



Regular Meeting Agenda

March 19, 2024

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 Jeremy B. Yamaguchi
District 3

Mayor Pro Tem Kevin Kirwin
District 2

Rhonda Shader
Councilmember
District 1

Ward L. Smith
Councilmember
District 5

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, 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
STUDY SESSION
March 19, 2024
4:30 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER:

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

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.

1. REGULAR AGENDA:

- 1.a. **Study Session: Facility Condition Assessment and 10-year Strategic Asset Management Plan**
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 and discuss the next steps to complete the Asset Management Program.

RECESS: The City Council and Boards of Directors will recess to their 5:30 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 - CLOSED SESSION
March 19, 2024
5:30 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER:

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

ORAL COMMUNICATIONS:

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PRESENTATION:

a. **Recognition of Larry de Graaf for 37 years of Service on Historical Committee**

Recipient: Larry de Graaf

Presenters: Mayor Yamaguchi and City Councilmembers

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 54957(b)(1):
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Administrator

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**

March 19, 2024

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

CALL TO ORDER:

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

INVOCATION: Chaplain Charles Frost

PLEDGE OF ALLEGIANCE: Captain Branden Smith

PRESENTATIONS:

a. **Recognition of 2024 Miss Placentia and Miss Placentia's Outstanding Teen Titleholders**

Recipients: Miss Placentia 2024 Maddie Smith and Miss Placentia Outstanding Teen
2024 Julieann Rocke

Presenters: Mayor Yamaguchi and City Councilmembers

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: June 6, 2023 and
June 20, 2023**

Recommended Action: Approve

- 1.c. **City Fiscal Year 2023-24 Registers for March 19, 2024**
Check Register
Fiscal Impact: \$1,883,133.29
Electronic Disbursement Register
Fiscal Impact: \$1,235,496.01
Recommended Action: It is recommended that the City Council:
 1) Receive and file
- 1.d. **Second Reading and Adoption of Ordinance No. O-2024-02, an Ordinance of the City Council of the City of Placentia, Amending Chapter 13.52 "Restricted Parking Zones" And Chapter 14.10 "Traffic and Parking Regulations" to the Placentia Municipal Code**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
 1) Adopt Ordinance No. O-2024-02, an Ordinance of the City Council of the City of Placentia, California, amending Chapter 13.52 "Restricted Parking Zones" and Chapter 14.10 "Traffic and Parking Regulations" to the Placentia Municipal Code.
- 1.e. **Second Reading and Adoption of Ordinance No. O-2023-03, an Ordinance of the City Council of the City of Placentia, Levying special taxes within the City of Placentia Community Facilities District No. 2024-01 (Old Town Maintenance Services).**
Fiscal Impact: None
Recommended Action: It is recommended that the City Council:
 1) Adopt Ordinance No. O-2024-03, an Ordinance of the City Council of the City of Placentia, California, levying special taxes within the City of Placentia Community Facilities District No. 2024-01 (Old Town Maintenance Services).
- 1.f. **Approval of Final Parcel Map No. 2023-113 Pertaining to the Subdivision of an +/- 0.47 Acre Lot into Two Parcels Located Adjacent to 1278 Vina Del Mar Avenue Within The R-1 (Single Family Residential) Zoning District**
Fiscal Impact: Approximately \$46,798 of total Development Impact fee revenue prior to construction of two new single-family residences.
Recommended Action: It is recommended that the City Council:
 1) Approve Final Parcel Map No. 2023-113, subject to final review and approval by the County Surveyor; and
 2) Authorize the City Clerk to sign Final Parcel Map No. 2023-113.
- 1.g. **Amendment No. 1 to Professional Services Agreement with Fountainhead Consulting Corporation, for On-Call Construction Management and Inspection Services for the FY 2022-2023 Street Rehabilitation Project, City Project No. 1301**
Fiscal Impact:
 Expense: \$27,700 Amendment No. 1 to the Professional Services Agreement
 Funding Source: \$27,700 FY 2023-24 CIP Budget (799800-6740 J/L 791301-6740)
Recommended Action: It is recommended that the City Council:
 1) Approve Amendment No. 1 to Professional Services Agreement with Fountainhead Consulting Corporation for an additional \$27,700 to continue providing inspection services for the FY 2022-2023 Street Rehabilitation Project for a cumulative contract not-to-exceed amount of \$277,700; and
 2) Authorize the City Administrator to approve contract amendments up to 10% of the cumulative contract amount, or \$27,770; and
 3) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

1.h. **Amendment No. 1 to Professional Services Agreement with Epic Land Solutions, Inc., for Easement Appraisal and Acquisition Services for the Golden Avenue Bridge Replacement Project**

Fiscal Impact:

Expense: \$ 30,895.00 Amendment No. 1 to Professional Services Agreement
Available Budget: \$2,446,099.16 Total Available Project Budget
\$2,300,000.00 Federal Earmark
(331801-6740 J/L 331801-6740)
\$ 246,099.16 General Fund Developer Fee
(331801-6740 J/L 331801-6740)

Recommended Action: It is recommended that the City Council:

- 1) Approve Amendment No. 1 to the Professional Services Agreement with Epic Land Solutions, Inc. to increase the contract not-to-exceed amount by an additional \$30,895; and
- 2) Authorize the City Administrator to approve contract amendments up to 10% of the cumulative contract amount, or \$7,064.34; and
- 3) Authorize the City Administrator and/or his designee to execute all the necessary documents, in a form approved by the City Attorney.

1.i. **2023 Annual Housing Report**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

Receive and file the 2023 Housing Element Annual Progress Report

1.J. **Update to Old Town Façade Improvement Program**

Fiscal Impact: CDBG Funds not-to exceed \$180,778 for Fiscal Year 2024-25
No General Fund money will be used for this program

Recommended Action: It is recommended that the City Council:

- 1) Approve the revised Old Town Façade Improvement Program Guidelines and Application; and
- 2) Authorize the City Administrator to execute all necessary documents, in a form approved by the City Attorney.

1.k. **Renewal and Upgrade of Microsoft Office 365 Licenses to include Device Management through Insight Public Sector**

Fiscal Impact:

Expense: \$ 79,777.03 Annually for three (3) years
Budgeted: \$500,000.00 (101523-6136) for Software Maintenance

Recommended Action: It is recommended that the City Council:

- 1) Approve the agreement to upgrade and renew the Microsoft Enterprise Agreement with Insight Public Sector utilizing the County of Riverside Microsoft Enterprise Master Agreement, for a three-year period, beginning March 1, 2024, through February 27, 2027 in the amount not-to-exceed \$239,331.09; and
- 2) Authorize the City Administrator and/or his designee to execute all necessary documents in a form approved by the City Attorney.

1.l. **Amendment No. 2 to Professional Services Agreement with People Assisting the Homeless (PATH) for the operation of four months of the Year-Round Navigation Center/Emergency Shelter located at 731 S. Melrose Street.**

Fiscal Impact:

Expense: \$ 916,495 Placentia Regional Navigation Center Fund
Revenue: \$ 916,465 North Service Planning Area Cities MOU

Recommended Action: It is recommended that the City Council:

- 1) Approve Amendment No. 2 to the Professional Services Agreement with People Assisting the Homeless (PATH) for the operation and management services of the Placentia Navigation Center for an additional four (4) month term ending on July 31, 2024, in the amount not to exceed of \$916,495; and

- 2) Authorize the City Administrator to approve eligible contract term extensions for two (2) month extensions up to six (6) months in an amount not to exceed \$458,255, based upon contractor performance and at the discretion of the City; and
- 3) Adopt Resolution No. R- 2024-19, 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
- 4) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

1.m. **Award of Construction Contract to Big Ben Engineering for Sewer Repair Work in Old Town Placentia**

Fiscal Impact:

Expense:	\$135,000	Construction Contract
	\$ 13,500	Contingency Amount
	\$148,500	Total Construction Cost
Budgeted:	\$148,500	Total Budget
	\$148,500	FY 23-24 CIP Budget
		(799800-6750 J/L 243301-6750)

Recommended Action: It is recommended that the City Council:

- 1) Approve a Public Works Agreement for Project No. 3301 with Big Ben Engineering for an amount not-to-exceed \$135,000; and
- 2) Authorize the City Administrator to approve contract change orders up to 10% of the contract not-to-exceed amount, or \$13,500; and
- 3) Authorize the City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

2. **PUBLIC HEARINGS:** None

3. **REGULAR AGENDA:**

3.a. **Streetscape Design Options for the 100 Block of Santa Fe Avenue**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Conduct the study session and receive and file this report and proceed with designing and constructing the streetscape improvements for the 100 block of Santa Fe Avenue as designed in the adopted streetscape master plan.

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, April 2, 2024 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:

- PSAs: On-Call Construction Management and Inspection Services
- Amend PSA with PBK Architects for the Public Safety Building
- MOU with PYLUSD for Fleet Fueling
- Contract Change Order #1 with McMurray Stern for PSB Evidence Storage Equipment
- Recap of 2023 Heritage Festival and Approval of 2024 Event
- City Treasurer Investment Report Update
- Study Session: Communications and Marketing Study

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 March 19, 2024 meetings of the City Council, Successor Agency, Industrial Commercial Development Authority, and the Placentia Public Financing Authority was posted on March 14, 2024.

Carole M. Wayman
Deputy City Clerk