



## Regular Meeting Agenda December 5, 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**  
**401 E. Chapman Avenue**  
**Placentia, CA 92870**

**Phone: (714) 993-8117**  
**Fax: (714) 961-0283**  
**Email:**  
**administration@placentia.org**  
**Website: www.placentia.org**

### *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](http://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 - CLOSED SESSION  
December 5, 2023  
5:30 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

**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 54956.8  
**CONFERENCE WITH REAL PROPERTY NEGOTIATOR**  
Property: 325 Baker Street  
Agency Negotiator: Damien R. Arrula, City Administrator  
Negotiating Party: Damien R. Arrula, City Administrator  
Under Negotiations: Price and Terms of Payment
2. Pursuant to Government Code Section 54956.9(d)(1)  
**CONFERENCE WITH LEGAL COUNSEL – Existing Litigation**  
People of the State of California v. Herbert Norris Trotter, OCSC Case No. 17NF0497.

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

**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  
December 5, 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 Kenneth Milhandler

**PLEDGE OF ALLEGIANCE:** Battalion Chief Anthony Davis

**PRESENTATION:**

a. **Water Update**

Recipients: Mayor and City Council

Presenter: Director Roger Yoh, Orange County Water District

**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.l.):**

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. **City Fiscal Year 2023-24 Registers for December 5, 2023  
Check Register**

Fiscal Impact: \$1,793,294.53

**Electronic Disbursement Register**

Fiscal Impact: \$1,400,219.24

Recommended Action: It is recommended that the City Council:

1) Receive and file

- 1.c. **Tentative Parcel Map No. TPM 2020-124 Pertaining to the Subdivision of an approximately 0.19-Acre, improved lot with three (3) Residential Townhome Condominium Units located at 803 W. La Jolla Street within the High Density Residential (R-3) Zoning District**  
Fiscal Impact: Approximately \$60,986 of total development impact fee revenue prior to construction of three (3) new residential condominium units  
Recommended Action: It is recommended that the City Council:  
 1) Adopt Resolution R-2023-90, a Resolution of the City Council of the City of Placentia, California approving TPM 2020-124 for the subdivision of three (3) residential townhome units for condominium purposes on a 0.19-acre improved lot located within the High Density Residential (R-3) Zoning District and sited on property at 803 W. La Jolla Street and making findings in support thereof.
- 1.d. **Amendment No. 1 to Retainer Agreement for City Attorney Services**  
Fiscal Impact: No fiscal impact due to recommended action; increased costs to budget related to existing agreement in FY 2023-24 - \$46,000 (101005-6005 & 101005-6006)  
Recommended Action: It is recommended that the City Council:  
 1) Approve Amendment No. 1 to Agreement for City Attorney Legal Services, to be executed by the Mayor, in a form approved by the City Attorney.
- 1.e. **Measure M (M2) Expenditure Report for Fiscal Year 2022-23**  
Fiscal Impact: None  
Recommended Action: It is recommended that the City Council:  
 1) Adopt Resolution No. R-2023-86, a Resolution of the City Council of the City of Placentia, California, concerning the Fiscal Year 2022-23 Measure M2 (M2) Expenditure Report for the City of Placentia.
- 1.f. **Placentia Public Safety Building CCTV Cameras and Access Control System Purchase**  
Fiscal Impact:  

Expense: \$ 132,173.90	Total Purchase Price of Equipment
Budget: \$2,659,036.00	Project Budget for IT from Public Safety Building

Recommended Action: It is recommended that the City Council:  
 1) Authorize the City Administrator to approve the purchase with ASSI Security for the total purchase not-to-exceed the amount of \$132,173.90; and  
 2) Authorize the City Administrator to execute all necessary documents, in a form approved by the City Attorney.
- 1.g. **Purchase of New Public Safety Communications Center Consoles and Storage for New Public Safety Building**  
Fiscal Impact:  

Expense: \$ 237,031.14	Total Purchase Price of Furniture
Budget: \$2,659,036.00	Project Budget for IT from Public Safety Building

Recommended Action: It is recommended that the City Council:  
 1) Approve the sales contracts with Russ Bassett for 9-1-1 Equipment & Services, totaling \$237,031.14 for the purchase of equipment, delivery, and installation of eight (8) public safety communications center consoles, personal storage, and storage drawers; and  
 2) Authorize the City Administrator and/or his designee to execute all the necessary documents, in a form approved by the City Attorney.

1.h. **Amendment No. 1 to Professional Services Agreement with Kimley Horn & Associates, Inc. to complete the 6<sup>th</sup> Cycle Update to the Housing Element of the General Plan**

Fiscal Impact:

Expense: \$	\$34,900
Staff Recommended Contingency: \$	<u>5,000</u>
Total Cost:	\$39,900
Budget:	\$39,900 from FY 2023-34 Budget (749102-6017)

Recommended Action: It is recommended that the City Council:

- 1) Approve Amendment No. 1 to the Professional Services Agreement with Kimley-Horn & Associates, Inc. to provide professional services related to completing the State mandated 6<sup>th</sup> Cycle update to the Housing Element for a term ending June 30, 2024; and
- 2) Authorize the City Administrator and/or his designee to approve contract change orders up to \$5,000; 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. **Change Order No. 1 to Construction Contract with Square Sign, LLC., for the Wayfinding Directional Signage Project Phase I, City Project No. 1403**

Fiscal Impact:

Expense: \$ 16,000.00	Contract Change Order No. 1
Budget: \$200,000.00	FY 2023-24 CIP Budget (109800-6740, JL 24103-6740)

Recommended Action: It is recommended that the City Council:

- 1) Approve Contract Change Order No.1 to the Public Works Agreement with Square Sign, LLC for citywide wayfinding direction sign project phase 1A in an amount not-to-exceed \$16,000; and
- 2) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

1.j. **Resolution to Amend the Pay Schedule for Part-Time Employees in Compliance with the State Minimum Wage Increase**

Fiscal Impact: FY 2023-24 \$2,000 (\$4,000 annually) in account 104071-5005.

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2023-91 amending the pay schedule for part-time employees to reflect state minimum wage requirements; and
- 2) Adopt Resolution No. R-2023-92, 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.

1.k. **Acceptance of a Resignation from the Senior Advisory Committee**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Accept the resignation of Ron White from the Senior Advisory Committee and;
- 2) Approve the appointment of Marie Wahbeh to fill the vacancy on the Senior Advisory Committee following Mr. White's resignation.

1.l. **Professional Services Agreements for Citywide On-call Digital Scanning Services of Public Records**

Fiscal Impact:

Expense:	\$285,000 Total Contract Not-to Exceed Amount
Current Available Budget:	\$ 71,384 (756205-6840 JL#756205)

Recommended Action: It is recommended that the City Council:

- 1) Approve a Professional Services Agreement with Metasource for professional digital scanning services of public records to provide on-call scanning services for a term of

- three (3) years with an option of two (2) year term based upon performance and discretion of the City, in an amount not-to-exceed \$285,000; and
- 2) 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 \$28,500; and
- 3) Authorize the City Administrator to execute the above-mentioned Professional Services Agreements, in forms approved by the City Attorney.

**2. PUBLIC HEARINGS:** None

**3. REGULAR AGENDA:**

**3.a. Award of Professional Services Agreement to SDI Presence for Creation of Five-Year Information Technology Master Plan**

Fiscal Impact:

Expense: \$ 83,925.00 Total Project Cost  
 Budgeted: \$100,000.00 (109800-6770 JL#24902)

Recommended Action: It is recommended that the City Council:

- 1) Approve a Professional Services Agreement with SDI Presence to develop a five (5) year Information Technology Master Plan in an amount not-to-exceed \$83,925; and
- 2) Reject all other proposals received; and
- 3) Authorize the City Administrator and/or his designee to execute all necessary documents in a form approved by the City Attorney.

**I. RECOGNITION OF 2023 MAYOR WARD L. SMITH**

- a. Office of U.S. Representative Michelle Steel, California’s 45th District  
Presenter: Jauregui Zechariah, District Representative
- b. Office of State Senator Josh Newman, 29th District  
Presenter: Nathan Bass, District Representative
- c. Office of State Assemblyman Phillip Chen, 55th Assembly District  
Presenter: Paulette Maskarino, District Director
- d. Orange County Supervisor Doug Chaffee, Orange County 4th District  
Presenter: Doug Chaffee, Orange County Supervisor

**II. REORGANIZATION OF THE CITY COUNCIL**

- a. City Clerk Calls for the Selection of Mayor of the City of Placentia
- b. Ceremonial Oath Administered to New Mayor
- c. Comments from New Mayor
- d. New Mayor Calls for the Selection of Mayor Pro Tem of the City of Placentia

**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, January 9, 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 of Construction Contract for Freeway Landscape Improvements
- Approve Categorical Exclusion for Old Town Streetscape Project
- Award of Construction Contract for Admin Office Remodel Project
- Amendment No. 2 to maintenance services agreement for carpet cleaning services
- PSA: FY 23-24 Street Resurfacing Project
- Old Town CFD
- Annual City Council Appointments to various Agencies, Associations and City Subcommittees

***RECEPTION RECOGNIZING MAYOR AND  
CITY COUNCIL REORGANIZATION***

**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 December 5, 2023 meetings of the City Council, Successor Agency, Industrial Commercial Development Authority, and the Placentia Public Financing Authority was posted on November 30, 2023.

\_\_\_\_\_  
Carole M. Wayman  
Deputy City Clerk