



Regular Meeting Agenda November 21, 2023

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

Mayor Ward L. Smith
District 5

Mayor Pro Tem Jeremy B. Yamaguchi
Councilmember
District 3

Kevin Kirwin
Councilmember
District 2

Rhonda Shader
Councilmember
District 1

Chad P. Wanke
Councilmember
District 4

Robert S. McKinnell
City Clerk

Kevin A. Larson
City Treasurer

Damien R. Arrula
City Administrator

Christian L. Bettenhausen
City Attorney

City of Placentia
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Placentia, CA 92870

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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.

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.

**PLACENTIA CITY COUNCIL
PLACENTIA CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
PLACENTIA REDEVELOPMENT AGENCY
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY
PLACENTIA PUBLIC FINANCING AUTHORITY
REGULAR MEETING AGENDA**

**November 21, 2023
7:00 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER:

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

INVOCATION: Chaplain Tony Mercado

PLEDGE OF ALLEGIANCE: Officer Alex Eaton

PRESENTATIONS:

- a. **Recognition of Student Speakers from Veterans Day Observance Ceremony**
Recipients: Avery Amsbury and J.D. Cavalluzzi, El Dorado High School Students
Presenters: Mayor Smith and City Council Members

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.m.):

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/PPFA Regular Meetings of: April 18, 2023 and
May 2, 2023 and Special Meeting of May 2, 2023**
Recommended Action: Approve

1.c. **City Fiscal Year 2023-24 Registers for November 21, 2023**

Check Register

Fiscal Impact: \$2,096,983.60

Electronic Disbursement Register

Fiscal Impact: \$ 953,190.98

Recommended Action: It is recommended that the City Council:

- 1) Receive and file

1.d. **Professional Services Agreements for On-Call Civil Engineering Services**

Fiscal Impact:

Expense: \$500,000 Total Contract Not-to-Exceed Amounts
(Various CIP Projects)

Recommended Action: It is recommended that the City Council:

- 1) Approve a Professional Services Agreement with NV5, Inc., for professional consulting services to provide on-call professional civil engineering services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$500,000; and
- 2) Approve a Professional Services Agreement with HR Green Pacific, Inc. for professional consulting services to provide on-call professional civil engineering services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$500,000; and
- 3) Approve a Professional Services Agreement with Infrastructure Engineers, a Bowman Company, for professional consulting services to provide on-call professional civil engineering services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$500,000; and
- 4) Approve a Professional Services Agreement with Ardurra Group, Inc. for professional consulting services to provide on-call professional civil engineering services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$500,000; and
- 5) Approve a Professional Services Agreement with Tait and Associates, Inc. for professional consulting services to provide on-call professional civil engineering services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$500,000; and
- 6) Authorize the City Administrator to approve any contract term extensions based upon consultant performance and amendments up to 10% of the contract not-to-exceed amounts, or \$50,000; and
- 7) Authorize the City Administrator to execute the above-mentioned Professional Services Agreements, in forms approved by the City Attorney.

1.e. **Professional Services Agreements for On-Call Private Development Plan Check Services**

Fiscal Impact:

Expense: \$350,000 Professional Engineering Services
(103551-6290)

Revenue: \$350,000 Pass-Through Cost 100% Covered by Applicant
Plan Check Fees (103551-4399)

Recommended Action: It is recommended that the City Council:

- 1) Approve a Professional Services Agreement with HR Green Pacific, Inc. for professional consulting services to provide on-call private development plan check services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$350,000; and
- 2) Approve a Professional Services Agreement with NV5, Inc. for professional consulting services to provide on-call private development plan check services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$350,000; and

- 3) Approve a Professional Services Agreement with Bureau Veritas North America, Inc. for professional consulting services to provide on-call private development plan check services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$350,000; and
- 4) Authorize the City Administrator to approve any contract term extensions based on performance and amendments up to 10% of the contract not-to-exceed amount, or \$35,000; and
- 5) Authorize the City Administrator to execute the above-mentioned Professional Services Agreements, in forms approved by the City Attorney.

1.f. **Professional Services Agreements for On-Call Professional Arborist Services**

Fiscal Impact:

Expense: \$150,000 Total Contract Not-to-Exceed Amounts
(Various CIP Projects)

Recommended Action: It is recommended that the City Council:

- 1) Approve a Professional Services Agreement with ArborPro, Inc., for professional consulting services to provide on-call professional arborist services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$150,000; and
- 2) Approve a Professional Services Agreement with Lasting Images Landscape for professional consulting services to provide on-call professional arborist services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$150,000; and
- 3) Approve a Professional Services Agreement with West Coast Arborists, Inc., for professional consulting services to provide on-call professional arborist services for a term of three (3) years with one (1) two-year term extension based upon performance and at the discretion of the City, in an amount not-to-exceed \$150,000; and
- 4) Authorize the City Administrator to approve the available contract term extensions based upon consultant performance and amendments up to 10% of the contract not-to-exceed amount, or \$15,000 on each contract; and
- 5) Authorize the City Administrator to execute the above-mentioned Professional Services Agreements, in forms approved by the City Attorney.

1.g. **Professional Services Agreements for On-Call Landscape Architectural Services**

Fiscal Impact:

Expense: \$350,000 Total Contract Not-to-Exceed Amounts
(Various CIP Projects)

Recommended Action: It is recommended that the City Council:

- 1) Approve a Professional Services Agreement with RJM Design Group, Inc., for professional consulting services to provide on-call landscape architectural design services for a term of three (3) years with one (1) two-year term extension available based upon performance and at the discretion of the City, in an amount not-to-exceed \$350,000; and
- 2) Approve a Professional Services Agreement with David Volz Design Landscape Architecture, Inc., for professional consulting services to provide on-call landscape architectural design services for a term of three (3) years with one (1) two-year term extension available based upon performance and at the discretion of the City, in an amount not-to-exceed \$350,000; and
- 3) Approve a Professional Services Agreement with MIG, Inc., for professional consulting services to provide on-call landscape architectural design services for a term of three (3) years with one (1) two-year term extension available based upon performance and at the discretion of the City, in an amount not-to-exceed \$350,000; and
- 4) Approve a Professional Services Agreement with Hirsch and Associates, Inc., for professional consulting services to provide on-call landscape architectural design services for a term of three (3) years with one (1) two-year term extension available based upon performance and at the discretion of the City, in an amount not-to-exceed \$350,000; and

- 5) Approve a Professional Services Agreement with RHA Landscape Architects, Planners Inc., for professional consulting services to provide on-call landscape architectural design services for a term of three (3) years with one (1) two-year term extension available based upon performance and at the discretion of the City, in an amount not-to-exceed \$350,000; and
- 6) Authorize the City Administrator to approve any contract term extensions based on performance and amendments up to 10% of the contract not-to-exceed amount, or \$35,000; and
- 7) Authorize the City Administrator to execute the above-mentioned Professional Services Agreements, in forms approved by the City Attorney.

1.h. **Amendment No. 1 to Professional Services Agreement with Bucknam Infrastructure Group Inc., for The Pavement Management Plan Report**

Fiscal Impact:

Expense:	\$ 24,977.00	Amendment Amount
Available Budget:	\$165,210.00	Fiscal Year 2022-23 CIP Budget (109800-6850, JL 24104-6740)

Recommended Action: It is recommended that the City Council:

- 1) Approve Amendment No. 1 to the Professional Services Agreement with Bucknam Infrastructure Group for an additional \$24,977 to provide additional professional services for a street name sign inventory for a cumulative contract not-to-exceed amount of \$64,742; and
- 2) Authorize the City Administrator to approve contract change orders up to 10% of the contract not-to-exceed amount, or \$6,474; and
- 3) Authorize the City Administrator and/or his designee to execute the necessary documents, in a form approved by the City Attorney.

1.i. **Professional Services Agreement with Bureau Veritas Technical Assessments, LLC., for Citywide Asset Management Program and Purchase of Brightly Asset Management Software Module**

Fiscal Impact:

Expense:	\$119,254.44	Professional Services Agreement
	<u>\$ 11,925.44</u>	<u>Total Contingency Amount</u>
	\$131,179.88	Total Amount
	\$ 35,774.53	Purchase Of Software Module
	<u>\$ 3,577.45</u>	<u>Total Contingency Amount</u>
	\$ 39,351.98	Total Amount

	\$170,531.86	Grand Total Amount
Budgeted:	\$171,000.00	<u>Total Project Budget</u>
	\$100,000.00	FY 2023-24 CIP Budget (109800-6770 JL#24903-6770)
	\$ 71,000.00	Proposed Budget Resolution (799800-6770 JL#24903-6770)

Recommended Action: It is recommended that the City Council:

- 1) Award a Professional Services Agreement to Bureau Veritas for a not-to-exceed amount of \$119,254.44 to prepare a Citywide Asset Management Program.
- 2) Authorize the City Administrator to approve any change orders up to 10% of the contract not-to-exceed amount, or \$11,925.44; and
- 3) Approve a Purchase Order with Brightly Software, Inc., formerly known as Dude Solutions, Inc. ("DSI"), pursuant to Sourcwell procurement contract #090320-SDI for the purchase of the Brightly Asset Essentials Module™ for \$35,774.53; and
- 4) Authorize the City Administrator to approve any change orders up to 10% of the contract not-to-exceed amount, or \$3,577.45; and
- 5) Adopt Resolution No. R-2023-88, A Resolution of the City Council of the City of Placentia, California authorizing a budget amendment in Fiscal Year 2023-24 in compliance with City Charter of the City of Placentia §§1206 and 1209 pertaining to appropriations for actual expenditures; and

- 6) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

1.j. **Approval of Resolution Authorizing Grant Application and Support for Kraemer Boulevard/Glassell Street/Grand Avenue (KGG) Regional Traffic Signal Synchronization Project**

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

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2023-87, a Resolution of the City Council of the City of Placentia, California authorizing an application and support for the Kraemer Boulevard/Glassell Street/Grand Avenue (KGG) RTSSP for funds from the Orange County Transportation Authority under the competitive Measure M2 Regional Transportation Signal Synchronization Program.

1.k. **Updated Resolution Approving the Transition of The City's Defined Contribution Plan for Eligible Employees from Public Agency Retirement Services (PARS) to The ICMA Retirement Corporation Governmental Profit-Sharing Plan & Trust and Repealing Resolution No. R-2023-79**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution R-2023-89 authorizing the transition of the City's Defined Contribution Plan for Eligible Employees from PARS to ICMA Retirement Corporation Governmental Profit-Sharing Plan & Trust and repealing Resolution No. R-2023-79 and the discontinuance of the City's participation in the Public Agency Retirement System (PARS) Defined Contribution Plan and related services of PARS as Trust Administrator, U.S. Bank N.A. as Trustee, and John Hancock Retirement Services as Custodian/Record Keeper with updated dates; and
- 2) Authorize the City Administrator to execute all necessary documents.

1.l. **Approval of Final Tract Map No. 19251 for the Development of an Approximate 0.40 Acre Site with 12 Residential Townhome Condominium Units located along the West Side of Van Buren Street at 503 and 513 South Van Buren Street**

Fiscal Impact:

Recommended Action: It is recommended that the City Council:

- 1) Approve Final Tract Map No. 19251, subject to final review and approval by the County Surveyor; and
- 2) Accept the offers of easement dedication for emergency access, and accept the easement dedications for the Public Roadway and Utility improvements; and
- 3) Authorize the Mayor and City Clerk to execute a Subdivision Improvement Agreement, in a form approved by the City Attorney for public improvements associated with Tract Map 19251; and
- 4) Authorize the City Clerk to sign Final Tract Map No. 19251.

1.m. **Second Reading and Adoption of Ordinance No. 2023-04, an Ordinance of The City Council of The City of Placentia, California Amending Section 13.48.160 (Title 13 – Vehicles & Traffic) and Adding Chapters 8.10 – Sidewalk Vending (Health & Sanitation) and 13.50 – Sales Of Goods From Vehicles (Vehicles & Traffic), To Establish a Regulatory Framework for the Sales of Food And Merchandise From Sidewalk Vendors and Food Trucks**

Fiscal Impact: None

Recommended Action: Approve

2. PUBLIC HEARINGS: None

3. REGULAR AGENDA:

3.a. Study Session: Review Proposed Updates to The Committee Commission and Advisory Board Manual

Fiscal Impact: None

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
- 3) Review, discuss and make any recommendations for updates to the Committee Commission and Advisory Board Manual; and
- 4) Direct Staff to return to the City Council to formally adopt a Resolution updating the Committee Commission and Advisory Board Manual.

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.

ADJOURNMENT:

The City Council/Successor Agency/ICDA/PPFA Board of Directors will adjourn to a regular City Council meeting on Tuesday, December 5, 2023 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:

- Award Contract for IT Master Plan
- Amendment No. 1 to Retainer Agreement for City Attorney Services
- Measure M2 Report
- City Council Reorganization
- Acceptance of Resignation from Senior Advisory Committee

CERTIFICATION OF POSTING

I, Carole M. Wayman, Deputy City Clerk of the City of Placentia and Assistant Secretary of the Industrial Commercial Development Authority, the Successor Agency, and the Placentia Public Financing Authority hereby certify that the Agenda for the November 21, 2023 meetings of the City Council, Successor Agency, Industrial Commercial Development Authority, and the Placentia Public Financing Authority was posted on November 16, 2023.

Carole M. Wayman
Deputy City Clerk