95130		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LITIGATION SERVICES	101005-6006 Litigation	AP013020	2,010.96	95131		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LITIGATION SERVICES	101005-6006 Litigation	AP013020	290.47	95132		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LITIGATION SERVICES	101005-6006 Litigation	AP013020	23,501.07	95133		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LITIGATION SERVICES	101005-6006 Litigation	AP013020	2,971.70	95134		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LEGAL SERVICES	101005-6005 Legal Services	AP013020	4,543.83	95137		00103587	01/30/2020
MW OH	JONES & MAYER V009822	CREDIT	101005-6006 Litigation	AP013020	-295.95	95139		00103587	01/30/2020
MW OH	JONES & MAYER V009822	CREDIT	547525-6005 Legal Services	AP013020	-28.17	95140		00103587	01/30/2020
MW OH	JONES & MAYER V009822	NOV LEGAL SERVICES	101005-6005 Legal Services	AP013020	1,639.13	95142		00103587	01/30/2020
Check Total:					59,355.60				

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MW OH	LENYI, DARIN V010245	TOLL ROAD REIMBURSEMENT	103040-6301 Special Department Supplies	AP013020	10.84	DL112019		00103588	01/30/2020
MW OH	LENYI, DARIN V010245	TOLL ROAD REIMBURSEMENT	103040-6301 Special Department Supplies	AP013020	26.05	DL122019		00103588	01/30/2020
MW OH	LENYI, DARIN V010245	FUEL REIMBURSEMENT	103658-6345 Gasoline & Diesel Fuel	AP013020	55.94	DL122419F		00103588	01/30/2020
Check Total:					92.83				
MW OH	LINCOLN PUBLIC SAFETY V011264	1/8-15 CONSULTING SERVICES	103066-6001 Management Consulting Services	AP013020	8,375.00	010	P11556	00103589	01/30/2020
Check Total:					8,375.00				
MW OH	LUKE, BRADY V010674	1/10 DJ SERVICES	104071-6299 Other Purchased Services	AP013020	200.00	011520		00103590	01/30/2020
Check Total:					200.00				
MW OH	MANAGED HEALTH V008122	FEB EAP PROGRAM SERVICES	395083-5161 Health Insurance Premiums	AP013020	313.95	PRM-048478		00103591	01/30/2020
Check Total:					313.95				
MW OH	MARK'S OLD TOWNE V000648	LOADER REPAIR PARTS	103658-6134 Vehicle Repair & Maintenance	AP013020	3,702.57	241161		00103592	01/30/2020
Check Total:					3,702.57				
MW OH	MATTHEW BENDER & CO INC V000163	2020 CA PENAL CODE BOOKS	103040-6320 Books & Periodicals	AP013020	760.66	16019083		00103593	01/30/2020
Check Total:					760.66				
MW OH	MC FADDEN-DALE V000635	FLUSH KIT	103654-6130 Repair & Maint/Facilities	AP013020	29.31	398197/5		00103594	01/30/2020
MW OH	MC FADDEN-DALE V000635	SILICA SAND	103658-6134 Vehicle Repair & Maintenance	AP013020	81.46	398792/5		00103594	01/30/2020
Check Total:					110.77				
MW OH	MCRAE, MATTHEW V011390	TEE BALL REFUND	100000-4340 / 79348-4340 Recreation Programs	AP013020	110.00	2002718.002		00103595	01/30/2020

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				Check Total:	110.00				
MW OH	MORENO, ROBERT V011388	PYB COACH REIMBURSEMENT	100000-4340 / 79348-4340 Recreation Programs	AP013020	110.00	2002730.002		00103596	01/30/2020
				Check Total:	110.00				
MW OH	MOTO UNITED V009743	MOTORCYCLE REPAIRS	103658-6134 Vehicle Repair & Maintenance	AP013020	196.46	304138		00103597	01/30/2020
MW OH	MOTO UNITED V009743	MOTORCYCLE REPAIRS	103658-6134 Vehicle Repair & Maintenance	AP013020	218.00	304194		00103597	01/30/2020
MW OH	MOTO UNITED V009743	MOTORCYCLE REPAIRS	103658-6134 Vehicle Repair & Maintenance	AP013020	1,881.03	304246		00103597	01/30/2020
MW OH	MOTO UNITED V009743	MOTORCYCLE REPAIRS	103658-6134 Vehicle Repair & Maintenance	AP013020	1,783.89	304321		00103597	01/30/2020
MW OH	MOTO UNITED V009743	MOTORCYCLE REPAIRS	103658-6134 Vehicle Repair & Maintenance	AP013020	415.25	304373		00103597	01/30/2020
				Check Total:	4,494.63				
MW OH	MUNITEMPS V009595	11/12-21 CS DIRECTOR SVS	104070-6099 Professional Services	AP013020	8,092.00	129574		00103598	01/30/2020
MW OH	MUNITEMPS V009595	12/2-5 CS DIRECTOR SVS	104070-6099 Professional Services	AP013020	5,831.00	129594		00103598	01/30/2020
MW OH	MUNITEMPS V009595	1/6-16 DIRECTOR SVS	104070-6099 Professional Services	AP013020	9,520.00	129652		00103598	01/30/2020
				Check Total:	23,443.00				
MW OH	NORTON, CLINTON V011283	NOV FIRE CONSULTING SVS	103066-6001 Management Consulting Services	AP013020	2,278.00	002	P11586	00103599	01/30/2020
				Check Total:	2,278.00				
MW OH	NV5 INC V011256	NOV ARTERIAL ROADWAY DESIGN	791002-6185 Construction Services	AP013020	9,783.07	148206	P11595	00103600	01/30/2020
MW OH	NV5 INC V011256	NOV ENGINEERING SVS	181001-6185 Construction Services	AP013020	4,688.93	148206	P11595	00103600	01/30/2020

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					Check Total:	14,472.00		
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103040-6315 Office Supplies	AP013020	125.41 64284		00103601	01/30/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103040-6315 Office Supplies	AP013020	212.52 64345		00103601	01/30/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103040-6315 Office Supplies	AP013020	965.81 64346		00103601	01/30/2020
MW OH	OFFICE INDUSTRIES V007477	PAPER	109595-6315 Office Supplies	AP013020	123.94 64387		00103601	01/30/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	102020-6315 Office Supplies	AP013020	114.01 64389		00103601	01/30/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	102531-6315 Office Supplies	AP013020	48.62 64391		00103601	01/30/2020
MW OH	OFFICE INDUSTRIES V007477	PAPER	109595-6315 Office Supplies	AP013020	82.63 64405		00103601	01/30/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	102020-6315 Office Supplies	AP013020	176.83 B64389-1		00103601	01/30/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	102020-6315 Office Supplies	AP013020	85.51 B64389-2		00103601	01/30/2020
					Check Total:	1,935.28		
MW OH	ORANGE COUNTY SHERIFF'S/5 FIRST AID,CPR,AED REG V009715		103041-6250 Staff Training	AP013020	20.00 020519 DREW		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 FIRST AID,CPR,AED REG V009715		103041-6250 Staff Training	AP013020	20.00 020519		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 FIRST AID,CPR,AED REG V009715		103041-6250 Staff Training	AP013020	20.00 020520 ALCALA		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 FIRST AID,CPR,AED REG V009715		103041-6250 Staff Training	AP013020	20.00 020520 ANGEL		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 FIRST AID,CPR,AED REG V009715		103041-6250 Staff Training	AP013020	20.00 020520		00103602	01/30/2020

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MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520 DEAN		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520 FLORES		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520 GILLIS		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520 IRVINE		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520 TITUS		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/5 V009715	5 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 020520		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/10 V009715	10 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 021020		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/10 V009715	10 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 021020 KING		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/10 V009715	10 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 021020 LEMUS		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/14 V009715	14 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 021420		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/14 V009715	14 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00 021420 GARZA		00103602	01/30/2020

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MW OH	ORANGE COUNTY SHERIFF'S/14 V009715	1/14 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00	021420 GOMEZ		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/14 V009715	1/14 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00	021420 HERREN		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/14 V009715	1/14 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00	021420 LOMELI		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/14 V009715	1/14 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00	021420		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/14 V009715	1/14 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00	021420		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/14 V009715	1/14 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00	021420		00103602	01/30/2020
MW OH	ORANGE COUNTY SHERIFF'S/14 V009715	1/14 FIRST AID,CPR,AED REG	103041-6250 Staff Training	AP013020	20.00	021420		00103602	01/30/2020
					Check Total:	540.00			
MW OH	ORCA INDUSTRIES V011381	FIRE DEPT PATCHES	103066-6360 Uniforms	AP013020	1,309.00	38688		00103603	01/30/2020
					Check Total:	1,309.00			
MW OH	PARKHOUSE TIRE INC V004472	TIRES	103658-6134 Vehicle Repair & Maintenance	AP013020	1,412.37	1020222135		00103604	01/30/2020
					Check Total:	1,412.37			
MW OH	PARS V006999	NOV PARS ARS FEES	109595-6025 Third Party Administration	AP013020	720.67	44670		00103605	01/30/2020
MW OH	PARS V006999	NOV PARS REP FEES	395083-6025 Third Party Administration	AP013020	400.00	44702		00103605	01/30/2020
					Check Total:	1,120.67			
MW OH	PERRIN, PAUL L V010648	1/6-7 PRE EMPLOYMENT EXAMS	103040-6099 Professional Services	AP013020	450.00	20-01		00103606	01/30/2020
MW OH	PERRIN, PAUL L	1/15 PRE EMPLOYMENT EXAM	103040-6099	AP013020	225.00	20-02		00103606	01/30/2020

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	V010648		Professional Services						
				Check Total:	675.00				
MW OH	PETROCHEM MATERIALS V010844	PMT #2 SLURRY SEAL SVS	601001-6185 Construction Services	AP013020	92,282.21	1890-1891	P11615	00103607	01/30/2020
				Check Total:	92,282.21				
MW OH	PRESTIGE COLLISION AUTO VEHICLE PAINTING SVS V010996		104070-6099 Professional Services	AP013020	2,615.58	RO13385		00103608	01/30/2020
				Check Total:	2,615.58				
MW OH	PRINCIPAL FINANCIAL V000844	JAN LIFE INSURANCE PREMIUMS	109595-5110 Life Ins Allocation	AP013020	755.52	124120081000-00		00103609	01/30/2020
MW OH	PRINCIPAL FINANCIAL V000844	JAN LIFE INSURANCE PREMIUMS	395083-5163 Life Insurance Premiums	AP013020	678.61	124120081000-00		00103609	01/30/2020
				Check Total:	1,434.13				
MW OH	SECOND HARVEST FOOD V005571	JAN COMMODITIES DELIVERY	104072-6301 Special Department Supplies	AP013020	30.00	633051		00103610	01/30/2020
				Check Total:	30.00				
MW OH	SESAC INC V008428	MUSIC LICENSING FEE	581573-6290 Dept. Contract Services	AP013020	1,496.00	10353680		00103611	01/30/2020
				Check Total:	1,496.00				
MW OH	SHRED-IT USA V000905	DEC DOC SHRED SERVICES	374386-6299 Other Purchased Services	AP013020	341.27	8128941138		00103612	01/30/2020
				Check Total:	341.27				
MW OH	SO CAL GAS V000909	NOV-DEC GAS CHARGES	109595-6340 Natural Gas	AP013020	922.19	013020		00103613	01/30/2020
				Check Total:	922.19				
MW OH	SOUTHERN CALIFORNIA V000910	DEC-JAN ELECTRICAL CHARGES	109595-6330 / 21011-6330 Electricity	AP013020	112.39	011620		00103614	01/30/2020
MW OH	SOUTHERN CALIFORNIA V000910	DEC-JAN ELECTRICAL CHARGES	109595-6330 Electricity	AP013020	5,236.08	011620		00103614	01/30/2020

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MW OH	SOUTHERN CALIFORNIA V000910	DEC-JAN ELECTRICAL CHARGES	296561-6330 Electricity	AP013020	715.90 011620		00103614	01/30/2020
				Check Total:	6,064.37			
MW OH	SPARKLETTS V000967	JAN WHITTEN WATER SVS	104072-6299 Other Purchased Services	AP013020	76.00 15169979 011120		00103615	01/30/2020
				Check Total:	76.00			
MW OH	SPRINT V007688	SUSPECT TRACKING SVS	103042-6290 Dept. Contract Services	AP013020	100.00 LCI-328946		00103616	01/30/2020
				Check Total:	100.00			
MW OH	THE PM GROUP V011358	FALL QUARTERLY CHANGES	104071-6099 Professional Services	AP013020	460.00 19-1767-3		00103617	01/30/2020
MW OH	THE PM GROUP V011358	FALL QUARTERLY PRINTING SVS	104070-6230 Printing & Binding	AP013020	6,159.75 19-1767-1	P11636	00103617	01/30/2020
MW OH	THE PM GROUP V011358	FALL QUARTERLY DESIGN SVS	104071-6099 Professional Services	AP013020	1,950.00 19-1767-2	P11636	00103617	01/30/2020
				Check Total:	8,569.75			
MW OH	THE PUN GROUP LLP V010156	CREDIT - STREET REPORT	102020-6010 Accounting & Auditing Service	AP013020	-1,306.00 112369	P11607	00103618	01/30/2020
MW OH	THE PUN GROUP LLP V010156	FINANCIAL AUDITING SERVICES	102020-6010 Accounting & Auditing Service	AP013020	24,306.00 112369	P11607	00103618	01/30/2020
				Check Total:	23,000.00			
MW OH	TIME WARNER CABLE V004450	1/14-2/13 PD INTERNET FIBER	109595-6215 Telephone	AP013020	619.00 0528002011420		00103619	01/30/2020
				Check Total:	619.00			
MW OH	TRAFFIC MANAGEMENT V008463	CREDIT	103652-6301 Special Department Supplies	AP013020	-103.44 558828		00103620	01/30/2020
MW OH	TRAFFIC MANAGEMENT V008463	STREET MAINT SUPPLIES	103652-6301 Special Department Supplies	AP013020	417.54 571686		00103620	01/30/2020
MW OH	TRAFFIC MANAGEMENT	STREET SIGNS	103652-6310	AP013020	350.19 579854		00103620	01/30/2020

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	V008463		Street Signs						
				Check Total:	664.29				
MW OH	UNIQUE PRINTING V010259	PD CAR GRAPHICS PROOF	103040-6301 Special Department Supplies	AP013020	85.00	41479		00103621	01/30/2020
				Check Total:	85.00				
MW OH	V & V MANUFACTURING INC V010393	INØD BADGES	103040-6299 Other Purchased Services	AP013020	728.19	50044		00103622	01/30/2020
				Check Total:	728.19				
MW OH	VAN GIESON, JOHN V011392	TRAVEL REIMBURSEMENT	103066-6001 Management Consulting Services	AP013020	572.91	013020		00103623	01/30/2020
				Check Total:	572.91				
MW OH	WATERLOGIC AMERICAS LLC V010708	PD WATER SERVICES	103041-6301 Special Department Supplies	AP013020	225.20	188882		00103624	01/30/2020
				Check Total:	225.20				
MW OH	WESTERN TRANSIT V008280	DEC SR TRANSPORTATION	194315-6401 Community Programs	AP013020	714.60	2.3115	P11587	00103625	01/30/2020
MW OH	WESTERN TRANSIT V008280	DEC SR TRANSPORTATION SVS	184071-6401 / 79538-6401 Community Programs	AP013020	2,858.40	2.3115	P11587	00103625	01/30/2020
				Check Total:	3,573.00				
MW OH	WEX BANK V007269	DEC PD FUEL COSTS	103658-6345 Gasoline & Diesel Fuel	AP013020	184.39	62965432		00103626	01/30/2020
				Check Total:	184.39				
MW OH	YORBA LINDA WATER V006633	DEC SEWER CHARGES	484356-6297 Billing Services	AP013020	996.53	228878		00103627	01/30/2020
MW OH	YORBA LINDA WATER V006633	JAN SEWER CHARGES	484356-6297 Billing Services	AP013020	996.53	229766		00103627	01/30/2020
				Check Total:	1,993.06				
MW OH	CALIFORNIA STATE V004813	PE 01/25/20 PD 01/31/20	0048-2196 Garnishments W/H	PY20003	64.15	2700/2001003		00103628	02/04/2020

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MW OH	CALIFORNIA STATE V004813	PE 01/25/20 PD 01/31/20	0010-2196 Garnishments W/H	PY20003	1,240.60	2700/2001003		00103628	02/04/2020
MW OH	CALIFORNIA STATE V004813	PE 01/25/20 PD 01/31/20	0037-2196 Garnishments W/H	PY20003	69.23	2700/2001003		00103628	02/04/2020
MW OH	CALIFORNIA STATE V004813	PE 01/25/20 PD 01/31/20	0029-2196 Garnishments W/H	PY20003	138.46	2700/2001003		00103628	02/04/2020
Check Total:					1,512.44				
MW OH	FRANCHISE TAX BOARD V000404	PE 01/25/20 PD 01/31/20	0010-2196 Garnishments W/H	PY20003	54.00	2710/2001003		00103629	02/04/2020
MW OH	FRANCHISE TAX BOARD V000404	PE 01/25/20 PD 01/31/20	0048-2196 Garnishments W/H	PY20003	6.00	2710/2001003		00103629	02/04/2020
Check Total:					60.00				
MW OH	ORANGE COUNTY V000699	PE 01/25/20 PD 01/31/20	0010-2176 PCEA/OCEA Assoc Dues	PY20003	334.30	2610/2001003		00103630	02/04/2020
MW OH	ORANGE COUNTY V000699	PE 01/25/20 PD 01/31/20	0029-2176 PCEA/OCEA Assoc Dues	PY20003	6.25	2610/2001003		00103630	02/04/2020
MW OH	ORANGE COUNTY V000699	PE 01/25/20 PD 01/31/20	0037-2176 PCEA/OCEA Assoc Dues	PY20003	1.44	2610/2001003		00103630	02/04/2020
MW OH	ORANGE COUNTY V000699	PE 01/25/20 PD 01/31/20	0048-2176 PCEA/OCEA Assoc Dues	PY20003	23.57	2610/2001003		00103630	02/04/2020
MW OH	ORANGE COUNTY V000699	PE 01/25/20 PD 01/31/20	0062-2176 PCEA/OCEA Assoc Dues	PY20003	9.62	2610/2001003		00103630	02/04/2020
Check Total:					375.18				
MW OH	PCEA C/O NORTH ORANGE V000679	PE 01/25/20 PD 01/31/20	0029-2176 PCEA/OCEA Assoc Dues	PY20003	0.65	2615/2001003		00103631	02/04/2020
MW OH	PCEA C/O NORTH ORANGE V000679	PE 01/25/20 PD 01/31/20	0010-2176 PCEA/OCEA Assoc Dues	PY20003	34.75	2615/2001003		00103631	02/04/2020
MW OH	PCEA C/O NORTH ORANGE V000679	PE 01/25/20 PD 01/31/20	0037-2176 PCEA/OCEA Assoc Dues	PY20003	0.15	2615/2001003		00103631	02/04/2020
MW OH	PCEA C/O NORTH ORANGE V000679	PE 01/25/20 PD 01/31/20	0062-2176	PY20003	1.00	2615/2001003		00103631	02/04/2020

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	V000679		PCEA/OCEA Assoc Dues						
MW OH	PCEA C/O NORTH ORANGE V000679	01/25/20 PD 01/31/20	0048-2176 PCEA/OCEA Assoc Dues	PY20003	2.45	2615/2001003		00103631	02/04/2020
Check Total:					39.00				
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0048-2170 Deferred Comp Payable - ICMA	PY20003	107.39	2606/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0062-2170 Deferred Comp Payable - ICMA	PY20003	31.75	2606/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0029-2170 Deferred Comp Payable - ICMA	PY20003	61.52	2606/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0037-2170 Deferred Comp Payable - ICMA	PY20003	4.09	2606/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0061-2170 Deferred Comp Payable - ICMA	PY20003	6.95	2606/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0054-2170 Deferred Comp Payable - ICMA	PY20003	8.77	2606/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0010-2170 Deferred Comp Payable - ICMA	PY20003	2,506.52	2606/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0010-2170 Deferred Comp Payable - ICMA	PY20003	147.86	2608/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0054-2170 Deferred Comp Payable - ICMA	PY20003	30.38	2608/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0048-2170 Deferred Comp Payable - ICMA	PY20003	10.13	2608/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0037-2170 Deferred Comp Payable - ICMA	PY20003	14.18	2608/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0054-2170 Deferred Comp Payable - ICMA	PY20003	21.37	2609/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER V007191	01/25/20 PD 01/31/20	0010-2170 Deferred Comp Payable - ICMA	PY20003	104.03	2609/2001003		00103632	02/04/2020

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MW OH	VANTAGEPOINT TRANSFER PE 01/25/20 PD 01/31/20 V007191		0048-2170 Deferred Comp Payable - ICMA	PY20003	7.12	2609/2001003		00103632	02/04/2020
MW OH	VANTAGEPOINT TRANSFER PE 01/25/20 PD 01/31/20 V007191		0037-2170 Deferred Comp Payable - ICMA	PY20003	9.97	2609/2001003		00103632	02/04/2020
Check Total:					3,072.03				
MW OH	ALL CITIES ENGINEERING V011263	PMT #3 ADA RAMP CONSTRUCTION	791905-6185 Construction Services	AP020620	180,040.20	1944	P11561	00103633	02/06/2020
Check Total:					180,040.20				
MW OH	ANAHEIM FULLERTON V006631	DEC CSUF PD TOWING SVS	103047-6183 CSUF PD Reimburse Impound Fees	AP020620	185.00	176401		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC CSUF PD TOWING SVS	103047-6183 CSUF PD Reimburse Impound Fees	AP020620	101.75	176402		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC CSUF PD TOWING SVS	103047-6183 CSUF PD Reimburse Impound Fees	AP020620	185.00	176405		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC TOWING SERVICES	103047-6181 Towing Services	AP020620	101.75	176406		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC TOWING SERVICES	103047-6181 Towing Services	AP020620	185.00	176408		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC CSUF PD TOWING SVS	103047-6183 CSUF PD Reimburse Impound Fees	AP020620	185.00	176409		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC CSUF PD TOWING SVS	103047-6183 CSUF PD Reimburse Impound Fees	AP020620	101.75	206910		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC TOWING SERVICES	103047-6181 Towing Services	AP020620	185.00	209276		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC TOWING SERVICES	103047-6181 Towing Services	AP020620	185.00	209282		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC TOWING SERVICES	103047-6181 Towing Services	AP020620	185.00	209639		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC CSUF PD TOWING SVS	103047-6183 CSUF PD Reimburse Impound Fees	AP020620	101.75	209642		00103634	02/06/2020

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MW OH	ANAHEIM FULLERTON V006631	DEC TOWING SERVICES	103047-6181 Towing Services	AP020620	101.75 209643		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC TOWING SERVICES	103047-6181 Towing Services	AP020620	101.75 209644		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC TOWING SERVICES	103047-6181 Towing Services	AP020620	185.00 209646		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC CSUF PD TOWING SVS	103047-6183 CSUF PD Reimburse Impound Fees	AP020620	185.00 210056		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC CSUF PD TOWING SVS	103047-6183 CSUF PD Reimburse Impound Fees	AP020620	101.75 210070		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC TOWING SERVICES	103047-6181 Towing Services	AP020620	101.75 210380		00103634	02/06/2020
MW OH	ANAHEIM FULLERTON V006631	DEC CSUF PD TOWING SVS	103047-6183 CSUF PD Reimburse Impound Fees	AP020620	185.00 212689		00103634	02/06/2020
Check Total:					2,664.00			
MW OH	ANDERSON, CHRIS V002769	REISSUE MAL HOURS CASH OUT	103040-5001 Salaries/Full-Time Regular	AP020620	17.58 020320		00103635	02/06/2020
MW OH	ANDERSON, CHRIS V002769	PD TRAINING MEALS, MILEAGE	213041-6250 Staff Training	AP020620	28.76 CA012320		00103635	02/06/2020
Check Total:					46.34			
MW OH	AT & T V008736	FEB POWELL BLDG INTERNET	109595-6215 Telephone	AP020620	42.80 FEB 20		00103636	02/06/2020
Check Total:					42.80			
MW OH	AT&T V004144	DEC PHONE CHARGES	296561-6215 Telephone	AP020620	478.26 010120		00103637	02/06/2020
MW OH	AT&T V004144	DEC PHONE CHARGES	109595-6215 / 21008-6215 Telephone	AP020620	10.69 010120		00103637	02/06/2020
MW OH	AT&T V004144	DEC PHONE CHARGES	109595-6215 Telephone	AP020620	4,498.81 010120		00103637	02/06/2020
MW OH	AT&T	DEC-JAN PHONE CHARGES	109595-6215	AP020620	263.27 011720		00103637	02/06/2020

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	V004144		Telephone						
MW OH	AT&T V004144	DEC-JAN PHONE CHARGES	296561-6215 Telephone	AP020620	213.03	011720		00103637	02/06/2020
MW OH	AT&T V004144	INSTALL ASC CIRCUITS IN PD	109595-6215 Telephone	AP020620	635.70	14031882		00103637	02/06/2020
MW OH	AT&T V004144	INSTALL ASC CIRCUITS IN PD	109595-6215 Telephone	AP020620	635.70	14174063		00103637	02/06/2020
Check Total:					6,735.46				
MW OH	BIGGS CARDOSA V010461	DEC ENGINEERING SVS	331801-6185 Construction Services	AP020620	1,474.71	77860	P11550	00103638	02/06/2020
Check Total:					1,474.71				
MW OH	BRENNAN ESTIMATING V011259	FIRE ALARM REPAIRS	103654-6127 Alarm Monitoring	AP020620	437.50	4656		00103639	02/06/2020
Check Total:					437.50				
MW OH	BUTTS, BRAD V002941	REISSUE BUYBACK CHECK	103040-5175 Leave Buyback	AP020620	4,021.12	020320		00103640	02/06/2020
Check Total:					4,021.12				
MW OH	CALIFORNIA BUILDING V010984	OCT-DEC BLDG STANDARD FEES	0044-2036 CBSC State Fee	AP020620	609.00	021320A		00103641	02/06/2020
MW OH	CALIFORNIA BUILDING V010984	OCT-DEC BLDG STANDARD FEES	100000-4160 Building Permits	AP020620	-60.90	021320A		00103641	02/06/2020
MW OH	CALIFORNIA BUILDING V010984	JULY-SEPT BLDG STANDARD FEES	100000-4160 Building Permits	AP020620	-580.85	021320B		00103641	02/06/2020
MW OH	CALIFORNIA BUILDING V010984	JULY-SEPT BLDG STANDARD FEES	0044-2036 CBSC State Fee	AP020620	5,808.53	021320B		00103641	02/06/2020
Check Total:					5,775.78				
MW OH	CALMAT CO. V010007	ASPHALT	103652-6301 Special Department Supplies	AP020620	333.21	72473577		00103642	02/06/2020
MW OH	CALMAT CO.	ASPHALT	103652-6301	AP020620	678.99	72473578		00103642	02/06/2020

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	V010007		Special Department Supplies						
				Check Total:	1,012.20				
MW OH	CBE V008124	1/5-2/4 COPIER OVERAGES	109595-6175 Office Equipment Rental	AP020620	8.74	IN2238014		00103643	02/06/2020
				Check Total:	8.74				
MW OH	CELLEBRITE USA INC V008838	CERTIFIED OPERATOR REG	213041-6250 Staff Training	AP020620	3,850.00	Q-129726-2		00103644	02/06/2020
				Check Total:	3,850.00				
MW OH	CITY OF FULLERTON V000385	APR-AUG SHARED SIGNAL MAINT	103590-6015 Engineering Services	AP020620	1,095.82	AR157348		00103645	02/06/2020
				Check Total:	1,095.82				
MW OH	CPM ONE SOURCE INC V011377	NAV CENTER OFFICE FURNITURE	784070-6899 Other Capital Outlay	AP020620	26,218.47	20055112	P11644	00103646	02/06/2020
				Check Total:	26,218.47				
MW OH	DFS FLOORING INC V000099	OCT CARPET CLEANING SVS	103654-6290 Dept. Contract Services	AP020620	665.00	305857-47		00103647	02/06/2020
MW OH	DFS FLOORING INC V000099	DEC CARPET CLEANING SVS	103654-6290 Dept. Contract Services	AP020620	665.00	305857-49		00103647	02/06/2020
				Check Total:	1,330.00				
MW OH	DIAMOND ENVIRONMENTAIRESTROOM RENTAL - CROWTHER V004152		109595-6999 Other Expenditure	AP020620	236.47	0002418167		00103648	02/06/2020
MW OH	DIAMOND ENVIRONMENTAIRESTROOM RENTAL - INDUSTRIAL V004152		109595-6999 Other Expenditure	AP020620	236.47	0002418168		00103648	02/06/2020
				Check Total:	472.94				
MW OH	DIVISION OF THE STATE V008904	4TH QTR SB1186 & SB1379	0044-2032 SB 1186 BL State Fee	AP020620	2,852.00	013020		00103649	02/06/2020
MW OH	DIVISION OF THE STATE V008904	4TH QTR SB1186 & SB1379	100000-4101 Gross Receipts	AP020620	-2,566.80	013020		00103649	02/06/2020
				Check Total:	285.20				

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MW OH	DUDEK & ASSOCIATES INC V004114	DEC ENGINEERING SERVICES	713811-6185 Construction Services	AP020620	2,045.00	20200015	P11536	00103650	02/06/2020
					Check Total:	2,045.00			
MW OH	EADY, RANDY V011393	PD TRAINING MEALS, MILEAGE	213041-6250 Staff Training	AP020620	28.76	RE012320		00103651	02/06/2020
					Check Total:	28.76			
MW OH	ENTERPRISE FLEET V003312	JAN PD VEHICLE LEASE CHARGES	103042-6165 / 50070-6165 Vehicle Rental	AP020620	4,276.81	FBN3861181	P11575	00103652	02/06/2020
					Check Total:	4,276.81			
MW OH	ENVIRONMENTAL V011344	NAV CTR DEMO, ASBESTOS ABATE	784070-6290 Dept. Contract Services	AP020620	40,375.00	301.19.1	P11621	00103653	02/06/2020
					Check Total:	40,375.00			
MW OH	FACTORY MOTOR PARTS V010842	FUEL FILTER	103658-6134 Vehicle Repair & Maintenance	AP020620	7.10	102-094827		00103654	02/06/2020
MW OH	FACTORY MOTOR PARTS V010842	TRANSMISSION FLUID	103658-6134 Vehicle Repair & Maintenance	AP020620	31.03	102-095348		00103654	02/06/2020
MW OH	FACTORY MOTOR PARTS V010842	OIL FILTERS	103658-6134 Vehicle Repair & Maintenance	AP020620	43.10	102-095543		00103654	02/06/2020
MW OH	FACTORY MOTOR PARTS V010842	VEHICLE PARTS	103658-6134 Vehicle Repair & Maintenance	AP020620	291.77	12-3368549		00103654	02/06/2020
MW OH	FACTORY MOTOR PARTS V010842	OIL PRESSURE SWITCH	103658-6134 Vehicle Repair & Maintenance	AP020620	3.90	12-3368552		00103654	02/06/2020
MW OH	FACTORY MOTOR PARTS V010842	AIR FILTERS	103658-6134 Vehicle Repair & Maintenance	AP020620	58.50	12-3371188		00103654	02/06/2020
MW OH	FACTORY MOTOR PARTS V010842	BRAKE LIGHTS	103658-6134 Vehicle Repair & Maintenance	AP020620	52.15	12-3374774		00103654	02/06/2020
					Check Total:	487.55			
MW OH	FM THOMAS AIR V010634	RESET HVAC FAN RELAY BOARD	103654-6290 Dept. Contract Services	AP020620	120.00	40811	P11527	00103655	02/06/2020

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MW OH	FM THOMAS AIR V010634	CITY HALL HVAC SYSTEM REPAIRS	103654-6290 Dept. Contract Services	AP020620	600.00	40812	P11527	00103655	02/06/2020
					Check Total:	720.00			
MW OH	GLASBY MAINT. SUPPLY COJANITORIAL SUPPLIES V000445		103654-6301 Special Department Supplies	AP020620	16.97	302675A		00103656	02/06/2020
MW OH	GLASBY MAINT. SUPPLY COJANITORIAL SUPPLIES V000445		103654-6301 Special Department Supplies	AP020620	72.84	302731A		00103656	02/06/2020
MW OH	GLASBY MAINT. SUPPLY COJANITORIAL SUPPLIES V000445		103654-6301 Special Department Supplies	AP020620	2,042.82	302817A		00103656	02/06/2020
					Check Total:	2,132.63			
MW OH	GOLDEN STATE WATER V000928	NOV-JAN WATER CHARGES	109595-6335 Water	AP020620	5,916.95	011420		00103657	02/06/2020
MW OH	GOLDEN STATE WATER V000928	NOV-JAN WATER CHARGES	296561-6335 Water	AP020620	7,557.46	012320		00103657	02/06/2020
MW OH	GOLDEN STATE WATER V000928	NOV-JAN WATER CHARGES	109595-6335 Water	AP020620	19,871.77	012320		00103657	02/06/2020
					Check Total:	33,346.18			
MW OH	GOOD TIMES TRAVEL INC V010819	1/25 EXCURSION CHARGES	0044-2056 CS Good Times Travel Deposits	AP020620	666.00	CP012520		00103658	02/06/2020
					Check Total:	666.00			
MW OH	GST V009410	JAN IT SERVICE & MAINT	101523-6290 Dept. Contract Services	AP020620	19,500.00	INV45265	P11618	00103659	02/06/2020
					Check Total:	19,500.00			
MW OH	HAZ PARTY RENTALS V000462	TABLECLOTH RENTAL	104071-6301 Special Department Supplies	AP020620	153.12	40090		00103660	02/06/2020
					Check Total:	153.12			
MW OH	HERC RENTALS INC V010786	WASHER TRAILER RENTAL	103654-6170 Equipment & Tool Rental	AP020620	1,090.00	31231766-001		00103661	02/06/2020
					Check Total:	1,090.00			

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MW OH	HERREN, MATT V009898	PD TRAINING MEALS	213041-6250 Staff Training	AP020620	200.00	MH01131720M		00103662	02/06/2020
					Check Total:	200.00			
MW OH	HIRSCH PIPE AND SUPPLY V004494	CLOSET SPUD WASHER	103654-6301 Special Department Supplies	AP020620	9.65	6885326		00103663	02/06/2020
					Check Total:	9.65			
MW OH	HOME DEPOT CREDIT V010624	SURGE PROTECTOR	103654-6301 Special Department Supplies	AP020620	35.78	1030505		00103664	02/06/2020
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIR SUPPLIES	103654-6130 Repair & Maint/Facilities	AP020620	88.16	2024354		00103664	02/06/2020
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIR SUPPLIES	103654-6301 Special Department Supplies	AP020620	4.27	204206		00103664	02/06/2020
MW OH	HOME DEPOT CREDIT V010624	GRAFFITI REMOVAL SUPPLIES	103652-6301 Special Department Supplies	AP020620	374.39	31206		00103664	02/06/2020
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIR SUPPLIES	103654-6301 Special Department Supplies	AP020620	77.52	5010720		00103664	02/06/2020
MW OH	HOME DEPOT CREDIT V010624	FACILITY REPAIR SUPPLIES	103654-6301 Special Department Supplies	AP020620	174.32	971007		00103664	02/06/2020
MW OH	HOME DEPOT CREDIT V010624	LATE FEE	103654-6301 Special Department Supplies	AP020620	35.00	FCH-007051412		00103664	02/06/2020
					Check Total:	789.44			
MW OH	HOYT ROOFS INC V003476	ROOFING BOND REFUND	0044-2033 Construction & Demo Deposit	AP020620	100.00	30-19-201		00103665	02/06/2020
					Check Total:	100.00			
MW OH	HUND, ROBERT A V011395	2/13 ENTERTAINMENT SVS	104079-6301 Special Department Supplies	AP020620	200.00	02032020		00103666	02/06/2020
					Check Total:	200.00			
MW OH	ICMA RETIREMENT TRUST V010029	ICMA P/E 1/25 PD 1/31	0029-2170 Deferred Comp Payable - ICMA	AP020620	134.75	013120A		00103667	02/06/2020

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MW OH	ICMA RETIREMENT TRUST V010029	ICMA P/E 1/25 PD 1/31	0054-2170 Deferred Comp Payable - ICMA	AP020620	276.19	013120A		00103667	02/06/2020
MW OH	ICMA RETIREMENT TRUST V010029	ICMA P/E 1/25 PD 1/31	0037-2170 Deferred Comp Payable - ICMA	AP020620	163.25	013120A		00103667	02/06/2020
MW OH	ICMA RETIREMENT TRUST V010029	ICMA P/E 1/25 PD 1/31	0010-2170 Deferred Comp Payable - ICMA	AP020620	2,436.58	013120A		00103667	02/06/2020
MW OH	ICMA RETIREMENT TRUST V010029	ICMA P/E 1/25 PD 1/31	0048-2170 Deferred Comp Payable - ICMA	AP020620	113.76	013120A		00103667	02/06/2020
Check Total:					3,124.53				
MW OH	JOHN HANCOCK USA-PARS V010625	PARS-FT P/E 1/25 PD 1/31	0029-2131 Employer PARS/ARS Payable	AP020620	162.43	013120A		00103668	02/06/2020
MW OH	JOHN HANCOCK USA-PARS V010625	PARS-FT P/E 1/25 PD 1/31	0048-2131 Employer PARS/ARS Payable	AP020620	180.69	013120A		00103668	02/06/2020
MW OH	JOHN HANCOCK USA-PARS V010625	PARS-FT P/E 1/25 PD 1/31	0037-2131 Employer PARS/ARS Payable	AP020620	223.10	013120A		00103668	02/06/2020
MW OH	JOHN HANCOCK USA-PARS V010625	PARS-FT P/E 1/25 PD 1/31	0010-2131 Employer PARS/ARS Payable	AP020620	1,417.88	013120A		00103668	02/06/2020
MW OH	JOHN HANCOCK USA-PARS V010625	PARS-FT P/E 1/25 PD 1/31	0054-2131 Employer PARS/ARS Payable	AP020620	171.31	013120A		00103668	02/06/2020
Check Total:					2,155.41				
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	0044-2042 / 45077-2042 Construction Deposits	AP020620	1,120.40	95527		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6005 Legal Services	AP020620	975.17	95529		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	102531-6099 / 45057-6099 Professional Services	AP020620	223.44	95530		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6006 Litigation	AP020620	8.12	95533		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6005 Legal Services	AP020620	1,589.42	95535		00103669	02/06/2020

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MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6006 Litigation	AP020620	938.45	95541		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6006 Litigation	AP020620	804.39	95542		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6006 Litigation	AP020620	357.50	95543		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6006 Litigation	AP020620	44.69	95544		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6006 Litigation	AP020620	268.13	95545		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6006 Litigation	AP020620	1,829.59	95546		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6005 Legal Services	AP020620	13,075.27	95549		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6006 Litigation	AP020620	321.17	95551		00103669	02/06/2020
MW OH	JONES & MAYER V009822	DEC LEGAL SERVICES	101005-6005 Legal Services	AP020620	15,883.62	95666		00103669	02/06/2020
MW OH	JONES & MAYER V009822	LEGAL SERVICES	103066-6001 Management Consulting Services	AP020620	8,500.00	95751	P11523	00103669	02/06/2020
MW OH	JONES & MAYER V009822	LEGAL SERVICES	103066-6001 Management Consulting Services	AP020620	6,000.00	95849	P11526	00103669	02/06/2020
Check Total:					51,939.36				
MW OH	JV PLUMBING V011345	PLUMBING SERVICES	103655-6130 Repair & Maint/Facilities	AP020620	199.50	1590		00103670	02/06/2020
Check Total:					199.50				
MW OH	LIEBERT CASSIDY V000597	NOV LEGAL SERVICES	101512-6099 Professional Services	AP020620	1,035.00	1491435		00103671	02/06/2020
MW OH	LIEBERT CASSIDY V000597	NOV LEGAL SERVICES	101512-6099 Professional Services	AP020620	69.00	1491436		00103671	02/06/2020

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					Check Total:	1,104.00			
MW OH	LINCOLN PUBLIC SAFETY V011264	1/20-30 CONSULTING SVS	103066-6001 Management Consulting Services	AP020620	8,811.00	011	P11556	00103672	02/06/2020
					Check Total:	8,811.00			
MW OH	M JACK BROOKS JD V010723	DEC HR CONSULTANT SVS	103065-6290 Dept. Contract Services	AP020620	3,972.50	112019 PHR	P11601	00103673	02/06/2020
MW OH	M JACK BROOKS JD V010723	DEC HR CONSULTANT SVS	103065-6290 Dept. Contract Services	AP020620	1,552.50	112019 PHR	P11601	00103673	02/06/2020
MW OH	M JACK BROOKS JD V010723	JAN HR CONSULTANT SVS	103065-6290 Dept. Contract Services	AP020620	11,050.00	122019 PHR	P11601	00103673	02/06/2020
					Check Total:	16,575.00			
MW OH	MC FADDEN-DALE V000635	VEHICLE MAINT SUPPLIES	103658-6134 Vehicle Repair & Maintenance	AP020620	86.95	399185/5		00103674	02/06/2020
MW OH	MC FADDEN-DALE V000635	VEHICLE MAINT SUPPLIES	103658-6134 Vehicle Repair & Maintenance	AP020620	26.08	399460/5		00103674	02/06/2020
					Check Total:	113.03			
MW OH	MCCORMACK ROOFING V002663	ROOFING BOND REFUND	0044-2033 Construction & Demo Deposit	AP020620	100.00	30-19-165		00103675	02/06/2020
					Check Total:	100.00			
MW OH	MCKENZIE, TOM V006560	PD TRAINING MEALS, MILEAGE	103041-6250 Staff Training	AP020620	128.59	TM018020		00103676	02/06/2020
					Check Total:	128.59			
MW OH	MISSION LINEN SUPPLY V011110	1/21 PW UNIFORM CLEANING SVS	103650-6360 Uniforms	AP020620	134.91	511678061	P11592	00103677	02/06/2020
					Check Total:	134.91			
MW OH	MMASC V008471	MEMBERSHIP - ORTIZ	101512-6255 Dues & Memberships	AP020620	90.00	013020		00103678	02/06/2020
MW OH	MMASC V008471	MEMBERSHIP - ROBINSON	101512-6255 Dues & Memberships	AP020620	90.00	14147415		00103678	02/06/2020

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				Check Total:	180.00				
MW OH	MOERING, MELANIE V011387	FACILITY RENTAL REFUND	100000-4385 Facility Rental	AP020620	90.00	2002705.002		00103679	02/06/2020
MW OH	MOERING, MELANIE V011387	DEPOSIT REFUND - BACKS BLDG	100000-4385 Facility Rental	AP020620	150.00	2002706.002		00103679	02/06/2020
				Check Total:	240.00				
MW OH	NATIONAL TRAINING V008067	DIVERSIONARY DEVICE REG	213041-6250 Staff Training	AP020620	275.00	020520 - IRVINE		00103680	02/06/2020
				Check Total:	275.00				
MW OH	NEOFUNDS V010852	FUNDS FOR POSTAGE MACHINE	109595-6325 Postage	AP020620	5,010.00	011920		00103681	02/06/2020
				Check Total:	5,010.00				
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103550-6315 Office Supplies	AP020620	42.95	64385		00103682	02/06/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	102531-6315 Office Supplies	AP020620	8.26	64447		00103682	02/06/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	102532-6315 Office Supplies	AP020620	5.42	64447		00103682	02/06/2020
MW OH	OFFICE INDUSTRIES V007477	PAPER	109595-6315 Office Supplies	AP020620	165.26	64454		00103682	02/06/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103550-6315 Office Supplies	AP020620	46.32	B64385-1		00103682	02/06/2020
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103550-6315 Office Supplies	AP020620	54.78	B64385-2		00103682	02/06/2020
				Check Total:	322.99				
MW OH	ORANGE COUNTY V011002	JAN FACILITY CAPACITY FEES	100000-4364 Sanitation Collect Fees	AP020620	-89.70	B20-1043		00103683	02/06/2020
MW OH	ORANGE COUNTY V011002	JAN FACILITY CAPACITY FEES	0044-2037 County Sanitation Dist Fee	AP020620	1,794.00	B20-1043		00103683	02/06/2020

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				Check Total:	1,704.30				
MW OH	ORANGE COUNTY V007306	JAN PARKING CITATION FEES	0044-2038 Parking Fines	AP020620	4,983.00	013120		00103684	02/06/2020
				Check Total:	4,983.00				
MW OH	PARKHOUSE TIRE INC V004472	TIRE DISPOSAL FEES	103658-6134 Vehicle Repair & Maintenance	AP020620	66.50	1020221760		00103685	02/06/2020
				Check Total:	66.50				
MW OH	PERRY, BRIAN V002942	PD TRAINING MEALS	213041-6250 Staff Training	AP020620	240.00	BP016920		00103686	02/06/2020
				Check Total:	240.00				
MW OH	PLACENTIA, CITY OF V000778	JAN DENTAL CLAIMS	395083-5130 Dental Claim	AP020620	11,480.16	JANUARY 2020		00103687	02/06/2020
				Check Total:	11,480.16				
MW OH	PUBLIC CONSULTING GROUP V011274	DEC-DEC CONSULTANT SVS	103066-6001 Management Consulting Services	AP020620	12,500.00	202883	P11585	00103688	02/06/2020
				Check Total:	12,500.00				
MW OH	R F DICKSON CO INC V011193	DEC STREET SWEEPING SVS	374386-6290 Dept. Contract Services	AP020620	12,048.47	2510083	P11529	00103689	02/06/2020
				Check Total:	12,048.47				
MW OH	RBI TRAFFIC INC V010707	SIGNAL TIMING REVIEW SVS	103590-6290 Dept. Contract Services	AP020620	240.00	2549		00103690	02/06/2020
				Check Total:	240.00				
MW OH	RESOURCES RECYCLING & V011394	UNSPENT FUNDS OPP8-17-0180	500000-4205 State Grants	AP020620	9,108.00	12310000		00103691	02/06/2020
				Check Total:	9,108.00				
MW OH	SHIRVANY, SARAH V004343	PD TRAINING MEALS, MILEAGE	213041-6250 Staff Training	AP020620	28.76	SS012320		00103692	02/06/2020
				Check Total:	28.76				
MW OH	SITEONE LANDSCAPE	TREE TIE BAND	103655-6301	AP020620	1.62	96734321-001		00103693	02/06/2020

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Check Register
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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	V011004		Special Department Supplies						
MW OH	SITEONE LANDSCAPE V011004	PLANTS	103655-6301 Special Department Supplies	AP020620	79.20	96734470-001		00103693	02/06/2020
					Check Total:	80.82			
MW OH	SOUTHERN CALIFORNIA V000910	DEC-JAN ELECTRICITY CHARGES	109595-6330 Electricity	AP020620	890.61	020620		00103694	02/06/2020
MW OH	SOUTHERN CALIFORNIA V000910	DEC-JAN ELECTRICITY CHARGES	296561-6330 Electricity	AP020620	11.24	020620		00103694	02/06/2020
					Check Total:	901.85			
MW OH	SPARKLETTS V000967	JAN CITY COFFEE, WATER SVS	109595-6301 Special Department Supplies	AP020620	1,553.94	4106122 011720		00103695	02/06/2020
					Check Total:	1,553.94			
MW OH	SUNRUN INC V010366	50% BLDG PERMIT REFUND	100000-4160 Building Permits	AP020620	123.50	B19-1105		00103696	02/06/2020
MW OH	SUNRUN INC V010366	50% BLDG PERMIT REFUND	100000-4160 Building Permits	AP020620	123.50	B19-1168		00103696	02/06/2020
					Check Total:	247.00			
MW OH	SUPERION LLC V005987	IFAS TIMECLOCK SUBSCRIPTION	101523-6136 Software Maintenance	AP020620	61,066.19	255881		00103697	02/06/2020
MW OH	SUPERION LLC V005987	OPENGOV ANNUAL SUBSCRIPTION	106007-6840 Machinery & Equipment	AP020620	39,845.00	268460		00103697	02/06/2020
MW OH	SUPERION LLC V005987	CREDIT - OPENGOV SUBSCRIPTION	106007-6840 Machinery & Equipment	AP020620	-41,837.25	5368		00103697	02/06/2020
					Check Total:	59,073.94			
MW OH	TIAA COMMERCIAL FINANCE V010867	EB PRINTER MANAGEMENT SVS	109595-6137 Repair Maint/Equipment	AP020620	1,920.14	6902537	P11505	00103698	02/06/2020
					Check Total:	1,920.14			
MW OH	TIME WARNER CABLE V004450	JAN EOC SPECTRUM BUSINESS	109595-6215 Telephone	AP020620	610.69	0034466012620		00103699	02/06/2020

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Check Register
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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	TIME WARNER CABLE V004450	FEB CITY HALL VOICE FIBER LINE	109595-6215 Telephone	AP020620	1,221.39	0347700012520		00103699	02/06/2020
MW OH	TIME WARNER CABLE V004450	FEB WHITTEN CTR INTERNET	109595-6215 Telephone	AP020620	632.91	0347726012520		00103699	02/06/2020
MW OH	TIME WARNER CABLE V004450	FEB FRIENDLY CTR INTERNET	504077-6215 Telephone	AP020620	119.99	0431975012120		00103699	02/06/2020
MW OH	TIME WARNER CABLE V004450	FEB NAV CENTER INTERNET	784070-6215 Telephone	AP020620	151.96	0570178012320		00103699	02/06/2020
Check Total:					2,736.94				
MW OH	US BANK PARS #6746022400 V008781	PARS P/E 1/25 PD 1/31	0010-2126 Employee PARS/ARS W/H	AP020620	1,195.49	013120A		00103700	02/06/2020
MW OH	US BANK PARS #6746022400 V008781	PARS P/E 1/25 PD 1/31	0050-2126 Employee PARS/ARS W/H	AP020620	121.94	013120A		00103700	02/06/2020
MW OH	US BANK PARS #6746022400 V008781	PARS P/E 1/25 PD 1/31	0050-2131 Employer PARS/ARS Payable	AP020620	121.94	013120A		00103700	02/06/2020
MW OH	US BANK PARS #6746022400 V008781	PARS P/E 1/25 PD 1/31	0062-2126 Employee PARS/ARS W/H	AP020620	26.45	013120A		00103700	02/06/2020
MW OH	US BANK PARS #6746022400 V008781	PARS P/E 1/25 PD 1/31	0062-2131 Employer PARS/ARS Payable	AP020620	26.45	013120A		00103700	02/06/2020
MW OH	US BANK PARS #6746022400 V008781	PARS P/E 1/25 PD 1/31	0010-2131 Employer PARS/ARS Payable	AP020620	1,195.49	013120A		00103700	02/06/2020
Check Total:					2,687.76				
MW OH	VERIZON WIRELESS V008735	12/21-1/20 PD DEVICE CHARGES	109595-6215 Telephone	AP020620	1,924.82	9846718343		00103701	02/06/2020
MW OH	VERIZON WIRELESS V008735	12/21-1/20 CA IPAD CHARGES	109595-6215 Telephone	AP020620	38.01	9846718344		00103701	02/06/2020
MW OH	VERIZON WIRELESS V008735	12/21-1/20 IPAD DATA CHARGES	109595-6215 Telephone	AP020620	497.45	9846718345		00103701	02/06/2020
MW OH	VERIZON WIRELESS V008735	12/21-1/20 COUNCIL IPAD CHARGE	109595-6215 Telephone	AP020620	220.95	9846718346		00103701	02/06/2020

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	VERIZON WIRELESS V008735	12/21-1/20 PUMP STN INTERNET	109595-6215 Telephone	AP020620	19.01	9846723047		00103701	02/06/2020
MW OH	VERIZON WIRELESS V008735	12/21-1/20 PUMP STN INTERNET	109595-6215 / 21009-6215 Telephone	AP020620	19.00	9846723047		00103701	02/06/2020
					Check Total:	2,719.24			
MW OH	YORBA LINDA WATER V001148	DEC-JAN WATER CHARGES	109595-6335 Water	AP020620	2,051.87	012720		00103702	02/06/2020
					Check Total:	2,051.87			
					Type Total:	904,467.27			
					Check Total:	904,467.27			

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For 02/18/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
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Grand Total: 320,545.94

EDR Totals by ID

AP	0.00
EP	320,545.94
IP	0.00
OP	0.00

Fund Name	<u>EDR Totals by Fund</u>
101-General Fund (0010)	198,192.34
208-Secssr Agncy Ret Oblg (0054)	1,802.84
225-Asset Seizure (0021)	1,490.26
227-Explorer Grant NOC (0076)	933.94
228-NOC-Public Safety Grant(0061)	3,419.83
229-Comm Trans Hous Grant (0062)	7,951.85
265-Landscape Maintenance (0029)	1,286.93
275-Sewer Maintenance (0048)	5,089.70
280-Misc Grants Fund (0050)	1,355.12
501-Refuse Administration (0037)	1,679.97
601-Employee Health & Wlfre (0039)	63,796.60
605-Risk Management (0040)	33,546.56

Void Total: 0.00
EDR Total: 320,545.94

Electronic Disbursement Sub Totals: 320,545.94

ACH Payroll Direct Deposit for 2/14/2020: 353,847.19

Electronic Disbursement Total: 674,393.13

Funds will be transferred from the Cash Basis Fund as needed to fund the warrants included on this warrant register

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For 02/12/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
EP	ACOSTA, JOAQUIN E000017	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.39	FEBRUARY 20		00012758	02/01/2020
				Check Total:	203.39				
EP	ALDWIR, MAMOUN E000113	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,607.16	FEBRUARY 20		00012759	02/01/2020
				Check Total:	1,607.16				
EP	ANDERSON, MARLA E000071	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012760	02/01/2020
				Check Total:	545.78				
EP	ARMSTRONG, JOHN T E000046	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	922.05	FEBRUARY 20		00012761	02/01/2020
				Check Total:	922.05				
EP	AUDISS, JAY SCOTT E000125	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,755.00	FEBRUARY 20		00012762	02/01/2020
				Check Total:	1,755.00				
EP	BABCOCK, CHARLES A E000015	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	374.00	FEBRUARY 20		00012763	02/01/2020
				Check Total:	374.00				
EP	BEALS, SHARLENE E000076	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.39	FEBRUARY 20		00012764	02/01/2020
				Check Total:	203.39				
EP	BERMUDEZ, ALBERT E000124	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	480.93	FEBRUARY 20		00012765	02/01/2020
				Check Total:	480.93				
EP	BONESCHANS, DENNIS E000020	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.39	FEBRUARY 20		00012766	02/01/2020
				Check Total:	203.39				
EP	BUNNELL, DONALD E000062	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012767	02/01/2020

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
				Check Total:	545.78				
EP	BURGNER, ARTHUR E000074	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012768	02/01/2020
				Check Total:	545.78				
EP	BUSSE, MICHAEL E000131	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,260.00	FEBRUARY 20		00012769	02/01/2020
				Check Total:	1,260.00				
EP	CHANDLER, JOHN P E000109	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,403.00	FEBRUARY 20		00012770	02/01/2020
				Check Total:	1,403.00				
EP	CHANG, ROBERT E000107	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,300.00	FEBRUARY 20		00012771	02/01/2020
				Check Total:	1,300.00				
EP	COBBETT, GEOFFREY E000007	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012772	02/01/2020
				Check Total:	545.78				
EP	COOK, ARLENE M E000018	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012773	02/01/2020
				Check Total:	545.78				
EP	D'AMATO, ROBERT E000056	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.39	FEBRUARY 20		00012774	02/01/2020
				Check Total:	203.39				
EP	DAVID, PRESTON E000112	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012775	02/01/2020
				Check Total:	545.78				
EP	DAVIS, CAROLYN E000005	MARCH MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012776	02/01/2020
				Check Total:	545.78				
EP	DELOS SANTOS, JAMIE	FEB MEDICAL REIMBURSEMENT	395083-5161	ACH020120	506.24	FEBRUARY 20		00012777	02/01/2020

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
	E000045		Health Insurance Premiums						
				Check Total:	506.24				
EP	DICKSON, ROBERTA JO E000011	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.39	FEBRUARY 20		00012778	02/01/2020
				Check Total:	203.39				
EP	DOWNEY, CAROL E000082	MARCH MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012779	02/01/2020
				Check Total:	545.78				
EP	ECKENRODE, NORMAN E000029	MARCH MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012780	02/01/2020
				Check Total:	545.78				
EP	ESCOBOSA, LILLIAN E000055	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012781	02/01/2020
				Check Total:	545.78				
EP	ESPINOZA, ROSALINDA E000016	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	583.00	FEBRUARY 20		00012782	02/01/2020
				Check Total:	583.00				
EP	FRICKE, JUERGEN E000075	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	883.00	FEBRUARY 20		00012783	02/01/2020
				Check Total:	883.00				
EP	FULLER, GLENN H E000081	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	883.00	FEBRUARY 20		00012784	02/01/2020
				Check Total:	883.00				
EP	GALLANT, KAREN E000008	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012785	02/01/2020
				Check Total:	545.78				
EP	GARNER, JO ANN E000047	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012786	02/01/2020

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
				Check Total:	545.78				
EP	GARNER, KITTY E000080	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	888.44	FEBRUARY 20		00012787	02/01/2020
				Check Total:	888.44				
EP	GOMEZ, DANIEL E000049	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012788	02/01/2020
				Check Total:	545.78				
EP	GRIMM, DENNIS L E000042	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	596.00	FEBRUARY 20		00012789	02/01/2020
				Check Total:	596.00				
EP	HOLTSCLAW, KATHERINE E000121	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	506.24	FEBRUARY 20		00012790	02/01/2020
				Check Total:	506.24				
EP	IRVINE, SUZETTE E000019	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012791	02/01/2020
				Check Total:	545.78				
EP	JENKINS, ROBERT E000084	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	563.78	FEBRUARY 20		00012792	02/01/2020
				Check Total:	563.78				
EP	JOHNSON, SHARON E000099	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012793	02/01/2020
				Check Total:	545.78				
EP	JONES, ROBERT E000053	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	188.03	FEBRUARY 20		00012794	02/01/2020
				Check Total:	188.03				
EP	JUAREZ, JANET E000134	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	447.08	FEBRUARY 20		00012795	02/01/2020
				Check Total:	447.08				
EP	JUDD, TERRELL	MARCH MEDICAL REIMBURSEMENT	395083-5161	ACH020120	1,305.00	FEBRUARY 20		00012796	02/01/2020

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
	E000115		Health Insurance Premiums						
				Check Total:	1,305.00				
EP	KIRKLAND, RICHARD L E000110	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	188.03	FEBRUARY 20		00012797	02/01/2020
				Check Total:	188.03				
EP	LITTLE, DIANE M E000098	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	596.00	FEBRUARY 20		00012798	02/01/2020
				Check Total:	596.00				
EP	LOOMIS, CORINNE E000122	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	515.04	FEBRUARY 20		00012799	02/01/2020
				Check Total:	515.04				
EP	LOWREY, B J E000041	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	374.00	FEBRUARY 20		00012800	02/01/2020
				Check Total:	374.00				
EP	MAERTZWEILER, MICHAEL E000032	MARCH MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012801	02/01/2020
				Check Total:	545.78				
EP	MANNING, VEDA M E000063	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.39	FEBRUARY 20		00012802	02/01/2020
				Check Total:	203.39				
EP	MILANO, JAMES E000054	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012803	02/01/2020
				Check Total:	545.78				
EP	MILLER, RICHARD E000106	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,074.00	FEBRUARY 20		00012804	02/01/2020
				Check Total:	1,074.00				
EP	MOORE, LARRY W E000044	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.39	FEBRUARY 20		00012805	02/01/2020

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
				Check Total:	203.39				
EP	OLEA, ARLENE J E000014	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012806	02/01/2020
				Check Total:	545.78				
EP	PALMER, GEORGE E000094	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,155.00	FEBRUARY 20		00012807	02/01/2020
				Check Total:	1,155.00				
EP	PASCARELLA, RICHARD E000129	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,755.00	FEBRUARY 20		00012808	02/01/2020
				Check Total:	1,755.00				
EP	PASCUA, RAYNALD E000114	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,738.00	FEBRUARY 20		00012809	02/01/2020
				Check Total:	1,738.00				
EP	PASPALL, MIHAJLO E000085	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	515.06	FEBRUARY 20		00012810	02/01/2020
				Check Total:	515.06				
EP	PEREZ, ROBERT E000111	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	188.03	FEBRUARY 20		00012811	02/01/2020
				Check Total:	188.03				
EP	PICHON, WALTER E000103	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	245.78	FEBRUARY 20		00012812	02/01/2020
				Check Total:	245.78				
EP	PINEDA, MATEO E000127	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	539.86	FEBRUARY 20		00012813	02/01/2020
				Check Total:	539.86				
EP	PISCHEL, STEPHEN E000130	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,305.00	FEBRUARY 20		00012814	02/01/2020
				Check Total:	1,305.00				
EP	POINT, ERIC	FEB MEDICAL REIMBURSEMENT	395083-5161	ACH020120	1,755.00	FEBRUARY 20		00012815	02/01/2020

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
	E000133		Health Insurance Premiums						
				Check Total:	1,755.00				
EP	REDIFER, KIM R E000022	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	883.00	FEBRUARY 20		00012816	02/01/2020
				Check Total:	883.00				
EP	RENDEN, BRIAN E000083	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	856.34	FEBRUARY 20		00012817	02/01/2020
				Check Total:	856.34				
EP	REYES, ROGER T E000024	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012818	02/01/2020
				Check Total:	545.78				
EP	REYNOLDS, MATTHEW E000132	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	515.04	FEBRUARY 20		00012819	02/01/2020
				Check Total:	515.04				
EP	RICE, RUSSELL J E000059	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,403.00	FEBRUARY 20		00012820	02/01/2020
				Check Total:	1,403.00				
EP	RISHER, THOMAS A E000013	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012821	02/01/2020
				Check Total:	545.78				
EP	RIVERA, AIDA E000026	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.39	FEBRUARY 20		00012822	02/01/2020
				Check Total:	203.39				
EP	ROACH, MICHAEL E000105	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,403.00	FEBRUARY 20		00012823	02/01/2020
				Check Total:	1,403.00				
EP	ROBB, SANDRA E000043	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012824	02/01/2020

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
				Check Total:	545.78				
EP	ROKOSZ, KEN A E000035	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	583.00	FEBRUARY 20		00012825	02/01/2020
				Check Total:	583.00				
EP	ROSE, RICHARD D E000050	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	989.58	FEBRUARY 20		00012826	02/01/2020
				Check Total:	989.58				
EP	SALE, LEE R E000031	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012827	02/01/2020
				Check Total:	545.78				
EP	SANCHEZ, LAURA E000058	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.39	FEBRUARY 20		00012828	02/01/2020
				Check Total:	203.39				
EP	SCHLIEDER, BEVERLY E000120	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,707.75	FEBRUARY 20		00012829	02/01/2020
				Check Total:	1,707.75				
EP	SMITH, WARD E000128	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,360.00	FEBRUARY 20		00012830	02/01/2020
				Check Total:	1,360.00				
EP	SOMOYA, JOHN P E000089	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	883.00	FEBRUARY 20		00012831	02/01/2020
				Check Total:	883.00				
EP	SOTO, PHILIP J E000052	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012832	02/01/2020
				Check Total:	545.78				
EP	SPRAGUE, GARY A E000064	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,260.00	FEBRUARY 20		00012833	02/01/2020
				Check Total:	1,260.00				
EP	STEPHEN, JEFFREY	FEB MEDICAL REIMBURSEMENT	395083-5161	ACH020120	1,232.81	FEBRUARY 20		00012834	02/01/2020

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	E000119		Health Insurance Premiums						
				Check Total:	1,232.81				
EP	TAYLOR, DAVID M E000088	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	560.00	FEBRUARY 20		00012835	02/01/2020
				Check Total:	560.00				
EP	TAYLOR, LINDA E000126	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	571.29	FEBRUARY 20		00012836	02/01/2020
				Check Total:	571.29				
EP	THOMANN, DARYLL L E000101	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	545.78	FEBRUARY 20		00012837	02/01/2020
				Check Total:	545.78				
EP	TRIFOS, WILLIAM E000104	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,585.00	FEBRUARY 20		00012838	02/01/2020
				Check Total:	1,585.00				
EP	VALENTINE, THOMAS E000118	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	596.00	FEBRUARY 20		00012839	02/01/2020
				Check Total:	596.00				
EP	VERSTYNEN, WILLIAM E000092	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	188.03	FEBRUARY 20		00012840	02/01/2020
				Check Total:	188.03				
EP	WAHL, KATHLEEN A E000030	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	203.00	FEBRUARY 20		00012841	02/01/2020
				Check Total:	203.00				
EP	WIEST, STEPHEN E000079	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	546.00	FEBRUARY 20		00012842	02/01/2020
				Check Total:	546.00				
EP	WORDEN, LARRY M E000116	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	596.00	FEBRUARY 20		00012843	02/01/2020

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				Check Total:	596.00				
EP	YAMAGUCHI, BRIAN E000123	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,360.00	FEBRUARY 20		00012844	02/01/2020
				Check Total:	1,360.00				
EP	ZINN, JOHN E000009	FEB MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH020120	1,189.78	FEBRUARY 20		00012845	02/01/2020
				Check Total:	1,189.78				
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH012520	38.56	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH012520	211.30	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH012520	90.18	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH012520	202.82	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101001-6245 Meetings & Conferences	ACH012520	64.99	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CM CONF AIRFARE - ARRULA	101001-6245 Meetings & Conferences	ACH012520	567.98	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	ICSC MEMBERSHIP - SHADER	101001-6255 Dues & Memberships	ACH012520	50.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	OUTGOING MAYOR GIFT	101001-6301 Special Department Supplies	ACH012520	86.61	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	OUTGOING MAYOR GIFT	101001-6301 Special Department Supplies	ACH012520	47.21	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	GET WELL FLOWERS FOR GLOE	101001-6301 Special Department Supplies	ACH012520	53.84	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	FLOWERS FOR WANKE	101001-6301 Special Department Supplies	ACH012520	74.23	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	OUTGOING MAYOR GIFT	101001-6301	ACH012520	4.29	DECEMBER 19		00012846	01/25/2020

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	V008741		Special Department Supplies						
EP	BANK OF AMERICA V008741	COUNCIL REORG EVENT SUPPLIES	101001-6301 Special Department Supplies	ACH012520	83.08	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	COUNCIL REORG EVENT SUPPLIES	101001-6301 Special Department Supplies	ACH012520	150.95	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	MEETING SUPPLIES	101001-6301 Special Department Supplies	ACH012520	32.61	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	COUNCIL REORG EVENT SUPPLIES	101001-6301 Special Department Supplies	ACH012520	29.99	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DEC OC REGISTER DIGITAL SUB	101001-6301 Special Department Supplies	ACH012520	14.95	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	JAN OC REGISTER DIGITAL SUB	101001-6320 Books & Periodicals	ACH012520	14.95	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	PARSAC MTG PARKING - ARRULA	101511-6245 Meetings & Conferences	ACH012520	45.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	PARSAC MTG PARKING - ARRULA	101511-6245 Meetings & Conferences	ACH012520	5.04	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	PARSAC MTG AIRPORT PARKING	101511-6245 Meetings & Conferences	ACH012520	27.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101511-6245 Meetings & Conferences	ACH012520	71.52	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101511-6245 Meetings & Conferences	ACH012520	68.75	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CALED CONF REG - ARRULA	101511-6245 Meetings & Conferences	ACH012520	395.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CALED CONF AIRFARE - ARRULA	101511-6245 Meetings & Conferences	ACH012520	553.96	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	WORKING LUNCH MEAL	101511-6245 Meetings & Conferences	ACH012520	7.79	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	LA PALMA CM RETIREMENT GIFT	101511-6301	ACH012520	10.70	DECEMBER 19		00012846	01/25/2020

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	V008741		Special Department Supplies						
EP	BANK OF AMERICA V008741	LA PALMA CM RETIREMENT GIFT	101511-6301 Special Department Supplies	ACH012520	32.61	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	LA PALMA CM RETIREMENT GIFT	101511-6301 Special Department Supplies	ACH012520	2.14	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	ADMIN HOLIDAY BREAKFAST	101511-6301 Special Department Supplies	ACH012520	225.06	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	LA PALMA CM RETIREMENT GIFT	101511-6301 Special Department Supplies	ACH012520	10.76	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CREDIT	101512-6301 Special Department Supplies	ACH012520	-16.94	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH012520	14.68	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH012520	16.71	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH012520	65.85	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	EMPLOYEE EVENT SUPPLIES	101512-6301 Special Department Supplies	ACH012520	13.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	EMPLOYEE SERVICE AWARDS	101512-6301 Special Department Supplies	ACH012520	1,010.70	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	EMPLOYEE SERVICE AWARDS	101512-6301 Special Department Supplies	ACH012520	529.75	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	EMPLOYEE EVENT SUPPLIES	101512-6301 Special Department Supplies	ACH012520	22.49	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY DECOR	101512-6315 Office Supplies	ACH012520	31.74	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	101512-6315 Office Supplies	ACH012520	132.63	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	OFFICE SUPPLIES	101512-6315	ACH012520	25.65	DECEMBER 19		00012846	01/25/2020

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	V008741		Office Supplies						
EP	BANK OF AMERICA V008741	IPAD CASES	101523-6301 Special Department Supplies	ACH012520	135.03	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	APC BACKUP BATTERY	101523-6301 Special Department Supplies	ACH012520	166.97	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	ETHERNET CABLE	101523-6301 Special Department Supplies	ACH012520	7.44	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DEC CONFERENCE CALL SVS	101523-6999 Other Expenditure	ACH012520	74.95	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	ACCOUNT MGR JOB POSTING	102020-6099 Professional Services	ACH012520	275.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	ACCOUNT MGR JOB POSTING	102020-6099 Professional Services	ACH012520	300.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HEATER	102020-6315 Office Supplies	ACH012520	32.61	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HEATER	102020-6315 Office Supplies	ACH012520	63.06	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	FINANCE HOLIDAY LUNCHEON	102020-6315 Office Supplies	ACH012520	199.70	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DEC PDAO C LUNCHEON - LAMBERT	102531-6245 Meetings & Conferences	ACH012520	120.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DEV SVS HOLIDAY LUNCHEON	102531-6245 Meetings & Conferences	ACH012520	247.32	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	102532-6315 Office Supplies	ACH012520	10.86	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	102532-6315 Office Supplies	ACH012520	17.67	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CREDIT	102532-6315 Office Supplies	ACH012520	-17.67	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	CREDIT	102533-6360	ACH012520	-113.13	DECEMBER 19		00012846	01/25/2020

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	V008741		Uniforms						
EP	BANK OF AMERICA V008741	PD MEETING MEALS	103040-6245 Meetings & Conferences	ACH012520	41.06	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CHIEF LUNCH W/COUNCILMEMBER	103040-6245 Meetings & Conferences	ACH012520	64.81	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CHIEF LUNCH W/CHAPLAIN	103040-6245 Meetings & Conferences	ACH012520	48.89	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	INADVERTANT CHARGE PD REPAID	103040-6245 Meetings & Conferences	ACH012520	362.31	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CREDIT	103040-6301 Special Department Supplies	ACH012520	-43.50	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	COMMAND STAFF HOLIDAY	103040-6301 Special Department Supplies	ACH012520	115.28	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DAY SHIFT XMAS DAY MEALS	103040-6301 Special Department Supplies	ACH012520	126.63	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	NIGHT SHIFT XMAS DAY MEALS	103040-6301 Special Department Supplies	ACH012520	126.63	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CADET TRAINING MEALS	103040-6301 Special Department Supplies	ACH012520	97.88	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	103040-6315 Office Supplies	ACH012520	23.95	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	PD TRAINING HOTEL - MCKENZIE	103041-6250 Staff Training	ACH012520	426.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	PD TRAINING HOTEL - PERRY	103041-6250 Staff Training	ACH012520	563.48	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	BATTERIES FOR SPARK KEYS	103041-6301 Special Department Supplies	ACH012520	5.75	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DEC PD MAPPING SOFTWARE SVS	103042-6290 Dept. Contract Services	ACH012520	15.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	CHAIR & FLOOR MAT FOR PD	103042-6301	ACH012520	197.43	DECEMBER 19		00012846	01/25/2020

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	V008741		Special Department Supplies						
EP	BANK OF AMERICA V008741	CREDIT	103043-6250 Staff Training	ACH012520	-525.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	XMAS TREE FOR DISPATCH	103043-6301 Special Department Supplies	ACH012520	91.54	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	VARIOUS PD STATION KEYS	103043-6301 Special Department Supplies	ACH012520	118.53	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	REPLENISH PD SUPPLIES	103043-6301 Special Department Supplies	ACH012520	1,000.13	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	JAIL SUPPLIES	103043-6301 Special Department Supplies	ACH012520	13.58	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	JAIL CLEANING SUPPLIES	103043-6301 / 50085-6301 Special Department Supplies	ACH012520	85.60	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	GLOVES & ITEMS FOR JAIL	103043-6301 / 50100-6301 Special Department Supplies	ACH012520	915.58	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	REPLENISH BATTERIES FOR PD	103043-6301 / 50100-6301 Special Department Supplies	ACH012520	73.88	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DUI CHECKPOINT MEALS	103047-6301 / 50029-6301 Special Department Supplies	ACH012520	160.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DUI CHECKPOINT SUPPLIES	103047-6301 / 50029-6301 Special Department Supplies	ACH012520	30.88	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	STORAGE TOTE FOR EOC	103048-6301 Special Department Supplies	ACH012520	150.42	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	USB HUBS FOR EOC	103048-6301 Special Department Supplies	ACH012520	250.05	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	BUSINESS TRIP AIRFARE - SHADER	101001-6245 Meetings & Conferences	ACH012520	593.96	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	METAK STORAGE FOR EOC	103048-6301 Special Department Supplies	ACH012520	157.08	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	EXPLORER TRAINING REG	763041-6250	ACH012520	348.00	DECEMBER 19		00012846	01/25/2020

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	V008741		Staff Training						
EP	BANK OF AMERICA V008741	DISASTER PREP SUPPLIES	103048-6301 Special Department Supplies	ACH012520	461.80	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DISASTER PREP SUPPLIES	103048-6301 Special Department Supplies	ACH012520	105.65	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DISASTER PREP SUPPLIES	103048-6301 Special Department Supplies	ACH012520	130.40	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TAMALE FESTIVAL HANDOUTS	103048-6301 Special Department Supplies	ACH012520	33.94	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	PROJECTOR SCREENS FOR EOC	103048-6301 Special Department Supplies	ACH012520	402.32	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	MEALS FOR VIPS	103048-6301 Special Department Supplies	ACH012520	38.64	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	BINDERS	103065-6301 Special Department Supplies	ACH012520	51.13	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	FASTRAK FOR LPSM	103066-6255 Dues & Memberships	ACH012520	100.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	FASTRAK FOR LPSM	103066-6255 Dues & Memberships	ACH012520	100.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	FIRE MTG WORKING LUNCH	103066-6301 Special Department Supplies	ACH012520	78.55	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	FIRE DEPT SAMPLE PATCH	103066-6360 Uniforms	ACH012520	20.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CREDIT	103066-6360 Uniforms	ACH012520	-20.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	PW HOLIDAY LUNCHEON	103550-6245 Meetings & Conferences	ACH012520	376.77	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TOOLS FOR BOOM TRUCK	103652-6301 Special Department Supplies	ACH012520	401.19	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	SIGNS FOR FIRE PANEL	103654-6130	ACH012520	28.62	DECEMBER 19		00012846	01/25/2020

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	V008741		Repair & Maint/Facilities						
EP	BANK OF AMERICA V008741	OFFICE SIGNS	103654-6130 Repair & Maint/Facilities	ACH012520	190.27	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	JANITORIAL SUPPLIES	103654-6301 Special Department Supplies	ACH012520	93.05	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	PW YARD HOLIDAY BREAKFAST	103654-6301 Special Department Supplies	ACH012520	81.36	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	PW YARD HOLIDAY BREAKFAST	103654-6301 Special Department Supplies	ACH012520	122.82	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CHEMICAL ROOM SIGNS	103655-6301 Special Department Supplies	ACH012520	69.08	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CITY VEHICLE SMOG CHECK	103658-6134 Vehicle Repair & Maintenance	ACH012520	45.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CITY VEHICLE SMOG CHECK	103658-6134 Vehicle Repair & Maintenance	ACH012520	45.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DEC REC SCHEDULING SVS	104070-6099 Professional Services	ACH012520	102.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	12/17 TEEN CENTER EXCURSION	104071-6270 Excursions	ACH012520	115.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	12/17 TEEN CENTER EXCURSION	104071-6270 Excursions	ACH012520	11.50	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DEC SPOTIFY STREAMING SVS	104071-6299 Other Purchased Services	ACH012520	14.99	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	DEC HULU SERVICES	104071-6299 Other Purchased Services	ACH012520	44.99	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TEEN CENTER SUPPLIES	104071-6301 Special Department Supplies	ACH012520	64.70	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	104071-6301 Special Department Supplies	ACH012520	7.61	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	TREE LIGHTING, CCB SUPPLIES	104071-6301	ACH012520	31.74	DECEMBER 19		00012846	01/25/2020

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	V008741		Special Department Supplies						
EP	BANK OF AMERICA V008741	TREE LIGHTING SUPPLIES	104071-6301 Special Department Supplies	ACH012520	133.18	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	GARLAND	104071-6301 Special Department Supplies	ACH012520	54.95	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TREE LIGHTING SUPPLIES	104071-6301 Special Department Supplies	ACH012520	41.33	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TREE LIGHTING SUPPLIES	104071-6301 Special Department Supplies	ACH012520	38.77	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	SANTA SUIT	104071-6301 Special Department Supplies	ACH012520	113.12	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	REC STAFF MEETING MEALS	104071-6301 Special Department Supplies	ACH012520	129.51	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	LIGHTBULBS	104071-6301 Special Department Supplies	ACH012520	40.24	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TAMALE FESTIVAL SUPPLIES	104071-6301 Special Department Supplies	ACH012520	266.27	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TAMALE FESTIVAL SUPPLIES	104071-6301 Special Department Supplies	ACH012520	174.07	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TV MOUNT FOR KOCH PARK	104071-6301 Special Department Supplies	ACH012520	99.99	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TV FOR KOCH PARK	104071-6301 Special Department Supplies	ACH012520	278.87	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH012520	82.22	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH012520	47.45	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	VIDEO GAME CONTROLS	104071-6301 Special Department Supplies	ACH012520	76.11	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	INSTALL TV AT KOCH PARK	104071-6301	ACH012520	70.67	DECEMBER 19		00012846	01/25/2020

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	V008741		Special Department Supplies						
EP	BANK OF AMERICA V008741	VIDEO GAME SYSTEM	104071-6301 Special Department Supplies	ACH012520	326.24	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TEEN CENTER SUPPLIES	104071-6301 Special Department Supplies	ACH012520	131.25	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH012520	183.06	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	REC HOLIDAY LUNCHEON	104071-6301 Special Department Supplies	ACH012520	216.12	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH012520	21.75	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH012520	21.75	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH012520	21.75	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH012520	27.19	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH012520	21.75	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	TAMALE FESTIVAL SUPPLIES	104071-6301 / 79395-6301 Special Department Supplies	ACH012520	43.72	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CCB STAFF MEALS	104072-6301 Special Department Supplies	ACH012520	122.40	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	SR CENTER RAFFLE PRIZES	104079-6301 Special Department Supplies	ACH012520	147.01	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	SR CENTER XMAS PARTY SUPPLIES	104079-6301 Special Department Supplies	ACH012520	372.29	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	SR CENTER XMAS PARTY SUPPLIES	104079-6301 Special Department Supplies	ACH012520	178.74	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	SR CENTER XMAS PARTY MEALS	104079-6301	ACH012520	818.90	DECEMBER 19		00012846	01/25/2020

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	V008741		Special Department Supplies						
EP	BANK OF AMERICA V008741	MEETING SUPPLIES	109595-6301 Special Department Supplies	ACH012520	129.98	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	BROWN BAG SUPPLIES	109595-6301 Special Department Supplies	ACH012520	50.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	MEETING SUPPLIES	109595-6301 Special Department Supplies	ACH012520	75.99	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	COFFEE SUPPLIES	109595-6301 Special Department Supplies	ACH012520	10.50	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	EMPLOYEE WELLNESS SUPPLIES	109595-6301 Special Department Supplies	ACH012520	168.48	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	MEETING SUPPLIES	109595-6301 Special Department Supplies	ACH012520	29.56	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	MEETING SUPPLIES	109595-6301 Special Department Supplies	ACH012520	41.92	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	309.50	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	146.88	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON DESSERTS	109595-6301 Special Department Supplies	ACH012520	275.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	277.96	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON DESSERTS	109595-6301 Special Department Supplies	ACH012520	110.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	275.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	28.02	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	HOLIDAY LUNCHEON SUPPLIES	109595-6301	ACH012520	841.65	DECEMBER 19		00012846	01/25/2020

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	V008741		Special Department Supplies						
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON DECOR	109595-6301 Special Department Supplies	ACH012520	53.62	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	75.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON DECOR	109595-6301 Special Department Supplies	ACH012520	42.93	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON DESSERTS	109595-6301 Special Department Supplies	ACH012520	22.98	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	23.64	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	30.08	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CREDIT	109595-6301 Special Department Supplies	ACH012520	-47.18	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON FLOWERS	109595-6301 Special Department Supplies	ACH012520	17.38	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	151.83	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON FLOWERS	109595-6301 Special Department Supplies	ACH012520	43.06	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	6.47	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	HOLIDAY LUNCHEON SUPPLIES	109595-6301 Special Department Supplies	ACH012520	45.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CHIEF SYMPOSIUM REG - BUTTS	213041-6250 Staff Training	ACH012520	600.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CHIEF SYMPOSIUM REG - LENYI	213041-6250 Staff Training	ACH012520	700.00	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA	ERGONOMIC MOUSE	404580-6301	ACH012520	21.74	DECEMBER 19		00012846	01/25/2020

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	V008741		Special Department Supplies						
EP	BANK OF AMERICA V008741	CCB EVENT SUPPLIES	504077-6301 Special Department Supplies	ACH012520	20.62	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CCB EVENT SUPPLIES	504077-6301 Special Department Supplies	ACH012520	17.23	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CCB EVENT SUPPLIES	504077-6301 Special Department Supplies	ACH012520	138.90	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CCB EVENT SUPPLIES	504077-6301 Special Department Supplies	ACH012520	123.95	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CCB EVENT MEALS	504077-6301 Special Department Supplies	ACH012520	428.38	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CCB EVENT SUPPLIES	504077-6301 Special Department Supplies	ACH012520	171.66	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CCB EVENT SUPPLIES	504077-6301 Special Department Supplies	ACH012520	55.83	DECEMBER 19		00012846	01/25/2020
EP	BANK OF AMERICA V008741	CHAMBER MICROPHONE CORDS	504077-6301 Special Department Supplies	ACH012520	21.74	DECEMBER 19		00012846	01/25/2020
Check Total:					25,459.86				
EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0021-2170 Deferred Comp Payable - ICMA	PY20003	24.91	2995/2001003		00012847	02/04/2020
EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0029-2170 Deferred Comp Payable - ICMA	PY20003	210.49	2995/2001003		00012847	02/04/2020
EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0037-2170 Deferred Comp Payable - ICMA	PY20003	255.50	2995/2001003		00012847	02/04/2020
EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0048-2170 Deferred Comp Payable - ICMA	PY20003	729.01	2995/2001003		00012847	02/04/2020
EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0010-2170 Deferred Comp Payable - ICMA	PY20003	16,972.78	2995/2001003		00012847	02/04/2020
EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0050-2170 Deferred Comp Payable - ICMA	PY20003	3.55	2995/2001003		00012847	02/04/2020

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EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0076-2170 Deferred Comp Payable - ICMA	PY20003	17.71	2995/2001003		00012847	02/04/2020
EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0054-2170 Deferred Comp Payable - ICMA	PY20003	317.44	2995/2001003		00012847	02/04/2020
EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0061-2170 Deferred Comp Payable - ICMA	PY20003	544.68	2995/2001003		00012847	02/04/2020
EP	ICMA RETIREMENT TRUST V000496	PE 01/25/20 PD 01/31/20	0062-2170 Deferred Comp Payable - ICMA	PY20003	296.46	2995/2001003		00012847	02/04/2020
Check Total:					19,372.53				
EP	PLACENTIA POLICE V000839	PE 01/25/20 PD 01/31/20	0010-2180 Police Mgmt Assn Dues	PY20003	799.72	2625/2001003		00012848	02/04/2020
EP	PLACENTIA POLICE V000839	PE 01/25/20 PD 01/31/20	0061-2180 Police Mgmt Assn Dues	PY20003	4.42	2625/2001003		00012848	02/04/2020
Check Total:					804.14				
EP	PLACENTIA POLICE V003519	PE 01/25/20 PD 01/31/20	0010-2178 Placentia Police Assoc Dues	PY20003	2,096.79	2620/2001003		00012849	02/04/2020
EP	PLACENTIA POLICE V003519	PE 01/25/20 PD 01/31/20	0021-2178 Placentia Police Assoc Dues	PY20003	8.23	2620/2001003		00012849	02/04/2020
EP	PLACENTIA POLICE V003519	PE 01/25/20 PD 01/31/20	0076-2178 Placentia Police Assoc Dues	PY20003	13.23	2620/2001003		00012849	02/04/2020
EP	PLACENTIA POLICE V003519	PE 01/25/20 PD 01/31/20	0050-2178 Placentia Police Assoc Dues	PY20003	1.17	2620/2001003		00012849	02/04/2020
EP	PLACENTIA POLICE V003519	PE 01/25/20 PD 01/31/20	0061-2178 Placentia Police Assoc Dues	PY20003	96.53	2620/2001003		00012849	02/04/2020
EP	PLACENTIA POLICE V003519	PE 01/25/20 PD 01/31/20	0062-2178 Placentia Police Assoc Dues	PY20003	275.71	2620/2001003		00012849	02/04/2020
Check Total:					2,491.66				
EP	AMERICAN FIDELITY V010011	FSA P/E 1/11 PD 1/17	0010-2190 Dependent Care SSA	ACH020320	273.96	2060400		00012850	02/04/2020
EP	AMERICAN FIDELITY	FSA P/E 1/11 PD 1/17	0029-2188	ACH020320	1.12	2060400		00012850	02/04/2020

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	V010011		Health Care SSA						
EP	AMERICAN FIDELITY V010011	FSA P/E 1/11 PD 1/17	0029-2190 Dependent Care SSA	ACH020320	43.75	2060400		00012850	02/04/2020
EP	AMERICAN FIDELITY V010011	FSA P/E 1/11 PD 1/17	0010-2188 Health Care SSA	ACH020320	641.71	2060400		00012850	02/04/2020
EP	AMERICAN FIDELITY V010011	FSA P/E 1/11 PD 1/17	0037-2188 Health Care SSA	ACH020320	11.29	2060400		00012850	02/04/2020
EP	AMERICAN FIDELITY V010011	FSA P/E 1/11 PD 1/17	0054-2188 Health Care SSA	ACH020320	21.88	2060400		00012850	02/04/2020
EP	AMERICAN FIDELITY V010011	FSA P/E 1/11 PD 1/17	0037-2190 Dependent Care SSA	ACH020320	21.87	2060400		00012850	02/04/2020
EP	AMERICAN FIDELITY V010011	FSA P/E 1/11 PD 1/17	0048-2188 Health Care SSA	ACH020320	7.30	2060400		00012850	02/04/2020
EP	AMERICAN FIDELITY V010011	FSA P/E 1/11 PD 1/17	0048-2190 Dependent Care SSA	ACH020320	14.58	2060400		00012850	02/04/2020
				Check Total:	1,037.46				
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0010-2150 Survivor Benefit Package	ACH020320	106.83	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0010-2195 PERS Uniform	ACH020320	17.84	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0029-2140 Employee PERS W/H	ACH020320	643.02	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0029-2150 Survivor Benefit Package	ACH020320	1.04	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0029-2195 PERS Uniform	ACH020320	0.24	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0037-2140 Employee PERS W/H	ACH020320	698.33	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0037-2150 Survivor Benefit Package	ACH020320	1.02	011720		00012851	02/04/2020

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EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0048-2140 Employee PERS W/H	ACH020320	2,173.30	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0048-2150 Survivor Benefit Package	ACH020320	4.18	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0010-2140 Employee PERS W/H	ACH020320	75,801.79	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0048-2195 PERS Uniform	ACH020320	1.02	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0062-2150 Survivor Benefit Package	ACH020320	3.66	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0054-2140 Employee PERS W/H	ACH020320	607.77	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0054-2150 Survivor Benefit Package	ACH020320	0.56	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0061-2140 Employee PERS W/H	ACH020320	1,493.99	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0061-2150 Survivor Benefit Package	ACH020320	1.75	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0061-2195 PERS Uniform	ACH020320	0.55	011720		00012851	02/04/2020
EP	CALIFORNIA PUBLIC V010053	PERS P/E 1/11 PD 1/17	0062-2140 Employee PERS W/H	ACH020320	2,804.39	011720		00012851	02/04/2020
Check Total:					84,361.28				
EP	EMPLOYMENT V010052	STATE TAX P/E 1/25 PD 1/31	0021-2135 Calif Income Tax W/H	ACH020320	42.07	013120		00012852	02/04/2020
EP	EMPLOYMENT V010052	STATE TAX P/E 1/25 PD 1/31	0029-2135 Calif Income Tax W/H	ACH020320	65.48	013120		00012852	02/04/2020
EP	EMPLOYMENT V010052	STATE TAX P/E 1/25 PD 1/31	0037-2135 Calif Income Tax W/H	ACH020320	161.91	013120		00012852	02/04/2020
EP	EMPLOYMENT	STATE TAX P/E 1/25 PD 1/31	0010-2135	ACH020320	17,883.22	013120		00012852	02/04/2020

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Electronic Disbursement Register
For 02/12/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
	V010052		Calif Income Tax W/H						
EP	EMPLOYMENT V010052	STATE TAX P/E 1/25 PD 1/31	0048-2135 Calif Income Tax W/H	ACH020320	480.86	013120		00012852	02/04/2020
EP	EMPLOYMENT V010052	STATE TAX P/E 1/25 PD 1/31	0076-2135 Calif Income Tax W/H	ACH020320	144.73	013120		00012852	02/04/2020
EP	EMPLOYMENT V010052	STATE TAX P/E 1/25 PD 1/31	0050-2135 Calif Income Tax W/H	ACH020320	27.65	013120		00012852	02/04/2020
EP	EMPLOYMENT V010052	STATE TAX P/E 1/25 PD 1/31	0054-2135 Calif Income Tax W/H	ACH020320	229.35	013120		00012852	02/04/2020
EP	EMPLOYMENT V010052	STATE TAX P/E 1/25 PD 1/31	0061-2135 Calif Income Tax W/H	ACH020320	341.83	013120		00012852	02/04/2020
EP	EMPLOYMENT V010052	STATE TAX P/E 1/25 PD 1/31	0062-2135 Calif Income Tax W/H	ACH020320	1,135.48	013120		00012852	02/04/2020
				Check Total:	20,512.58				
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0010-2115 Employee Medicare W/H	ACH020320	6,322.01	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0010-2120 Employer Medicare Payable	ACH020320	6,322.01	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0021-2110 Federal Income Tax W/H	ACH020320	96.63	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0010-2110 Federal Income Tax W/H	ACH020320	48,141.87	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0021-2115 Employee Medicare W/H	ACH020320	9.21	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0054-2115 Employee Medicare W/H	ACH020320	59.96	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0021-2120 Employer Medicare Payable	ACH020320	9.21	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0029-2110 Federal Income Tax W/H	ACH020320	200.19	013120		00012853	02/04/2020

City of Placentia
Electronic Disbursement Register
For 02/12/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0029-2115 Employee Medicare W/H	ACH020320	60.80	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0029-2120 Employer Medicare Payable	ACH020320	60.80	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0037-2110 Federal Income Tax W/H	ACH020320	391.63	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0037-2115 Employee Medicare W/H	ACH020320	69.21	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0037-2120 Employer Medicare Payable	ACH020320	69.21	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0048-2110 Federal Income Tax W/H	ACH020320	1,252.71	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0048-2115 Employee Medicare W/H	ACH020320	213.37	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0048-2120 Employer Medicare Payable	ACH020320	213.37	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0050-2110 Federal Income Tax W/H	ACH020320	247.52	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0050-2115 Employee Medicare W/H	ACH020320	48.46	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0050-2120 Employer Medicare Payable	ACH020320	48.46	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0054-2110 Federal Income Tax W/H	ACH020320	505.92	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0061-2110 Federal Income Tax W/H	ACH020320	729.82	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0061-2115 Employee Medicare W/H	ACH020320	103.13	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0061-2120 Employer Medicare Payable	ACH020320	103.13	013120		00012853	02/04/2020

City of Placentia
Electronic Disbursement Register
For 02/12/2020

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0062-2110 Federal Income Tax W/H	ACH020320	2,785.47	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0054-2120 Employer Medicare Payable	ACH020320	59.96	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0062-2115 Employee Medicare W/H	ACH020320	325.34	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0076-2120 Employer Medicare Payable	ACH020320	30.76	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0062-2120 Employer Medicare Payable	ACH020320	325.34	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0076-2110 Federal Income Tax W/H	ACH020320	348.75	013120		00012853	02/04/2020
EP	INTERNAL REVENUE V010054	FED/MED/SS P/E 1/25 PD 1/31	0076-2115 Employee Medicare W/H	ACH020320	30.76	013120		00012853	02/04/2020
					Check Total:	69,185.01			
EP	ADMINSURE V011303	JAN WORKERS' COMP CLAIMS	404580-5165 Workers' Compensation Claims	ACH020620	33,524.82	JANUARY 2020		00012854	01/31/2020
					Check Total:	33,524.82			
					Type Total:	320,545.94			
					Check Total:	320,545.94			



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL
VIA: CITY ADMINISTRATOR
FROM: DIRECTOR OF PUBLIC WORKS
DATE: FEBRUARY 18, 2020
SUBJECT: **AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH AMERICAN INTEGRATED SERVICES, INC. FOR HOMELESS ENCAMPMENT CLEANUP SERVICES**

FISCAL EXPENSE: \$3,289.46
IMPACT: BUDGETED: \$3,289.46 FY 2019-20 OPERATING BUDGET (109595-6999)

SUMMARY:

On Tuesday, September 24, 2019 the City conducted a cleanup of the existing homeless encampment on Crowther Avenue. The cleaning included clearing the area of hazardous materials and debris and pressure washing the sidewalks. American Integrated Services, Inc. was contracted by the City to provide these services under a Professional Services Agreement administratively approved by the City Administrator as the initial cost was within his approval limit. However, the final cost for this work increased by \$3,289.46 which exceeds the City Administrator's approval limit necessitating an amendment to this agreement for approval by the City Council.

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Approve Amendment No. 1 to the Professional Services Agreement with American Integrated Services, Inc. for hazardous waste removal services, in the amount of \$3,289.46; and
2. Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.

DISCUSSION:

On Tuesday, September 24, 2019, the City conducted a cleanup and removal of hazardous waste from the existing homeless encampment located on Crowther Avenue beneath the 57 Freeway. This work included the collection and removal of hazardous waste, debris removal, removal of illegal construction, and pressure washing the adjacent sidewalks. The original cost estimate to complete this work was within the City Administrator's administrative approval limit and thus he

1. e.
February 18, 2020

was able to approve the Professional Services Agreement for that purpose. However, upon conclusion of this work the quantity of hazardous material collected and removed exceeded the original estimate by \$3,289.46 thus exceeding the City Administrator's approval limit in aggregate. As such, an amendment to that agreement to cover that additional cost is presented to the City Council for its review and consideration.

FISCAL IMPACT:

The total additional cost for hazardous material collection and disposal amounts to \$3,289.46, for a total contract not to exceed amount of \$28,288.46 Sufficient funds exist in the FY 2019-20 Operating Budget to cover this cost.

Prepared by:



Joel Cardenas
Public Works Superintendent

Reviewed and approved:



Luis Estevez
Director of Public Works

Reviewed and approved:



Kim Krause
Director of Finance

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachment:

Amendment No. 1 to the PSA with American Integrated Services, Inc.

**AMENDMENT NO. 1 TO
PROFESSIONAL SERVICES AGREEMENT
PROVISION OF PROFESSIONAL SERVICES AGREEMENT WITH AMERICAN
INTEGRATED SERVICES INC**

This Amendment No. 1 (“Amendment”) to Professional Services Agreement is made and entered into effective the 18th day of February, 2020, by and between the CITY OF PLACENTIA, a Charter City and Municipal Corporation (“CITY”), and American Integrated Services, a California corporation (hereinafter “CONSULTANT”). CITY and CONSULTANT are sometimes hereinafter individually referred to as “Party” and or collectively referred to as the “Parties.”

A. Recitals.

(i). CITY and CONSULTANT entered into a Professional Services Agreement (“Agreement”) effective August 27th 2019 through which CONSULTANT has been providing professional services as more fully explained in the Scope of Services attached to the Agreement as Exhibit “A.”

(ii). The Parties now seek to amend the Agreement to increase the contract amount by an additional \$3,289.46 from \$24,999 to \$28,288.46.

(iii). All legal prerequisites to the making of this Amendment have occurred.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the Parties agree as follows:

B. Amendment to Agreement.

1. Section 2, Paragraph 1 of the Agreement is hereby amended to read as follows:

2.0 Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit “A”. Consultant’s total compensation shall not exceed Twenty Eight Thousand Two Hundred and Eighty-Eight Dollars and Forty-Six Cents (\$28,288.46).

2. Except as specifically modified herein, all of the terms, conditions and provisions of the Agreement shall remain in full force and effect.

3. The Agreement, all amendments together with this Amendment No. 1 and all Exhibits attached thereto, constitutes the entire Agreement between the Parties and supersedes all prior negotiations, arrangements, representations, and understandings, if any, made by or between the Parties with respect to the subject matter hereof. No amendment or other modification of the Agreement, as modified by this Amendment No. 1 shall be binding unless executed in writing by both Parties hereto, or their respective successors, assigns, or grantees.

4. Each of the undersigned represents and warrants that he or she is duly authorized to execute and deliver this Amendment No. 1 and that such execution is binding upon the entity for which he or she is executing this document.

IN WITNESS WHEREOF, the Parties have caused Amendment No. 1 to the Consulting Services Agreement are to be executed as of the day and year first above written.

CONSULTANT

CITY OF PLACENTIA

By: _____
Mark A. Acosta, Representative

By: _____
Damien R. Arrula
City Administrator

ATTEST:

By: _____
Robert S. McKinnell, City Clerk

APPROVED AS TO FORM:

By: _____
Christian L. Bettenhausen, City Attorney



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF PUBLIC WORKS

DATE: FEBRUARY 18, 2020

SUBJECT: **AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH HR GREEN PACIFIC INC. FOR PRIVATE DEVELOPMENT PLAN CHECK SERVICES**

FISCAL
IMPACT: EXPENSE: \$120,000 TOTAL COST FOR SERVICES
BUDGETED: \$ 75,000 FY 2019-20 OPERATING BUDGET (103551-6099)
\$ 45,000 FY 2019-20 MID-YEAR AMENDMENT TO OPERATING
BUDGET (103551-6099)
(THESE EXPENSES ARE OFFSET BY REVENUE)

SUMMARY:

On July 24, 2018, HR Green Pacific, Inc. ("HR Green") was awarded a contract to provide the City with on-call plan check services for private development projects. HR Green has been supporting the City with plan checking of major private developments, such as the Integral/Herald, the Alta Vista Development, JPI, and few other projects in the City over the last two years. These services included plan checking for entitlement reviews, preliminary tract and parcel map reviews, in addition to various other public improvements such as storm drains, sanitary sewer, and street improvement plans. The cost for these services, including the City's overhead costs, were covered by private developers via established plan check fees and deposits charged to all project applicants. We are approaching HR Green's contract limit of \$75,000 and Amendment No. 1 will provide an additional \$45,000 to cover the remainder of plan checking by HR Green for the aforementioned projects. With addition of Amendment No. 1, there is enough funding to cover plan check services for the remainder of the projects currently in review.

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Approve Amendment No. 1 to the Professional Services Agreement with HR Green, Inc. for an additional \$45,000 in contractual spending authority for plan check services, for a cumulative contract not to exceed amount of \$120,000; and
2. Authorize the City Administrator and/or his designee to execute the necessary documents, in a form approved by the City Attorney.

1. f.
February 18, 2020

DISCUSSION:

On July 24, 2018, the City Council approved a contract in the not to exceed amount of \$75,000 for HR Green to assist the City with plan check services. However, as demand has increased for these external services, additional funding is needed to fulfill development deadlines over the next several months. The scope of services under this contract includes on-call plan checking for various plan types and reports such as:

- Rough/Precise Grading Plans
- Erosion Control Plans
- Sewer Capacity Studies
- Hydrology and Hydraulics Reports
- Tentative Parcel/Tract Maps
- Lot Line Adjustments and Mergers
- Street Improvement Plans
- Storm Drain Plans
- Sanitary Sewer Plans

Staff is proposing to increase HR Green's contract by \$45,000 in order to complete plan checking services for several private development projects still in review. The consultants shall perform these services as described in each task order at the direction of the City Engineer, based on the agreed cost per sheet basis as enumerated in the fee schedule that was recently adopted by the City Council. Some of the major projects currently in plan check by HR Green include: SC Development, JPI at 505 W. Crowther, and Lakeview Loop Industrial Buildings.

FISCAL IMPACT:

The recommended actions will approve an amendment to the Professional Services Agreement with HR Green for an additional not to exceed amount of \$45,000 for a cumulative not to exceed contract amount of \$120,000.

The FY 2019-20 Mid-Year Budget Amendment will include \$45,000 in increased contract costs, offset by an increase in Engineering Fee revenue.

Prepared by:



Masoud Sepahi
City Engineer

Reviewed and approved:



Luis Estevez
Director of Public Works

Reviewed and approved:



Kim Krause
Director of Finance

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachment:

Amendment No. 1 to Professional Services Agreement with HR Green Pacific, Inc.

**AMENDMENT NO. 1 TO
PROFESSIONAL SERVICES AGREEMENT
PROVISION OF PROFESSIONAL SERVICES WITH HR GREEN PACIFIC INC.**

This Amendment No. 1 (“Amendment”) to Professional Services Agreement is made and entered into effect the 18th of February, 2020, by and between the CITY OF PLACENTIA, a Charter City and Municipal Corporation (“CITY”), and HR Green Pacific Inc., a California corporation (hereinafter “CONSULTANT”). CITY and CONSULTANT are sometimes hereinafter individually referred to as “Party” and or collectively referred to as the “Parties.”

A. Recitals.

(i). CITY and CONSULTANT entered into a Professional Services Agreement (“Agreement”) effective July 4, 2018 through which CONSULTANT has been providing professional services as more fully explained in the Scope of Services attached to the Agreement as Exhibit “A.”

(ii). The Parties now seek to amend the Agreement to increase compensation for additional design and field work in support of On-call plan check services for private development.

(iii). All legal prerequisites to the making of this Amendment have occurred.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the Parties agree as follows:

B. Amendment to Agreement.

1. Section 2.1, Paragraph 1 of the Agreement is hereby amended to read as follows:

2.1 Compensation. Consultant shall be paid in accordance with the revised fee schedule set forth in Exhibit “A”. Consultant’s total compensation shall not exceed \$120,000.

2. Except as specifically modified herein, all of the terms, conditions and provisions of the Agreement shall remain in full force and effect.

3. The Agreement, all amendments together with this Amendment No. 1 and all Exhibits attached thereto, constitutes the entire Agreement between the Parties and supersedes all prior negotiations, arrangements, representations, and understandings, if any, made by or between the Parties with respect to the subject matter hereof. No amendment or other modification of the Agreement, as modified by this Amendment No. 1 shall be binding unless executed in writing by both Parties hereto, or their respective successors, assigns, or grantees.

4. Each of the undersigned represents and warrants that he or she is duly authorized to execute and deliver this Amendment No. 1 and that such execution is binding upon the entity for which he or she is executing this document.

IN WITNESS WHEREOF, the Parties have caused Amendment No. 1 to the Consulting Services Agreement are to be executed as of the day and year first above written.

CONSULTANT

CITY OF PLACENTIA

By: _____
Tina York

By: _____
Damien R. Arrula, City Administrator

ATTEST:

By: _____
Robert S. McKinnell, City Clerk

APPROVED AS TO FORM:

By: _____
Christian L. Bettenhausen, City Attorney



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF PUBLIC WORKS

DATE: FEBRUARY 18, 2020

SUBJECT: **BUENA VISTA AVENUE ON-STREET PARKING RESTRICTIONS**

FISCAL
IMPACT: EXPENSE: \$900 NEW SIGN FABRICATION AND INSTALLATION
BUDGETED: \$900 FY 2019-20 OPERATING BUDGET (103652-6310)

SUMMARY:

In December 2019, a City of Placentia resident requested review of available sight distance at the Barbados Drive/Buena Vista Avenue intersection related to egress from at the Corte Vista Villas Community. Based on Staff analysis, the prohibition of on-street parking is required to provide adequate sight distance for community egress at Trinidad Way, Barbados Drive, and Haiti Drive (serving the Corte Vista Villas residential community).

After considering input from Staff and several members of the community, the Placentia Streetscape and Transportation Advisory Commission recommended on-street parking prohibition with a 3-1 vote during its January 21, 2020 meeting.

RECOMMENDATION:

It is recommended that the City Council take the following action:

Direct City Staff to prohibit on-street parking on Buena Vista Avenue between Rose Drive and Haiti Drive.

DISCUSSION:

In December 2019, a Placentia resident requested review of available sight distance at the Barbados Drive/Buena Vista Avenue intersection related to egress from at the Corte Vista Villas Community. The resident noted a frequency of near-miss crashes between motorists leaving the neighborhood and motorists traveling on Buena Vista Avenue.

Buena Vista Avenue in the project vicinity is a two-lane undivided roadway (40-foot wide) with a posted speed limit of 45 miles per hour (MPH). East of Haiti Drive, Buena Vista widens to a four-lane divided roadway (60-foot wide), with painted center median and turn lanes.

On-street parking is currently allowed on the south side of Buena Vista Avenue between Rose Drive and Haiti Drive. On-street parking is currently prohibited east of Trinidad Way and on the north side of Buena Vista Avenue (City of Yorba Linda).

The Corte Vista Villas Community is a residential neighborhood served by the following three roadways that are all stop-controlled at their intersection with Buena Vista Avenue:

1. Trinidad Way
2. Barbados Drive
3. Haiti Drive

Table 1 shows the California Department of Transportation (Caltrans) Highway Design Manual stopping sight distance based on the roadway posted speed limit. Based on the posted speed limit of 45 mph, the Caltrans standards identifies a minimum stopping sight distance of 360 feet.

**Table 1
 Caltrans Stopping Sight Distance**

Roadway Speed (miles per hour)	Required Stopping Sight Distance (feet)
10	50
15	100
20	125
25	150
30	200
35	250
40	300
45	360
50	430
55	500
60	580
65	660
70	750
75	840
80	930

Source: Caltrans HDM Table 201.1

Sight distance triangles were mapped using aerial images for viewing both eastbound and westbound traffic at the three community driveways. The resulting sight distance triangles overlap each other indicating parking cannot fit within the required area for clear line of sight. Therefore, the prohibition of on-street parking is required to provide adequate sight distance for vehicular egress from the three (3) Corte Vista Villas Community roadways.

Analysis was performed to determine if restriction of left-turns out of any of the driveways would allow for on-street parking to remain on Buena Vista Avenue. Based on the 360-foot sight distance requirement, the sight distance triangles continue to require on-street parking be prohibited on Buena Vista Avenue.

The Placentia Police Department (“PPD”) was contacted to determine if there is a history of crashes on Buena Vista Avenue east of Rose Drive. Based on PPD’s records, two collisions occurred in 2019, both of which were related to left-turn maneuvers from the neighborhood per the California Vehicle Code 21804(a) which reads as follows:

The driver of any vehicle about to enter or cross a highway from any public or private property, or from an alley, shall yield the right-of-way to all traffic, as defined in Section 620, approaching on the highway close enough to constitute an immediate hazard, and shall continue to yield the right-of-way to that traffic until he or she can proceed with reasonable safety.

Approximately 10 residents attended the Placentia Streetscape and Transportation Advisory Commission (“Commission”) on January 21, 2020 and provided input on this issue. Based on the line of sight data presented by Staff, the Commission approved the Staff recommendation to institute the on-street parking prohibition on Buena Vista Avenue between Rose Drive and Haiti Drive. The Corte Vista Villas Homeowners Association (HOA) was notified of the potential parking restrictions on Buena Vista Avenue through the HOA-designated management company in December 2019 and January 2019. To date, the HOA has not provided a written or verbal response to the City regarding the proposed parking restrictions.

FISCAL IMPACT:

The cost to fabricate and install No Parking signs is estimated to be \$900 and sufficient funds are budgeted in the FY 2019-20 Operating Budget to cover this expense.

Prepared by:



Paul Martin, P.E., T.E.
Transportation Manager

Reviewed and approved:



Luis Estevez
Director of Public Works

Reviewed and approved:



Kim Krause
Director of Finance

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachments:

1. Aerial with Sight Distance Triangles at Trinidad Way
2. Aerial with Sight Distance Triangles at Barbados Drive
3. Aerial with Sight Distance Triangles at Haiti Drive

Buena Vista Sight Distance

Trinidad Way & Barbados Drive Sight Distance Triangles

Legend

-  Barbados Dr Sight Distance
-  Haiti Dr Sight Distance
-  Trinidad Wy Sight Distance



Buena Vista Sight Distance

Barbados Drive & Haiti Dr Sight Distance Triangles

Legend

-  Barbados Dr Sight Distance
-  Haiti Dr Sight Distance
-  Trinidad Wy Sight Distance



Google Earth

© 2019 Google

ATTACHMENT



100 ft

Buena Vista Sight Distance

Haiti Dr Sight Distance Triangles

Legend

-  Barbados Dr Sight Distance
-  Haiti Dr Sight Distance
-  Trinidad Wy Sight Distance

Buena Vista Ave

St Lucia Way

Haiti Dr

Dominica Cir

Aruba Dr

Google Earth

© 2019 Google

ATTACHMENT 3

200 ft





Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF PUBLIC WORKS

DATE: FEBRUARY 18, 2020

SUBJECT: **ACCEPTANCE OF CONSTRUCTION WORK AND NOTICE OF COMPLETION FOR CONSTRUCTION OF THE ADA RAMP RECONSTRUCTION PROJECTS NO. 1905 & 1008**

FISCAL IMPACT:

EXPENSE:	\$716,047.14	TOTAL PROJECT COST
	\$468,462.22	TOTAL CONSTRUCTION CONTRACT AMOUNT
BUDGETED:	\$576,302.00	FY 2018-19 CIP BUDGET
		(107908-, 797908-, 177908-, & 187908-6185)
	\$115,000.00	FY 2019-20 CIP BUDGET (791008-6185)
	\$ 25,000.00	FY 2019-20 MEASURE U (791008-6185)*
		*MID-YEAR ADJUSTMENT REQUIRED

SUMMARY:

On June 4, 2019, the City Council awarded a Construction Contract to All Cities Engineering, Inc. ("All Cities") in the amount of \$425,875.00 for reconstruction of 81 ADA curb ramps throughout the City of Placentia ("Project"). The Project has now been completed to the satisfaction of the City and this action concludes the Project and authorizes filing a Notice of Completion with the Orange County Clerk-Recorder's Office in the amount of \$468,462.22. This amount includes one Contract Change Order in the amount of \$42,587.22, or 10% of the Construction Contract amount.

The scope of this Project entailed furnishing all labor, materials, tools, equipment, appurtenances, and incidentals for construction of 81 new ADA-compliant curb ramps. All work was inspected and certified by an independent Certified Access Specialist (CASp) inspector, meeting the latest accessibility standards and specifications of the Americans with Disabilities Act (ADA) and California Building Code Standards.

RECOMMENDATION:

It is recommended that City Council take the following actions:

1. Accept the work performed by All Cities Engineering, Inc., for construction of the ADA Ramp Reconstruction Project, City Projects No. 1905 & 1008 for a grand total amount of \$468,462.22; and
2. Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project; and

1. h.
February 18, 2020

3. Authorize the City Administrator to release retention funds in accordance with the terms of the contract.

DISCUSSION:

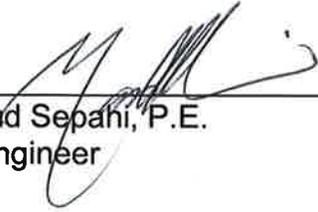
The scope of this Project included furnishing all labor, materials, tools, equipment, appurtenances, and incidentals for removal of 81 existing curb ramps and construction of new ADA-compliant curb ramps. This work included installation of truncated domes, sidewalk repairs, curb/gutter and cross gutter repairs, relocation of existing signs and posts, and adjustment of pull boxes. All work was inspected and certified by an independent CASp inspector hired by the City. The new curb ramps now meet accessibility standards and specifications of the ADA and California Building Code Standards as outlined in the Engineered Plans and Specifications for this Project. One Contract Change Order was required for additional work associated with unforeseen field conditions encountered during the construction of the ramps in addition to adding one additional curb ramp in the amount of \$42,587.22. This Change Order was administratively approved by the City Administrator as it was within his administrative approval limit.

FISCAL IMPACT:

The total cost of the Project amounts to \$716,047.14. This consists of the bid amount submitted by All Cities in the amount of \$425,875.00 for construction, a 10% construction contingency amount of \$42,587.22, Construction Management and Inspection Services in the amount of \$109,303.46, Design Services of \$76,102.00, and ADA Inspection and Certification in the amount of \$62,179.46. A total of \$691,302.00 has been budgeted for this Project in the Fiscal Year (FY) 2018-19 and FY 2019-20 Capital Improvement Program Budgets. An additional \$25,000.00 of Measure U funding will be included in the 2019-20 Mid-Year Budget Amendment. As such, sufficient funds exist for the recommended actions. The following table provides a summary of the total cost for all components for this Project:

TOTAL PROJECT COST	
Design	\$76,102.00
Construction Contract	\$425,875.00
10% Construction Contingency	\$42,587.22
Construction Management and Inspection Services	\$109,303.46
ADA CASp Inspection & Certification	\$62,179.46
Total: \$716,047.14	

Prepared by:



Masoud Sepahi, P.E.
City Engineer

Reviewed and approved:



Luis Estevez
Director of Public Works

Reviewed and approved:



Kim Krause
Director of Finance

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachment:

Notice of Completion – All Cities Engineering Inc.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name City Clerk
Street City of Placentia
Address 401 E. Chapman Ave.
City & Placentia, CA 92870
State

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Free Recording Per Government Code Section 27383 and 6103

City Council Approval:

Deputy City Clerk

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. (See reverse side for Complete requirements.)

Notice is hereby given that:

- 1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is City of Placentia
3. The full address of the owner is 401 East Chapman Avenue
Placentia, CA 92870
4. The nature of the interest or estate of the owner is: In fee.
N/A
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:
NAMES ADDRESSES
N/A

A work of improvement on the property hereinafter described was completed on December 19, 2019. The work done was:

The project consisted of furnishing all labor, materials, tools, equipment, appurtenances and incidentals for removal of 81 existing curb ramps and construction of new ADA-compliant curb ramps. This work included installation of truncated domes, sidewalk repairs, curb/gutter and cross gutter repairs, relocation of existing signs and posts, and adjustment of pull boxes.

The name of the contractor, if any, for such work of improvement was All Cities Engineering Inc.

- 6. 5881 Snowgrass Trail, Jurupa Valley, CA 92509 06/04/2019
(If no contractor for work of improvement as a whole, insert "none".) (Date of Contract)

- 7. The property on which said work of improvement was completed is in the city of Placentia
County of Orange, State of California, and is described as follows: Notice of Completion ADA Ramp Reconstruction Projects No. 1905 and 1008.

- 8. The street address of said property is "none"
(If no street address has been officially assigned, insert "none".)

CITY OF PLACENTIA

Dated: 02-04-2020
Verification for Individual Owner

Signature of owner or corporate officer of owner
named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the City Administrator the declarant of the foregoing
("President of", "Manager of", "Owner of", etc.)

Notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on 2020, at Placentia, California.
(Date of Signature) (City where signed)

(Personal signature of the individual who is swearing
that the contents of the notice of completion are
true.)-



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL
VIA: CITY ADMINISTRATOR
FROM: DIRECTOR OF PUBLIC WORKS
DATE: FEBRUARY 18, 2020
SUBJECT: **ACCEPTANCE OF CONSTRUCTION WORK AND NOTICE OF COMPLETION FOR CONSTRUCTION OF THE KOCH PARK COMMUNITY CENTER BUILDING ROOF REPLACEMENT PROJECT – CITY PROJECT NO. 7908**

FISCAL
IMPACT: EXPENSE: \$ 88,591 TOTAL PROJECT COST
\$ 88,591 TOTAL CONSTRUCTION CONTRACT
BUDGETED: \$ 101,865 FY 2019-20 CAPITAL IMPROVEMENT PROGRAM BUDGET CIP (107908-6185)
MID-YEAR ADJUSTMENT NEEDED

SUMMARY:

On March 19, 2019, the City Council awarded a construction contract to Rite-Way Roof Corporation ("Rite-Way") in the amount of \$85,169 (the "Project"). The scope of the Project included a new polyester liner roofing over the existing roof, all ancillary work associated with installing the roofing materials, in addition to replacement of the existing clay tile roofing materials with new standard metal roofing. The Project also included installation of a new access hatch; construction of a new pad for the rooftop heating, ventilation, and air conditioning (HVAC); and minor wall repairs. There was one change order issued in the amount of \$3,422 for installation of additional plywood sheeting on the roof. The Project has now been completed to the satisfaction of the City and this action concludes the Project and authorizes filing a Notice of Completion with the Orange County Clerk-Recorder's Office in the amount of \$88,591. This amount includes one contract change order in the amount of \$3,422, or 4% of the construction contract amount, which was approved by the City Administrator as it was within his administrative approval limit. The total Project cost amounts to \$88,591. The entire project budget is funded utilizing Developer Fees.

RECOMMENDATION:

It is recommended that City Council take the following actions:

1. Accept the work performed by Rite-Way Roof Corporation, for construction of the Koch Park Community Center Building Roof Replacement, City Project No. 7908 for a grand total amount of \$88,591.00; and
2. Authorize the City Administrator to file a Notice of Completion with the Orange County Clerk-Recorder's Office for the Project; and
3. Authorize the City Administrator to release retention and a balance of \$3,422.00 in accordance with the terms of the contract.

1. i.
February 18, 2020

DISCUSSION:

The scope of this Project entailed replacement of the roof at the Koch Park Community Center Building located at 2210 N. Valencia Avenue. The existing roof was in poor condition, had reached the end of its life cycle, and needed replacement. Also, the clay tiles over the exterior decking were detaching and falling off, which created a dangerous condition for people accessing the building. The scope of the Project included installation of new roofing materials, roof reinforcement fabric, top coat, all ancillary coping, cleaning, and sheet metal work. In addition, the existing clay tile roofing materials were replaced with new 40-mil self-adhering membrane over the existing deck with new metal roofing material and an access hatch was installed for servicing the roof-mounted HVAC system and the roof itself. The contractor has provided the City with a two (2)-year workmanship warranty and a 20-year manufacturer's warranty for materials. One (1) change order was issued in the amount of \$3,422 for installation of new plywood sheeting under the new metal roofing. This change order was approved by the City Administrator as it was within his administrative approval limit.

FISCAL IMPACT:

The total cost of the Project amounts to \$88,591. This amount consists of the bid submitted by Rite-Way Roof Corporation in the amount of \$85,169 and a change order in the amount of \$3,422 for additional sheeting on the project. A total of \$93,686 was budgeted for this project in the Fiscal Year (FY) 2019-20 Capital Improvement Program Budget; however, a portion of this budget was used to replace the HVAC equipment under a separate agreement with the City's HVAC contractor. Thus, a Mid-Year Budget Amendment will be necessary to finalize payments to Rite-Way. The total amendment is for \$8,179, the majority of which will be allocated from the remaining developer fees paid by SC Development. As such, sufficient funds exist for the recommended actions.

Prepared by:



Masoud Sepahi, P.E.
City Engineer

Reviewed and approved:



Luis Estevez
Director of Public Works

Reviewed and approved:



Kim Krause
Director of Finance

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachment:

Notice of Completion – Rite-Way Roof Corporation for Project No. 7908

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name City Clerk
Street City of Placentia
Address 401 E. Chapman Ave.
City & Placentia, CA 92870
State

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Free Recording Per Government Code Section 27383 and 6103

City Council Approval:

Deputy City Clerk

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. (See reverse side for Complete requirements.)

Notice is hereby given that:

- 1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is City of Placentia
3. The full address of the owner is 401 East Chapman Avenue
Placentia, CA 92870
4. The nature of the interest or estate of the owner is: In fee.
N/A
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:
NAMES ADDRESSES
N/A

A work of improvement on the property hereinafter described was completed on August 20, 2019. The work done was:

The project consisted of furnishing all labor, materials, tools, equipment, appurtenances and incidentals for a new polyester liner roofing over the existing roof, all ancillary work, in addition to replacement of the existing clay-tile roofing materials, which was replaced with new standard metal roofing. The project also included installation of a new access hatch, construction of a new pad for the rooftop HVAC and minor wall repairs.

The name of the contractor, if any, for such work of improvement was Rite-Way Roof Corporation

- 6. 15425 Arrow Route Fontana, CA 92335 03/19/2019
(If no contractor for work of improvement as a whole, insert "none".) (Date of Contract)

- 7. The property on which said work of improvement was completed is in the city of Placentia
County of Orange, State of California, and is described as follows: Notice of Completion Koch Park Community Center Building Roof Replacement - City Project No. 7908.

- 8. The street address of said property is 2210 Valencia Avenue, Placentia, CA
(If no street address has been officially assigned, insert "none".)

CITY OF PLACENTIA

Dated: 02-18-2020
Verification for Individual Owner

Signature of owner or corporate officer of owner
named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the City Administrator the declarant of the foregoing
("President of", "Manager of", "Owner of", etc.)

Notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on 2020, at Placentia, California.
(Date of Signature) (City where signed.)

(Personal signature of the individual who is swearing
that the contents of the notice of completion are
true.)-



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF PUBLIC WORKS

DATE: FEBRUARY 18, 2020

SUBJECT SEWER SYSTEM MANAGEMENT PLAN UPDATE

FISCAL
IMPACT: NONE

SUMMARY:

On May 2, 2006, the California State Water Resources Control Board ("State Board") established statewide Waste Discharge Requirements ("WDRs") for all sewer collection agencies and cities. Accordingly, the City approved the Sewer System Management Plan ("SSMP") at a public meeting on July 21, 2009, thereby remaining in compliance with the State Board's mandate. The State Board requires the SSMP to be audited every two (2) years and reapproved at a public meeting every five (5) years. This action will approve the update to the SSMP.

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Approve the City's Sewer System Management Plan update as required by the California State Water Resources Control Board; and
2. Direct Staff to submit the attached Sewer System Management Plan to the California State Water Resources Control Board.

DISCUSSION:

In 2002, the Santa Ana Regional Water Quality Control Board ("Region 8") established a regulation for management, operations, and maintenance of the City's sewer collection system. This program and plan successfully reduced sanitary sewer spills in Orange County and established several reporting and management plans for sewer system operators such as the City of Placentia. Due to the success of the regulation established by Region 8, the State decided to use it as a model to establish a statewide permit that requires each collection agency and City to follow similar standards and requirements.

On May 2, 2006, the Region 8 requirements were rescinded in-lieu of the updated State guidelines. The statewide permit required the approval of an SSMP by August 2, 2009. Since the City was in full compliance with the previous Region 8 mandate, which included the creation and

1. j.
February 18, 2020

adoption of an SSMP, Staff recommended an updated SSMP be adopted per the State requirements. The City of Placentia's plan includes the following sections: Prohibitions and Provisions; Goals; Description of the Organization; Legal Authority; Operations and Maintenance; Design and Performance Provisions; Overflow Emergency Response Plan; Fats, Oils, and Grease Control Program; System Evaluation and Capacity Assurance Plan; Monitoring; Measurement; Program Audits; Communications; and General Compliance Requirements. The intent of the SSMP is to provide a framework and best practices for how to manage the City's sewer system to eliminate all sewer overflows.

The WDR mandate requires the SSMP to be audited every two (2) years and reapproved at a public meeting every five (5) years. The current SSMP update include minor changes to details regarding management, operation, and maintenance of the City's sanitary sewer collection system. Since implementation in 2002, the City's sewer lines are cleaned on an annual basis and sewer spills have been dramatically reduced. The final draft of the updated SSMP is attached to this report.

Prepared by:



Joel Cardenas
Public Works Superintendent

Reviewed and approved:



Luis Estevez
Director of Public Works

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachment:

Sewer System Management Plan

CITY OF PLACENTIA

SEWER SYSTEM MANAGEMENT PLAN

CALIFORNIA STATE WATER RESOURCES CONTROL BOARD

ORDER NO. 2006-0003-DWQ



January 2020

FINAL

Volume I

PREPARED FOR

City of Placentia

401 East Chapman Avenue

Placentia, California 92870

PREPARED BY

Dudek

605 Third Street

Encinitas, CA 92024



CITY OF PLACENTIA
SEWER SYSTEM MANAGEMENT PLAN

JANUARY 2020

SEWER SYSTEM MANAGEMENT PLAN

Prepared for:

CITY OF PLACENTIA
401 East Chapman Avenue
Placentia, California 92870

Pursuant to the provisions of the
CALIFORNIA STATE WATER RESOURCES CONTROL BOARD
ORDER NO. 2006.0003-DWQ
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS (WDR)
FOR SANITARY SEWER SYSTEMS

January 2020

DUDEK
605 Third Street
Encinitas, CA 92024

Rev 11/2019

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ABBREVIATIONS / ACRONYMS

BMP	Best Management Practice
CCTV	Closed-Circuit Television
CIP	Capital Improvement Program
City	City of Placentia
CIWQS	California Integrated Water Quality System
CPC	California Plumbing Code
CWEA	California Water Environment Association
ERP	Emergency Response Plan
FOG	Fats, Oils, and Grease
FSE	Food Service Establishment
GIS	Geographic Information System
GPS	Global Positioning System
GWDR	General Waste Discharge Requirements also referred to as the Waste Discharge Requirements (WDR)
I&I	Inflow & Infiltration
LRO	Legally Responsible Official
MRP	Monitoring and Reporting Program
MS4	Municipal Separate Storm Sewer System
NASSCO	National Association of Sewer Service Companies
NPDES	National Pollutant Discharge Elimination System
O&M	Operation and Maintenance
OC	Orange County
OCHCA	Orange County Health Care Agency
OCSD	Orange County Sanitation District
OES	Office of Emergency Services (aka Cal OES)
Order	SWRCB Order No. 2006-0003-DWQ adopted May 2, 2006
PLSD	Private Lateral Sewage Discharge
PM	Preventative Maintenance
PMP	Preventative Maintenance Program
R&R	Rehabilitation and Replacement
Region 8	RWQCB, Santa Ana Region
RWQCB	Regional Water Quality Control Board
SECAP	System Evaluation and Capacity Assurance Plan
SOP	Standard Operating Procedure <u>or</u> Standard Maintenance Procedure
SSO	Sanitary Sewer Overflow and any sewer spill or overflow of sewage
SSOERP	Sanitary Sewer Overflow Emergency Response Plan
SSMP	Sewer System Management Plan
SWRCB	State Water Resources Control Board
VCP	Vitrified Clay Pipe
WDR	Waste Discharge Requirements, also referred to as the General Waste Discharge Requirements (GWDR)
WWTP	Wastewater Treatment Plant

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INTRODUCTION

On May 2, 2006 the State Water Resources Control Board (SWRCB or State Water Board) adopted Order Number 2006-0003-DWQ Stateside General Waste Discharge Requirements for Sanitary Sewer Systems (Order or WDR) that requires all publicly owned sewage collection systems having more than one mile of pipeline develop, implement and fund a Sewer System Management Plan (SSMP) which establishes the minimum requirements under which a public collection system must be operated and maintained. The purpose of the Order is to prevent sanitary sewer overflows (SSOs), and to provide a plan and schedule for measures to be implemented for SSO prevention including measures to effectively clean up and report SSOs. A copy of the WDR is included in Appendix A.

As the City had been under a similar Order from the Santa Ana Regional Water Quality Control Board (Region 8) since 2002 the City had developed a successful SSMP to comply with the Region 8 Order. Because of the similarities of the two Orders, the SSMP developed for compliance to the Region 8 Order was rewritten to establish compliance with the new SWRCB Order. This is the most cost effective approach as most of the documentation and programs developed to comply with the Region 8 Order only required minor to moderate modifications to comply with the SWRCB Order.

The development and implementation of the SSMP has been very beneficial to the City of Placentia. The City now has an effective management, operations and maintenance (O&M) program for its sanitary sewer collection system that has resulted in a dramatic reduction in sewer overflows within the City. City food service establishments (FSE) are under a comprehensive fats, oils and grease (FOG) reduction program that has reduced the amount of FOG (the number one cause of sewer overflows, historically) into the City's sewer system. The City's sewer pipelines are annually cleaned and have been closed-circuit television (CCTV) inspected with deficient segments being added to the City's capital improvement program projects list. Funding is provided by the City's sewer service fee.

The City's written sewer management, operations and maintenance program is contained in two volumes. Volume I is the actual SSMP (this document) which summarizes the programs and activities the City utilizes to comply with the WDR. Volume II includes the appendices referenced in this SSMP. The SSMP is divided into chapters with each chapter dedicated to a specific element of the WDR. Each chapter contains the requirement taken from the WDR and the plan the City utilizes to comply with that requirement. Volume II contains the detailed written programs and practices the City utilizes for the management, operation and maintenance of its sanitary sewer system.

This SSMP reflects the ongoing day-to-day activities of the City of Placentia for the management, operation, maintenance, and funding of the City's sanitary sewer system. As such, this SSMP becomes a living document subject to constant review and revision as conditions and needs of the sanitary sewer collection system change. This SSMP relies on numerous supporting documents, also subject to change, that form the basis for how the City conducts its sanitary sewer collection system management, operation, and maintenance. Although subject to update at any time, the most current version of the SSMP is available at the Placentia City Hall and on

the City's website. A change log to document any changes to any elements of this SSMP is included in Appendix B of Volume II of this SSMP.

In September 2013, the SWRCB made substantial changes to the Monitoring and Reporting requirements for sanitary sewer overflows. These new requirements are discussed in Chapter 3, Sections 3.2.1 and 3.2.2, which detail how the City is organized to respond and report sanitary sewer overflows. A copy of the amendment, Order Number WQ 2013-0058-EXEC, to the Monitoring and Reporting Program (2013 MRP) is located in Volume II, Appendix A.

The SWRCB is in the process of reissuing the Order, anticipated to be adopted in late 2020 or early 2021. Until the new WDR is formally adopted, compliance will remain consistent with the 2006 WDR and the 2013 MRP. This SSMP Update complies with the most current requirements.

ABOUT THIS DOCUMENT

The City has prepared this SSMP to ensure compliance with the Order. For ease of use, the City has divided its SSMP into two volumes. Volume I consists of the actual SSMP (this document) with Volume II containing, where practical, the supporting documentation summarized in the SSMP. The SSMP (Volume I) is divided into chapters with each chapter dedicated to a specific element of the WDR. Each chapter contains the requirement taken from the WDR and the plan the City utilizes to comply with that requirement. The *Compliance Summary* of each chapter summarizes the program or activities the City utilizes for compliance. The *Compliance Documents* section lists the supporting documents, and their location, that the City has developed as part of its SSMP. A master list of all City positions involved in developing and implementing the SSMP, including job titles and job descriptions, is located in Chapter 3 - Description of Organization. Actual names and contact information for the listed job titles is available at the Placentia City Hall. This is done to facilitate staff changes and protect staff privacy.

DEFINITIONS

1. **Sanitary sewer overflow (SSO)** - Any overflow, spill, release, discharge or diversion of untreated or partially treated wastewater from a sanitary sewer system. SSOs include:
 - a. Overflows or releases of untreated or partially treated wastewater that reach waters of the United States;
 - b. Overflows or releases of untreated or partially treated wastewater that do not reach waters of the United States; and
 - c. Wastewater backups into buildings and on private property that are caused by blockages or flow conditions within the publicly owned portion of a sanitary sewer system.
2. **Sanitary sewer system** – Any system of pipes, pump stations, sewer lines, or other conveyances, upstream of a wastewater treatment plant headworks used to collect and convey wastewater to the publicly owned treatment facility. Temporary storage and conveyance facilities (such as vaults, temporary piping, construction trenches, wet wells, impoundments, tanks, etc.) are considered to be part of the sanitary sewer system, and discharges into these temporary storage facilities are not considered to be SSOs.

For purposes of this Order, sanitary sewer systems include only those systems owned by public agencies that are comprised of more than one mile of pipes or sewer lines.
3. **Enrollee** - A federal or state agency, municipality, county, district, and other public entity that owns or operates a sanitary sewer system, as defined in the general WDRs, and that has submitted a complete and approved application for coverage under this Order.
4. **SSO Reporting System** – Online spill reporting system that is hosted, controlled, and maintained by the State Water Board. The web address for this site is <http://ciwqs.waterboards.ca.gov>. This online database is maintained on a secure site and is controlled by unique usernames and passwords.
5. **Untreated or partially treated wastewater** – Any volume of waste discharged from the sanitary sewer system upstream of a wastewater treatment plant headworks.
6. **Satellite collection system** – The portion, if any, of a sanitary sewer system owned or operated by a different public agency than the agency that owns and

operates the wastewater treatment facility to which the sanitary sewer system is tributary.

7. **Nuisance** - California Water Code Section 13050, subdivision (m), defines nuisance as anything which meets all of the following requirements:
 - a. Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property.
 - b. Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal.
 - c. Occurs during, or as a result of, the treatment or disposal of wastes.
8. **WDR** – State Water Resources Control Board (SWRCB) Order No. 2006.0003-DWQ, known as the WASTE DISCHARGE REQUIREMENTS (WDR), which was adopted May 2, 2006.
9. **MRP** – SWRCB Order No. WQ 2013-0058-EXEC, known as the MONITORING AND REPORTING PROGRAM (MRP), which was adopted September 9, 2013.

PROHIBITIONS AND PROVISIONS

This chapter describes the sewage discharge prohibitions and thirteen provisions prescribed in the Order.

I.1 Prohibitions

To meet the provisions contained in Division 7 of the California Water Code and regulations adopted thereunder, the discharger is required to comply with the following prohibitions:

- Any SSO that results in a discharge of untreated or partially treated wastewater to waters of the United States is prohibited.
- Any SSO that results in a discharge of untreated or partially treated wastewater that creates a nuisance as defined in California Water Code Section 13050(m) is prohibited.

I.2 Provisions

The discharger must meet the following thirteen provisions:

1. The Enrollee must comply with all conditions of this Order. Any noncompliance with this Order constitutes a violation of the California Water Code and is grounds for enforcement action.
2. It is the intent of the State Water Board that sanitary sewer systems be regulated in a manner consistent with the general WDRs. Nothing in the general WDRs shall be:
 - a. Interpreted or applied in a manner inconsistent with the Federal Clean Water Act, or supersede a more specific or more stringent state or federal requirement in an existing permit, regulation, or administrative/judicial order or Consent Decree;
 - b. Interpreted or applied to authorize an SSO that is illegal under either the Clean Water Act, an applicable Basin Plan prohibition or water quality standard, or the California Water Code;
 - c. Interpreted or applied to prohibit a Regional Water Board from issuing an individual NPDES permit or WDR, superseding this general WDR, for a sanitary sewer system, authorized under the Clean Water Act or California Water Code; or
 - d. Interpreted or applied to supersede any more specific or more stringent WDRs or enforcement order issued by a Regional Water Board.

3. The Enrollee shall take all feasible steps to eliminate SSOs. In the event that an SSO does occur, the Enrollee shall take all feasible steps to contain and mitigate the impacts of an SSO.
4. In the event of an SSO, the Enrollee shall take all feasible steps to prevent untreated or partially treated wastewater from discharging from storm drains into flood control channels or waters of the United States by blocking the storm drainage system and by removing the wastewater from the storm drains.
5. All SSOs must be reported in accordance with the 2013 MRP.
6. In any enforcement action, the State and/or Regional Water Boards will consider the appropriate factors under the duly adopted State Water Board Enforcement Policy. Consistent with the Enforcement Policy, the State and/or Regional Water Boards must consider the Enrollee's efforts to contain, control, and mitigate SSOs when considering the California Water Code Section 13327 factors. In assessing these factors, the State and/or Regional Water Boards will also consider whether:
 - a. The Enrollee has complied with the requirements of this Order, including requirements for reporting and developing and implementing a SSMP;
 - b. The Enrollee can identify the cause or likely cause of the discharge event;
 - c. There were no feasible alternatives to the discharge, such as temporary storage or retention of untreated wastewater, reduction of inflow and infiltration, use of adequate backup equipment, collecting and hauling of untreated wastewater to a treatment facility, or an increase in the capacity of the system as necessary to contain the design storm event identified in the SSMP. It is inappropriate to consider the lack of feasible alternatives, if the Enrollee does not implement a periodic or continuing process to identify and correct problems.
 - d. The discharge was exceptional, unintentional, temporary, and caused by factors beyond the reasonable control of the Enrollee;
 - e. The discharge could have been prevented by the exercise of reasonable control described in a certified SSMP for:
 - Proper management, operation and maintenance;
 - Adequate treatment facilities, sanitary sewer system facilities, and/or components with an appropriate design capacity, to reasonably prevent SSOs (e.g., adequately enlarging treatment or collection facilities to accommodate growth, inflow and infiltration (I/I), etc.);
 - Preventive maintenance (including cleaning and fats, oils, and grease (FOG) control);
 - Installation of adequate backup equipment; and

- Inflow and infiltration prevention and control to the extent practicable.
 - f. The sanitary sewer system design capacity is appropriate to reasonably prevent SSOs.
 - g. The Enrollee took all reasonable steps to stop and mitigate the impact of the discharge as soon as possible.
7. When a sanitary sewer overflow occurs, the Enrollee shall take all feasible steps and necessary remedial actions to: a) control or limit the volume of untreated or partially treated wastewater discharged, b) terminate the discharge, and c) recover as much of the wastewater discharged as possible for proper disposal, including any wash down water.

The Enrollee shall implement all remedial actions to the extent they may be applicable to the discharge and not inconsistent with an emergency response plan, including the following:

- Interception and rerouting of untreated or partially treated wastewater flows around the wastewater line failure;
 - Vacuum truck recovery of sanitary sewer overflows and wash down water;
 - Cleanup of debris at the overflow site;
 - System modifications to prevent another SSO at the same location;
 - Adequate sampling to determine the nature and impact of the release; and
 - Adequate public notification to protect the public from exposure to the SSO.
8. The Enrollee shall properly manage, operate, and maintain all parts of the sanitary sewer system owned or operated by the Enrollee, and shall ensure that the system operators (including employees, contractors, or other agents) are adequately trained and possess adequate knowledge, skills, and abilities.
9. The Enrollee shall allocate adequate resources for the operation, maintenance, and repair of its sanitary sewer system by establishing a proper rate structure, accounting mechanisms, and auditing procedures to ensure an adequate measure of revenues and expenditures. These procedures must be in compliance with applicable laws and regulations and comply with generally accepted accounting practices.
10. The Enrollee shall provide adequate capacity to convey base flows and peak flows, including flows related to wet weather events. Capacity shall meet or exceed the design criteria as defined in the Enrollee's System Evaluation and Capacity Assurance Plan (SECAP) for all parts of the sanitary sewer system owned or operated by the Enrollee.
11. The Enrollee shall develop and implement a written Sewer System Management Plan (SSMP) and make it available to the State and/or Regional Water Board upon request.

A copy of this document must be publicly available at the Enrollee's office and/or available on the Internet. This SSMP must be approved by the Enrollee's governing board at a public meeting.

12. In accordance with the California Business and Professions Code Sections 6735, 7835, and 7835.1, all engineering and geologic evaluations and judgments shall be performed by or under the direction of registered professionals competent and proficient in the fields pertinent to the required activities. Specific elements of the SSMP that require professional evaluation and judgments shall be prepared by or under the direction of appropriately qualified professionals and shall bear the professional(s)' signature and stamp.
13. The mandatory elements of the SSMP are specified herein. However, if the Enrollee believes that any element of this section is not appropriate or applicable to the Enrollee's sanitary sewer system, the SSMP program does not need to address that element. The Enrollee must justify why that element is not applicable. The SSMP must be approved by the deadlines listed in the SSMP Time Schedule.

GOALS

This chapter describes the goals of the Sewer System Management Plan (SSMP). The goal of the SSMP is to provide a documented plan that describes all sanitary sewer collection system activities and programs employed by an agency to ensure proper management of all collection system assets. Implementing an SSMP will ensure proper management, operation, and maintenance of all parts of the sanitary sewer system, ultimately helping to reduce and prevent SSOs, as well as mitigate any SSOs that do occur including meeting all applicable regulatory notification and reporting requirements. Commitment to continual improvement will also ensure that the SSMP is both a living and sustainable document that is continually updated, revised, and tailored to meet the City's needs. The City is required to comply with the "State Water Resources Control Board (SWRCB), Order No. 2006-0030 DWQ" (Order) on General Waste Discharge Requirements, the 2013 Revised Monitoring and Reporting Program (MRP) and any future amendments for publicly owned sewage collection agencies having more than one mile of collection pipelines.

2.1 Purpose

This element describes the City's stated goals for its SSMP and is intended to clarify the City's desired level of service that is being provided to its customers. The purpose of the Order is to prevent sanitary sewer overflows (SSOs). The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system. That will help reduce and prevent SSOs, as well as mitigate any SSOs that do occur. The City is required to prepare and maintain the SSMP to support this purpose.

2.2 Goals

The goals of the City's SSMP include:

- a. Provide needs-based maintenance, including line cleaning, inspection and evaluation, repair, replacement and rehabilitation for the City's entire sanitary sewer system designed to prevent, reduce or eliminate preventable SSOs. At a minimum, the City shall clean all of its sanitary sewer collection system lines every two years and annually review the City's operation and maintenance practices and procedures.
- b. Retain qualified pipeline cleaning contractor(s) to provide efficient, cost effective sewer line cleaning based upon system need. Review the progress and efficiency of the line cleaning during the cleaning operation and upon its completion to ensure that cleaning is conducted consistent with the City's cleaning standards.
- c. Maintain an inspection program to determine need, assess maintenance effectiveness and system deficiencies. Conduct CCTV re-inspections of the sewer collection system, including manholes, a minimum of every 5-7 years (14-20% per year). CCTV re-inspection videos are to replace current system inspection videos. Conduct spot CCTV inspections during line cleaning operations to ensure line cleaning quality.

- d. Respond to and mitigate all SSOs discharging from the City's sanitary sewer collection system and provide accurate reporting of all SSOs as described by the Order.
- e. Properly fund, manage, operate, and maintain the City's sanitary sewer collection system with adequately trained staff and/or contractors. Maintain adequate reserves for future sanitary sewer collection system rehabilitation or replacement. Annually review the City's Sewer Service Fee to ensure that the fee is adequate to fund the City's sanitary sewer collection system.

As required by the Order, a copy of the SSMP is maintained at the City's Department of Public Works, as well as on the City's website, and is available to the public, state and Regional Water Quality Control Board (RWQCB) upon request (as discussed in, Section D, Provisions, Item 11 of the Order) and is available to sanitary sewer system operations and maintenance personnel at all times.

A copy of the Order and any amendments are included in Volume II of this SSMP. The City will also comply with the Amended Monitoring and Reporting Program (MRP), Order No. 2013-0058-EXEC and all future revisions, included by reference in the Order. A copy of the WDR and the 2013 Monitoring and Reporting Program is included in Volume II of this SSMP.

ORGANIZATION

This chapter describes the City's organization and chain of communication. The Order requires the following:

- (a) The name of the responsible or authorized representative as described in Section J of this Order.
- (b) The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation; and
- (c) The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies if applicable (such as County Health Officer, County Environmental Health Agency, Regional Water Board, and/or State Office of Emergency Services (OES)).

3.1 Name of Responsible or Authorized Representative

Luis Estevez, Director of Public Works, is the City's authorized representative and is responsible for the certification of SSO reports and the SSMP elements. His contact information is (714) 993-8120 (office) and lestevez@placentia.org.

3.1.1 Administrative and Maintenance Positions

The Order requires the names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. Employee contact information is kept in a separate file to facilitate updating as employee positions change. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation. This information is offered in this document and in Volume II, Appendices C and D, of this SSMP.

3.1.2 Compliance Summary

The City's Public Works Department is administered by the Public Works Director with engineering assistance from the City's engineering contractor and administrative assistance from the Senior Management Analyst. Due to the small size of the City's Public Works staff, maintenance and operation of the sanitary sewer collection system is performed via outside contract. The Public Works Supervisor and the Senior Management Analyst, amongst their other duties, assist the Maintenance Superintendent in the oversight of the contracted operations. The Public Works Supervisor and maintenance workers are the first responders to SSOs. The Public Works Supervisor is also responsible for notifying the appropriate contractor for an emergency response, protection of the City's MS4, traffic control, cleanup assistance and initial notification.

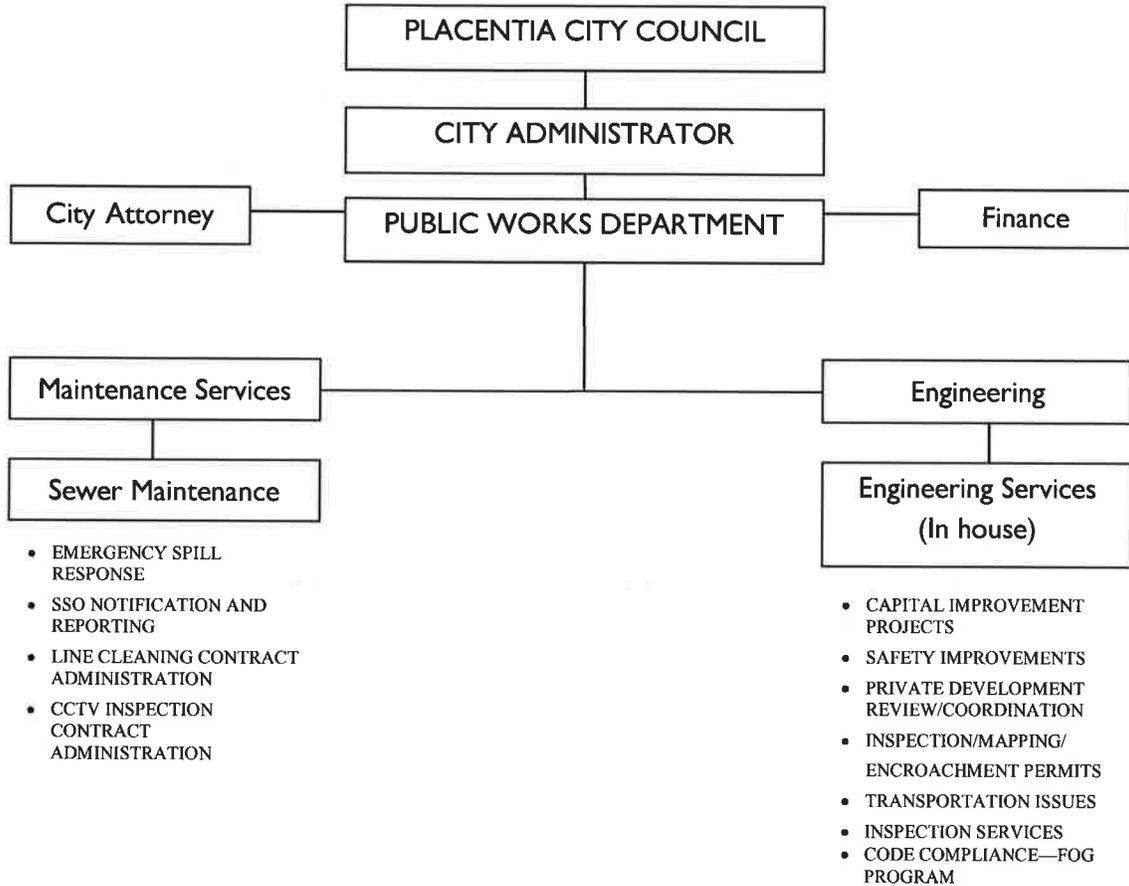
The Maintenance Superintendent or Public Works Supervisor submits spill reports to CIWQS website with the City's Public Works Director, as the Legally Responsible Official (LRO), certifying all spill and no-spill reports. The Maintenance Superintendent is also responsible for the implementation of the various aspects of the WDR and review of efficiency of each of the WDR's components. The Public Works Supervisor oversees the operation of the Maintenance Workers, including their training, and reports to the Public Works Supervisor and the Maintenance Superintendent. A City Environmental Compliance Officer investigates SSOs that are a result of a violation of the City's ordinances for possible legal action. The City's FOG Discharge Reduction Program, overseen by the City's FOG Program Manager, regulates the discharge of FOG into the City's sanitary sewer collection system.

3.1.3 Compliance Documents

The following organizational chart shows the basic structure and relationship of all current City positions involved with the development or implementation of the SSMP. The organizational chart is also found in Appendix C of Volume II of this SSMP. The identified positions in the organizational chart(s) provide sufficient staffing to operate and maintain the City's sewer system on a sustainable basis, and to comply with all requirements of the Order. Updated organizational charts, staff titles, and staff contact information is maintained at the Placentia City Hall.

SSMP IMPLEMENTATION

Organizational Chart



3.1.4 Roles and Responsibilities

The roles and responsibilities of each position in the organization chart are listed here. These are City employees who have some responsibility in the development or implementation of the SSMP.

City Council	Establishes policies, reviews and accepts formal plans, sets overall City direction, authorizes funds for projects/plans/programs, general overview of upper management, conducts public meetings and hearings, approves SSMP
City Administrator	Responsible for the day-to-day management and operation of the City under the direction of the City Council.
City Attorney	The City's attorney develops and approves legal documents, provides legal advice, conducts litigation, and attends public meetings.
City Engineer	(Some services provided by outside contract) Responsible for the engineering drawings, plans, and specifications for projects within the city including the development or oversight of engineering projects and studies for the sanitary sewer collection system. Reports to the City Administrator.
Public Works Director	Administers the activities of the Public Works Department and is the LRO for certifying CIWQS reports.
Maintenance Superintendent	Responsible for the field operation and maintenance activities of the Public Works Department including the sanitary sewer collection system. Reports to the Public Works Director.
Public Works Supervisor	Responsible for the oversight of the Public Works Department field service personnel including those crews responsible for the operation and maintenance of the sanitary sewer collection system. Reports to the Maintenance Superintendent.
Maintenance Workers	Responsible for field operation and maintenance activities of the sanitary sewer collection system. These include: response to SSOs, traffic control, assistance with clean-up and other activities as needed. Reports to the Public Works Supervisor.

Code Enforcement Officer	Responds to violations of the City’s Municipal Code. Is responsible to enforce the City’s Municipal Code relative to private property spills that enter the public right of way or incidents where a private property owner causes or contributes to an SSO within the City’s sanitary sewer collection system including violations of the City’s FOG ordinance.
FOG Control Program Manager	Responsible for the implementation, administration and management of the City’s FOG Control Program.
Senior Management Analyst	Responsible for assisting in the development and implementation of the City’s WDR programs and is responsible for the review and revision of these programs.
Finance Department	Responsible for financial oversight including maintaining the City’s sewer service and FOG discharge fees.

3.2 Chain of Communication

The Order requires the chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies if applicable (such as County Health Care Agency, Regional Water Board, and/or Cal OES).

3.2.1 Compliance Summary

During normal business hours, SSOs are reported to the City’s Public Works Department. The Public Works Supervisor is responsible for responding to the SSO and taking the appropriate action to contain the spill, notify the contractor, assist with cleanup, document the event, notify the appropriate regulatory agencies, and evaluate the cause, effect, and response to the SSO. The Public Works Supervisor will direct Public Works resources as necessary. The Maintenance Superintendent, in conjunction with the Public Works Supervisor will complete the necessary notification and reporting documentation including the online CIWQS reporting. The Public Works Director, as the LRO, will certify all CIWQS reports as required. After normal business hours, SSOs are reported to 911 Dispatch who in turn will contact the City’s emergency standby person. The emergency standby person will provide the initial spill response and will summon the Public Works Supervisor to remediate the situation.

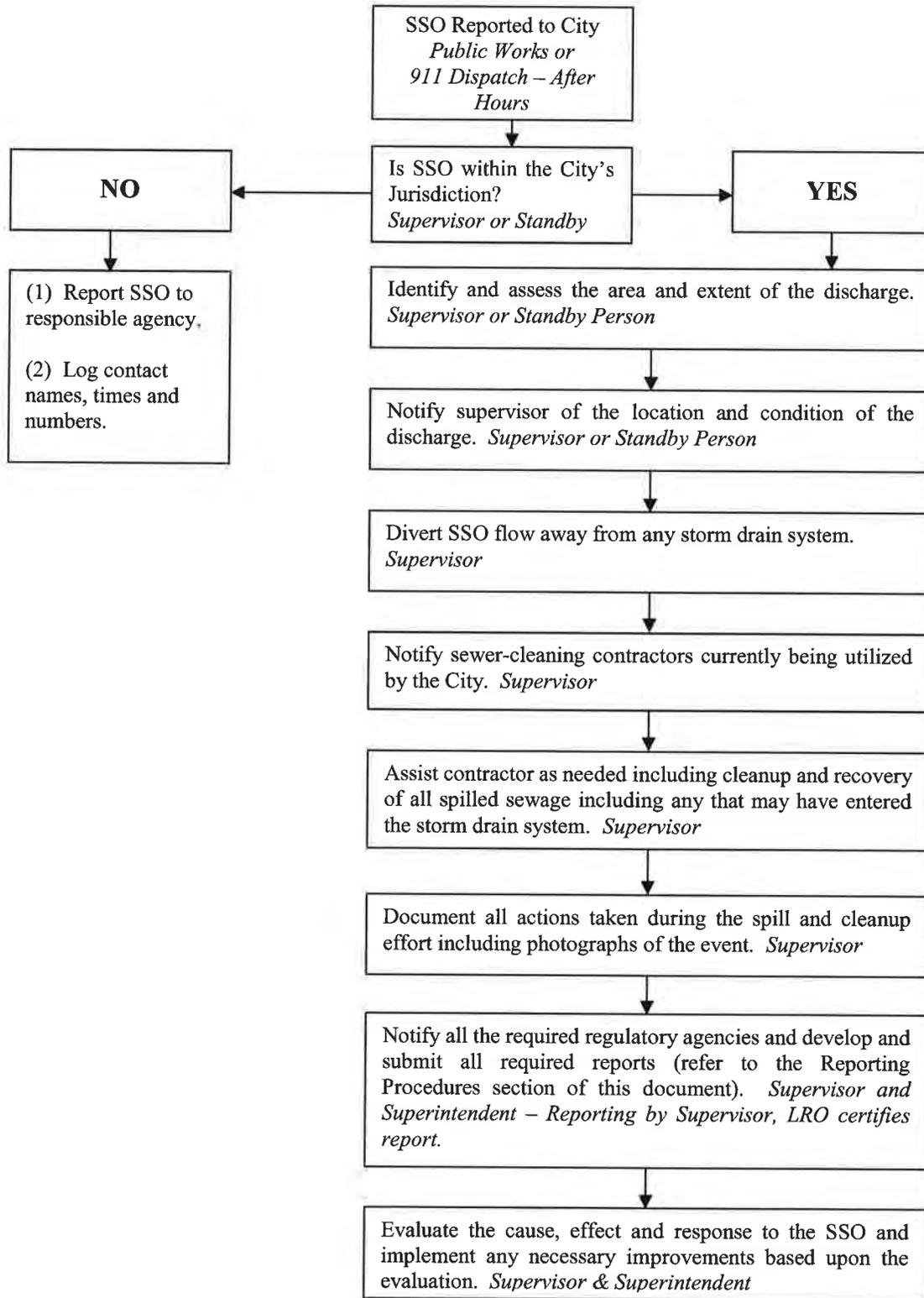
The following flow chart shows the chain of communication for reporting SSOs. It starts with the receipt of a complaint or other information and includes the title of the person responsible for reporting SSOs to CIWQS, SWRCB, Orange County Health Care Agency (OCHCA), and OES. This flowchart is also part of the SSO Reporting Guidelines developed to manage the reporting process and exists in the City’s current SSO Emergency Response Plan. Reporting to

the OES is required for any sewage discharge, of any volume, that reaches (a) surface water or a drainage channel that is tributary to surface waters or (b) reaches an MS4 and is not fully captured and returned to the sanitary sewer system or otherwise captured and properly disposed of. Any volume of wastewater not recovered from the municipal separate storm system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g. infiltration pit, percolation pond).

In September 2013, the SWRCB changed the reporting of SSOs from appearance-based to event-based. Under the event-based system one SSO report is required for each SSO that occurs regardless of the number of appearance points although each appearance point must be noted in the report. Previously, a separate SSO report had to be filed for each appearance point sometimes requiring numerous SSO reports for the same SSO event.

Reporting to CIWQS of private lateral sewer discharges (PLSD) is voluntary. PLSDs are sewage discharges that occur from private sewer lateral or other privately-owned sewer assets. The City is not responsible for private lateral discharges but may voluntarily report them to the CIWQS Online SSO Database as the City becomes aware of them. The City is encouraged to provide notification to Cal OES for PLSDs greater than 1,000 gallons or that discharge to surface waters. If a PLSD is reported by the City, the City must identify that the sewage discharge is from a private sewer system asset and should identify the responsible party if known. Certification of PLSDs by the City is not required.

**City of Placentia
SSO Procedures Flow Chart**



3.2.2 Compliance Documents

Reporting of all unauthorized discharges from the City’s sanitary sewer collection system is required by the Order (Order No. WQ 2013-0058-EXEC). Reporting requirements, procedures and agency contact names/phone numbers are included in the City’s SSO Emergency Response Plan, included in Appendix D in Volume II of this SSMP.

3.2.3 Roles and Responsibilities

The roles and responsibilities of each chain (position) in the line of communications are described below:

Public Works Director	Administers the activities of the Public Works Department and is the LRO for certifying CIWQS reports.
Maintenance Superintendent	Is responsible for the field operation and maintenance activities of the Public Works Department including the sanitary sewer collection system and provides response to SSOs. Reports to the Public Works Director.
Public Works Supervisor	Is responsible for the oversight of the Public Works Department field service personnel including those crews responsible for the operation and maintenance of the sanitary sewer collection system. This person may assist in the preparation of SSO reports to the CIWQS database. Reports to the Maintenance Superintendent.
911 Dispatch	Is responsible for receiving SSO reports after normal City business hours and notifying the Emergency Standby Person of the SSO.
Emergency Standby Person	Is responsible for responding to SSOs after normal City business hours. This person will initiate procedures to protect the MS-4 system from receiving sewage and will notify the Public Works Supervisor to remediate the spill.

LEGAL AUTHORITY

This chapter describes the legal authority required to implement the SSMP plans and procedures.

The SSMP must include the legal authority, through sewer use ordinances, service agreements, or other legally binding procedures, to:

- (a) Prevent illicit discharges into its sanitary sewer system (examples may include I/I, storm water, chemical dumping, unauthorized debris and cut roots, etc.);
- (b) Require that sewers and connections be properly designed and constructed;
- (c) Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;
- (d) Limit the discharge of fats, oils, and grease and other debris that may cause blockages; and
- (e) Enforce any violation of its sewer ordinances.

4.1 Compliance Summary

The City's legal authority to operate and maintain its sanitary sewer collection system is within its Municipal Code. As part of its Municipal Code, the City has adopted the California Plumbing Code (CPC) which, together with the Municipal Code (a) prohibit illicit discharges into the City's sanitary sewer collection system; (b) require that sewers and connections be properly designed and constructed; (e) provide enforcement for violations. By adopting the CPC, which includes requirements for the proper construction, connections, materials, etc., the City requires that all sewers and connections be properly designed and constructed as per the CPC. Likewise, the CPC outlines and requires the proper installation, testing and inspection of new and rehabilitated sewers. Additionally, the City utilizes the Standard Publication for Public Works Construction, – "Greenbook" for pipeline construction standards and inspections. Pipeline and other appurtenance construction guidelines are provided by the Standard Plans for Public Works Construction, current edition, and the City's Sewer Notes. These publications are maintained at the City's Engineering Division of the Public Works Department. The City enforces the codes through its building inspectors and building permit process. The City also requires that only California registered professionals provide service where required by law.

The City has an active FOG regulation (d) to limit the discharge of FOG into its sanitary sewer collection system and maintains easements (c) for facilities that are not located within the public right of way.

The City has an inflow and infiltration (I&I) control program as part of its ongoing line cleaning and maintenance program including CCTV and other mechanisms to detect and eliminate I&I. The CPC (714.2) prohibits the unauthorized discharge of rain, surface or subsurface water into

the sanitary sewer collection system. Municipal Code Section 1.08.020 provides for the enforcement of the City’s Municipal Code.

The WDR requires that the City have the legal authority in the following areas:

Legal Authority Order Requirements	Applicable Sections of City Municipal Code/ California Plumbing Code
a. Preventative illicit discharge into its sanitary sewer system (examples may include I/I, storm water, chemical dumping, unauthorized debris, and cut roots, etc.)	California Plumbing Code Chapter 7, Section 714.0, Damage to Public Sewer or Private Disposal System
b. Require that sewers and connections be properly designed and constructed	Chapter 22.48.030 – Sanitary Sewers
c. Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency	Chapter 16.12.140 – Maintenance of the Sewer Laterals Chapter 16.24.050 - Monitoring, Reporting, Notification and Inspection Requirements
d. Limit the discharge of fats, oils, grease, and other debris that may cause blockages	Chapter 16.24.020 – General Limitations, Prohibitions and Requirements on Fats, Oils and Grease Discharges CPC Section 714.1 – Unlawful Practices
e. Enforce any violation of its sewer ordinances	Chapter 1.08 – General Penalty; and Chapter 16.24.060 – Enforcement (FOG)

4.2 Compliance Documents

The legal authority for enacting the SSMP programs and policies are included in the City’s Municipal Code. These, and other Ordinances adopted to amend existing ordinances, may be reviewed at the City’s Administrative Offices located at 401 East Chapman Avenue, Placentia, CA 92870. The City’s Municipal Code is also available on the City’s website www.Placentia.Org.

- Title I establishes the basic enforcement process for the Code with individual Titles providing additional enforcement procedures.
- 5.24.140 establishes the City’s Sewer Service Fee to provide revenue for the operation and maintenance of the sanitary sewer collection system.
- Title 16 is devoted to sewers and storm water with 16.24 being the City’s FOG regulation, all of which is included as Appendix E of Volume II of this SSMP.
- Title 20 is Building Codes and Regulations with 20.12 adopting the 2016 California Plumbing Code.

- Easements are maintained by the City's Engineering Department for facilities not located within the public right of way.
- Publication for Public Works Construction, current edition – *Greenbook* is available at the Engineering Division of the Public Works Department.
- Standard Plans for Public Works Construction, current edition are available at the Engineering Division of the Public Works Department.
- City's Sewer Notes are available at the Engineering Division of the Public Works Department.
- I&I control is per the 2016 California Plumbing Code. Chapter 20.12 of the Municipal Code adopts the 2016 California Plumbing Code and is located in Appendix E of this SSMP. The City's I&I Control Program is part of the City's Sanitary Sewer Preventive Maintenance Program, located in Appendix F of Volume II of this SSMP.

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OPERATIONS AND MAINTENANCE

The Enrollee shall properly manage, operate, and maintain all parts of the sanitary sewer system owned or operated by the Enrollee, and shall ensure that the system operators (including employees, contractors, or other agents) are adequately trained and possess adequate knowledge, skills, and abilities.

The SSMP must include those elements listed below that are appropriate and applicable to the Enrollee's system:

1. Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities;
2. Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders;
3. Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan;
4. Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and
5. Provide equipment and replacement part inventories, including identification of critical replacement parts.

5.1 Mapping

The requirement for this section is to maintain an up-to-date map of the sanitary sewer collection system showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and storm water conveyance facilities.

5.1.1 Compliance Summary

During the summer of 2013, the City invested in a computer based Geographic Information System (GIS) that currently contains mapping for the sanitary sewer collection system. As part of the project, the City had to verify the location of pipelines, pipe size, pipe material, manholes, and direction of flow of the City's collection system assets. The City's sewer GIS was further updated as part of the 2018 Sanitary Sewer Master Plan and Condition Assessment. The system is capable of generating up-to-date map books containing paper copies of the sanitary sewer collection system. The City also maintains GIS of the storm drain system which, along with the collection system GIS, is available to maintenance personnel. The GIS can be accessed either at City Hall or the City's maintenance yard.

The City maintains paper maps of its sanitary sewer collection system. This includes the Tract As-Built maps showing both the sanitary sewer collection system and storm drain systems. These maps are housed in the Engineering Division of the Public Works Department for the City. The maps include the locations of manholes and their ID tags, siphons, easements, property parcels, pipelines, their depth and direction of flow, etc. Maps are periodically reviewed and updated by the City's engineering consultant and Engineering Division of the Public Works Department.

The City completed its latest Storm Drain Master Plan 2000 in January 2001. This master plan includes mapping of the City's storm drain system and an analysis of the storm water conveyance system. The City also maintains atlas maps of the storm drain system. Like the sewer atlas maps, the storm drain atlas maps are housed in the Engineering Division of the Public Works Department. Copies of both the sewer atlas and storm drain atlas maps are kept in the Public Works first responder's vehicles, which are available to the City's Public Works Maintenance Workers. These maps are periodically reviewed and updated.

5.1.2 Compliance Documents

Original sanitary sewer collection system maps are owned and maintained by the Engineering Division of the Public Works Department. The documents supporting compliance with the requirements for mapping are as follows:

- Tract Maps – available at the Engineering Division of the Public Works Department.
- Sewer Atlas Maps - located within first responder's vehicles, at the Public Works Corporation Yard, and at the Engineering Division of the Public Works Department.
- Storm Drain Atlas Maps - located within first responder's vehicles, at the Public Works Corporation Yard, and at the Engineering Division of the Public Works Department.
- Sewer and Storm Drain GIS – Access available at City Hall and the Public Works Maintenance Yard.

- 2000 Storm Drain Master Plan – located at the Engineering Division of the Public Works Department.
- 2018 Sewer Master Plan and Condition Assessment – located at the Engineering Division of the Public Works Department.

5.2 Preventive Maintenance Program

The Order requires the City to describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer collection system with more frequent cleaning and maintenance targeted at known problem areas. The Preventive Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders.

5.2.1 Compliance Summary

The operation and maintenance of the City's sanitary sewer collection system is the responsibility of the City's Department of Public Works. Due to the small size of the City's Public Works staff, maintenance of the sanitary sewer collection system is performed via outside contract with Public Works personnel providing oversight. To comply with the requirements of the WDR and to assist the City's Public Works staff in ensuring that the sanitary sewer collection system is properly operated and maintained, the City has developed a comprehensive written Preventive Maintenance Program (located in Appendix F of Volume II). The Preventive Maintenance Program describes how the City's sanitary sewer collection system is to be operated and maintained paying particular attention to preventive and predictive maintenance, inspection, enhanced maintenance areas and record keeping. The Preventive Maintenance Program includes a Sewer Line Cleaning Guide, Sewer Line Inspection Guide and Infiltration and Inflow Reduction Plan. The Line Cleaning Guide includes specifications for the quality of line cleaning the City expects from its line cleaning contractor(s). The Sewer Line Inspection Guide outlines the requirements that the CCTV contractor must adhere to. The Infiltration and Inflow (I&I) Reduction Plan outlines the methodology of the City's I&I Reduction Program.

The City of Placentia, while under the Santa Ana Regional Water Quality Control Board's WDR, revamped its sanitary sewer collection system's operation and maintenance program. Since that time the City has further evaluated the maintenance needs of its sanitary collection system and has revised the line cleaning program to meet the needs of the sanitary collection system. Under the current program the City cleans all of its sanitary sewer collection system lines every two years. Areas that have been deemed as requiring enhanced maintenance are cleaned every quarter or more frequently if needed (current Enhanced Maintenance Area list included in Appendix F). The City has CCTV inspected 100% of its sanitary sewer collection system and is currently committed to re-inspecting the system at a rate of approximately 14-20% per year, or the entire system every 5 to 7 years. Based upon this inspection and evaluation, routine maintenance is tailored to meet the actual needs of the system including updating the City's capital improvement program (CIP) for system rehabilitation and replacement.

Funding for the operation and maintenance of the City's sanitary sewer collection system is provided by the City's sewer service fee. The sewer service fee was adopted by the City Council in April 2005 and is dedicated to providing necessary funds for the sanitary sewer collection system. The City is currently conducting a sewer rate study and anticipate implementation of the new sewer service fee in 2020.

Reporting of all unauthorized discharges from the City's sanitary sewer collection system is required by the Order (Order No. WQ 2013-0058-EXEC). Sewer spill reporting requirements and procedures are listed in Sections 3.2.1 and 3.2.2.

5.2.2 Compliance Documents

Documents which support compliance of this section include the following:

- Sanitary Sewer Preventive Maintenance Program – included as Appendix F in Volume II of this SSMP.
- Sewer Line Cleaning Guide – included as part of the Sanitary Sewer Preventive Maintenance Program located in Appendix F of Volume II of this SSMP.
- Sewer Line Inspection Guide - included as part of the Sanitary Sewer Preventive Maintenance Program located in Appendix F of Volume II of this SSMP.
- Infiltration and Inflow (I&I) Reduction Plan - included as part of the Sanitary Sewer Preventive Maintenance Program located in Appendix F of Volume II of this SSMP.
- Sanitary Sewer Overflow Emergency Response Plan – included in Appendix D of Volume II of this SSMP.
- Capital Improvement Plan – available at the Public Works Department.
- Sanitary sewer collection system inspection videos – available at the Public Works Department.

5.3 Rehabilitation and Replacement Plan

Every Enrollee is responsible for developing a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and CCTV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. The rehabilitation and replacement plan should include a CIP that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan.

5.3.1 Compliance Summary

As the system ages, replacement or rehabilitation is required. To address this issue the City has developed Replacement/Rehabilitation Plan for its sanitary sewer collection system (Appendix H of Volume II). This plan calls for the replacement or rehabilitation of the sanitary sewer collection piping and manholes based upon the materials used and the date that each segment was placed in service. The City's collection system is divided into six geographical drainage areas (see map in Appendix H). Each drainage area is defined by its geographic location, tract development within the drainage area, and the drainage areas relationship to the Orange County Sanitation District (OCSD) interceptor system. Initial replacement/rehabilitation target dates were established based upon the engineered life expectancy of the materials used in the manufacturing of the pipelines and other appurtenances within each drainage area.

While the City was under the requirements of the RWQCB's WDR the City engaged an aggressive CCTV inspection program to establish a baseline assessment of the actual condition of the City's sanitary sewer collection system. The City has successfully conducted CCTV inspection of its entire system and continues to update its inspection data by CCTV re-inspecting its entire sewer collection system every 5 to 7 years. Data from the initial and subsequent CCTV inspections is used to target pipeline deficiencies and to update the City's Replacement/Rehabilitation Plan as well as the 2018 Wastewater Master Plan Update, which was used to develop the City's most current CIP with both condition and capacity-related deficiencies. Through this process, previously unknown pipeline defects were discovered and both higher risk (high priority, short-term projects) and lower risk (medium priority, longer-term projects) were developed in the process. As part of the condition assessment component, defective pipe segments were rated and prioritized then added to the CIP list for the appropriate engineering solution. The City uses the NASSCO pipeline assessment standards for assessing its sanitary sewer collection system pipeline condition.

Funding is provided for the replacement/rehabilitation of the City's sanitary sewer collection system by the sewer service fee. The sewer service fee is currently being reevaluated through a sewer rate study with an updated sewer service fee anticipated to be implemented in 2020.

5.3.2 Compliance Documents

The documents supporting compliance with the rehabilitation and replacement plan requirements are as follows:

- Sewer Line Inspection Guide - included as part of the Sanitary Sewer Preventive Maintenance Program located in Appendix F of Volume II of this SSMP.
- Replacement and Rehabilitation Plan – included in Appendix H of Volume II of this SSMP
- Annual City Budget – available at the Placentia City Hall.
- Current Capital Improvement Plan – available at the Public Works Department.
- Sanitary sewer collection system inspection videos – available at the Public Works Department.

5.4 Training Program

The City is required to provide training on a regular basis for staff in sanitary sewer collection system operations and maintenance, and to ensure that contractors to be appropriately trained.

5.4.1 Compliance Summary

The City has an ongoing training program for its Public Works employees. As part of this program, the Public Works field employees attend periodic WDR Awareness Training Workshops held at the City Yard. An abbreviated WDR Awareness Training program was presented to all other City personnel. City Public Works field employees have undergone, and continue to receive, SSO Response Training held in conjunction with the City's storm water program at OCSD's SSO Response Training Facility. Confined Space Safety and other safety training is offered to the City's Public Works employees throughout the year. Public Works employees have attended seminars for regional sewer spill response and have attended the CWEA SSO Reporting Workshop. Employees have also participated in the NASSCO Pipeline Assessment and Certification Program.

Contractors providing service to the City for its sanitary sewer collection system must demonstrate to the City that their employees are adequately trained in sanitary sewer collection system maintenance techniques, confined space safety, and can properly operate the equipment they utilize. The City will obtain, and maintain on record, training records for their pipeline contractor on an annual basis to ensure their pipeline contractor is sufficiently trained.

5.4.2 Compliance Documents

The following documents demonstrate they type of training provided to staff and what training requirements are required of contractors:

- City employee training records are maintained in their personnel files – available at the Placentia City Hall
- Pipeline contractor training records – available at the Department of Public Works

5.5 Equipment and Parts Inventories

Each Enrollee is required to provide equipment and replacement part inventories, including identification of critical replacement parts for the operation and maintenance of its sanitary sewer collection system.

5.5.1 Compliance Summary

The City of Placentia's sanitary sewer collection system is a gravity-based system. Being gravity based, the transport of sewage does not require any pumping or force mains. The City's pipelines are almost entirely vitrified clay pipe (VCP) of standard, commonly available sizes. There are no known critical components (components that require special manufacturing or have excessive lead times when ordering) within the City's sanitary sewer collection system. Additionally, the City contracts out for all of its line cleaning and any required system rehabilitation or repair. For these reasons, the City does not maintain any inventory of pipeline components. As the City does fulfill the roll of first responder to SSOs, the City maintains response vehicles equipped with the necessary equipment to divert and / or contain spills until the necessary contractor arrives. As part of the SSO Emergency Response Plan (SSOERP or ERP), the City maintains a list and contact information of line cleaning and pipeline contractors. The City currently utilizes Val Verde Construction for any emergency pipeline repair needs.

5.5.2 Compliance Documents

The documents supporting compliance with the requirement to maintain an inventory of equipment and parts including the identification of critical parts are as follows:

- Response Equipment Inventory – list of City vehicles maintained at the Department of Public Works.
- List of Contractors – available in the SSOERP and Department of Public Works

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DESIGN AND PERFORMANCE PROVISIONS

This chapter references the design and construction standards & specifications for new sewer systems, pump stations, and other appurtenances, and for the rehabilitation and repair of existing sewer systems. Also included are the procedures and standards for the inspection and testing of these facilities. The Order requires the following:

1. Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer systems; and
2. Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

6.1 Compliance Summary

The City utilizes the services of a licensed California registered engineer to assist with new construction, replacement or rehabilitation of the City's sanitary sewer collection system. The City also maintains a draftsmen position to assist with on-site construction inspections and updating system drawings and as-builts. The City has also adopted the California Plumbing Code (CPC) and requires that all construction meet the required standards and specifications. Construction management may be outsourced to a qualified firm or individual. To assist City personnel, the City utilizes:

- The 2016 California Plumbing Code (CPC),
- Standard Publication for Public Works Construction, current edition – Greenbook for pipeline inspections,
- Standard Plans for Public Works Construction, current edition, and
- City's Sewer Notes for sewer pipeline and facilities construction.

Current work is guided by these various standards and specifications that are on file and subject to change as needed. Design work is performed by a licensed professional California registered engineer for construction and or rehabilitation and replacement projects. Contractors must be licensed and insured.

6.2 Compliance Documents

The documents used for design and performance evaluations include the following:

- California Plumbing Code – located at the Engineering Division of the Public Works Department.

- Standard Publication for Public Works Construction, current edition – Greenbook - located at the Engineering Division of the Public Works Department.
- Standard Plans for Public Works Construction, current edition – located at the Engineering Division of the Public Works Department.
- City's Sewer Notes – located at the Engineering Division of the Public Works Department.

OVERFLOW EMERGENCY RESPONSE PLAN

Under the Order, each Enrollee shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, this plan must include the following:

- (a) Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner;
- (b) A program to ensure an appropriate response to all overflows;
- (c) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP. All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification;
- (d) Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained;
- (e) Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and
- (f) A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

7.1 Compliance Summary

The City of Placentia has an SSO Emergency Response Plan (SSOERP) in compliance with the requirements of the WDR, last updated in 2019. A copy of the SSOERP is located in Appendix D of Volume II of this SSMP.

The City's SSOERP consists of detailed instructions for City personnel for responding to an SSO or any other type of unauthorized spill within the City's jurisdiction. The SSOERP includes notification procedures, personnel callout lists, contractors and other resources that may be needed to respond to a spill. The SSOERP also includes descriptions of the duties that the City's first responders and supervisors are responsible to perform.

Although the City does not have any impounded water bodies within its jurisdiction that might require a Portable Aeration Plan, there is a potential for an SSO to migrate through the City's MS-4 system to either the Santa Ana River or Carbon Creek. The City, via its participation on

the OC WDR Steering Committee, has assisted OCSD in the development of the Portable Aeration Report.

7.2 Compliance Documents

The compliance documents that detail the agency's Overflow Emergency Response Plan are as follows:

- SSO Emergency Response Plan - is included in Appendix D of Volume II of this SSMP.
- Portable Aeration Plan – located in the Department of Public Works as well as in Appendix D of Volume II of this SSMP.

FATS, OILS, AND GREASE CONTROL PROGRAM

Under the Order, each Enrollee is required to evaluate its service area to determine whether a FOG control program is needed. If the Enrollee determines that a FOG Control program is not needed, the Enrollee must provide justification for why it is not needed. If FOG is found to be a problem, the Enrollee must prepare and implement a FOG Control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

- (a) An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;
- (b) A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;
- (c) The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;
- (d) Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements;
- (e) Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the FOG ordinance;
- (f) An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section; and
- (g) Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (f) above.

8.1 Compliance Summary

The City of Placentia recognizes that historically 38% of the SSOs having a known cause within the City's sanitary sewer collection system were due to an accumulation of FOG. Likewise, many of the City's enhanced maintenance areas are FOG related. As a preventative measure, these enhanced maintenance areas are on an enhanced cleaning schedule being cleaned at least quarterly. With the adoption of the WDR, the City developed and implemented a comprehensive FOG Control Program. This is a permit-based program affecting all food service establishments (FSEs) that discharge into the City's sanitary sewer collection system. This program and its supporting FOG Control Ordinance are derivatives of the model FOG Control Ordinance and program developed by OCSD in conjunction with the OC WDR Committee. The Ordinance and program require that all FSEs must install an approved grease interceptor. The Ordinance and program, on a case-by-case basis, allows for variances and waivers under limited specified

conditions with the approval of the City's FOG Control Program Manager. All FSEs are required to utilize kitchen best management practices. Each FSE has been provided with a FOG Program handbook that includes information on the FOG Control Program, FSEs responsibilities, best management practices, employee training aids, frequently asked questions (in both English and Spanish) and record keeping materials (all information also available on the City's website). Enforcement is provided through a series of inspections with the ability to issue citations or take other necessary steps to ensure compliance with the program. These inspections were initiated with the programs adoption and are ongoing. The City has a goal of completing at least one inspection per FSE per year.

A FOG Characterization Study was performed to identify areas of FOG concentration. In this study, FSEs were inventoried and their relationship to known enhanced maintenance areas was plotted. The City intends to use the FOG Characterization Study as a measure of the FOG program's effectiveness and will update the study as additional information becomes available.

FOG disposal is through the OCSD treatment plant in Fountain Valley. FOG collected through line cleaning or the cleaning of grease interceptors within the City is taken to OCSD for treatment. FSEs must use licensed grease haulers to clean and transport material removed from grease interceptors.

Manifests for cleaning and grease removal must be maintained by the FSEs and are reviewed during the City's inspections. Inspections may be conducted by City staff or by a contractor hired by the City.

The City utilizes its newsletter and other public events to inform the public of the necessity to properly dispose of residential FOG.

8.2 Compliance Documents

The FOG Control program activities are documented under the following ordinances, reports, and studies:

- FOG Control Ordinance - included as Appendix I in Volume II of this SSMP.
- FOG Control Program - included as Appendix J in Volume II of this SSMP.
- FOG Characterization Study - included as Appendix K in Volume II of this SSMP.
- FSE FOG Handbook – available from the FOG Program Manager.
- FOG Disposal Alternatives Report – In-Plant FOG Impact Study (OCSD) – located at the office of the FOG Program Manager.

SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

The Order requires that each Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

1. **Evaluation:** Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;
2. **Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation identified in (1) above to establish appropriate design criteria;
3. **Capacity Enhancement Measures:** The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding; and
4. **Schedule:** The Enrollee shall develop a schedule of completion dates for all portions of the capital improvement program developed in (1)-(3) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section 10 – Monitoring, Measurement and Program Modifications.

9.1 Compliance Summary

Evaluation: The Placentia sanitary sewer collection system is divided into six (6) geographical drainage areas, consistent with tract development within those drainage areas, and their relationship to the OCSD interceptor system. Each drainage area is independent of the others and connects to the OCSD system at various locations. Sewage collected in each area flows to the OCSD interceptor pipelines where it is transported to OCSD's treatment facilities. These areas developed at different times as the City changed from a primarily agricultural area into a residential community. Because each basin is independent, development within a basin only affects the capacity of that basin and not the remainder of the sanitary sewer collection system. The City is almost 100% built out.

In 2000, the City had a flow study conducted to determine the actual wastewater generation factors from the various types of sanitary sewer collection system users within the City. The

data was used to calibrate a model of the collection system to determine if sufficient capacity exists. At that time, 20 of the City's 44 reaches were modeled. In the first quarter of 2005, as part of the City's 2005 Sewer Master Plan Update, the City contracted to have the model re-run for all 44 reaches of the collection system. Results were incorporated into the City's Capacity Assurance Plan as part of its Region 8 SSMP. Those pipe segments that the model indicated as being under capacity were added to the City's CIP in 2005. Field studies were also conducted to measure the actual flow levels at different times of the day over a period of one week for those pipe segments that the model indicated as not having sufficient capacity. This assisted the City in prioritizing projects as the computer model is a projection of flow conditions. The City of Placentia historically has not experienced capacity-related issues in the sanitary sewer collection system, nor are they currently.

In 2009 the City completed an aggressive CCTV inspection program. Over a period of 2½ years the City CCTV inspected its entire sanitary sewer collection system. This has established a baseline condition assessment for the sanitary sewer collection system. Re-inspections are conducted at a rate of approximately 14-20% of the system per year (or full system every 5 to 7 years).

During the summer of 2013, the City installed a comprehensive GIS system for its sewer collection and storm water systems. The GIS system allows the City to easily access maintenance data, including video inspections of the sanitary sewer collection system pipeline segments.

In 2018, as part of a Sewer Master Plan Update, the City developed updated design and evaluation criteria, as well as an updated hydraulic model. A three-week flow monitoring program was utilized to calibrate the existing dry weather hydraulic model scenario and to assess I/I impacts to the system. No significant wet weather response was captured for the flow monitoring period and so wet weather flow monitoring data from OCSD was utilized to determine the peak wet weather flow scenario. Results of the existing system capacity evaluation indicated that approximately 2% of pipes show capacity deficiencies under existing peak dry weather flow conditions and approximately 15% of pipes show capacity deficiencies under existing peak wet weather flow conditions. The Sewer Master Plan capacity evaluation effort resulted in seven (7) capacity related CIP projects totaling \$13.8M.

Design Criteria: The City utilizes industry standards as the design criteria for its sanitary sewer collection system. All design work is conducted by registered California professional engineers and all contractors are required to be licensed and insured. The City requires that all design be compliant with the latest edition of the California Plumbing Code (CPC) supplemented by the Standard Publication for Public Works Construction (Greenbook), Standard Plans for Public Works Construction (current edition), and the City's Sewer Notes to establish standards of work, material and construction procedures for improvements to the City's sanitary sewer collection system. The system is designed to handle projected dry and wet weather peak flows. Design standards created as part of the 2018 Sewer Master Plan Update. The sewer design criteria for the City are shown in the following table.

Design Criteria	City of Placentia
Minimum Size	8-inches
Minimum Slope (8")	0.40%
Minimum Slope (12" and larger)	0.24%
Manning's "n"	0.013
Minimum Velocity (ft/s)	2
Maximum d/D ¹ (<12") at PWWF	0.5
Maximum d/D (12" and larger) at PWWF	0.75
Maximum Distance between Manholes (ft)	300

Notes:

¹ d/D = ratio of depth of water to the diameter of the pipe

Capacity Enhancement Measures: The City has incorporated several capacity enhancement measures into its sanitary sewer collection system. The City has an Infiltration and Inflow (I&I) program to prevent storm water or groundwater from entering the system. The I&I program is designed to identify and eliminate sources of I&I within the City's sanitary sewer collection system through the selective use of smoke testing, flow monitoring, and CCTV. As part of this program, the City completed the Walnut Drainage Project in 2009. This project eliminated a severe drainage issue that occurred during heavy rain events causing flooding and inundation of the sanitary sewer collection system in the Walnut Avenue area. The City's CCTV inspection program and proactive line cleaning program ensure the sanitary sewer collection system can handle designed flows. The CCTV inspection program provides the City with visual data on internal deficiencies while the line cleaning program keeps the sanitary sewer collection lines free of accumulations of FOG, roots, and other debris. The City has also established a minimum size of 8-inch diameter pipe for sewer mains.

In 2019, the City revised and updated its CIP. The updated CIP includes \$16 million in capital improvements for the sanitary sewer collection system. These projects are a combination of pipe deficiencies and capacity issues. The CIP was updated based upon the findings of the 2018 Sewer Master Plan Update.

Schedule: The City's current CIP lists improvements to the sanitary sewer collection system for the next seven years. The CIP is periodically reviewed with changes being made to the project list and start dates to meet the changing needs of the City. The CIP also contains budgetary cost projections for the listed projects. Funding is provided for the replacement/rehabilitation of the City's sanitary sewer collection system by the Sewer Enterprise Fund balance. Grants and bond sales are additional means the City can utilize to fund its CIP projects.

9.2 Compliance Documents

The documents used for system evaluation and capacity assurance are as follows:

- 2018 Wastewater Master Plan included as Appendix G in Volume II of this SSMP and located at the Public Works Department.
- Replacement and Rehabilitation Plan – included in Appendix H of Volume II of this SSMP.
- Capital Improvement Plan – available at the Public Works Department.
- Inflow and Infiltration Reduction Plan – part of the City's Operation and Maintenance Program.
- City General Plan – located at the Placentia City Hall.
- Computer GIS – accessible at City Hall and the Public Works Yard.

MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS

The Enrollee shall monitor and measure the effectiveness of the SSMP and shall make modifications as necessary to maintain the program's effectiveness. Under the Order, the Enrollee shall:

- (a) Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities;
- (b) Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP;
- (c) Assess the success of the preventative maintenance program;
- (d) Update program elements, as appropriate, based on monitoring or performance evaluations; and
- (e) Identify and illustrate SSO trends, including: frequency, location, and volume.

10.1 Compliance Summary

City staff reviews the maintenance activities and programs necessary for the efficient operation of the sanitary sewer collection system. This data is used to determine if the City's activities are sufficient to meet the stated goals of the SSMP. Line cleaning records provided by the City's contractor are reviewed for abnormalities such as increased grease accumulation or root growth. Likewise, the cleaning records of the enhanced maintenance areas are reviewed for changes. When spills occur, their source is identified, and appropriate action taken to ensure future spills do not occur at the same location with the same cause. Spill response is reviewed and modified if necessary. O&M costs are carefully monitored to ensure sufficient funds are being provided by the sewer service fee. CCTV inspection videos are reviewed as they become available and are compared to the established baseline videos to track changes in the system. The FOG program is periodically reviewed for its effectiveness in reducing FOG related SSOs. The City is an active member in the OC WDR Steering Committee and OC WDR General Group, sponsored by OCSD, with employees attending both meetings and workshops. Information and data on the City's sanitary sewer collection system is always available for audit as provided under the Order. Changes are made as necessary to continually improve the SSMP.

The City of Placentia has been reporting and keeping statistics on SSOs occurring within the City's jurisdiction. Records of individual SSOs (public and private) that occurred under the Region 8 Order were kept in hard copy and a monthly summary on an Excel spreadsheet. Under the Statewide Order all SSOs are reported to the CIWQS online database. A current spreadsheet tracking SSOs over the past 10 years is available in Appendix M of Volume II and includes SSOs by category, volume, cause and enhanced maintenance area location. These data indicate a 10-year average SSO rate (number of SSOs per 100 miles of system per year) of 0.8,

which would categorize the City as having a well performing system. These records are reviewed for source and cause during the investigative process of an SSO and will be utilized to measure of effectiveness of the overall SSMP. Biennial audits review SSO data to identify trends and are used to modify the program elements and/or SSMP implementation to ensure improved system performance. A change log is contained in Appendix B of Volume II of the SSMP to track changes that occur to the document.

10.2 Compliance Documents

The compliance documents are as follows:

- Individual spill reports – located at the City’s Public Works Corporation Yard and on the CIWQS online database.
- Line cleaning and maintenance reports – located at the City’s Public Works Corporation Yard.
- Enhanced maintenance area cleaning reports – located at the City’s Public Works Corporation Yard.
- Employee training records – located at the Placentia City Hall.
- Records retention guidelines – located in Volume II, Appendix L.
- SSMP Performance Tracker spreadsheets – located at the Public Works Department and included in Volume II, Appendix M.
- Order No. WQ 2013-0058-EXEC Amending Monitoring and Reporting Program is located in the SSMP Volume II, Appendix A.

PROGRAM AUDITS

As part of the SSMP, the Enrollee shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee's compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.

11.1 Compliance Summary

Audits will review the City's SSMP activities from the time of the last audit and will summarize the data accumulated through its monitoring, measuring, and program modification efforts. Particular attention will be paid to each program's effectiveness in meeting its goals, objectives, and priorities while ultimately being tied into the budgetary process.

The audit process will include the review of additions or improvements made to the collection system during the current audit period and describe planned additions and improvements for the upcoming audit period. Supporting documents will be reviewed to ensure they are up to date and the most recent documents are available and referenced. This process will also ensure that historical documents are kept for future reference.

The results of the audit, including identification of any deficiencies and the recommended steps taken or planned to correct them, will be included in the audit report. The audit report will be used in the City's budgeting process when planning future CIP projects.

Employee training will be reviewed to ensure programs and mechanisms are in place to provide necessary training, and that all staff is up to date with required training. Training includes on the job requirements, safety, required licenses and/or certificates, and professional development.

Completed audits are retained on file the Placentia City Hall for a minimum of five years.

11.2 Compliance Documents

The documents used for audit evaluations include the following:

- Individual spill reports – located at the City's Public Works Corporation Yard and on the CIWQS online database.
- Line cleaning and maintenance reports – located at the City's Public Works Corporation Yard.
- Enhanced maintenance area cleaning reports – located at the City's Public Works Corporation Yard.
- Employee training records – located at the Placentia City Hall.

- SSMP Performance Tracker spreadsheet – located in Volume II, Appendix M.
- City’s Record Retention Guidelines – located in Volume II, Appendix L
- City’s annual sanitary sewer collection system budget – located at the Placentia City Hall.
- Current audits are maintained at the Placentia City Hall.

COMMUNICATIONS

The Enrollee shall communicate on a regular basis with the public on the development, implementation, and performance of its SSMP. The communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented.

The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system.

12.1 Compliance Summary

During the development of the original SSMP for Region 8 the City encouraged public participation through the use of newsletters and public events. When the State of California adopted the current statewide WDR, the City updated its Region 8 SSMP to ensure compliance with the State Order. The City continues to communicate with interested parties on the implementation and performance of its SSMP. The communication program allows interested parties to provide input on the program's performance.

The City disseminated public information on the SSMP and its various elements in numerous ways. The City's communication program uses, at a minimum, public meetings, online communications (www.placentia.org), print customer communications, and business/local organizations as a means to communicate with the public. The Volume I of most recent version of the SSMP is available on the City's website. The City of Placentia allows public comment at its City Council meetings. The City is also a participant in the OC WDR Group and, as such, meets on a monthly basis to discuss sewer issues.

The City does accept a small amount of sewage flow from the City of Brea. This is allowed through a long-standing contract between the City of Placentia and the City of Brea. The City also maintains a close relationship with the Yorba Linda Water District which owns and operates the sanitary sewer collection system within the portion of the City that is within the District's jurisdiction. All of the City's sewage flows to the OCSD interceptor system at several locations throughout the City. As with the City of Brea, OCSD and the City of Placentia have a long-standing contract allowing the City to deposit its sewage flow into OCSD's interceptor system.

12.2 Compliance Documents

The documents used for the communications program include the following:

- City's website at www.placentia.org.
- Most current approved SSMP available on the City's website.
- FOG Resources, including Kitchen BMPs, Grease Interceptors fact sheet, FOG Program FAQs and log sheets are available on the City's website.

- City agreement with the City of Brea – available at the Placentia City Hall.
- City agreement with OCSD – available at the Placentia City Hall or OCSD Administrative Offices.

GENERAL COMPLIANCE

13.1 SSMP and Program Certification

Both the SSMP and the City's program to implement the SSMP must be certified by the City to be in compliance with the requirements set forth above and must be presented to the City's governing board for approval at a public meeting. The City shall certify that the SSMP, and subparts thereof, are in compliance with the general WDRs within the time frames identified in the time schedule provided in subsection D.15.

In order to complete this certification, the City's authorized representative must complete the certification portion in the Online SSO Database Questionnaire by checking the appropriate milestone box, printing and signing the automated form, and sending the form to:

State Water Resources Control Board
Division of Water Quality
Attn: SSO Program Manager
P.O. Box 100
Sacramento, CA 95812

The SSMP must be updated every five (5) years and must include any significant program changes. Re-certification by the governing board of the City is required in accordance with D.14 when significant updates to the SSMP are made. To complete the re-certification process, the City shall enter the data in the Online SSO Database and mail the form to the State Water Board, as described above.

13.2 Compliance Summary

The SSMP will be presented to the City of Placentia City Council for approval on February 18, 2020. Re-certification of the SSMP will occur every five (5) years from the date of SSMP approval.

13.3 Compliance Documents

The following documents provide the legal basis for the City of Placentia's approval of the SSMP.

- City of Placentia's City Council meeting minutes from February 18, 2020 – located at the Placentia City Hall and on the City's website.
- Approved SSMP – located at the Placentia City Hall and on the City's website.
- State Water Resources Control Board (SWRCB) Order Number 2006-0003-DWQ, Statewide General Waste Discharge Requirements for Sanitary Sewer Systems – located at the Placentia City Hall and Appendix A in Volume II of this SSMP.

- SWRCB Order No. WQ 2013-0058-EXEC (2013 MRP) – located at the Placentia City Hall and Appendix A in Volume II of this SSMP.



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF COMMUNITY SERVICES

DATE: FEBRUARY 18, 2020

SUBJECT: **REVISED PURCHASE OF BEDS AND MATTRESSES FOR THE PLACENTIA NAVIGATION CENTER**

FISCAL
IMPACT: EXPENSE: \$ 110,030.64 PURCHASE PRICE
BUDGET: \$5,650,000.00 PLACENTIA REG. NAV. CENTER FUND (784070-6899)
(\$250,000 BUDGETED FOR FURNISHINGS, BEDS,
MATTRESSES AND KITCHEN EQUIPMENT)

SUMMARY:

The North Orange County Service Planning Area ("North SPA") received Homeless Emergency Aid Program (HEAP) funding to open homeless Navigation Centers in the Cities of Placentia and Buena Park. The Placentia Navigation Center ("Center") will be located at 731. S. Melrose Street in an existing commercial building, and the City Council previously awarded a design and construction management contract to Totum Corporation to renovate the existing building and deliver a turn-key Center to the North SPA. The Center is anticipated to open in March 2020.

Staff solicited cost proposals from various vendors for the purchase of furniture, beds, and mattresses for the Center. The recommended bid for interior furnishings was submitted by CPM One Source for a total of \$52,436.94 and the low bid for bed frames and mattresses was submitted by Leeder Furniture for a total amount of \$57,593.70. These bids were submitted to the City Council at the January 14, 2020 meeting. City Council authorized the City Administrator to approve purchase orders with these two vendors to supply the needed furnishings for the Center.

As the construction of the Navigation Center was progressing to completion there was a realization that the sleeping areas were not going to accommodate the 100 twin mattresses and bed frames that were being purchased from Leeder Furniture. In order to accommodate the space, Staff needed to revise the purchase to another vendor who could provide the City with the revised size bed frames to fit the sleeping areas of the Navigation Center. The revised order needed to be completed on an emergency basis per City Council Purchasing Policy No. 430, Section 7.F to ensure delivery by March 17, 2020. The mattress vendor remains unchanged.

RECOMMENDATION:

It is recommended that City Council take the following action:

1. k.
February 18, 2020

Acknowledge that the City Administrator approved a purchase order to Derby Industries on an emergency basis per City Council Policy No. 430 for the purchase of revised bed frames for the Navigation Center, for a not to exceed amount of \$26,257.50.

DISCUSSION:

The North SPA received HEAP funding to open homeless Navigation Centers in the Cities of Placentia and Buena Park. The North SPA is comprised of the Cities of Anaheim, Brea, Buena Park, Cypress, Fullerton, La Habra, La Palma, Los Alamitos, Orange, Placentia, Villa Park, Stanton, and Yorba Linda. The Placentia Center is located at 731. S. Melrose Street. The Center is one of two (2) new facilities proposed to serve the North SPA. The proposed Center along with the other North SPA site in Buena Park, addresses a comprehensive regional solution in North Orange County to provide supportive services to individuals experiencing homelessness. The 100 beds at the proposed Placentia Center will be designated for North SPA Cities only.

Based on the current project schedule, the project team anticipates opening the Center to the public in March 2020. The City Council previously approved the purchase of furnishings, beds, and mattresses for the Navigation Center. Staff was in the process of ordering the 100 twin industrial steel bed frame size 38" x 78"; however, the project team realized that the bed frames were too large for the sleeping spaces. Staff contacted the approved vendor Leeder Furniture and they were not able to provide a revised size of 36" x 75" bed frame. Staff was able to find another vendor, Derby Industries, who manufacture the bed frame size of 36" x 75" to accommodate the Navigation Center. Due to time constraints related to opening the Navigation Center in March 2020, Staff needed to place the order prior to City Council authorization to ensure delivery by March 17, 2020.

The revised cost for the mattresses to Leeder Furniture is \$24,474.20 and the cost for the revised bed frames from Derby Industries is \$26,257.50 for a total purchase of \$50,731.70. The purchase that was approved by City Council at the January 14, 2020 was for a not to exceed \$57,593.70. The reason for the decrease is the decreased size of the steel bed frames.

The following bids for dorm room furnishings were submitted to the City Council at the January 14, 2020.

Beds and Mattresses Furnishings	Bid Amount
Leeder Furniture	\$57,593.70
Provco	\$62,413.16
William Peterson Associates	\$75,108.39

The attached quote (Attachment 1) is from Derby Industries for 100 steel bed frames.

FISCAL IMPACT:

There is a decrease of \$6,862 from the original quotes for mattresses and bed frames. The Fiscal Year (FY) 2018-19 Amended Operating Budget appropriated \$5,650,000 to the Placentia Regional Navigation Center Fund. The FY 2019-20 mid-year budget will include an additional

appropriation of \$1,150,000 in SB2 funds from the North SPA cities. The un-expended HEAP budget has been rolled forward to the FY 2019-20 Budget and is currently encumbered for the construction contract. The North SPA partner Cities funding includes \$250,000 allocated for furnishings and equipment for the Placentia Navigation Center.

Prepared by:



Karen Crocker
Director of Community Services

Reviewed and approved:



Kim Krause
Director of Finance

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachments:

1. Cost Proposal from Derby Industries
2. City Council Policy No. 430 – Purchasing Policy



24350 SR 23 South
South Bend, IN 46614

QUOTATION

Quote Number: 25592
Quote Date: Feb 10, 2020
Page: 1

Voice: 574-233-4500
Fax: 574-288-4550
Email: sales@derbyindustries.com
Website: www.derbyindustries.com

Our Tax ID Number is:
35-1348756

Quoted To:
City of Placentia Attn: Accts Payable 401 E Chapman Ave Placentia, CA 92870

Ship to:
731 South Melrose St Placentia, CA 92870

Customer ID	Good Thru	Payment Terms	Sales Rep
City of Placentia	3/11/20	Prepaid	KENNY

Email: ken@derbyindustries.com

We are pleased to quote the following

Freight price is SUBJECT TO CHANGE until receipt of order & pricing confirmed with trucking company. Shipment is made with standard dock delivery requiring use of your Personnel & Equipment to unload.

Quantity	Item	Description	Unit Price	Amount
100.00	MISC	Derby Steel Tube Platform Bed to accommodate 36x75 mattress	230.00	23,000.00
1.00	FREIGHT	FREIGHT Need to ship in order to arrive and be installed for a March 17th deadline	1,245.00	1,245.00

Return Policy: Derby Industries must be notified prior to receipt of any returned items. Once it is verified that the re is in the same condition in which it was shipped (new, unused, and in original packaging) a credit will be issued minus restocking fee and 2) the cost of freight of the original shipment and the return shipment. NOTE: ALL SALES ARE CUSTOM PRODUCTS.

To place order sign below, date, include PO# if required. Return to Fax#574.288.4550

Subtotal	24,245.00
Sales Tax	2,012.50
TOTAL	26,257.50

PO#: _____ Exemption #: _____ Date: _____

**Submit Exemption/Resale Certificate with order
Thank you.**



STEEL FURNITURE OPTIONS



Steel Tube Platform Base

Welded construction 1 1/2" angle iron bed frame. 3" Tube legs.

Available sizes accommodate the following mattress dimensions:

36" x 75" 36" x 80" 39" x 75" 39" x 80" 54" x 75" 54" x 80"
60" x 80"

Colors: Grey or black epoxy powder-coat



Spring Deck Bed - Bunkable

Steel round tube welded construction 1 1/2" 16 gauge vertical posts, 7/8" crossbar and 1/2" upright round tube completes the end frame. Sinuous wire deck construction, tool-less assembly.

Available sizes accommodate the following mattress dimensions:

36" x 75" 36" x 80" 39" x 75" 39" x 80"

Colors: Grey or black epoxy powder-coat



Tube Deck Bed - Bunkable

Steel welded construction 2" square heavy duty posts. 1" square and 1/2" square cross tubes complete the end frames. Tool-less assembly.

Available sizes accommodate the following mattress dimensions:

36" x 75" 36" x 80" 39" x 75" 39" x 80" 54" x 75" 54" x 80"

Colors: Grey or black epoxy powder-coat



Steel Tube Deck Bunked Beds (Shown w/integrated ladders and safety rails)

Steel welded construction. 2" square end posts. 1" square and 1/2" square cross tubes complete end frames. Tool-less assembly.

Available sizes accommodate the following mattress dimensions:

36" x 75" 36" x 80" 39" x 75" 39" x 80" 54" x 75" 54" x 80"
NOW AVAILABLE **Twin over full family-style bunk**

Colors: Grey or black epoxy powder-coat

Call today
toll free

1.866.233.4500

PURCHASING POLICY

1 - PURPOSE

The purpose of this policy is to provide the City of Placentia ("City") with a means of assuring continuity and uniformity in its purchasing operation, and to define the responsibilities for purchasing supplies, services and equipment for the City of Placentia. These guidelines are not intended to address every issue, exception, or contingency that may arise in the course of purchasing activities. The basic standard that should always prevail is to exercise good judgment in the use and stewardship of City resources, including keeping within the budget authorized by the City Council.

2 - POLICY STATEMENT

The policy contained herein was developed under the authority of §§ 3.08.010 through 3.08.130 of the Placentia Municipal Code. The Director of Finance is designated as the Purchasing Agent for the City and may delegate the administration of the program. The Purchasing Agent is charged with the responsibility and authority for coordinating and managing the procurement of the City's supplies, services and equipment according to this policy.

The policy outlined herein is to be adhered to by the Purchasing Agent and all departments when procuring supplies, services and equipment. This Policy strives to define decision making with prudent review and internal control procedures and to maintain departmental responsibility and flexibility in evaluating, selecting, and purchasing, supplies, equipment and services.

Excluded from this policy is the purchase of supplies, services and equipment which are included within the specification of a "Public Works Contract" construction project and is subject to the regulations contained in the City Charter or the California Public Contract Code, if applicable. Also excluded is the award of Professional Design and Consulting Services, governed by California Government Code §§ 4525-4529.5. See Subsection 11 herein.

Conflict of Interest Policy.

No member, officer, or employee of the City of Placentia, or their designees or agents, and no public official who exercise authority over or responsibility with respect to purchasing during his tenure, or for one year thereafter, shall have any interest, direct or indirect, in any purchase, agreement or sub agreement, or the proceeds thereof, for any purchase or purchase agreement.

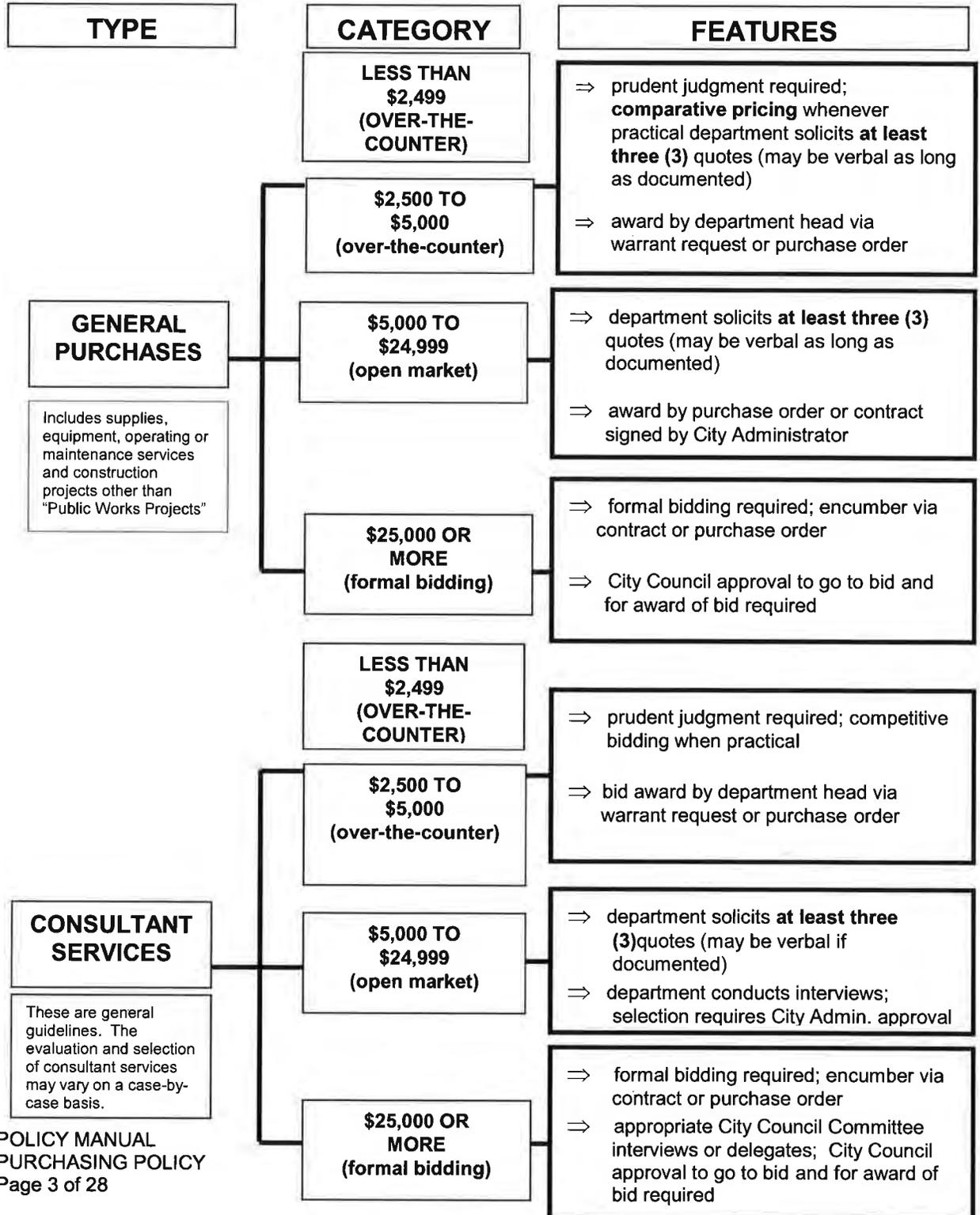
3 - UNAUTHORIZED PURCHASES

Except for emergencies, departmental purchases, or other authorized exemptions stated in these guidelines, no purchase of supplies, services, or equipment shall be made without an authorized purchase order. Otherwise:

- A. such purchases are void and not considered an obligation of the city.
- B. invoices without an authorized purchase order may be returned to the vendor unpaid.
- C. the person ordering the unauthorized purchase may be held personally liable for the costs of the purchase or contract.

Purchase orders shall be issued prior to ordering supplies, equipment and services and not "after the fact" for work already done or materials already ordered.

PURCHASING SYSTEM OVERVIEW



4 - RESPONSIBILITIES OF THE PURCHASING AGENT

The Purchasing Agent is responsible for 1) the procurement of general supplies, services and equipment; 2) the administration of the purchasing policy; and 3) the management of surplus City property. To perform these functions efficiently and assist departments, the Purchasing Agent shall:

- A. Be charged with the responsibility and authority for coordinating and managing the procurement of the City's general supplies, services and equipment from the lowest responsive and responsible bidder when required by this policy.
- B. Ensure full and open competition on all purchases as required by this policy.
- C. Identify, evaluate and utilize purchasing methods which best meet the needs of the City (i.e., cooperative purchases, blanket purchase orders, contractual agreements, etc.).
- D. Assist all departments with research and recommendations in developing specifications; review specifications for completeness of information to ensure specifications are not unnecessarily restrictive.
- E. Coordinate vendor relations, locate sources of supply, and evaluate vendor performance.
- F. Recommend revisions to purchasing procedures when necessary and keep informed of current developments in the field of public purchasing.
- G. Prescribe and maintain all forms and records necessary for the efficient operation of the purchasing function.
- H. Act as the City's agent in the transfer and disposal of surplus equipment and materials.
- I. Investigate the cost of recycled and non-recycled products to determine if the purchase of recycled products is practical and economical. To be considered economical, the added costs should not exceed 10% of the lowest non-recycled product price.
- J. Make purchase award recommendations to the appropriate authority.

5 - RESPONSIBILITIES OF DEPARTMENTS

Departments are charged with the following responsibilities in the purchasing process:

- A. To provide to the Purchasing Agent at the beginning of each fiscal year, an updated authorized signature list designating those individuals who are delegated the authority to make purchases pursuant to the policies and procedures as described herein.
- B. To anticipate requirements sufficiently in advance to allow adequate time to obtain goods in accordance with the best purchasing practices.
- C. To communicate and coordinate purchases with the Purchasing Agent, as necessary.
- D. To provide detailed, accurate specifications to ensure goods obtained are consistent with requirements and expectations.
- E. To prepare requisitions in accordance with instructions so as to minimize the processing effort.
- F. To inform the Purchasing Division of any vendor relations problems, shipping problems (i.e., damaged goods, late delivery, wrong items delivered, incorrect quantity delivered, etc.) and any situations which could affect the purchasing function.
- G. To minimize urgent and sole source purchases and to provide written documentation when such purchases may be necessary.
- H. To assist the Purchasing Division with the review of all bids received for compliance with specifications, and provide the Purchasing Division with written documentation regarding their findings.
- I. To notify vendors of purchase award when authorized by Purchasing Agent.
- J. To not "split" orders for the purpose of avoiding procurement requirements. (See definitions.)
- K. To consider the use of recycled products when practical and economically feasible. To be considered economical, the added costs should not exceed 10% of the lowest non-recycled product price.

6 - VENDOR RELATIONS

It is to the City's advantage to promote and maintain good relations with vendors. The Purchasing Division and operating department staff shall conduct their dealings with vendors in a professional manner and shall promote equal opportunity and demonstrate fairness, integrity, and courtesy in all vendor relations.

7 - PURCHASING METHODS

A. Requirements for certain purchasing dollar limits.

Purchasing dollar limits are "per order". This policy specifically prohibits splitting an order to circumvent the specified dollar limits. Departments shall contact the Purchasing Division to coordinate volume bids of repetitive requirements (i.e., the frequent purchase of items such as chemical, paper goods, etc., which annually exceed the specified limits).

1. Purchases of Less than \$5,000 – Over-the-Counter

For purchases of supplies, equipment and services of less than \$2,499, the authority to award is the Department Head. Comparative pricing is not required but shall be used when practical. Prudent judgment shall be used at all times. All departments may purchase supplies, equipment, and services, of less than \$2,499 without competitive bidding and without a Purchase Order. A Purchase Order may be requested by the department if required by the vendor or if the department wishes to use the Purchase Order as a mechanism to encumber funds.

For purchases of \$2,500 to \$5,000, comparative pricing is required whenever; solicits at least three (3) quotes. Quotes may be verbal as long as documented.

2. Purchases between \$5,000 - \$24,999 – Open Market

For purchase of between \$5,000 - \$24,999 the authority to award is the City Administrator. Department staff shall not award purchase orders for \$5,000 or more without the approval of the City Administrator, except in the event of an emergency purchase (see F, Emergency Purchases). All departments shall obtain three (3) oral or written competitive quotations whenever possible for purchases. The Purchasing Division may be requested to assist in this process. The department shall submit a requisition, which includes the recommended vendor, with all supporting documentation to the Purchasing Division. Supporting documentation shall include competitive price quotes obtained, names of vendors contacted, description of the items required, and certificates of insurance as applicable. The Purchasing Division shall review the recommendation and supporting documentation and may contact additional sources for quotations.

The City Administrator may award purchase to the lowest responsive and responsible bidder whose quote fulfills the intended purpose, quality, and delivery needs of the solicitation, provided that an unencumbered appropriation for that item exists. In lieu of awarding the purchase, the City Administrator may reject bids, or may negotiate further to obtain terms more acceptable to the city.

3. Purchases of \$25,000 or More – Formal Bid

Purchases that exceed \$24,999 require a Formal Bid Process, and City Council approval. See item 8.

B. Blanket Purchase Orders

A Blanket Purchase Order is an agreement whereby the City contracts with a vendor to provide equipment or supplies on an as-needed and often over-the-counter basis. Blanket Purchase Orders provide a mechanism whereby items which are uneconomical to stock may be purchased in a manner that allows field operations timely access to necessary materials. Blanket Purchase Orders shall not be used to purchase services, capital assets or items maintained in stock.

The Purchasing Division shall request confirmation of Blanket Purchase Orders annually, before the beginning of the fiscal year. Requests for Blanket Purchase Orders may also be submitted to the Purchasing Division on an as-needed basis. The Purchasing Division shall review Blanket Purchase Order requests based upon the following criteria:

1. Geographic location.
2. Responsiveness and capabilities.
3. Average dollar value and type of items to be purchased.
4. Frequency of need.

All Blanket Purchase Orders shall include the following information:

- a. A general description of the equipment or supplies which may be charged.
- b. The period of time the order will remain open, not to exceed one year.
- c. The maximum total amount which may be charged on the purchase order.
- d. The maximum amount which may be charged each time the employee implementing a purchase enters the vendor's place of business, or if unspecified, \$250 and/or \$750 per month.
- e. Items excluded from the purchase, if applicable.
- f. The phone number of the purchasing agent for questions or approval of charges which exceed the limit.
- g. Identification of the department(s) and employee(s) who may charge against the order.
- h. Requirement that the employee shows CITY identification.
- i. Requirement that employees print and sign their names when picking up goods.

- j. Account number(s) to be charged.

Once a Blanket Purchase Order is issued to a vendor, any authorized City employee may contact the vendor directly to place orders per the terms and conditions specified in the Blanket Purchase Order.

C. Contract Purchases Orders

Contract Purchase Orders are the preferred method of purchasing repetitive-use items or services which may be common to several departments or within one department. Establishing Contract Purchase Orders provides a means of obtaining volume pricing based upon the combined needs of all departments, reduces the administrative costs associated with seeking redundant competitive bids and processing a Purchase Order each time an order is placed, and allows departments to order as needed, reducing the requirement to maintain large inventories of stock.

If a Contract Purchase order exists, departments shall order all of their requirements from the successful vendor. No other source shall be used without prior approval of the Purchasing Agent. Departments shall submit, in writing to the Purchasing Division, any performance problem encountered immediately following the occurrence so that corrective action may be taken.

Contract Purchase Orders are annual and may include option for renewal for specific products, product types, or services at agreed upon prices or pricing structure and for a specified period of time.

D. Cooperative Purchases

The Purchasing Division may participate in purchases and contracts established by other political jurisdictions, provided the cooperative agreement is established following a competitive bid process. The City Administrator may authorize the award of cooperative purchase agreements up to \$24,999.99. City Council approval is required for the award of any cooperative purchase of \$25,000 or more.

E. Sole Source Purchases

Commodities and services which can be obtained from only one vendor are exempt from competitive bidding. Sole source purchases may include proprietary items sold directly from the manufacturer, items that have only one distributor authorized to sell in this area or a certain product has been proven to be the only product that has proven to be acceptable. All sole source purchases shall be

supported by written documentation signed by the appropriate department head and forwarded to the Purchasing Division. Final determination that an item is a valid sole source purchase will be made by the Purchasing Agent or designee.

F. Emergency Purchases

Emergency purchases may be made without competitive bidding when time is of the essence, and shall be made only for the following reasons:

1. to preserve or protect life, health or property; or
2. upon natural disaster; or
3. to forestall a shutdown of essential public services.

Since emergency purchases do not normally provide the City an opportunity to obtain competitive quotes or properly encumber funds committed, sound judgment shall be used in keeping such orders to an absolute minimum. In addition, the following requirements shall apply:

4. The Purchasing Division shall be contacted as soon as possible for an advance purchase order number, which may be given verbally, to cover the emergency transaction. If unable to contact the Purchasing Division, place the order and contact the Purchasing Division the next workday.
5. A completed purchase requisition shall be submitted to the Purchasing Division within two working days, or as soon as the information is available. All purchase requisitions for emergency purchases shall be signed by the appropriate department head.
6. Documentation explaining the circumstances and nature of the purchase shall be submitted by the appropriate department head as follows:
 - a) Purchases less than \$5,000: Use standard purchasing procedures
 - b) Purchases in the amount of \$5,000 - \$100,000: Require the approval of the City Administrator
7. If the emergency purchase causes any budget line item to exceed the approved budget, it shall be the responsibility of the department requesting the purchase to obtain subsequent City Council approval, through the Purchasing Agent, for an

additional appropriation or to make a transfer to cover the purchase.

G. Purchase Order Exemptions

Certain purchases are not readily adaptable to the open market and formal bidding process. These purchases are generally for items where the competitive bid process is not applicable or where a check is required to accompany the order. Following is a list of allowable exemptions:

- | | |
|--|--------------------------------------|
| Advertisement and Notices | Payments to Other Governmental Units |
| Attorney Services | Petty Cash Replenishment |
| Consultant Services | Property Rentals |
| Courier/Delivery/Messenger Services | Real Property/Easement Acquisition |
| Dept. Purchases under \$2,500 (see A. 1) | Subscriptions |
| Fuel | Trade Circulars or Books |
| Insurance Claims and Premiums | Travel Expense/Advances |
| Medical Payments (Physicians, lab, etc.) | Utility Payments |
| Membership Dues | |

Exemptions are limited to those items listed above. Departments may submit written requests for additional exemptions to the Purchasing Agent. If warranted, additional exemptions will be added to this list.

If a vendor requires a Purchase Order to process an order, the department shall submit a purchase order requisition to the Purchasing Division to initiate a purchase order.

H. Purchase Award

1. Lowest Responsive and Qualified Bidder

a. Bids shall be awarded to the **“responsive”** and **“qualified”** bidder who submits the lowest bid.

b. In determining the lowest **“responsive”** bid, the following elements shall be considered in addition to price:

(1) A responsive bid is one which is in substantial conformance with the requirements of the invitation to bid, including specifications and the City’s contractual terms and conditions. Bidders who substitute terms and conditions or who qualify their bids in such a manner as to nullify or limit their liability shall be considered non-responsive bidders.

- (2) Conformance with the requirements of the invitation to bid may also include providing proof of insurance, completing all forms, including references, and all other information as requested in the bid document.
 - (3) The successful bidder must demonstrate the ability to successfully fulfill a contract, including rendering of subsequent and continuing service. Staff may request proof of a prospective bidder's reliability. Prospective bidders may be requested to furnish proof of financial resources, a list of current or previous customers, and other pertinent data. Such action may also be taken after receipt of bids.
 - (4) A bidder may be determined to be non responsive if a prospective bidder fails to furnish proof of qualifications when required.
- c. In determining the lowest **"qualified"** bidder, the following elements shall be considered in addition to price:
- (1) That the products offered provide the quality, fitness, and capacity for the required usage.
 - (2) That the bidder has the ability, capacity and skill to perform the contract satisfactorily and within the time required.
 - (3) That the bidder's experience(s) regarding past purchases by the City or other public agencies demonstrates the reliability of the bidder to perform the contract.
- d. When a bid is recommended to be awarded to other than the low bidder, written justification is required. The written statement, signed by the appropriate department head, shall be attached to the purchase requisition.

2. Rejection of Bids

The Purchasing Agent or the requesting department may recommend rejection of any or all bids if it is determined to be

in the best interests of the city. Reasons for rejection may include, but are not limited to, the following: a bid is determined to be non-responsive, the number of bids received is inadequate, bids received are not reasonably uniform in price, or the lowest bid received is deemed to be too high. The Purchasing Agent may, in any given case, reject all bids with or without cause and submit the supplies, equipment or service involved to a new bidding process. If all bids are rejected, the Purchasing Division may be authorized to re-solicit bids, negotiate a contract for the purchase, or abandon the purchase.

3. Tie Bids

If two or more bids are received which are in all respects equal, the Purchasing Division may accept the one deemed to be in the best interests of the city.

I. Change Orders

Purchase Orders represent a contract between the City and the Vendor. Any substantial change to a Purchase Order shall be documented as a change order. Change orders shall be reviewed by the Purchasing Division and shall be approved by the City Administrator. A purchase order may not be increased by more than 10% or \$2,500, whichever is less, without a change order, except for taxes, shipping and handling as discussed below.

Taxes, shipping and handling may cause the purchase order to exceed the authorized purchase order amount. These items do not require a change order, even if they exceed 10% of the original purchase order amount.

The Requisition Form shall be used to change a quantity, description, size, color, vendor name or address, unit price, delivery location, terms and conditions and to delete or add to the order. It shall also be used to terminate a purchase order and to correct errors in the original purchase order.

8 - INFORMAL AND FORMAL BID PROCESS

Except as otherwise exempted in this policy, supplies, services and equipment with an estimated value of \$5,000 to \$24,999.99 shall be purchased following an Informal Bid Process and purchases \$25,000 or more shall be made following a Formal Bid Process.

To initiate the informal/formal bid process, the department making the request shall provide specifications for the item to be purchased and documentation showing the existence of an unencumbered appropriation for the item in the current approved budget. The Purchasing Division or requesting department shall solicit informal/formal bids as prescribed by the City of Placentia Municipal Code.

Informal bids may be posted at City Hall, mailed to prospective bidders a minimum of ten calendar days before the due date, or solicited over the phone. Formal bids shall be posted at City Hall and shall be published at least once in a newspaper of general circulation as required by State law, and, if applicable, in appropriate trade publications. The date of publication shall be at least 10 days before the due date. All formal bids shall be sealed and shall be publicly opened and read at the date, time, and place indicated in the published notice.

Bids shall be reviewed for compliance with specifications by the requesting department. All deviations from the specifications shall be fully documented by the requesting department and the impact of the deviations on the performance or suitability of the bid item shall be detailed. Staff will prepare and forward a recommendation for approval of purchase. Informal bids shall be approved by the Purchasing Agent. Formal bids shall be approved by the City Council.

9 - CREDIT CARD USAGE

Under certain circumstances, the use of a city credit card may be the most appropriate method for certain purchases. The following policies and procedures are established to ensure internal control and timely payment of charges.

- A. City bank and gasoline credit cards will be signed out on an as-needed basis to or staff at the sole discretion of the City Administrator or the appointed designee, in accordance with internal control procedures. Failure to comply with established procedures may result in discontinuance of use by the employee/department.
- B. Because of Internal Revenue Service (IRS) tax reporting requirements, except for Emergency Purchases, City credit cards may not be used to purchase services provided by vendors who are doing business as partnerships or sole proprietors. Examples of this include, but are not limited to:
 - 1. Labor charges for auto repair
 - 2. Plumbers
 - 3. Construction contractors
- C. City credit cards shall be available to the staff for the conduct of official City business, included, but not limited to the following purposes:

1. Gasoline purchases
 2. Telephone charges
 3. Authorized travel expenses and hotel charges which shall subsequently be documented on the travel reconciliation report.
 4. To charge the cost of meals when required in the conduct of official business, except when an employee is traveling on a per diem basis.
 5. Other circumstances where the use of a credit card best meets the City's purchasing needs as determined by the City Administrator or the appointed designee.
- D. All receipts must be turned in monthly with the credit card statement.
- E. No personal items shall be charged on any City credit card except those charges that might be incidental to another charge made on the card for travel or meetings. These incidental charges may include a spousal airline ticket purchased in conjunction with the employee's ticket for authorized travel and/or meals or movies charged to a hotel room that is paid with a City credit card. Whenever one of these personal charges is made on the City credit card, the charges will be reconciled and reimbursed to the City when the travel reconciliation is completed. Under no circumstances shall a single personal charge be made on a City credit card.

10 - SPECIFICATIONS

It is the responsibility of each department to provide detailed, accurate specifications when requisitioning supplies, equipment and services. Accurate specifications are essential for effective bidding.

A. Sole Source Specifications

Sole source specifications shall be avoided whenever possible, as they minimize or eliminate competition. The appropriate authority (City Administrator if total purchase is less than \$25,000; City Council if total purchase is \$25,000 or more) may waive bidding requirements if sufficient written justification for a sole source purchase exists. An example of sole source is where equipment or supplies are required in order to be compatible with existing equipment or to perform a complex or unique function. Written documentation signed by the appropriate department head shall accompany the requisition for any sole source request.

B. Standardization

Standardization of specifications for items common to several divisions and/or departments can facilitate the purchasing process. The Purchasing Division and departments shall work together to establish standard specifications for such items.

C. Brand Name, or Equal, Specifications

In purchasing equipment or supplies needed to be compatible with existing equipment, or to perform complex or unique functions, the Purchasing Agent may limit bidding to a specific product type or a brand name product.

Use of brand names in specifications shall be for the purpose of describing the standard of quality, performance, and characteristics the City desires and not be intended to limit or restrict competition. If a brand name is incorporated into a specification, a minimum of two acceptable brands shall be listed whenever possible and shall be followed by the statement "or approved equal" unless the sole source rule applies.

Using specifications provided by a specific manufacturer should be avoided, however, if used, the name of the manufacturer, model number, etc., should be indicated. The bid document shall clearly state that the use of the manufacturer's specifications are for the sole purpose of establishing the level of quality desired. The Purchasing Agent reserves the right to determine and approve any product submitted as an "or equal."

D. Vendor Assistance in Writing Specifications

There may be occasions when vendor assistance is required to develop a specification. Such specifications shall be written in general terms and the vendor shall be informed that the information they provide may be used to develop specifications for a competitive bid process. The vendor shall be allowed to submit a bid, but will not be given any preference over the other bids.

11 - PROFESSIONAL CONSULTANT SELECTION

A. Selection of Consultants for Professional Services (General):

1. The following criteria shall be used to determine approval authority for Professional Consultant Service Contracts:

Contracts under \$5,000 Department Head Approval
Contracts of \$5,000 - \$24,999.99 City Administrator Approval
Contracts of \$25,000 or greater City Council Approval

2. This policy specifically prohibits splitting a purchase to circumvent the limits set forth in item 1, above.
3. The appropriate department head, with the approval of the City Administrator, shall prepare a scope of work consistent with budget and project authorization of the City Council. The Request for Proposal (RFP) shall outline the City requirements and project description. The list of solicited firms will be drawn from firms who, in the opinion of the department head, can perform the work. A Request for Qualifications may first be necessary if the required services are particularly specialized or if the qualifications of the available consultants are unknown. The list of solicited firms may be limited to a minimum of 3 to 5 due to time constraints or specialties involved.
4. The initial review of proposals shall be conducted by the involved department head(s), who shall make a recommendation to the City Administrator regarding which consultants should be invited to interviews.

Interviews (Contracts less than \$5,000) will be conducted by the appropriate department staff members.

Formal interviews (for Contract of \$25,000 or more) will be conducted or delegated to a senior staff committee by the City Administrator or an ad hoc committee shall be formed to conduct the oral interviews for selected consultants. The Committee will make a recommendation to the City Council for final selection.

5. Qualifications should be the determining factor in the selection of a professional consultant. Staff shall then negotiate the final fee based upon the agreed scope of work.
6. Prior to approval of a contract, the department head shall conduct appropriate background and reference checks and ensure that adequate bonding or security, if required, is posted.

7. Consultants shall comply with all regulations and laws dealing with conflict of interest disclosure and reporting. Consultants shall not be engaged if a conflict of interest exists.
 8. Approval of "Additional Work" items shall comply with the limits of item 11-A.1.
- B. Selection of Consultants for Professional Services for Capital Improvement Projects:
1. After the City Council adopts the next year's Capital Improvement Program (CIP), the Director of Public Works shall develop a list of projects recommended for 1) appropriate City Council review and interview of consultants, or 2) staff to determine the selection of consultants. The City Council shall review the list for adoption or revision.
 2. Consultant selection shall be from a list of qualified professionals prepared by the department responsible for the project.
 3. If the project is to be reviewed by the City Council, a formal presentation and interview process will be arranged by the Director of Public Works. If the project is to be reviewed by staff, the Director of Public Works and the City Administrator will determine the RFP review process.
- C. Selection of Consultants for Professional Services for Continuing Services:
1. Professional firms providing engineering, land surveying, transit, planning, environmental, auditing, landscape architecture or other services may be retained on a continuing basis to provide professional services. The department head, with the approval of the City Administrator, may contract on a project-by-project or on a retainer basis for additional work/services without going through the RFP and selection process. At least every three (3) years these arrangements shall be reviewed and every effort shall be made to receive proposals from at least three (3) consultants to perform the same services. This is to ensure the City is receiving the best value in their services.
 2. Beginning each fiscal year, the Purchasing Division shall make a written request to each department head to submit to the City Administrator a list of consultants currently under contract by their department, setting forth name of firms,

type of services, cost of contracts, length of contracts and date entered into, and the number of years retained by the City.

D. Exclusions

1. The process of selecting environmental impact report consultants for non-City projects shall be conducted by the Director of Development Services due to time restraints and application processing requirements. The final consultant selection and fee shall be reviewed and approved by the City Administrator.
2. City Council shall also review and approve each debt issuance in concept with approval for the selection of certain professional consultants, as needed, to be selected by the Director of Finance as approved by the City Administrator.

- E. All consultant and professional services agreements, except time and material agreements, shall be encumbered on an Encumbrance Order (EO). (See definitions.)**

12 - SURPLUS PERSONAL PROPERTY

The Purchasing Agent is responsible for the transfer and disposition of surplus City personal property. "Surplus property" is used generically to describe any City personal property that is no longer needed or useable by the holding department. The Purchasing Agent or designee has the authority to declare item(s) surplus.

Surplus property that may result from the termination of a lease agreement shall be specifically reported to the Purchasing Agent prior to the termination of the lease. The report shall include all information about the lease, including purchase price at the commencement of the lease, residual value at the end of the lease, the total payments through the end of the lease and the fair market value at the end of the lease. In determining the fair market value, each department shall document the methods used to make such determination including tools such as Kelly Blue Book, classified advertisements, and local vendors with similar products available.

Each department shall periodically review its equipment, material, and inventory, and shall promptly notify the Finance Department of any surplus property. A surplus property form shall be completed and submitted for each surplus property item. Surplus Property Forms are available from the Finance Department.

A. Methods of Disposition

The Purchasing Agent or designee shall determine or approve one of the following methods of disposition that is most appropriate and in the best interests of the City.

1. Transfer to Another Department

Surplus property may be transferred between City departments. Departments wishing to transfer surplus property to or from another department shall complete the Surplus Property Form and submit it to the Finance Department for review. All transfers of items with an estimated value of \$1,000 or more require approval of the Department Heads from each department affected by the transfer.

2. Trade-In

Property declared as surplus may be offered as a trade-in for credit toward the acquisition of new property. All trade-in offers will be submitted for the review and approval of the Purchasing Division. If surplus property is to be applied to a purchase order, the trade-in value shall be itemized on the Purchase Order. The amount charged against the expenditure account will be the value of the purchase before application of the trade-in credit.

3. Return to Manufacturer

Surplus property may, when possible, be returned to the manufacturer for buy-back or credit toward the purchase of new property.

4. Disposal

Surplus property may be offered for sale by the Purchasing Agent. All surplus property is for sale "as is" and "where is", with no warranty, guarantee, or representation of any kind, expressed or implied, as to the condition, utility or usability or the property offered for sale. Appropriate methods of sale are as follows:

- (a) Public Auction - Surplus property may be sold at public auction. Public Auctions may be conducted by City staff, or the City may contract

with a professional auctioneer including professional auction services.

- (b) Sealed Bids - Sealed bids may be solicited for the sale of surplus property. Surplus property disposed of in this manner shall be sold to the highest responsible bidder.
- (c) Selling for Scrap - Surplus property may be sold as scrap if the Purchasing Agent deems that the value of the raw material exceeds the value of the property as a whole.
- (d) Negotiated Sale - Surplus property may be sold outright if the Purchasing Agent determines that only one known buyer is available or interested in acquiring the property.
- (e) No Value Item – Where the Purchasing Agent determines that specific supplies or equipment are surplus and of minimal value to the city due to spoilage, obsolescence or other cause or where the Purchasing Agent determines that the cost of disposal of such supplies or equipment would exceed the recovery value, the Purchasing Agent shall dispose of the same in such a manner as he or she deems appropriate and in the best interest of the City.

B. Proceeds

Proceeds from the sale or trade-in of surplus property shall be returned to the appropriate fund.

13 - DEFINITIONS

AGREEMENT	An understanding or arrangement between two or more parties. Also see " <i>Contract</i> " and " <i>Purchase Order</i> ".
APPROPRIATION	City Council authorization to expend public funds for a specific purpose.
AS IS	A term indicating that goods offered for sale in existing condition are without <i>Warranty</i> or <i>Guarantee</i> .
AWARD	The acceptance of a <i>Bid</i> or <i>Proposal</i> .
BID	The executed document submitted by a <i>Bidder</i> in response to a <i>Notice Inviting Bids (NIB)</i> , a <i>Proposal</i> , or a <i>Request for Quotations</i> .
BIDDER	A person or legal entity who submits a bid in response to a solicitation. Proposer. See <i>Bid</i> or <i>Proposal</i> .
BLANKET PURCHASE ORDER	An <i>Agreement</i> of no more than one year between the <i>City</i> and a <i>Vendor</i> allowing authorized <i>City</i> employees to charge repetitive <i>Purchases</i> of supplies, equipment or services at pre-arranged prices, dollar limits and/or other terms and conditions.
BRAND NAME	A trade name which serves to identify a product or particular manufacturer.
CHANGE ORDER	Written modification or addition to a <i>Purchase Order</i> or <i>Contract/Agreement</i> authorized by the appropriate authority.
CITY	<i>City</i> shall mean the City of Placentia, City of Placentia Community Redevelopment Agency, City of Placentia Financing Authority and other such districts, authorities, or agencies as may be governed by the members of the City of Placentia <i>City Council</i> .
CITY ATTORNEY	Shall mean and include the <i>City Attorney</i> of the City of Placentia, City of Placentia Community Redevelopment Agency, City of Placentia Financing Authority and other such districts, authorities, or agencies as may be governed by the members of the City of Placentia <i>City Council</i> .
CITY COUNCIL	Shall mean and include the <i>City Council</i> of the City of Placentia and City of Placentia Community Redevelopment

	Agency, City of Placentia Financing Authority and other such districts, authorities, or agencies as may be governed by the members of the City of Placentia <i>City Council</i> .
CITY ADMINISTRATOR	Shall mean and include the City of Placentia Community Redevelopment Agency, City of Placentia Financing Authority and other such districts, authorities, or agencies as may be governed by the members of the City of Placentia <i>City Council City Administrator</i> of the City of Placentia.
COMPETITIVE BIDDING	The submission of prices by individuals or firms competing for a <i>Contract</i> , privilege, or right to supply merchandise or services.
CONTRACT	A verbal or written, legally binding mutual promise between two parties, e.g., an accepted <i>Purchase Order</i> .
CONTRACT PURCHASE ORDER	A <i>Purchase Order</i> (usually issued for one year) which outlines unit prices to be charged by the <i>Vendor</i> for the term of the <i>Purchase Order</i> . This type of <i>Purchase Order</i> is generally used for such things as electrical, plumbing and other goods and services which are anticipated to be needed periodically throughout the year. The <i>Bids</i> are usually expressed at hourly rates plus parts expressed at a specific <i>Discount</i> below list price.
CONTRACT TRACKING FORM	A form used to communicate to the Purchasing Agent that a Contract has been awarded and that certain dollar values, representing the amount expected to be spent during the current and future fiscal years, are to be encumbered. This form precedes the issuance of an Encumbrance Order.
DESIGNEE	A duly authorized and appointed representative of an employee that holds a superior position to the person appointed to represent him or her.
DISCOUNT	An allowance or deduction from a normal or list price extended by a seller to a buyer to make the unit price more competitive.
DISPOSE OF	To transfer or part with, to sell; to get rid of; to throw out.
EMERGENCY PURCHASE	See <i>Emergency Purchase</i> .

ENCUMBRANCE	Committing budgeted funds prior to receiving supplies, equipment or services; funds are shown as an encumbrance until supplies, equipment or services are received, at which time funds are actually expended.
ENCUMBRANCE ORDER	Direction provided to the Purchasing Division using a Contract Tracking Form to encumber contracts without the issuance of a Purchase Order.
EQUIPMENT	Personal property necessary to conduct the City's business, including, but not limited to furnishings, machinery, vehicles, rolling stock, and other property used to conduct the <i>City's</i> business.
FORMAL BID	A <i>Bid</i> which must be submitted in a sealed envelope and in conformance with a prescribed format, to be opened and announced at a specified time at a public opening.
GENERAL SERVICES	Services such as janitorial, uniform cleaning, maintenance, and other services for which the performance of such activities do not require any unique skill, special background or training.
GUARANTEE	A pledge or assurance that something is as represented and will be replaced or repaired if it fails to meet the stated <i>Specifications</i> .
INFORMAL BID	Written or verbal <i>Quotations</i> for less supplies, equipment and services which pursuant to this policy are not required to meet the formal bidding requirements. <i>Informal Bids</i> include unsealed written quotes, verbal quotes and quotes received via fax.
LOWEST (RESPONSIVE AND) RESPONSIBLE BIDDER	The <i>Bidder</i> submitting the lowest price and capable of performing the proposed <i>Contract</i> . See also " <i>Responsive Bidder</i> " and " <i>Responsible Bidder</i> ".
NON-RESPONSIVE BID	A <i>Bid</i> that does not conform to the essential requirements of the <i>Notice Inviting Bids</i> . Non-Conforming <i>Bid</i> . Unresponsive <i>Bid</i> .
NOTICE INVITING BIDS	A formal notice, published in the newspaper or elsewhere or sent directly to potential <i>Bidders</i> , notifying them that the

(NIB)	<i>City</i> is accepting bids for a specific purpose.
PROFESSIONAL SERVICES	Any work performed by an auditor, attorney, doctor, architect, engineer, land surveyor, construction project manager, appraiser, expert, or consultant, for example.
PROPOSAL	The executed document submitted by an offer or in response to a <i>Request for Proposals</i> (and the basis for subsequent negotiation).
PUBLIC CONTRACT CODE	Shall mean the <i>Public Contract Code</i> of the State of California.
PUBLIC PROJECT (definition is from State of California Public Contract Code)	<ul style="list-style-type: none">a) A project for the erection, improvement, painting, or repair of public buildings and works.b) Work in or about streams, bays, waterfronts, embankments, or other work for protection against overflow.c) Street or sewer work except maintenance or repair.d) Furnishing supplies or materials for any such project, including maintenance or repair of streets or sewers.
PUBLICLY OWNED, LEASED or OPERATED FACILITY	Any plant, building, structure, ground facility, utility system, real property, streets and highways or other capital improvement which project is to be undertaken by the <i>City</i> .
PURCHASE	Renting, leasing, purchasing, licensing or a trade of <i>Equipment or Supplies</i> .
PURCHASE ORDER	A <i>Purchaser's</i> document to formalize a <i>Purchase</i> transaction with a <i>Vendor</i> . Acceptance of a <i>Purchase Order</i> constitutes a <i>Contract</i> ; a <i>Purchaser's</i> written offer to a supplier stating all terms and conditions of a proposed transaction.
PURCHASING DIVISION	The division and/or department within the organization to which the purchasing function has been delegated by the <i>Purchasing Agent</i> .
PURCHASING AGENT	The <i>City Administrator</i> or his/her designated representative.

QUALIFIED BIDDER A "qualified" bidder, is a bidder that demonstrates the following characteristics:

- (1) can provide product quality, fitness, and capacity for the required usage.
- (2) has the ability, capacity, and skill to perform the contract or provide the service required.
- (3) has demonstrated character, integrity, reputation, judgment, experience, and efficiency, particularly with reference to past purchases by the city or other public agencies.
- (4) has the ability to perform within the time required.
- (5) has shown quality of performance and/or of products provided in previous contracts or services with the city or other public agencies.
- (6) Note: Previous documented incidents of unsatisfactory performance and/or unsatisfactory delivery, materials, or services may also result in a determination of unqualified.

QUOTATION A *Bid*. A statement of price, terms of sale, and description of goods or services offered by a prospective seller to a prospective *Purchaser*, usually for *Purchases* below the amount requiring *Formal Bidding*.

REQUEST FOR PROPOSAL (RFP) All documents, whether attached or incorporated by reference, utilized for soliciting competitive *Proposals*. The *RFP* procedure permits negotiation of *Proposals* and prices as distinguished from *Competitive Bidding* and a Notice Inviting *Bids*. The procedure allows changes to be made after *Proposals* are opened and contemplates that the nature of the *Proposals* and/or prices offered will be negotiated prior to *Award*.

REQUEST FOR QUOTATION (RFQ) The document generally used for seeking competition on small *Purchases* or on any *Purchase* that does not require competitive *Sealed Bidding*. Can be used for obtaining price and delivery information for *Sole Source* and emergencies. Also, see *Quotation*.

RESPONSIBLE BIDDER A person who has the capability in all respects to perform in full the *Contract* requirements, and the integrity and reliability which will assure good faith performance.

RESPONSIVE BIDDER (1) A person who has submitted a *Bid* which conforms in all material respects to the Notice Inviting *Bids* (NIB) or (2)

one whose *Bid* conforms in all material respects to the terms and conditions, *Specifications* and other requirements of the NIB.

SEALED BID

A *Bid* which has been submitted in a sealed envelope to prevent its contents from being revealed or known before the deadline for the submission of all *Bids*; required on *Formal Bids*.

SOLE SOURCE

An *Award* for a commodity or service to the only reasonably known capable supplier due to the unique nature of the requirement, the supplier, or market conditions.

SPECIFICATIONS

A description of what the *Purchaser* seeks to buy or accomplish, and consequently, what a *Bidder* must be responsive to in order to be considered for *Award* of a *Contract*. A *Specification* may be a description of the physical or functional characteristics, or the nature of a supply or service. It may include a description of any requirements for inspecting, testing, or preparing a supply or service item for delivery.

SPLIT

To divide a *Purchase* into two or more parts in order to avoid the requirements of the Purchasing Policy. This action is prohibited by the Policy.

Example :

Split:

If a department knows it will use \$16,000 of a particular supply in one fiscal year and they place two orders six months apart to keep each order below the \$15,000 limit, the action is considered *Splitting* and is not allowed under the policy.

Not Split:

If a department hires ABC Engineering to prepare a fee study for \$8,000 and also hires the same company to oversee a capital improvement project for \$9,000, the action is not considered splitting.

SUPPLIES

Office *Supplies*, janitorial *Supplies*, materials, goods, tools, or other commodities used in the general conduct of the *City's* business, excepting *Supplies* or materials for a *Public Work* which is regulated under the *Public Contract*

Code section 20160, et seq.

SURPLUS
PROPERTY

Any City personal property that is no longer needed or usable by the holding department.

VENDOR

A supplier of goods or services.

WARRANTY

The representation that something is true. Not to be confused with "*Guarantee*". A representation of utility, condition, and durability made by a *Bidder* or offerer for a product offered.



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF DEVELOPMENT SERVICES

DATE: FEBRUARY 18, 2020

SUBJECT: **PUBLIC HEARING AND CONSIDERATION OF PROPOSED PROGRAMS AND ACTIVITIES TO BE SUBMITTED TO THE COUNTY OF ORANGE FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING FOR FISCAL YEAR 2020-21**

FISCAL
IMPACT: CDBG FUNDS IN THE AMOUNT OF \$434,563 FOR FISCAL YEAR 2020-21

SUMMARY:

The Federal Housing and Community Development Act of 1974 provides Community Development Block Grant (CDBG) funds for projects that promote the development of viable urban communities by providing suitable living environments for persons of low and moderate income. As a Metropolitan City, the City of Placentia does not compete with eleven (11) other County cities to apply and receive CDBG funds through the County of Orange ("County"). The amount of CDBG funding received by the City is established and provided directly by the U.S. Department of Housing and Urban Development (HUD) via the County. The funding allocation varies from year to year; therefore, the funding allocation will be presented to the City Council on an annual basis.

For Fiscal Year 2020-21, the anticipated funding amount is \$434,563, of which the City will receive \$385,707 directly. Eligible funding programs and activities must adhere to National Objectives established by HUD and the County's Consolidated Plan. The program and projects must achieve a specified performance outcome such as improving accessibility through removal of physical barriers or promoting livable and viable neighborhoods by providing a benefit to low to moderate income residents. This action will conduct a public hearing on the proposed programs and activities and authorize the City Administrator, or his designee, to submit the application to the County to receive CDBG funds for the programs and activities described herein.

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Open the Public Hearing to consider proposed programs and activities for the Community Development Block Grant Funding for Fiscal Year 2020-21; and
2. Receive the Staff report, consider all public testimony, ask any questions of Staff; and
3. Close the Public Hearing; and

2. a.
February 18, 2020

4. Authorize the City Administrator to submit an application to the County of Orange to receive CDBG Funds to support public service programs, public facilities improvements, housing rehabilitation needs and administrative expenses for Fiscal Year 2020-21; and
5. Authorize the City Administrator to execute all necessary documents, in a form approved by the City Attorney.

DISCUSSION:

The Federal Housing and Community Development Act of 1974 provides CDBG funds for projects that promote the development of viable urban communities by providing suitable living environments for persons of low and moderate income. As a Metropolitan City, the City does not compete with eleven (11) other County cities to apply and receive CDBG funds through the County. The City's funding allocation will be established annually by HUD. Eligible programs and activities must adhere to the established performance objectives established by HUD and conform to the priority levels set by the County. This includes creating a suitable living environment that benefits communities, families, or individuals that are from designated low to moderate income areas of the City. Projects must also achieve specified performance outcomes such as improving accessibility through removal of physical barriers or promoting livable and viable neighborhoods by providing a benefit to low to moderate income residents.

As indicated in the chart below, the CDBG amount of \$385,707 will be allocated to the City and will serve as a direct offset and/or supplement to the General Fund for specific programs and activities that support viable urban communities. The remaining \$48,856 will be provided to the County to cover costs related to preparation of the Annual Action Plan (AAP), Consolidated Annual Performance and Evaluation Report (CAPER), and other administrative costs.

CDBG ALLOCATION TO THE CITY OF PLACENTIA		
Activity	Program	Allocation
Housing Needs	Housing Rehabilitation Program	\$12,500
	Façade Improvement Program	\$50,000
Public Facilities/Non-Housing Rehabilitation	Neighborhood Facilities (Old City Hall: ADA Improvements to Restrooms, Doorways and Ramps)	\$216,207
Public Services (Mandated 15% of CDBG Funds)	Senior Services Salaries (Lunch Program)	\$24,000
	Public Services Salaries (Neighborhood Services)	\$44,000
Administration - City	Assistant to the City Administrator/Economic Development Manager Salary for Administering CDBG Programs	\$39,000
Total CDBG Allocation to the City		\$385,707
CDBG ALLOCATION TO THE COUNTY OF ORANGE		
Activity	Program	Allocation
Administration - County	County Staff - Maximum HUD Allocation	\$48,856
Total CDBG Allocation to the County		\$48,856
TOTAL CDBG FUNDING ALLOCATION		\$434,563

Program Activities

Housing Needs: The goal is to preserve and rehabilitate existing ownership housing stock. Due to the large percentage of the City's housing stock exceeding 50 years of age, measures must be taken to preserve the quality and livability of existing residential units. Many of these housing units are owned by low-moderate income persons, often elderly or disabled residents, who are unable to adequately care for their homes. Minor exterior rehabilitation efforts are often necessary to provide exterior repairs, weatherization, or clean-up improvements to maintain the quality of living conditions or for health and safety issues.

In addition, the Façade Improvement Program will be implemented in an effort to remove blight and provide for the expansion of the City's tax base through the use of CDBG funds for eligible façade improvements to local businesses. The funds can be used for exterior improvements among the aging commercial buildings in the Old Town Placentia area. The program will be designed to promote Placentia as a positive venue for quality business, incentivize business improvements and attraction to enhance local economic growth, and ensure that government regulations promote a favorable business climate.

Public Facilities/Non-Housing Rehabilitation: The goal is to provide adequate Americans with Disabilities Act (ADA) accessibility among identified public areas in the City. Title II of the ADA requires all public entities to give individuals with disabilities an equal opportunity to benefit from all of their programs, services, and activities. Several of Placentia's public buildings, parks, and facilities, constructed prior to the enactment of ADA in 1990, have noted items requiring retrofit in order to remove possible barriers. The City has identified Old City Hall at 120 S. Bradford Avenue. The improvements to the building include ADA enhancements to the restrooms, doorways, and ramps.

Public Services: HUD requires 15% of the total CDBG funding allocation to be designated to public services. Based on the community need and HUD requirements, there is a high priority need to continue to support public services for senior and youth populations. The City's continuing Senior Lunch Program provides a local community benefit to the senior and disabled population by providing daily nutritional meals supplemented by much-needed social interaction. The program serves an average of 450 lunches a month to senior and disabled residents in Placentia and the surrounding communities. The majority of attendees are over the age of 65, live alone, and are considered low-income. The City also provides several Neighborhood Services programs including free food distribution and human services referrals in areas designated as low-to-moderate income. These Neighborhood Services programs ensure that comprehensive and coordinated resources are available to support family needs.

Administrative Costs: HUD approves the allocation of 20% of the total CDBG funding for administrative costs. Per the current agreement with the County of Orange, the 20% will be equally divided between the City and the County. The County will file, on behalf of the City, several HUD mandated reports including the AAP, CAPER, Analysis of Impediments (AI), Citizen Participation Plan (CPP), and the Integrated Disbursement and Information System (IDIS) management. The City's administrative costs will be for the monitoring and reporting of the programs and activities. Specifically, the submittal of quarterly expenditure reports, financial activity, contracts, and summary of accomplishments for each of the programs and activities.

FISCAL IMPACT:

Submittal of the proposed CDBG program and activities to the County will have a positive financial impact. The City will receive approximately \$385,707 of the anticipated total amount of \$434,563 in CDBG allocated funds for FY 2020-21 for the implementation of specific programs and activities that will have a positive impact on our community.

Prepared by:

Reviewed and approved:



Jeannette Ortega
Assistant to the City Administrator/
Economic Development Manager



Joseph M. Lambert
Director of Development Services

Reviewed and approved:

Reviewed and approved:



Kim Krause
Director of Finance



Damien R. Arrula
City Administrator



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF PUBLIC WORKS

DATE: FEBRUARY 18, 2020

SUBJECT: **PUBLIC HEARING, INTRODUCTION AND FIRST READING OF ORDINANCE NO. O-2020-XX OF THE CITY COUNCIL OF THE CITY OF PLACENTIA, CALIFORNIA, AMENDING SECTION 14.10.020 ENTITLED "MARKED PARKING STALLS" AND SECTION 14.10.030 ENTITLED "PARKING TIME LIMIT" OF TITLE 14 "PUBLIC PROPERTY" TO THE PLACENTIA MUNICIPAL CODE**

FISCAL
IMPACT: None.

SUMMARY:

The Placentia Police Department noted the Placentia Municipal Code (PMC) requires modification to enforce parking restrictions at the Civic Center. City Staff have reviewed the current site conditions and developed recommendations to improve enforcement and clarity related to parking at the Civic Center. Parking demand occurs at the Civic Center related to activities at City Hall, the Police Department, and the Placentia Library District. A well-organized supply of parking at the Civic Center is needed for access to civic uses. With this action, the City Council will conduct a Public Hearing to consider the attached ordinance and obtain public input regarding the proposed code amendments recommended by Staff.

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Open the Public Hearing concerning Ordinance No. O-2020-XX; and
2. Receive the Staff Report and consider all Public Testimony; and
3. Close the Public Hearing; and
4. Waive full reading, by title only, and introduce for first reading, Ordinance No. O-2020-XX, An Ordinance of the City Council of the City of Placentia, California, amending Section 14.10.020 entitled "Marked Parking Stalls" and Section 14.10.030 entitled "Parking Time Limit" of Title 14 "Public Property" to the Placentia Municipal Code.

2. b.
February 18, 2020

DISCUSSION:

The Placentia Police Department noted the Placentia Municipal Code (PMC) requires modification to enforce parking restrictions at the Civic Center. City Staff have reviewed the current site conditions and developed recommendations to improve enforcement and clarity related to parking at the Civic Center. Parking demand occurs at the Civic Center related to activities at City Hall, the Police Department, and the Placentia Library District.

In Fall 2019, visitors to the Civic Center were observed parking in stalls that are reserved for City vehicles. This occurred primarily in the electric vehicle parking stalls which is intended to serve City electric vehicles. Additionally, the painted parking stalls were modified near the library in 2019 that creates a conflict between accessible parking and parking reserved for City Council Members.

City Staff reviewed the designated parking at Civic Center and noted the following parking restrictions:

- Reserved Elected Officials Only (Stalls 100-106)
- Reserved for Handicapped (6 stalls)
- Treasurer (Stall 107)
- Reserved (no sign), (4 stalls)
- Placentia Library, Library Trustee (1 stall)
- Placentia Library, Employee of the Year (1 stall)
- Reserved Parking (Stalls 200-202)
- Electric Vehicle Reserved Parking (Stalls 203-210)
- Public Electric Vehicle Parking Only, 2 Hour Limit Mon-Friday 8AM-6PM (Stalls 211-212)
- Reserved Parking (Stalls 213-219)
- 30 Minute Parking, 6AM-6PM (11 stalls)

The current PMC does not include a code reference specific to the following categories in use at the Civic Center:

- Reserved electric vehicle parking
- 30-minute limit parking
- 2-hour limit parking

Absent a specific code reference to the three categories above, the Police Department is unable to issue citations for those violations. Accordingly, the attached proposed ordinance includes those categories for the purpose of enforcement.

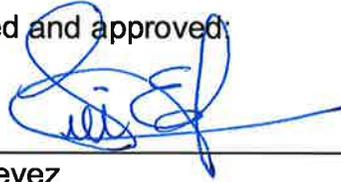
A well-organized supply of parking at the Civic Center is needed for access to civic uses. Staff recommends that City Council review and consider the proposed ordinance and introduce for first reading Ordinance No. O-2020-XX.

Prepared by:



Paul Martin, P.E., T.E.
Transportation Manager

Reviewed and approved:



Luis Estevez
Director of Public Works

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachment:

Ordinance O-2020-XX amending Section 14.10.020 of the PMC

ORDINANCE NO. O-2020-02

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PLACENTIA, CALIFORNIA, AMENDING SECTION 14.10.020 ENTITLED "MARKED PARKING STALLS" AND SECTION 14.10.030 ENTITLED "PARKING TIME LIMIT" OF TITLE 14 "PUBLIC PROPERTY" TO THE PLACENTIA MUNICIPAL CODE

City Attorney's Summary

This Ordinance amends provisions of Title 14 (Public Property) of the Placentia Municipal Code and adopts new regulations to enforce parking restrictions for electric vehicles and additional time-based parking restrictions. This Ordinance amends section 14.04.020 of the Placentia Municipal Code, allowing enforcement for electric vehicle only parking and amends section 14.04.030 of the Placentia Municipal Code for time-based parking restrictions of 30-minutes and 2-hours. Changes to the Placentia Municipal Code are necessary to support enforcement and citations at the Civic Center and other locations throughout Placentia.

A. Recitals

(i) Whereas, the City of Placentia may make and enforce all regulations within the City to further the public health, safety and welfare.

(ii) Whereas, the City Council seeks to provide an organized supply of public parking at the Civic Center and other public parking lots.

B. Ordinance

NOW, THEREFORE, the City Council of the City of Placentia does hereby find, determine and ordain as follows:

SECTION 1. The above findings are true and correct and hereby incorporated into this ordinance.

SECTION 2. Section 14.10.020 "Marked Parking Stalls" is hereby amended to Chapter 14.10 "Traffic and Parking Regulations" of Title 14 "Public Property" of the Placentia Municipal Code as follows:

14.10.020 Marked parking stalls.

Marked parking stalls may be provided for the reserved and exclusive uses of:

- (1) City council members;

- (2) City staff and/or city vehicles;
- (3) Placentia library district staff;
- (4) The handicapped (Ord. 77-O-115, 1977);
- (5) Electric Vehicles.

SECTION 3. Section 14.10.030 "Parking time limit" is hereby amended to Chapter 14.10 "Traffic and Parking Regulations" of Title 14 "Public Property" of the Placentia Municipal Code as follows:

14.10.030 Parking Time Limit.

Marked parking stalls may be provided for the reserved and exclusive uses of:

- (1) A one-hour parking time limit is established between the hours of two (2) a.m. to six (6) a.m. daily, including Saturday, Sunday and holidays on all city public and park grounds except by permit issued by the police department. (Ord. 77-O-115, 1977)
- (2) It is unlawful for any person to stop, stand, or park a vehicle for a period of longer than two (2) hours on public property, which has been restricted by ordinance or resolution of the City Council, and where signs have been erected designating such area as a two-hour parking area.
- (3) It is unlawful for any person to stop, stand, or park a vehicle for a period of longer than thirty (30) minutes on public property, which has been restricted by ordinance or resolution of the City Council, and where signs have been erected designating such area as a 30-minute parking area.

SECTION 4. Severability. If any provision(s) of this ordinance or the application thereof to any person or circumstances is held invalid or unconstitutional by any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any other provision or application, and to this end, the provisions of this ordinance are declared to be severable. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, part or portion thereof, even though any one or more sections, subsections, clauses, phrases, parts or portions thereof was declared invalid or unconstitutional.

SECTION 5. CEQA Exemption. This ordinance does not have the potential to create a negative impact on the physical environment, and it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. Therefore, the City Council finds that adoption of the Ordinance is exempt from environmental review pursuant to the provisions of the California Environmental Quality Act (CEQA), Section 15061(b)(3).

SECTION 6. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of law and this Ordinance shall take effect thirty (30) days after passage.

INTRODUCED at a regular meeting of the City Council of the City of Placentia held on the 18th day of February 2020.

PASSED, APPROVED AND ADOPTED this ____th day of _____, 2020.

Ward L. Smith, Mayor

ATTEST:

Robert S. McKinnell, City Clerk

I, Robert S. McKinnell, City Clerk of the City of Placentia, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Placentia, held on the 18th day of February 2020 and adopted at a regular meeting of the City Council of the City of Placentia, held on the ____ day of _____ 20____ by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Robert S. McKinnell, City Clerk

APPROVED AS TO FORM:

Christian L. Bettenhausen, City Attorney



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL
VIA: CITY ADMINISTRATOR
FROM: DIRECTOR OF FINANCE
DATE: FEBRUARY 18, 2020
SUBJECT: **SECOND QUARTER FISCAL YEAR 2019-20 TREASURER'S REPORT**
FISCAL
IMPACT: NONE

SUMMARY:

The Finance Department has prepared a Treasurer's Report and a comparable Cash and Investment Summary for the second quarter of Fiscal Year (FY) 2019-20. The Treasurer's Report includes all investments managed by the City and investments held by trustees.

RECOMMENDATION:

It is recommended that the City Council take the following action:

Receive and file the Second Quarter Fiscal Year 2019-20 Treasurer's Report.

DISCUSSION:

Government Code § 53646 states that the Treasurer or Finance Director of the City may render a report on investments at least quarterly to the legislative body.

The attached Treasurer's Report reflects the City's investment portfolio for the second quarter FY 2019-20. The City Treasurer has reviewed and signed the attached report.

Prepared by:

Reviewed and approved:

Jess Terra by K Krause

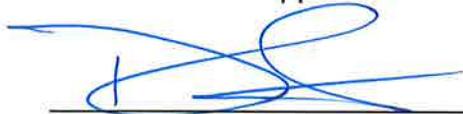
K Krause

Jessica Terra
Sr. Financial Analyst

Kim Krause
Director of Finance

3. a.
February 18, 2020

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachments:

Second Quarter FY 2019-20 Treasurer's Report

City of Placentia

CITY TREASURER'S REPORT

**DECEMBER 2019
(Unaudited)**

FISCAL YEAR 2019-2020



CITY OF PLACENTIA TREASURER'S REPORT
CASH AND INVESTMENT DETAIL - CITY
 As of December 31, 2019



HELD BY CITY						
Agency	Investment Description	Current Yield	Purchase Date	Maturity Date	Purchase Price	Market Value
CASH:						
Bank of America - General Checking	Account No. XXXXXX-0221	N/A	N/A	On Demand	\$ 166,388.77	\$ 166,388.77
Bank of America - Workers' Comp	Account No. XXXXXX-0525	N/A	N/A	On Demand	\$ 24,266.30	\$ 24,266.30
Bank of America - Healthcare	Account No. XXXXXX-0513	N/A	N/A	On Demand	\$ 9,544.10	\$ 9,544.10
Banc of California - Successor Agency	Account No. XXX-XXX-2728	N/A	N/A	On Demand	\$ 128,805.20	\$ 128,805.20
Banc of California - General Checking	Account No. XXX-XXX-2660	N/A	N/A	On Demand	\$ 5,401,674.61	\$ 5,401,674.61
Multi-Bank Securities Cash Account	Cash / Bank Deposits	N/A	N/A	On Demand	\$ 302.05	\$ 302.05
Total Cash					\$ 5,730,981.03	\$ 5,730,981.03
INVESTMENTS:						
Local Agency Investment Fund	City Account No. XX-XX-XXX	2.04%	N/A	On Demand	\$ 13,354,310.14	\$ 13,354,310.14
Multi-Bank Securities American Federal Bk	Certificate of Deposit	1.50%	2/10/2016	2/10/2020	\$ 245,000.00	\$ 244,965.70
Multi-Bank Securities Morgan Stanley	Certificate of Deposit	2.47%	2/1/2018	2/1/2021	\$ 245,000.00	\$ 247,195.20
Multi-Bank Securities Goldman Sachs	Certificate of Deposit	1.99%	2/3/2016	2/3/2021	\$ 245,000.00	\$ 245,884.45
Total Investments					\$ 14,089,310.14	\$ 14,092,355.49
TOTAL CASH & INVESTMENTS HELD BY CITY					\$ 19,820,291.17	\$ 19,823,336.52
HELD BY FISCAL AGENT						
Agency	Investment Description	Current Yield	Purchase Date	Maturity Date	Purchase Price	Market Value
2011 Gas Tax Certificates of Participation						
Wells Fargo	Wells Fargo Money Market	0.03%	N/A	N/A	\$ 596,027.17	\$ 488,812.92
2013 Tax Allocation Refunding Bond						
US Bank	First American Treasury Fund	0.01%	N/A	N/A	\$ 2,027.27	\$ 2,029.15
2003 Certificate of Participation						
US Bank	US Bank Money Market	0.03%	N/A	N/A	\$ 489,281.71	\$ 882,290.00
TOTAL INVESTMENTS HELD BY FISCAL AGENT					\$ 1,087,336.15	\$ 1,373,132.07
Cash & Investments Held by City and Fiscal Agent - Market Value						\$ 21,196,468.59

Submitted By: Kim Krause
 Kim Krause, Finance Director

1/27/2020
 Date

Approved By: Kevin A. Larson
 Kevin A. Larson, City Treasurer

2/11/2020
 Date

City of Placentia
Changes in Cash Balances
For the Month of December 2019

RPT	Data		CASH BALANCE				CASH BALANCE
FUND	FUND	FUND	11/30/2019	RECEIPTS	DISBURSEMENTS	JOURNAL ENTRIES*	12/31/2019
101	10	GENERAL FUND	941,155.20	7,092,226.95	(5,413,377.11)	(2,957.87)	2,617,047.17
116	59	REHAB REIMBURSEMENTS FUND	217,816.59				217,816.59
117	79	MEASURE U	2,664,935.44	469,854.04	(14,593.00)	-	3,120,196.48
201	16	UTILITY TAX FUND	222,682.26				222,682.26
205	17	GAS TAX FUND	132,392.26	216,033.73	-	-	348,425.99
206	52	GAS TAX BOND FUND	(102,946.98)				(102,946.98)
207	53	HOUSING AGENCY FUND	258,304.03				258,304.03
208	54	SUCCESSOR AGENCY FUND	62,605.10	-	(13,389.83)	-	49,215.27
209	60	GAS TAX - RMRA FUND	668,315.55	73,732.41	(129.30)	-	741,918.66
210	18	MEASURE "M" FUND	653,666.72	-	(7,812.96)	-	645,853.76
211	58	PEG FUND	(27,965.31)	-	(13,444.25)	-	(41,409.56)
215	19	AIR QUALITY FUND	166,005.73	16,974.40	(1,953.24)	(4,218.30)	176,808.59
224	73	ASSET SEIZURE 15% TRAINING	43,223.06				43,223.06
225	21	ASSET SEIZURE FUND	500,277.46	24,387.47	(3,442.10)	-	521,222.83
226	51	TRAFFIC OFFENDER FUND	5,582.28				5,582.28
227	76	EXPLORER GRANT NOC FUND	23,533.18	-	(1,224.64)	-	22,308.54
228	61	NOC-PUBLIC SAFETY GRANT FUND	210,580.12	-	(18,802.21)	-	191,777.91
229	62	COMM. BASED TRANS. GRANT FUND	545,767.98	-	(28,196.42)	-	517,571.56
230	22	COPS/SUPPL LAW ENFORCE. FUND	130,111.61	17,729.06	(6,865.00)	-	140,975.67
231	78	PLACENTIA REG NAV CENTER	2,665,772.68	-	(1,819.16)	-	2,663,953.52
233	74	GENERAL PLAN UPDATES	226,942.55	5,045.61	(250.00)	-	231,738.16
234	75	TECHNOLOGY IMPACT FEES	177,950.10	2,175.75	-	-	180,125.85
235	23	PARK DEVELOPMENT FUND	19,696.65				19,696.65
236	63	PARKS & RECREATION IMPACT FEES	536,559.22				536,559.22
238	65	CITY TRAFFIC IMPACT FEES FUND	4,147.87				4,147.87
239	66	CW STORMDRAIN IMPACT FEE	326.00				326.00
240	24	SEWER CONSTRUCTION FUND	21,485.93				21,485.93
241	57	PUBLIC SAFETY MITIGATION FUND	(34,129.59)				(34,129.59)
242	67	CITY PUB. SAFETY IMPACT FEE FUND	35,003.99				35,003.99
243	69	CITY QUIMBY IN LIEU FEE	505,130.17				505,130.17
245	25	STORM DRAIN CONSTRUCTION FUND	23,960.45				23,960.45
246	70	TOD TRAFFIC IMPACT FEES	221,185.28				221,185.28
247	71	TOD SEWER IMPACT FEES FUND	76,950.86				76,950.86
248	72	TOD STREETScape IMPACT FEE	468,657.38				468,657.38
250	26	THOROUGHFARE CONST. FUND	25,104.80				25,104.80
255	27	UNDERGROUND UTILITIES	(737.06)				(737.06)
260	28	PLACENTIA LIGHTING DISTRICT FUND	(71,282.88)	64,458.64	(33,597.53)	-	(40,421.77)
261	55	PUBLIC SAFETY CFD 2014-01 FUND	17,092.89	15,258.82	(19,272.52)	-	13,079.19
265	29	LANDSCAPE MAINT. DISTRICT	(136,307.95)	211,351.16	(30,076.19)	-	44,967.02
270	30	HOUSING & COMMUNITY DEVELOP.	(240,242.89)	-	(16,000.00)	-	(256,242.89)
275	48	SEWER MAINTENANCE FUND	1,331,230.45	51,907.47	(79,361.61)	-	1,303,776.31
280	50	MISC. GRANTS FUND	104,390.59	5,971.63	(8,528.63)	-	101,833.59
281	77	OCATT FUND	(34.45)	-	(6.89)	-	(41.34)
401	33	CAPITAL PROJECTS FUND	(558,219.59)	149,491.26	-	-	(408,728.33)
405	34	IN-LIEU LOW/MOD HOUSING FUND	54,158.27				54,158.27
425		ORANGETHORPE CORRIDOR	168.00				168.00
501	37	REFUSE FUND	(88,822.72)	1,387,930.05	(250,088.32)	-	1,049,019.01
505	38	CNG FUELING STATION FUND	(234,822.10)				(234,822.10)
601	39	HEALTH & WELFARE INS. FUND	(38,242.66)	197.05	(79,791.71)	-	(117,837.32)
605	40	RISK MANAGEMENT FUND	2,045,072.70	13,311.10	(147,418.60)	-	1,910,965.20
610	41	EQUIPMENT REPLACEMENT FUND	35,481.79	1,250.00	-	-	36,731.79
701	44	SPECIAL DEPOSITS	1,190,474.89	153,500.17	(16,234.37)	(200.00)	1,327,540.69
715	47	COMMUNITY FAC. DISTRICT FUND	47,680.63	-	-	-	47,680.63
TOTAL PER GENERAL LEDGER			15,747,824.53	9,972,786.77	(6,205,675.59)	(7,376.17)	19,507,559.54

*Journal entries may include interest income, budgeted transfers between funds, and expenses such as E-V Spark payments and bank fees



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL
VIA: CITY ADMINISTRATOR
FROM: DIRECTOR OF COMMUNITY SERVICES
DATE: FEBRUARY 18, 2020
SUBJECT: **FISCAL RECAP OF 2019 HERITAGE FESTIVAL AND APPROVAL OF 2020 EVENT**

FISCAL
IMPACT:

2019 EXPENSE:	\$94,888	TOTAL EVENT COST
2019 STAFF COST:	\$33,218	INCLUDES ALL CITY STAFF
2019 SUPPLIES COST:	\$61,670	GENERAL FUND
2019 REVENUE:	\$35,465	
2020 EXPENSE:	\$63,200	ESTIMATED EVENT SUPPLIES EXPENDITURES FOR FY 2020-21

SUMMARY:

The City of Placentia Community Services Department (the "Department") serves as the liaison to the Heritage Committee ("Committee") and monitors all expenses and revenues associated with the Heritage Festival ("Festival"). The total expenses of the 2019 event, including Staff costs, media production, and supplies was \$94,888. Revenue from the event was generated from vendor applications and entry fees for the band review and the car show, totaling \$35,465. The event's net cost to the City was \$59,423 after applying event revenues to the total cost of the event.

The Committee is requesting approval of the event date, location, and parade route for the 2020 Festival. The Committee requests to keep the same parade route that was utilized for the 2019 Festival. Included in this request is a tentative event date of Saturday, October 10, 2020 with estimated expenditures of \$63,200 for supply costs. This action approves the date, location, and estimated expenditure amount for supplies.

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Approve the Heritage Committee's recommendation of event date and location for the 2020 Heritage Parade and Festival; and
2. Consider the Heritage Committee's request for the City to fund \$63,200 for the 2020 Heritage Festival in the Fiscal Year 2020-21 budget.

3. b.
February 18, 2020

DISCUSSION:

The Department serves as the liaison to the Committee and closely monitors all expenses and revenues associated with the Festival. The Committee worked with Staff to plan and organize the 55th Annual Heritage Festival, which was held on Saturday, October 12, 2019. The total expenses for the 2019 event, including Staff costs, media production, and supplies was \$94,888. Revenue from the event was generated from vendor applications and entry fees for the band review and the car show, totaling \$35,465. The event's net cost to the City was \$59,423 after applying event revenues to the total cost of the event.

The 2019 event was well attended, with over 200 cars in the car show, 38 craft vendors, 36 non-profit displays, 22 business showcase participants, 52 parade entries, and 27 marching bands. Approximately 1 week later, Staff from all City Departments participated in a review of the event. Items such as liability, safety, parade route, parade flow, cost, etc. were discussed.

In recent years, there were several heat-related incidents that occurred during the parade as the Southern California area experienced unusually high temperatures late into the fall season. These incidents prompted the Committee, City Staff, the Orange County Fire Authority, and the School District to evaluate the parade route. At the February 20, 2018 City Council meeting, a shorter, more streamlined parade route was offered for consideration and was approved by the Council for the 2018 event. To stay consistent, the City Council approved the shorter parade route for the 2019 event on February 19, 2020.

The total parade route distance in 2019 was 1.10 miles. The parade began at the intersection of Kraemer Boulevard and Yorba Linda Boulevard. The parade started at 9:15 a.m. and traveled north on Kraemer Boulevard in the southbound lanes, ending at the Festival location at Tri-City Park. The band review began at 9:00 a.m. at Palm Drive and Yorba Linda Boulevard. Bands traveled west on Yorba Linda Boulevard and fed into the parade north on Kraemer Boulevard in the southbound lanes, ending at the Festival location at Tri-City Park. The non-competing bands were staged in the westbound lanes of Yorba Linda Boulevard and the competing bands staged in the eastbound lanes of Yorba Linda Boulevard. The bands joined the main body of the parade at the intersection of Kraemer Boulevard and Yorba Linda Boulevard. The total distance of the band review portion of the parade was 0.38 miles. The buses of the non-competing bands traveled north onto Brookhaven Avenue to their parking destination on Golden Avenue. The Committee recommends continuing the same parade route for the 2020 event that was utilized in 2018 and 2019.

Activities proposed for this year's event will continue to include a craft fair, food vendors, business expo, game area, display booths, beer and wine garden, concert, car show, and entertainment. The pancake breakfast will begin at 7:00 a.m. with the other Festival activities scheduled to begin at 10:00 a.m. and conclude at 4:00 p.m. Once City Council direction is provided, the planning process for the 2020 Festival will continue over the next several months including choosing an event theme.

FISCAL IMPACT:

The cost for the materials, services, and supplies required for the event including items such as traffic control barricades, tables, chairs, porta potties, canopies, electrical equipment, entertainment, and marketing material is estimated to be \$63,200, based on the 2019 expenditures. The Community Services, Police, and Public Works Departments' personnel support for the Festival and Parade is estimated to be approximately \$33,000, based on prior year expenditures. The 2019 Festival and Parade generated \$35,465 in revenue through participation fees, vendor fees, and various sponsorships and donations. The 2020 funding request from the Committee for general event supplies is \$63,200 to be allocated in the Community Services Department General Fund Budget for FY 2020-21. Additionally, Staff costs related to the event will be appropriated during the FY 2020-21 budget process.

Prepared by:



Veronica Ortiz
Community Services Supervisor

Reviewed and Approved by:



Karen Crocker
Director of Community Services

Reviewed and Approved by:



Damien R. Arrula
City Administrator

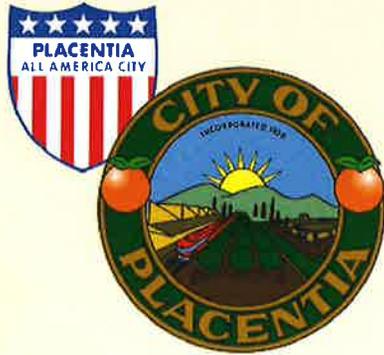
Attachments:

1. 2019 Event Expense Sheet
2. Heritage Festival Presentation 2020



HERITAGE FESTIVAL 2019

104078-6099- Other Professional Services	Amount	Description
Total Expenditures	\$11,842.50	Provided for entertainers, contractors and hired agents for event and also included the cost of band review judges for SCSBOA, and shuttle services.
104078-6230- Printing and Binding	Amounts	Description
Total Expenditures	\$1,581.50	Purchased event flyers, posters, banners, and advertisements. Also provided for costs of date changes on banners. Purchased new street banner, pole banners and provided for design costs.
104078-6299 - Other Purchased Services	Amount	Description
Total Expenditures	\$29,029.20	Provided for rentals of event equipment including, electrical, generators, street closure equipment, tables, canopies, chairs and Porta Potties.
104078-6301 Special Department Supplies	Amount	Description
Total Expenditures	\$19,057.20	Provided for purchases of special events supplies. Included, small tools, equipment, car show/band supplies, awards, lunch, snacks, water for all staff/volunteers, trophies, certificates and committee supplies.
104078-6315 Office Supplies	Amount	Description
Total Expenditures	\$137.56	Provided for purchases of event office supplies. Included, paper, poster boards, pens, pencils, markers, file boxes and file folders.
104078- 6325 Postage	Amount	Description
Total Expenditures	\$22.05	Provided for postage costs of mailing vendor applications, vendor packets, parade packets, and shipping costs for band review trophies.
TOTALS	Amount	Description
Staff costs	\$33,218.95	City Staff costs (Public Works, Community Services, Police)
Expenditures	\$61,670.01	This includes all supplies/equipment costs outlined above
Total Costs	\$94,888.96	Total Event Cost
Revenue	\$35,465.09	Revenue collected from booth fees, sponsorships, donations and entry fees
Net Total 2019 Festival	(\$59,423.87)	Net cost to the City



City Council Meeting February 18, 2020

Fiscal Recap of 2019 and Approval of 2020 Event

ATTACHMENT 2



2020 Proposed Festival

- Date: October 10, 2020
- Theme: To be determined pending the Mayor's State of the City Address theme.
- Parade Route: Recommended to keep the same route as the 2019 event.



2020 Proposed Parade Route and Staging

Parade Route

Band Staging

Band Review

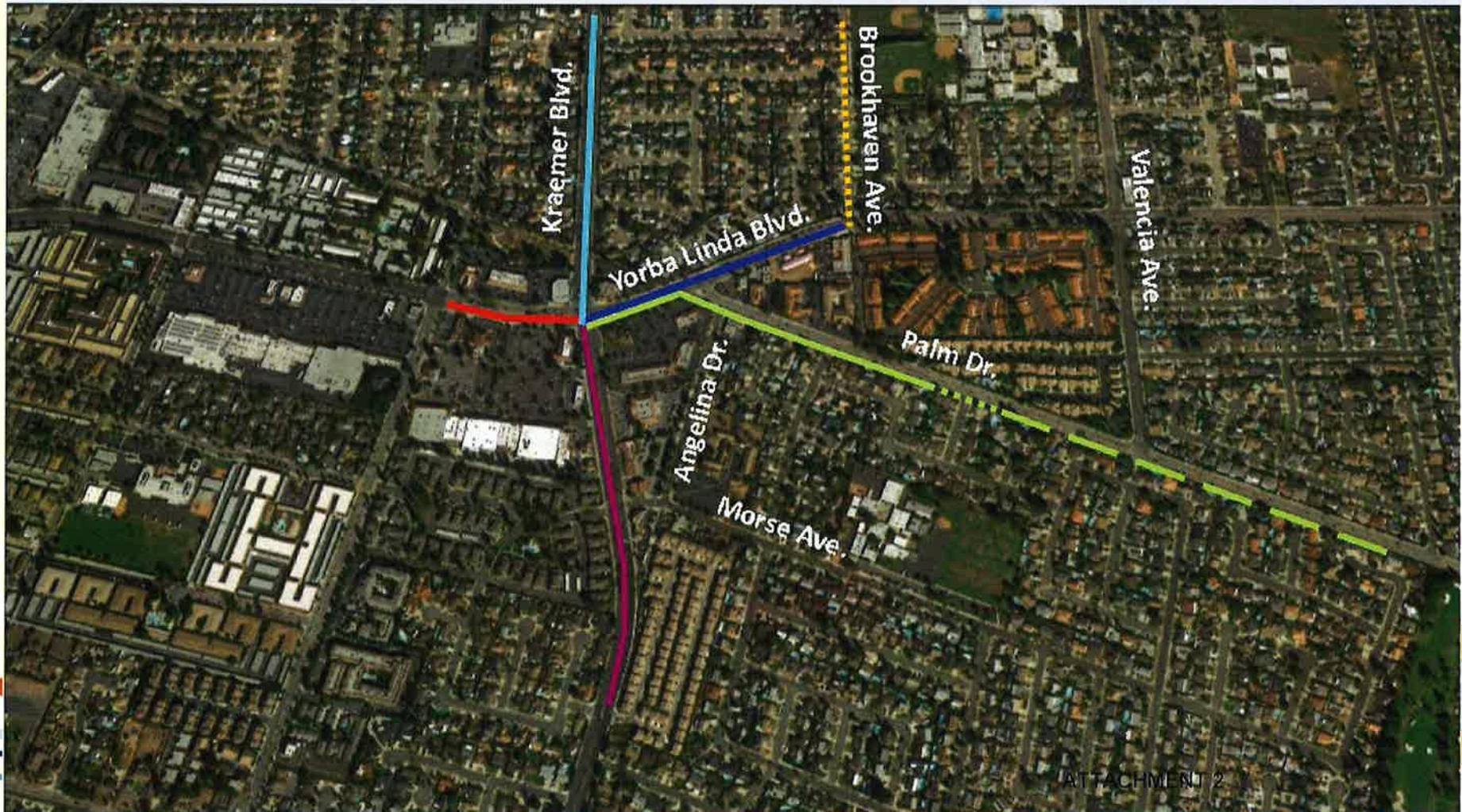
Band Review Staging

V.I.P Cars Staging

Non-Competing Band Staging

Other Parade Staging

Bus Exit Route Non-Competing Bands



2020 Heritage Festival Event

- Continue to provide entertainers at the event
- Games and inflatables will continue to be contracted for better cost controls and revenue generation
- Potential to add an additional band to the entertainment line-up in order to provide two concerts during the event
- Add more food trucks to the food area for better variety and to obtain additional revenue
- Implementation of an inclement weather parking plan to be finalized
- Evaluation of vendor fees to be finalized and keep the nominal fee for Non-Profit booths that was implemented during the 2019 year



ATTACHMENT 2



Event Budget

2019 EVENT				
Total Event Cost		Revenue Total		Net Cost to the City
\$94,888	Expenditures include staff costs, (Public Works, Community Services, and Police), media productions and supplies. Staff costs = \$33, 218 Supply costs = \$61,670	\$35,465	Generated from vendor applications, and entry fees for band review and car show.	\$59,423

2020 EVENT
Event Supplies Funding Request For FY 2020-21
\$63,200
To be allocated in the Community Department General Fund Budget

- Staff costs related to the event will be appropriated during the FY 2020-21 budget process



Questions?



ATTACHMENT 2





Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF PUBLIC WORKS
DIRECTOR OF ADMINISTRATIVE SERVICES

DATE: FEBRUARY 18, 2020

SUBJECT: **PLACENTIA FIRE AND LIFE SAFETY DEPARTMENT QUARTERLY UPDATE**

FISCAL

IMPACT: There is no fiscal impact associated with the recommended action.

SUMMARY:

A second quarterly update on the progress made thus far in establishing the Placentia Fire and Life Safety Department and new 9-1-1/Advanced Life Support paramedic services is presented to the City Council and community to outline the progress made in advancing those efforts.

RECOMMENDATION:

It is recommended that City Council receive and file the presentation on the Second Placentia Fire and Life Safety Department Quarterly Update.

DISCUSSION:

On June 4, 2019, the Placentia City Council voted to establish the Placentia Fire and Life Safety Department (the "Department") and awarded a contract to Lynch EMS for 9-1-1/Advanced Life Support services. As a part of that decision, the City Council directed the City Administrator to take the necessary steps to implement the Department. In the ensuing six months, the City has made significant progress in advancing this effort to ensure the new Department and Lynch EMS will be ready to begin service and take command on July 1, 2020. A second quarterly update is presented to the City Council and community to share the progress made thus far. Presentation materials will be made available at the City Council meeting.

FISCAL IMPACT:

There is no fiscal impact associated with the recommended action.

3. c.
February 18, 2020

Prepared by:



Luis Estevez
Director of Public Works

Prepared by:



Rosanna Ramirez
Director of Administrative Services

Reviewed and approved:



Damien R. Arrula
City Administrator



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF DEVELOPMENT SERVICES

DATE: FEBRUARY 18, 2020

SUBJECT: **RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION TO THE STATE OF CALIFORNIA HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT FOR THE SB 2 PLANNING GRANT PROGRAM**

FISCAL

IMPACT:	EXPENSE:	\$160,000	COMMUNITY DEVELOPMENT PROJECTS
	BUDGETED:	\$ 0	FY 2019-20 BUDGET (WILL REQUIRE BUDGET AMENDMENT, IF AWARDED)
	REVENUE:	\$160,000	GRANT FUNDING

SUMMARY:

This item was on the October 15, 2019 City Council Agenda at which time the Council adopted Resolution No. R-2019-58 authorizing the application for, and receipt of, SB 2 Planning Grants Program Funds. Late last week, Staff received an e-mail from the State Department of Housing & Community Development (HCD) stating that the Resolution must authorize the "City Administrator or designee" to submit and administer the Grant. The previously adopted Resolution was adopted utilizing a template provided by HCD, however, HCD is requesting this Resolution prior to March 1, 2020 to avoid jeopardizing the Grant funds allocated to the City of Placentia. The resolution with amended language is attached for City Council consideration.

The 2017 Legislative Housing Package ("Package") included fifteen (15) bills initiating new regulations and providing new financial resources aimed at addressing California's housing crisis. The Package provided statewide initiatives and regulations to streamline the approval process for housing development, including the creation of funding for housing. Senate Bill No. 2 (SB 2) imposed a fee on the recordation of real estate documents to provide funding to support affordable housing. The funds from the first year of the fees would be allocated to local governments via planning grants intended to help jurisdictions accelerate and facilitate housing production. Small sized jurisdictions such as Placentia can apply for and receive up to \$160,000 for housing planning grants. Staff proposes to request the full \$160,000 to fund up to two (2) projects: 1) permit tracking software and 2) an update to the City's Housing Element. The grant monies can be used to fund a portion or all of these projects at the discretion of the City as long as they result in encouraging housing production.

RECOMMENDATION:

It is recommended that the City Council take the following action:

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1. Adopt Resolution No. R-2020-XX, A Resolution of the City Council of the City of Placentia, California authorizing application for, and receipt of, SB 2 Planning Grants Program Funds; and
2. Authorize the City Administrator or designee to apply for the California Department of Housing and Community Development (HCD) SB 2 Planning Grants Program (PGP) in the amount of \$160,000; and
3. Authorize the City Administrator or designee to execute the necessary documents, in a form approved by the City Attorney.

BACKGROUND:

This item was also considered on the October 15, 2019 City Council Agenda at which time the Council adopted Resolution No. R-2019-58 authorizing the application for, and receipt of, SB 2 Planning Grants Program Funds. Late last week, Staff received an e-mail from the State Department of Housing & Community Development (HCD) stating that the Resolution must authorize the "City Administrator or designee" to submit and administer the Grant. The previously adopted Resolution was adopted utilizing a template provided by HCD, however, HCD is requesting this Resolution prior to March 1, 2020 to avoid jeopardizing the Grant funds allocated to the City of Placentia. The resolution with amended language is attached for City Council consideration.

SB 2, the Atkins, Building Homes and Jobs Act, made legislative findings and declarations to establish a permanent, ongoing source of funding to support the production of affordable housing. The bill, which became effective on January 1, 2018, gave the County of Orange the ability to impose a recordation fee on real estate documents. For the recordation of each real estate document, the County can impose a fee of \$75 (not to exceed \$225) to each parcel of the real property. As a one-time component of SB 2, 50 % of the fees collected from all Counties in 2018 were allocated to the SB 2 PGP funds, which is intended to provide technical and financial assistance to jurisdictions. The State distributes grant funds through a noncompetitive application process, to help jurisdictions finance the preparation, adoption, or implementation of plans that streamline housing approvals or accelerate housing production. Additional information on the SB 2 PGP program can be found on the program webpage: <http://hcd.ca.gov/grants-funding/active-funding/planninggrants.shtml>.

The California Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) on March 28, 2019, identifying the amount of \$123 million available to local governments under the SB 2 PGP. Funding for each locality is based on population estimates published by the Department of Finance. The City of Placentia is defined as a small sized locality, with a population less than 60,000 people, thus the maximum award the City can receive is \$160,000. The table below shows the minimum and maximum award amounts for the three-different types of localities.

Table 1: Minimum and Maximum Award Amounts			
All Localities	Large Localities	Medium Localities	Small Localities
	More Than 200,000 People	60,000-200,000 People	Less Than 60,000 People
Minimum Award Amount \$25,000	Maximum Award Amount: \$625,000	Maximum Award Amount: \$310,000	Maximum Award Amount: \$160,000

Provided by HCD's Minimum and Maximum Award Amounts

DISCUSSION:

To be eligible for a planning grant, the City’s proposed projects must demonstrate a nexus to housing production acceleration or meet the State’s proposed Priority Policy Area (PPA) categories. Applications proposing a project that falls into one of the PPA categories are looked upon favorably; the project is automatically deemed as one that would accelerate housing production, and one that does not need to demonstrate further benefits or provide further documentation in the application. As defined by HCD, PPAs feature one of the following zoning, design, and policy characteristics:

- Rezone to permit housing by-right
- Objective design and development standards
- Specific plans or form-based codes coupled with California Environmental Quality Act (CEQA) streamlining
- Accessory dwelling units (ADU) or other low-cost building strategies
- Expedited processing
- Housing related infrastructure financing and fee reduction strategies

As part of the grant application process, HCD requires that the City Council adopt a resolution authorizing application for, and receipt of, PGP funds.

The SB 2 PGP funds are flexible and allow jurisdictions to use funds for the creation of programs and policies that facilitate housing production. Because the grant is intended to increase housing production, the City is given some flexibility in allocating the funding within the two identified projects if approved. The City can make modifications based on the final scopes of work and the ability to accomplish tasks given allocated funding and timeline. The two projects Staff proposes for the PGP application are aimed at providing additional resources to encourage housing production. Both projects are consistent with the State’s PPAs, and both have a direct nexus to accelerating housing development.

Proposed Project No. 1 is the purchasing and implementation of planning, building, and housing related activity tracking software with an estimated project cost of \$100,000. This project will allow the City to expedite the processing of housing development as the City currently does not have any type of software for development processing and tracking. Proposed Project No. 2 is an update of the City’s Housing Element, estimated project cost is \$60,000. This project will also directly result in the production of housing as the updated Element will address housing needs citywide in conformance with the new guidelines and Regional Housing Needs Assessment

(RHNA) numbers that are anticipated to be adopted by HCD and the Southern California Association of Governments (SCAG) in the coming months.

The planning projects proposed in the grant application are consistent with the updated General Plan and will result in an updated, State certified Housing Element for the upcoming planning cycle starting in 2022. The actions recommended in this report would support the development of housing production, diversity of the City's housing stock, and ADU development. Additionally, the existing and proposed Housing Element will both provide specific goals and programs to encourage such planning projects.

ENVIRONMENTAL:

The actions recommended in this report are exempt from review under the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15061(b)(3). The actions would initiate a grant application process and planning processes and are not formative of any specific outcome. Any proposed changes to the General Plan or Municipal Code resulting from the two proposed projects would be subject to CEQA public review process prior to Council adoption.

FISCAL IMPACT:

The potential grant award for the purchase of permit tracking software and updating the City's Housing element is anticipated to be \$160,000. Should the City be awarded this grant, a budget amendment will be necessary in order to recognize the State Grant revenue and appropriate the corresponding expenditures in the Fiscal Year 2019-20 Budget. The City is not required to provide any matching funds for this grant.

Prepared by:



Joseph M. Lambert
Director of Development Services

Reviewed and approved:



Kim Krause
Director of Finance

Reviewed and approved:



Damien R. Arrula
City Administrator

Attachment:

Resolution No. R-2020-XX – SB 2 Planning Grants Program Funds

RESOLUTION NO. R-2020-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLACENTIA, CALIFORNIA AUTHORIZING APPLICATION FOR, AND RECEIPT OF, SB 2 PLANNING GRANTS PROGRAM FUNDS

A. Recitals

(i). WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated March 28, 2019, for its Planning Grants Program (PGP); and

(ii). WHEREAS, the City Council of the City of Placentia desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

(iii). WHEREAS, the Department is authorized to provide up to \$123 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

B. Resolution

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF PLACENTIA DOES HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Administrator or designee is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application in the amount of \$160,000.

SECTION 2. In connection with the PGP grant, if the application is approved by the Department, the City Administrator or designee is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$160,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the City's obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents")

SECTION 3. The City of Placentia shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The City of Placentia hereby

agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

SECTION 4. The City Administrator or designee is authorized to execute the City of Placentia Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the City of Placentia as required by the Department for receipt of the PGP Grant.

SECTION 5. Based upon the environmental review of the project, the City Council finds that this action is exempt from review under the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Sections 15061(b)(3). The actions would initiate a grant application process and planning processes and are not determinative of any specific outcome. Any proposed changes to the General Plan or Municipal Code resulting from the two proposed projects would be subject to CEQA public review process prior to Council adoption.

APPROVED and ADOPTED this 18th day of February 2020.

Ward P. Smith, Mayor

ATTEST:

Robert S. McKinnell, City Clerk

STATE OF CALIFORNIA
COUNTY OF ORANGE

I, Robert McKinnell, City Clerk of the City of Placentia do hereby certify that the foregoing Resolution R-2020-06 was adopted at a regular meeting of the City Council held on the 18th day of February 2020 by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Robert McKinnell, City Clerk

APPROVED AS TO FORM:

Christian L. Bettenhausen, City Attorney



Placentia City Council

AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF ADMINISTRATIVE SERVICES

DATE: FEBRUARY 18, 2020

SUBJECT: **ADOPT NON-PERS HEALTH CONTRACT WITH CALPERS FOR FIRE PERSONNEL**

FISCAL IMPACT: INCLUDED IN THE ADOPTED FIRE BUDGET PREVIOUSLY APPROVED

SUMMARY:

The City provides health benefits to its employees through the California Public Employees' Retirement System (CalPERS) Health Benefit Program. Currently, all eligible employees are in the PERS group, which is comprised of personnel belonging to the CalPERS retirement system. In order to continue providing CalPERS health benefits to our new Fire Safety personnel, the City must establish a Non-PERS group with CalPERS. A non-PERS group is comprised of employees belonging to another qualified retirement system.

City Council action would approve the CalPERS non-PERS health contract, allowing employees of the Placentia Fire and Life Safety Department to be enrolled in the same health plans as other employees.

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Authorize the adoption of the Non-PERS health group administered by CalPERS; and
2. Adopt Resolution No. R-2020-XX, New Non-PERS Resolution, to approve an Amendment to the Health Contract between CalPERS and the City of Placentia; and
3. Authorize the City Administrator or his designee to execute all necessary documents in a form approved by the City Attorney.

DISCUSSION:

On September 10, 2019, following a thorough review and evaluation of benefit options, Staff submitted a recommendation to terminate the inactive CalPERS Safety-Fire category from the CalPERS contract, which was subsequently approved by CalPERS. Alternatively, a defined

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contribution 401(a) pension plan administered by ICMA-RC was approved for the Fire Department. In order to participate in the CalPERS Health Benefits Program, the City must create a non-PERS group with the participants enrolled in an employer sponsored alternative retirement plan. As the ICMA-RC 401 (a) pension plan is now established, the City is eligible to create a non-PERS health contract and offer CalPERS health benefits to employees of the Fire Department.

FISCAL IMPACT:

Health care costs are included in the adopted fire budget previously approved.

Prepared by:

Reviewed and approved:



Rosanna Ramirez
Director of Administrative Services



Kim Krause
Director of Finance

Reviewed and approved:



Damien R. Arrula
City Administrator