



CITY OF COSTA MESA

REGULAR CITY COUNCIL AND SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY, AND HOUSING AUTHORITY*

Agenda - **Final Amended**

Tuesday, October 17, 2023

6:00 PM

City Council Chambers
77 Fair Drive

***Note: All agency memberships are reflected in the title "Council Member"
4:00 P.M. Closed Session**

AMENDED AGENDA - NEW BUSINESS #4 HAS BEEN REMOVED

The City Council meetings are presented in a hybrid format, both in-person at City Hall and as a courtesy virtually via Zoom Webinar. If the Zoom feature is having system outages or experiencing other critical issues, the meeting will continue in person.

TRANSLATION SERVICES AVAILABLE / SERVICIOS DE TRADUCCIÓN DISPONIBLE

Please contact the City Clerk at (714) 754-5225 to request language interpreting services for City meetings. Notification at least 48 hours prior to the meeting will enable the City to make arrangements.

Favor de comunicarse con la Secretaria Municipal al (714) 754-5225 para solicitar servicios de interpretación de idioma para las juntas de la Ciudad. Se pide notificación por lo mínimo 48 horas de anticipación, esto permite que la Ciudad haga los arreglos necesarios.

Members of the public can view the City Council meetings live on COSTA MESA TV (SPECTRUM CHANNEL 3 AND AT&T U-VERSE CHANNEL 99) or http://costamesa.granicus.com/player/camera/2?publish_id=10&redirect=true and online at [youtube.com/costamesatv](https://www.youtube.com/costamesatv).

Zoom Webinar: (For both 4:00 p.m. and 6:00 p.m. meetings)

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/98376390419?pwd=dnpFelc5TnU4a3BKWVlyRVZMallZZz09>

Or sign into Zoom.com and “Join a Meeting”

Enter Webinar ID: 983 7639 0419/ Password: 905283

- If Zoom is not already installed on your computer, click “Download & Run Zoom” on the launch page and press “Run” when prompted by your browser. If Zoom has previously been installed on your computer, please allow a few moments for the application to launch automatically.
- Select “Join Audio via Computer.”
- The virtual conference room will open. If you receive a message reading, “Please wait for the host to start this meeting,” simply remain in the room until the meeting begins.
- During the Public Comment Period, use the “raise hand” feature located in the participants’ window and wait for city staff to announce your name and unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

Participate via telephone: (For both 4:00 p.m. and 6:00 p.m. meetings)

Call: 1 669 900 6833 Enter Webinar ID: 983 7639 0419/ Password: 905283

During the Public Comment Period, press *9 to add yourself to the queue and wait for city staff to announce your name/phone number and press *6 to unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

Note, if you have installed a zoom update, please restart your computer before participating in the meeting.

Additionally, members of the public who wish to make a written comment on a specific agenda item, may submit a written comment via email to the City Clerk at cityclerk@costamesaca.gov. Comments received by 12:00 p.m. on the date of the meeting will be provided to the City Council, made available to the public, and will be part of the meeting record.

Please know that it is important for the City to allow public participation at this meeting. If you are unable to participate in the meeting via the processes set forth above, please contact the City Clerk at (714) 754-5225 or cityclerk@costamesaca.gov and staff will attempt to accommodate you. While the City does not expect there to be any changes to the above process for participating in this meeting, if there is a change, the City will post the information as soon as possible to the City’s website.

Note that records submitted by the public will not be redacted in any way and will be posted online as submitted, including any personal contact information. All pictures, PowerPoints, and videos submitted for display at a public meeting must be previously reviewed by staff to verify appropriateness for general audiences. No links to YouTube videos or other streaming services will be accepted, a direct video file will need to be emailed to staff prior to each meeting in order to minimize complications and to play the video without delay. The video must be one of the following formats, .mp4, .mov or .wmv. Only one file may be included per speaker for public comments, for both videos and pictures. Please e-mail to the City Clerk at cityclerk@costamesaca.gov NO LATER THAN 12:00 Noon on the date of the meeting. If you do not receive confirmation from the city prior to the meeting, please call the City Clerks office at 714-754-5225.

Note regarding agenda-related documents provided to a majority of the City Council after distribution of the City Council agenda packet (GC §54957.5): Any related documents provided to a majority of the City Council after distribution of the City Council Agenda Packets will be made available for public inspection. Such documents will be posted on the city's website and will be available at the City Clerk's office, 77 Fair Drive, Costa Mesa, CA 92626.

All cell phones and other electronic devices are to be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to conduct a phone conversation.

Free Wi-Fi is available in the Council Chambers during the meetings. The network username available is: CM_Council. The password is: cmcouncil1953.

As a LEED Gold Certified City, Costa Mesa is fully committed to environmental sustainability. A minimum number of hard copies of the agenda will be available in the Council Chambers. For your convenience, a binder of the entire agenda packet will be at the table in the foyer of the Council Chambers for viewing. Agendas and reports can be viewed on the City website at <https://costamesa.legistar.com/Calendar.aspx>.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (714) 754-5225. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

En conformidad con la Ley de Estadounidenses con Discapacidades (ADA), aparatos de asistencia están disponibles y podrán ser prestados notificando a la Secretaria Municipal. Si necesita asistencia especial para participar en esta junta, comuníquese con la oficina de la Secretaria Municipal al (714) 754-5225. Se pide dar notificación a la Ciudad por lo mínimo 48 horas de anticipación para garantizar accesibilidad razonable a la junta. [28 CFR 35.102.35.104 ADA Title II].

CLOSED SESSION - 4:00 P.M.

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS Members of the public are welcome to address the City Council only on those items on the Closed Session agenda. Each member of the public will be given a total of three minutes to speak on all items on the Closed Session agenda.

CLOSED SESSION ITEMS:

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION – ONE CASE
Pursuant to California Government Code Section 54956.9 (d)(1)
Name of Case: Schaefer v. Costa Mesa
Orange County Superior Court Case No. 30-2022-01286737-CU-PO-CJC
2. THREAT TO SECURITY
Pursuant to California Government Code Section 54957(a)
Consultation with: Costa Mesa Director of Emergency Services, City Manager, Police Chief, Fire Chief.
3. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS
Pursuant to California Government Code Section 54956.8
APN: 420-012-16
Agency Negotiators: Lori Ann Farrell Harrison, City Manager
Negotiating Parties: State of California
4. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - ONE CASE
Pursuant to California Government Code Section 54956.9 (d)(2)

**REGULAR MEETING OF THE CITY COUNCIL AND SUCCESSOR AGENCY
TO THE REDEVELOPMENT AGENCY, AND HOUSING AUTHORITY**

OCTOBER 17, 2023 – 6:00 P.M.

JOHN STEPHENS
Mayor

JEFFREY HARLAN
Mayor Pro Tem - District 6

ANDREA MARR
Council Member - District 3

MANUEL CHAVEZ
Council Member - District 4

LOREN GAMEROS
Council Member - District 2

ARLIS REYNOLDS
Council Member - District 5

DON HARPER
Council Member - District 1

KIMBERLY HALL BARLOW
City Attorney

LORI ANN FARRELL HARRISON
City Manager

CALL TO ORDER

NATIONAL ANTHEM AND PLEDGE OF ALLEGIANCE

MOMENT OF SOLEMN EXPRESSION

[Per Council Policy 000-12, these presentations are made by community volunteers stating their own views. The City Council disclaims any intent to endorse or sponsor the views of any speaker.]

ROLL CALL

CITY ATTORNEY CLOSED SESSION REPORT

PRESENTATIONS:

1. [Proclamation: 2023 Domestic Violence Awareness Month](#) [23-1421](#)
Attachments: [10-17-2023 Domestic Violence Awareness Month](#)

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2. [Proclamation: 2023 National Crime Prevention Month](#) [23-1422](#)
Attachments: [10-17-2023 National Crime Prevention Month](#)

 3. [Presentation: CalOptima Health- Medi-Cal Renewals](#) [23-1425](#)

PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA

Comments on Consent Calendar items may also be heard at this time.
Comments are limited to 3 minutes, or as otherwise directed.

COUNCIL MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS

Each council member is limited to 4 minutes. Additional comments will be heard at the end of the meeting.

1. Council Member Marr
2. Council Member Reynolds
3. Council Member Chavez
4. Council Member Gameros
5. Council Member Harper
6. Mayor Pro Tem Harlan
7. Mayor Stephens

REPORT – CITY MANAGER

REPORT – CITY ATTORNEY

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and will be acted upon in one motion. There will be no separate discussion of these items unless members of the City Council, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for discussion.

1. [PROCEDURAL WAIVER: WAIVE THE FULL READING OF ALI23-1413 ORDINANCES AND RESOLUTIONS](#)

RECOMMENDATION:

City Council, Agency Board, and Housing Authority approve the reading by title only and waive full reading of Ordinances and Resolutions.

2. **READING FOLDER** **23-1415**

RECOMMENDATION:

City Council receive and file Claims received by the City Clerk: Alexandra Lee Atalla, Luca Farren Atalla, Theresa Atalla, Jeremiah Duran, Violeta Vushcan.

3. **ADOPTION OF WARRANT RESOLUTION** **23-1420**

RECOMMENDATION:

City Council approve Warrant Resolution No. 2707.

Attachments: [1. Summary Check Register 10-2-2023](#)
[2. Summary Check Register 10-5-2023](#)

4. **MINUTES** **23-1414**

RECOMMENDATION:

City Council approve the minutes of the regular meeting of October 3, 2023.

Attachments: [10-03-2023 Draft Minutes](#)

5. **REQUEST TO CANCEL THE REGULAR MEETING OF TUESDAY
NOVEMBER 21, 2023 DUE TO THANKSGIVING RECESS
CALENDARS** **23-1385**

RECOMMENDATION:

Staff recommends the City Council cancel the regular meeting of Tuesday, November 21, 2023 due to Thanksgiving Holiday and academic recess calendars.

6. [ACCEPTANCE AND ALLOCATION OF THE 2023-24 OFFICE OF TRAFFIC SAFETY GRANT FOR THE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the proposed Resolution No. 2023-XX, which ratifies the application for a grant award from the State of California - Office of Traffic Safety (OTS) for the Selective Traffic Enforcement Program (STEP) and authorize the City Manager or designee to execute all grant documents, including the Grant Agreement, and accept and administer the grant.
2. Approve revenue and expense appropriations in the amount of \$285,000, respectively, for the 2023-24 OTS STEP Grant.

Attachments: [1. OTS STEP Grant Agreement](#)
[2. Resolution No. 23-XX OTS STEP Grant](#)

7. [ACCEPTANCE OF THE ORGANIZED RETAIL THEFT PREVENTION GRANT FOR THE COSTA MESA POLICE DEPARTMENT OF \\$3.5 MILLION](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the proposed resolution 2023-XX authorizing participation in the Organized Retail Theft (ORT) Prevention Grant Program and the City Manager, or designee, to execute the ORT Standard Agreement.
2. Approve revenue and expense appropriations in the amount of \$3,518,133, respectively, for the Organized Retail Theft (ORT) Prevention Grant.

Attachments: [1. 23-27 ORTP Grant Agreement](#)
[2. Resolution](#)

8. [RESPONSE TO THE GRAND JURY REPORT TITLED “WELCOME TO 23-1408 THE NEIGHBORHOOD- ARE CITIES RESPONSIBLY MANAGING THE INTEGRATION OF GROUP HOMES?”](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the attached response to the 2022-23 Orange County Grand Jury Report, “Welcome to the Neighborhood- Are cities responsibly managing the integration of group homes?”
2. Authorize the Mayor to submit the response to the Presiding Judge of the Superior Court pursuant to Penal Code Section 933.05 (a) and (b).

Attachments: [1. Orange County Grand Jury Report \(Welcome to the Neighborhood\)](#)
[2. Response to Grand Jury Report](#)

AT THIS TIME COUNCIL WILL ADDRESS ANY ITEMS PULLED FROM THE CONSENT CALENDAR

-----**END OF CONSENT CALENDAR**-----

PUBLIC HEARINGS:

(Pursuant to Resolution No. 05-55, Public Hearings begin at 7:00 p.m.)

1. [APPEAL OF PLANNING APPLICATION 22-05 FOR A RETAIL CANNABIS STOREFRONT BUSINESS LOCATED AT 1505 MESA VERDE DRIVE EAST \(“C21+”\)](#)

RECOMMENDATION:

Staff recommends that the City Council uphold the Planning Commission’s decision and adopt a Resolution to approve Planning Application 22-05. The City Council may also overturn the Planning Commission’s decision and deny the request, and direct staff to prepare a Resolution reflecting the City Council’s findings for denial.

- Attachments:** [1. Resolution for Approval](#)
[2. Filed Appeal](#)
[3. Planning Commission Resolution](#)
[4. Planning Commission approved minutes](#)
[5. Planning Commission Public Comments](#)

OLD BUSINESS: NONE.

NEW BUSINESS: (Next Page)

1. [APPOINTMENTS TO VARIOUS CITY COMMITTEES](#) [23-1119](#)

RECOMMENDATION:

Staff recommends the City Council make appointments as follows:

1. Animal Services Committee - Make three (3) member appointments with a term expiration of April 2025. One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to a Council Liaison (Mayor Stephens, Council Member Harper).
2. Active Transportation Committee - Make three (3) member appointments with a term expiration of April 2025. Two of the appointments are at-large to ensure broad representation of different mobility options and experiences (e.g. walk, bike, bus, and age ability). One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to the Council Liaison (Council Member Reynolds).
3. Fairview Park Steering Committee - Make three (3) member appointments with a term expiration of April 2027. One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to a Council Liaison (Council Member Reynolds, Alternate Mayor Pro Tem Harlan and Council Member Chavez).
4. Finance and Pension Advisory Committee - Make three (3) member appointments with a term expiration of April 2027. One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to a Council Liaison (Mayor Stephens, Alternate Council Member Marr, and Council Member Harper).
5. Housing and Public Service Grants Committee - Make three (3) regular member appointments with a term expiration of April 2025. One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to a Council Liaison (Council Member Chavez, Alternate Council Member Harper).
6. Mobile Home Park Advisory Committee - Make two (2) Park Owner or Representative appointments, two (2) Mobile Home Park Resident appointments, and one (1) Independent Citizen At-large appointment, all with a term expiration of April 2027. Nominations by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to the Council Liaison (Council Member Reynolds).

7. Correct the term expiration dates for the Arts Commissioners. Terms ending in 2024 should be 2025 and terms ending in 2026 should be 2027 to coincide with the concurrent term of the respective appointing Council Member.

Attachments: [1. Animal Services Committee Applications](#)
[2. Active Transportation Committee Applications](#)
[3. Fairview Park Steering Committee Applications](#)
[4. Finance and Pension Advisory Committee Applications](#)
[5. Housing and Public Service Grants Committee Applications](#)
[6. Mobile Home Park Advisory Committee Applications](#)

2. [**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA AMENDING TITLE 9 \(LICENSES AND BUSINESS REGULATIONS\) OF THE COSTA MESA MUNICIPAL CODE BY ADDING CHAPTER II \(REGULATION OF CERTAIN BUSINESSES, ARTICLE 24 \(JUST CAUSE RESIDENTIAL TENANT PROTECTIONS\)**](#)

RECOMMENDATION:

Staff recommends the City Council introduce and give first reading, waiving further reading, to Ordinance No. 23-XX Amending Title 9 (Licenses and Business Regulations) of the Costa Mesa Municipal Code by Adding Chapter II (Regulation of Certain Businesses, Article 24 (Just Cause Residential Tenant Protections) to support Costa Mesa renters facing no-fault just cause eviction.

Attachments: [1. Draft Ordinance](#)

3. [STATUS UPDATE REGARDING THE CALIFORNIA OFFICE OF 023-1427
EMERGENCY SERVICES' \(CAL OES\) SOUTHERN CALIFORNIA
REGIONAL EMERGENCY OPERATIONS CENTER \(EOC\) PROJECT
AT THE FAIRVIEW DEVELOPMENTAL CENTER SITE](#)

RECOMMENDATION:

Staff recommends the City Council:

- Provide feedback, as needed, regarding the City's comment letter on the State's Draft Environmental Impact Report for the Cal OES Southern California Regional EOC Project; and
- Authorize the City Manager or designee to finalize the draft letter incorporating feedback from the City Council and submit it to the State.

Attachments: [1. Draft Comment Letter-Outline re EOC Project Draft EIR.pdf](#)
[2. April 17 2023 City Comment Letter re: FDC OES Notice of
Preparation](#)
[3. Public Comments](#)

**ADDITIONAL COUNCIL/BOARD MEMBER COMMITTEE REPORTS, COMMENTS, AND
SUGGESTIONS**

ADJOURNMENT



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1421

Meeting Date: 10/17/2023

TITLE:

Proclamation: 2023 Domestic Violence Awareness Month

DEPARTMENT: City Manager's Office



CITY OF COSTA MESA, CALIFORNIA

Proclamation

WHEREAS, October is annually recognized as National Domestic Violence Awareness Month; and

WHEREAS, although progress has been made toward preventing and ending domestic violence and providing support to survivors and their families, important work remains to be done; and

WHEREAS, policymakers and communities must work together to transform the conditions that cause domestic violence and support survivor-centered solutions; and

WHEREAS, domestic violence programs in California provide essential lifesaving services for survivors, their children, and communities; and

WHEREAS, there is a need to provide education, awareness, and understanding of domestic violence and its causes; and

WHEREAS, there is a need to support and amplify prevention programs and community-based strategies to create healthy environments and decrease the likelihood of perpetration, thereby stopping domestic violence from occurring in the first place; and

WHEREAS, there is a need to focus on the individualized needs of domestic violence survivors; and

WHEREAS, approximately 35% of California women and 31% of California men experience physical intimate partner violence in their lifetimes; and

WHEREAS, California has higher rates of domestic violence experienced by both men and women when compared to the national average; and

WHEREAS, women 18-24 years of age are significantly more likely to be survivors of physical intimate partner violence than women in other age groups; and

WHEREAS, domestic violence affects people of all genders, sexual orientations, ages, racial, ethnic, cultural, social, religious, and economic groups in the United States and here in California; and

WHEREAS, the marginalization of certain groups in society, including undocumented individuals, transgender individuals, and people living with disabilities, increases their vulnerability to domestic violence; and

WHEREAS, approximately four out of every ten non-Hispanic Black women, four out of every ten American Indian or Alaska Native women, and 1 in 2 multiracial non-Hispanic women have been the victim of rape, physical violence, and/or stalking by an intimate partner in their lifetime. These rates are 30%-50% higher than those experienced by Hispanic, White non-Hispanic women, and Asian or Pacific non-Hispanic women; and

WHEREAS, according to the American Psychological Association, women with disabilities have a 40 percent greater risk of intimate partner violence than women without disabilities; and

WHEREAS, domestic violence is the third leading cause of homelessness among families in the United States; and

WHEREAS, domestic violence has a significant economic impact on women; throughout the country, an estimated 8 million days of paid work are lost because of domestic violence lose 8 million paid work days each year as the result of intimate partner violence. Domestic violence costs \$8.3 billion in expenses annually: a combination of higher medical costs (\$5.8 billion) and lost productivity (\$2.5 billion); and

WHEREAS, children exposed to domestic violence can experience long-term consequences, including difficulty at school, substance abuse, behavioral problems in adolescence, and serious adult health problems; and

WHEREAS, recognizing the need to understand the complexity of violence as perpetuated within communities and against communities and the fear of many survivors to report to law enforcement; and

WHEREAS, in 2022, domestic violence shelter programs served 13,370 individuals in shelters and 54,521 individuals through non-shelter supportive services; and

WHEREAS, there were 84 domestic violence-related homicides in California in 2022, of which 63 of the fatalities were female, and 21 were male; and

WHEREAS, all survivors deserve access to culturally responsive programs and services to increase their safety and self-sufficiency; and

WHEREAS, all communities deserve access to culturally responsive prevention programs and initiatives to improve overall community health and safety by challenging the societal norms that perpetuate violence; and

WHEREAS, Human Options is igniting social change by educating Orange County to recognize relationship violence as an issue that threatens everyone, advocating for those affected by abuse, extending a safe place for victims, and empowering survivors on their journey of healing; and

WHEREAS, Human Options is committed to a future in which every person and family in Orange County experiences safe, healthy relationships and lives free from abuse; and

WHEREAS, the City of Costa Mesa recognizes the vital role that all Californians can play in preventing and one day ending domestic violence.

NOW, THEREFORE, I, John B. Stephens, Mayor of the City of Costa Mesa, do hereby proclaim the month of October 2023 as **Domestic Violence Awareness Month**. I urge Costa Mesa residents to become involved in efforts to prevent and respond to domestic violence and recognize the impact of domestic violence in our community.

DATED this 17th day of October 2023.

John B. Stephens, Mayor of the City of Costa Mesa



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1422

Meeting Date: 10/17/2023

TITLE:

Proclamation: 2023 National Crime Prevention Month

DEPARTMENT: City Manager's Office



CITY OF COSTA MESA, CALIFORNIA

Proclamation

WHEREAS, the vitality of the City of Costa Mesa depends on how safe we keep our homes, neighborhoods, schools, workplaces, and communities; and

WHEREAS, crime destroys our trust in others and civic institutions, threatening the community's health, prosperity, and quality of life; and

WHEREAS, people of all ages must be made aware of what they can do to prevent themselves and their families, neighbors, and coworkers from being harmed by crime; and

WHEREAS, residents and the Costa Mesa Police Department work together to establish Neighborhood Watch Programs, currently 47 groups, around the city to reduce crime in their neighborhoods effectively; and

WHEREAS, through voluntary programs such as Crime Prevention Through Environmental Design and reporting suspicious activity to police, residents empower greater vigilance and oversight in their neighborhoods; and

WHEREAS, successful crime prevention involves more than vigilance and caution; the Costa Mesa Police Department partners with residents in meaningful ways, including promoting and hosting several community events such as Coffee with a Cop, Chief Listening Tours, School Bike Rodeos, Walk to School, a 70th Birthday Open House, and a Christmas Shop with a Cop, hosting Car Safety Checks, Citizens Police Academy and Teen Academy, staffing a Community Policing Unit with a Bike Patrol Detail that engages in community outreach to residents in need of resources, and a Gang Unit with three School Resource Officers in Costa Mesa's high schools, who conduct youth-specific outreach events to bridge gaps between at-risk youth and law enforcement; and

WHEREAS, effective crime prevention programs succeed because of partnerships with law enforcement, other government agencies, civic groups, schools, faith communities, businesses, and individuals as they help to nurture communal responsibility and instill pride.

NOW, THEREFORE, I, John Stephens, Mayor of the City of Costa Mesa, do hereby proclaim the month of October 2023 as **National Crime Prevention Month**. I urge all residents to invest in the power of prevention and work together to make the City of Costa Mesa a safer, stronger, and more caring community.

DATED this 17th day of October 2023.

John B. Stephens, Mayor of the City of Costa Mesa



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1425

Meeting Date: 10/17/2023

TITLE:

Presentation: CalOptima Health- Medi-Cal Renewals

DEPARTMENT: City Manager's Office



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1413

Meeting Date: 10/17/2023

TITLE:

PROCEDURAL WAIVER: WAIVE THE FULL READING OF ALL ORDINANCES AND RESOLUTIONS

RECOMMENDATION:

City Council, Agency Board, and Housing Authority approve the reading by title only and waive full reading of Ordinances and Resolutions.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1415

Meeting Date: 10/17/2023

TITLE:

READING FOLDER

DEPARTMENT: City Manager's Office/City Clerk's Division

RECOMMENDATION:

City Council receive and file Claims received by the City Clerk: Alexandra Lee Atalla, Luca Farren Atalla, Theresa Atalla, Jeremiah Duran, Violeta Vushcan.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1420

Meeting Date: 10/17/2023

TITLE:

ADOPTION OF WARRANT RESOLUTION

DEPARTMENT: Finance Department

PRESENTED BY: Carol Molina, Finance Director

CONTACT INFORMATION: Carol Molina at (714) 754-5243

RECOMMENDATION:

City Council approve Warrant Resolution No. 2707.

BACKGROUND:

In accordance with Section 37202 of the California Government Code, the Director of Finance or their designated representative hereby certify to the accuracy of the following demands and to the availability of funds for payment thereof.

FISCAL REVIEW:

Funding Payroll Register No. 23-20 On Cycle for \$3,342,370.75 and City operating expenses for \$2,847,463.37.

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
 Cycle: APAY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244800	09/29/23	P	CalPERS Long-Term Care Program	0000006287	184.27
			<i>Line Description:</i> Payment Deduction 23-20		
0244801	09/29/23	P	Community Health Charities	0000008015	10.00
			<i>Line Description:</i> Payment Deduction 23-20		
0244802	09/29/23	P	State of California	0000001546	2,805.63
			<i>Line Description:</i> Payment Deduction 23-20		
			Payment Deduction 23-20		
			Payment Deduction 23-20		
TOTAL					\$2,999.90

232,684.51
 20,832.65
 54,647.40
 972,868.71
 2,999.90

1,284,033.17

Bank: CITY
Cycle: ANNUAL

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244652	09/29/23	P	Antonio Macias	0000021817	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244653	09/29/23	P	Barbara Tintle	0000016912	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244654	09/29/23	P	Bonnie Kubota	0000005792	555.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244655	09/29/23	P	Bradley Whiteaker	0000000341	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244656	09/29/23	P	Burton Santee	0000003920	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244657	09/29/23	P	Chano Camarillo	0000001558	354.26
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244658	09/29/23	P	Chris Holmes	0000002557	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244659	09/29/23	P	Chris Reed	0000003777	423.56
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244660	09/29/23	P	Dan Mudra	0000006272	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244661	09/29/23	P	David Alkema	0000000970	681.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: CITY
Cycle: ANNUAL

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244662	09/29/23	P	Deanna Reed	000002777	555.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244663	09/29/23	P	Dennis Barton	000001209	208.53
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244664	09/29/23	P	Diane J Moore	000003221	261.08
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244665	09/29/23	P	Don Boynton	0000015805	312.45
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244666	09/29/23	P	Eric Engle	000002128	520.44
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244667	09/29/23	P	Frank Rudisill	000003871	787.77
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244668	09/29/23	P	Frederick Merrill	000005365	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244669	09/29/23	P	Fredric Wagner	000004444	1,009.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244670	09/29/23	P	Gary Golson	000002370	492.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: CITY
Cycle: ANNUAL

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244671	09/29/23	P	Glen Stroud	000006152	523.55
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244672	09/29/23	P	Harold Arnold	000001076	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244673	09/29/23	P	Harold Newbern	0000013391	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244674	09/29/23	P	Henry Santo	000003921	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244675	09/29/23	P	James Boucher	0000021818	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244676	09/29/23	P	James Parnell	000003558	492.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244677	09/29/23	P	James Solliday	0000015717	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244678	09/29/23	P	Jeffrey Horn	000009003	697.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244679	09/29/23	P	John E Fitzpatrick	000002234	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244680	09/29/23	P	John Pherrin	000006031	618.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: CITY
Cycle: ANNUAL

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244681	09/29/23	P	Karin Robinson	000008079	266.23
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
0244682	09/29/23	P	Karl J Verhoef	000004410	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
0244683	09/29/23	P	Keith M Jones	000002776	942.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
0244684	09/29/23	P	Kenneth Soltis	000007968	807.06
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
0244685	09/29/23	P	Kevin Gleason	000006350	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
0244686	09/29/23	P	Klaus Straschil	000004169	492.05
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
0244687	09/29/23	P	Larry Arruda	000001080	807.06
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
0244688	09/29/23	P	Larry M Hicks	000002525	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
0244689	09/29/23	P	Lawrence P Torres	000004278	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		

Bank: CITY
Cycle: ANNUAL

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244690	09/29/23	P	Lawrence Stice	0000015806	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244691	09/29/23	P	Lou Steiner	0000005965	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244692	09/29/23	P	Marilyn Ellis-Hollobaugh	0000002108	492.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244693	09/29/23	P	Merton Switzer	0000004204	184.31
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244694	09/29/23	P	Michael Basso	0000021265	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244695	09/29/23	P	Michael Moran	0000018227	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244696	09/29/23	P	Michael Swanson	0000006237	1,009.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244697	09/29/23	P	Michael Treanor	0000006788	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244698	09/29/23	P	Michael V Ginther	0000002339	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244699	09/29/23	P	Michael W Carver	0000001599	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: CITY
Cycle: ANNUAL

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244700	09/29/23	P	Neil Leveratt	0000002948	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244701	09/29/23	P	Pamela S Greene	0000005256	288.71
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244702	09/29/23	P	Patricia Novack	0000012034	744.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244703	09/29/23	P	Perry J Grant	0000008771	744.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244704	09/29/23	P	Peter Merritt	0000005114	787.77
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244705	09/29/23	P	Peter Tenace	0000007198	261.08
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244706	09/29/23	P	Robert B Phillips	0000005388	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244707	09/29/23	P	Robert Beauchamp	0000001223	492.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244708	09/29/23	P	Robert Ciszek	0000001670	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
 Cycle: ANNUAL

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244709	09/29/23	P	Robert Fate	0000002183	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244710	09/29/23	P	Robert L Taylor	0000006299	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244711	09/29/23	P	Roger Neth	0000003312	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244712	09/29/23	P	Ronald A Smith	0000004053	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244713	09/29/23	P	Rulon Hatch	0000006012	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244714	09/29/23	P	Sam Nguyen	0000021573	368.45
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244715	09/29/23	P	Scott Broussard	0000001420	946.95
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244716	09/29/23	P	Sheila Maurice	0000003091	261.08
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244717	09/29/23	P	Stanley Borek	0000001347	345.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244718	09/29/23	P	Steven Spielberg	0000004127	747.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: CITY
Cycle: ANNUAL

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244719	09/29/23	P	Teresa Peterson Goerke	0000016963	396.75
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244720	09/29/23	P	Thomas Banks	0000021751	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244721	09/29/23	P	Thomas Hamilton	0000012365	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244722	09/29/23	P	Thomas MacDuff	0000006064	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244723	09/29/23	P	Thomas Neth	0000007978	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244724	09/29/23	P	Thomas Stewart	0000006560	396.75
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244725	09/29/23	P	Tracy Jones	0000002778	725.13
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244726	09/29/23	P	Ursula Basich	0000022488	597.01
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244727	09/29/23	P	Ve Tran	0000004296	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
Cycle: ANNUAL

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244728	09/29/23	P	Victor Clift	0000008954	366.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244729	09/29/23	P	Virginia Anderson	0000008307	208.53
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
0244730	09/29/23	P	William Todd	0000004269	177.03
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
TOTAL					\$54,647.40

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
 Cycle: APAY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244800	09/29/23	P	CalPERS Long-Term Care Program	0000006287	184.27
			<i>Line Description:</i> Payment Deduction 23-20		
0244801	09/29/23	P	Community Health Charities	0000008015	10.00
			<i>Line Description:</i> Payment Deduction 23-20		
0244802	09/29/23	P	State of California	0000001546	2,805.63
			<i>Line Description:</i> Payment Deduction 23-20		
			Payment Deduction 23-20		
			Payment Deduction 23-20		
TOTAL					\$2,999.90

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016191	09/29/23	P	Albert Spencer	0000004120	1,030.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016192	09/29/23	P	Allan L Roeder	0000003720	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016193	09/29/23	P	Allen D Huggins	0000002589	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016194	09/29/23	P	Andres Sepulveda	0000003988	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016195	09/29/23	P	Andrew Chalkley	0000025404	747.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016196	09/29/23	P	Ann Shultz	0000006607	765.10
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016197	09/29/23	P	Anna Rodriguez	0000026586	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016198	09/29/23	P	Arthur V Beames Jr	0000017738	28.55
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016199	09/29/23	P	Baltazar Mejia	0000023439	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016200	09/29/23	P	Betty Garcia	0000024432	646.95
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016201	09/29/23	P	Bobby Y Masuzumi	0000003081	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016202	09/29/23	P	Brad Edwards	0000022130	787.77
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016203	09/29/23	P	Brent McKinley	0000007051	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016204	09/29/23	P	Brian W Roberts	0000006274	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016205	09/29/23	P	Bruce Hartley	0000011119	555.87
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016206	09/29/23	P	Bruce McGregor	0000011206	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016207	09/29/23	P	Bruce R Ballinger	0000001167	492.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016208	09/29/23	P	Bruce Radomski	0000003742	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016209	09/29/23	P	Bruce W Covey	0000013041	765.10
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016210	09/29/23	P	Bryan Glass	0000002342	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016211	09/29/23	P	Cameron Phillips	0000005875	897.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016212	09/29/23	P	Carl McConnell	0000013933	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016213	09/29/23	P	Charles A Bassett	0000011742	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016214	09/29/23	P	Charles F Carr	0000006236	859.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016215	09/29/23	P	Charles J Oliver Jr	0000009684	547.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016216	09/29/23	P	Charlotte Bluell	0000008644	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016217	09/29/23	P	Cherie M Pitington	0000003641	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016218	09/29/23	P	Cheryl R Helwig	0000006915	471.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016219	09/29/23	P	Chris Goldsworthy	0000029067	847.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016220	09/29/23	P	Christina Powell OBrien	0000016961	429.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016221	09/29/23	P	Christopher B Bates	0000001213	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016222	09/29/23	P	Christopher G Walk	0000004450	1,071.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016223	09/29/23	P	Christopher J Boyd	0000001363	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016224	09/29/23	P	Christopher K Brimhall	0000001402	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016225	09/29/23	P	Christopher Kudelka	0000005822	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016226	09/29/23	P	Clay G Epperson	0000002141	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016227	09/29/23	P	Clint Dieball	0000004717	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016228	09/29/23	P	Corrie Viera	0000019128	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016229	09/29/23	P	Curt D Yoder	0000004601	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016230	09/29/23	P	D Dennis Johnson	0000011317	639.09
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016231	09/29/23	P	Dale H Ashley	0000010564	681.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016232	09/29/23	P	Dale R Birney	0000001277	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016233	09/29/23	P	Dana Potts	0000008186	847.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016234	09/29/23	P	Dane Bora	0000001344	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016235	09/29/23	P	Danny Hogue	0000006802	618.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016236	09/29/23	P	Darlene Bell	0000005602	177.03
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016237	09/29/23	P	Darrel Raney	0000005800	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016238	09/29/23	P	David A Dye	0000002065	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
 Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016239	09/29/23	P	David C Goerke	0000009386	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016240	09/29/23	P	David Hollister	0000021620	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016241	09/29/23	P	David K Makiyama	0000003041	997.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016242	09/29/23	P	David Maurer	0000007564	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016243	09/29/23	P	David S Andersen	0000001040	681.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016244	09/29/23	P	David Sorge	0000004068	326.20
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016245	09/29/23	P	David Tait	0000022487	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016246	09/29/23	P	Dawna Myers	0000003273	946.95
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016247	09/29/23	P	Deborah Zimmerman	0000023438	847.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016248	09/29/23	P	Debra Yasui	0000007276	897.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016249	09/29/23	P	Dee Dee H Nelson	0000006575	218.99
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016250	09/29/23	P	Dennis B Sanders	0000003910	205.56
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016251	09/29/23	P	Diane Butler	0000008078	366.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016252	09/29/23	P	Diane M Jarrett	0000007645	555.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016253	09/29/23	P	Don Holford	0000006025	266.23
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016254	09/29/23	P	Donald B Brown	0000004900	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016255	09/29/23	P	Doneen J Westenhaver	0000009746	296.17
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016256	09/29/23	P	Donna Fagot	0000013934	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016257	09/29/23	P	Donna J Theriault	0000005411	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016258	09/29/23	P	Doug Johnson	0000005743	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016259	09/29/23	P	Doug Lovell	0000018477	632.70
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016260	09/29/23	P	Doug Prochnow	0000012127	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016261	09/29/23	P	Douglas Wilson	0000006759	401.09
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016262	09/29/23	P	Edward H Hunter	0000002597	681.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016263	09/29/23	P	Edward Petros	0000003615	723.01
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016264	09/29/23	P	Edward W Lewis	0000002956	492.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016265	09/29/23	P	Elaine C Chiang	0000007135	26.46
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016266	09/29/23	P	Ellen M Fenwick	0000023268	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
016267	09/29/23	P	Eric Johnson	0000002765	930.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016268	09/29/23	P	Eric McVey	0000007918	897.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016269	09/29/23	P	Ernesto A Munoz	0000003261	465.12
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016270	09/29/23	P	Florine T Reichle	0000003787	692.82
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016271	09/29/23	P	Frank Barraza	0000026939	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016272	09/29/23	P	Frank Fantino	0000005635	775.56
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016273	09/29/23	P	Frederick T Seguin	0000003981	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016274	09/29/23	P	Gaetano Russo	0000019793	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016275	09/29/23	P	Gary Mc Erlain	0000017407	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016276	09/29/23	P	Gary Wong	0000012009	356.14
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016277	09/29/23	P	Gene Barbee	0000001188	756.75
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016278	09/29/23	P	George A Rose	0000007595	946.95
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016279	09/29/23	P	George J Yezbick Jr	0000005045	681.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016280	09/29/23	P	Georgia A Ethier	0000002154	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016281	09/29/23	P	Gerald S Vasquez	0000006833	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016282	09/29/23	P	Gerald W Stucky	0000004172	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016283	09/29/23	P	Gerard J Stukkie	0000004174	787.77
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016284	09/29/23	P	Gina Clark	0000021699	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016285	09/29/23	P	Gregg A Steward	0000004159	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016286	09/29/23	P	Gregory Beutz	0000001261	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016287	09/29/23	P	Gregory J Edwards	0000001384	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016288	09/29/23	P	Gregory Knackert	0000017588	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016289	09/29/23	P	Gregory LaFave	0000014549	547.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016290	09/29/23	P	Gregory P Scott	0000003963	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016291	09/29/23	P	H Michael Griffin	0000006936	86.42
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016292	09/29/23	P	Harlan Pauley	0000003569	649.55
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016293	09/29/23	P	Helen Nenadal	0000022319	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016294	09/29/23	P	Helene Rosenbaum	0000003861	177.03
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016295	09/29/23	P	Herbert C Ohde Jr	0000003399	397.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016296	09/29/23	P	Holly L Carver	0000001597	396.75
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016297	09/29/23	P	Jack D Schuitt	0000003952	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016298	09/29/23	P	Jack Koch	0000002859	492.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016299	09/29/23	P	Jack L Archer	0000001062	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016300	09/29/23	P	Jack T Stewart	0000013411	340.07
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016301	09/29/23	P	James C Wysong	0000004594	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016302	09/29/23	P	James D Watson	0000004476	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016303	09/29/23	P	James E Higgins Jr	0000007687	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016304	09/29/23	P	James M Ellis	0000002107	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016305	09/29/23	P	James M Gottenbos	0000002385	446.04
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016306	09/29/23	P	James Morrison	0000010566	396.75
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016307	09/29/23	P	James N Dibble	0000005626	744.06
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016308	09/29/23	P	James R Wilke Jr	0000004555	522.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016309	09/29/23	P	James T Warnack	0000004465	807.06
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016310	09/29/23	P	Jana L Cacho	0000010556	369.09
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016311	09/29/23	P	Jane Duenweg	0000021556	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016312	09/29/23	P	Jeanette Chervony	0000018986	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016313	09/29/23	P	Jeanette Zangger	0000006655	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016314	09/29/23	P	Jeff B Janzen	0000002735	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016315	09/29/23	P	Jeffery E Skee	0000005410	972.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016316	09/29/23	P	Jeffrey J McCann	0000003101	997.05
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016317	09/29/23	P	Jeffrey T Peters	0000003608	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016318	09/29/23	P	Jerauld D Holloway	0000002556	492.05
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016319	09/29/23	P	Jerry A Scheer	0000007789	397.54
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016320	09/29/23	P	John Bull	0000003233	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016321	09/29/23	P	John F Downey	0000009004	446.04
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016322	09/29/23	P	John K Susman	0000006349	396.75
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016323	09/29/23	P	John L Skinner	0000004038	492.05
			<i>Line Description:</i> Qrtly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016324	09/29/23	P	John S Michalec	0000019250	787.77
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016325	09/29/23	P	John W Mullin	0000010568	946.95
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016326	09/29/23	P	Jon B Whitcomb	0000005651	942.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016327	09/29/23	P	Jon Doezie	0000009385	847.05
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016328	09/29/23	P	Jose Tovar	0000004283	492.05
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016329	09/29/23	P	Judith G Covey	0000009690	523.55
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016330	09/29/23	P	Judy Vickers	0000007219	547.05
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016331	09/29/23	P	Karen L Adams	0000000899	303.04
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016332	09/29/23	P	Karen S Goettsch	0000013935	765.10
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016333	09/29/23	P	Kathleen Uirich	0000025407	429.04
			<i>Line Description:</i> Qrtly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016334	09/29/23	P	Kayoko Hayman	0000005785	618.05
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016335	09/29/23	P	Keith Davis	0000008187	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016336	09/29/23	P	Kelly Vucinic	0000010967	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016337	09/29/23	P	Kevin Diamond	0000001989	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016338	09/29/23	P	Kevin T Meng	0000003133	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016339	09/29/23	P	Kurt Lystne	0000008712	796.95
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016340	09/29/23	P	Lance Nakamoto	0000003280	1,047.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016341	09/29/23	P	Larry Bell	0000007802	396.75
			<i>Line Description:</i> Qrtly Retiree Medical Payment		
016342	09/29/23	P	Larry Dreiman	0000018972	747.00
			<i>Line Description:</i> Qrtly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016343	09/29/23	P	Laura Ginther	0000023134	555.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016344	09/29/23	P	Lawrence N Hennen	0000002506	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016345	09/29/23	P	Leonard Goodsir	0000002378	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016346	09/29/23	P	Lily Martinez	0000003071	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016347	09/29/23	P	Linda A Matthews	0000003089	484.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016348	09/29/23	P	Linda F Divino	0000009007	153.85
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016349	09/29/23	P	Loren P Wyrick	0000004593	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016350	09/29/23	P	Madeline A Miller	0000003179	639.09
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016351	09/29/23	P	Maher Nawar	0000004714	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016352	09/29/23	P	Mamo D Arruda	0000001081	303.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016353	09/29/23	P	Marc Yuhasz	0000004609	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016354	09/29/23	P	Marguerite De La Torre	0000004997	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016355	09/29/23	P	Marie Thompson	0000000038	86.42
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016356	09/29/23	P	Marilyn Golden	0000017028	387.08
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016357	09/29/23	P	Marilyn Guimond	0000015161	206.27
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016358	09/29/23	P	Marilyn K Sutton	0000004201	555.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016359	09/29/23	P	Martin P Carver	0000001598	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016360	09/29/23	P	Marty Huguenin	0000002591	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016361	09/29/23	P	Mary R Delaney	0000015807	387.08
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016362	09/29/23	P	Matthew J Collett	0000001720	744.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016363	09/29/23	P	Mel Lee	0000010320	847.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016364	09/29/23	P	Meloni Smith McMinimy	0000006847	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016365	09/29/23	P	Michael A Cacho	0000001471	369.09
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016366	09/29/23	P	Michael A Cohen	0000006586	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016367	09/29/23	P	Michael A Guevara	0000005099	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016368	09/29/23	P	Michael R Balsis	0000009424	547.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016369	09/29/23	P	Michael S Fantozzi	0000004715	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016370	09/29/23	P	Michael S Hastert	0000006107	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016371	09/29/23	P	Michael T Dyer	0000002067	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016372	09/29/23	P	Mitchell B Johnson	0000002770	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016373	09/29/23	P	Morris House	0000002578	681.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016374	09/29/23	P	Muriel Ullman	0000001244	345.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016375	09/29/23	P	Nancy M Croft	0000016184	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016376	09/29/23	P	Norman K Schurb	0000003957	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016377	09/29/23	P	Olivia Ramirez	0000003750	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016378	09/29/23	P	Patricia J Steele	0000014443	471.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016379	09/29/23	P	Patty R Brown	0000001423	492.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016380	09/29/23	P	Paul Beckman	0000005998	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016381	09/29/23	P	Paul Dondero	0000002023	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016382	09/29/23	P	Paul Moody	0000008766	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016383	09/29/23	P	Paul V Starn	0000010841	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016384	09/29/23	P	Perry L Valantine	0000004384	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016385	09/29/23	P	Peter Czenze	0000013313	725.13
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016386	09/29/23	P	Peter Naghavi	0000007860	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016387	09/29/23	P	Phil Dickens	0000005801	649.55
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016388	09/29/23	P	Philip Hartman	0000002474	396.75
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016389	09/29/23	P	Philip T Worsman	0000004585	712.56
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016390	09/29/23	P	Phillip R Schmuck	0000003947	430.60
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016391	09/29/23	P	Phyllis Schiel	0000023427	296.17
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016392	09/29/23	P	Randall Buck	0000005730	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016393	09/29/23	P	Randall J Croll	0000013426	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016394	09/29/23	P	Raul Perez	0000012128	326.20
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016395	09/29/23	P	Raymond T Pawloski	0000003572	356.14
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016396	09/29/23	P	Rene Carrera	0000029400	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016397	09/29/23	P	Renee K Farden	0000016962	555.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016398	09/29/23	P	Richard Allum	0000000987	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016399	09/29/23	P	Richard Boucher	0000014716	396.75
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016400	09/29/23	P	Richard J Johnson	0000005620	775.56
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016401	09/29/23	P	Richard Simons	0000022287	725.13
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016402	09/29/23	P	Robert Bork	0000001350	765.10
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016403	09/29/23	P	Robert F O'Brien	0000012731	184.31
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016404	09/29/23	P	Robert Gagne	0000002291	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016405	09/29/23	P	Robert Hanson	0000014289	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016406	09/29/23	P	Robert J Durham	0000006151	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016407	09/29/23	P	Robert J Pesce	0000003604	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016408	09/29/23	P	Robert Moody	0000003215	771.12
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016409	09/29/23	P	Robert Pignone	0000003634	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016410	09/29/23	P	Robert Sharpnack	0000004004	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016411	09/29/23	P	Robert Van Sickle	0000004394	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016412	09/29/23	P	Robert W Reynolds	0000003801	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016413	09/29/23	P	Robert W Stinman	0000018058	787.77
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016414	09/29/23	P	Robindale Shepherd	0000009851	632.70
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016415	09/29/23	P	Ronald Cloe	0000001693	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016416	09/29/23	P	Ronald J Chamberlin	0000014890	547.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016417	09/29/23	P	Ronald P Stone	0000004167	796.95
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016418	09/29/23	P	Ronald Penley	0000024437	496.02
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016419	09/29/23	P	Rosemary Dodson	0000012364	513.09
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016420	09/29/23	P	Rosemary Vidales	0000004418	784.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016421	09/29/23	P	Ross E McKelvey	0000009897	744.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016422	09/29/23	P	Russell C Parker	0000007435	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016423	09/29/23	P	Russell J Yankie	0000015036	396.75
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016424	09/29/23	P	Sandi Lishka	0000015808	597.01
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016425	09/29/23	P	Sandra B Benson	0000006459	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016426	09/29/23	P	Scott A May	0000003092	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016427	09/29/23	P	Shawn Brosamer	0000001416	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016428	09/29/23	P	Shawn Leffingwell	0000006331	997.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016429	09/29/23	P	Stephanie Moore	0000008356	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016430	09/29/23	P	Stephen G Calles	0000009071	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016431	09/29/23	P	Stephen R Tiedeman	0000004258	942.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016432	09/29/23	P	Stephen Ridgway	0000003815	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016433	09/29/23	P	Steven Feather	0000002187	802.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016434	09/29/23	P	Steven Labbitt	0000002887	972.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016435	09/29/23	P	Stewart C Godshall	0000002355	639.09
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016436	09/29/23	P	Sue Hupp	0000001879	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016437	09/29/23	P	Susan Baldwin	0000010199	261.08
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016438	09/29/23	P	Susan L Larimore	0000002911	387.08
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016439	09/29/23	P	Thanh P Bui	0000005710	620.10
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016440	09/29/23	P	Thomas C Wood	0000004757	471.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016441	09/29/23	P	Thomas Clevenger	0000009747	709.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016442	09/29/23	P	Thomas J Lazar	0000002925	744.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016443	09/29/23	P	Thomas K Coute Sr	0000009384	634.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016444	09/29/23	P	Thomas R Caldwell	0000012035	1,009.50
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016445	09/29/23	P	Timothy Schennum	0000003943	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016446	09/29/23	P	Timothy Starn	0000005549	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016447	09/29/23	P	Timothy Sweet	0000015387	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016448	09/29/23	P	Tom A Curtis	0000001898	396.75
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016449	09/29/23	P	Tom G Winter	0000005460	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016450	09/29/23	P	Trudy E Nuzum	0000003379	460.54
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016451	09/29/23	P	Vernon D Hupp	0000002604	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016452	09/29/23	P	Victor Hernandez	0000015946	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016453	09/29/23	P	Walter M Dill	0000007117	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016454	09/29/23	P	Walter S Silver Jr	0000004026	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016455	09/29/23	P	Wanda Ayers	0000011741	396.75
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016456	09/29/23	P	Wayne Martin	0000005885	744.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
016457	09/29/23	P	Wayne Riedmann	000006022	649.55
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016458	09/29/23	P	Wendell L Maberry	000003031	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016459	09/29/23	P	Willa Bouwens Killeen	0000014940	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016460	09/29/23	P	William A Folsom	0000021819	446.04
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016461	09/29/23	P	William B Ellwood	000006789	492.05
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016462	09/29/23	P	William C Taylor	000004229	261.08
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016463	09/29/23	P	William F McLean	0000013455	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016464	09/29/23	P	William H Bechtel	000001224	806.23
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016465	09/29/23	P	William J Morris	000003236	236.29
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016466	09/29/23	P	William L Adams	000009869	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016467	09/29/23	P	William M Moss	0000003241	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016468	09/29/23	P	William P Redmond	0000003775	1,047.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016469	09/29/23	P	William Raymer	0000003761	807.06
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016470	09/29/23	P	William Verderber	0000005625	416.10
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016471	09/29/23	P	Zachary Hoferitza	0000002548	3,141.00
			<i>Line Description:</i> Qtrly Retiree Medical Payment		
016491	09/29/23	P	Costa Mesa Employees Association	0000006284	4,144.18
			<i>Line Description:</i> Payment Deduction 23-20		
016492	09/29/23	P	Costa Mesa Executive Club	0000006286	140.00
			<i>Line Description:</i> Payment Deduction 23-20		
016493	09/29/23	P	Costa Mesa Firefighters Association	0000001812	8,227.39
			<i>Line Description:</i> Payment Deduction 23-20		
016494	09/29/23	P	Costa Mesa Police Association	0000001819	7,260.00
			<i>Line Description:</i> Payment Deduction 23-20		

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016495	09/29/23	P	Costa Mesa Police Management Assn	0000005082	315.00
			<i>Line Description:</i> Payment Deduction 23-20		
016496	09/29/23	P	George Cortez	0000020416	465.40
			<i>Line Description:</i> Lumbers-Hurricane Hilary		
016497	09/29/23	P	Julie Schall	0000022142	40.71
			<i>Line Description:</i> PD Officer Testing Food		
016498	09/29/23	P	Mikelle Daily	0000029937	152.08
			<i>Line Description:</i> Homeless Prev-Working Lunch Comm Wrkshp Snack		
TOTAL					\$232,684.51

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244731	09/29/23	P	Bracken's Kitchen Inc	0000029468	37,906.91
			<i>Line Description:</i> Shelter Food Svcs 9/11-9/24/23 Shelter Food Svcs 6/19-7/3/23 Shelter Food Svc 6/5-6/18/23		
0244732	09/29/23	P	FALCK MOBILE HEALTH CORP.	0000019807	340,915.50
			<i>Line Description:</i> Ambulance Svc 7/16-7/31/23 Ambulance Svc 7/1-7/15/23 Surge Unit Charge-Jul 2023 Ambulance Svc 8/1-8/15/23 Ambulance Svc 8/16-8/31/23		
0244733	09/29/23	P	LINA	0000015623	32,250.00
			<i>Line Description:</i> NYL Admin Fees Aug 2023 LTD Ins Prem Sep 23 Retiree Life Ins Prem Sep 23 Active Life/AD&D Ins Prem Sep Voluntary Life Ins Prem Sep 23		
0244734	09/29/23	P	Newport Center Animal Hospital	0000025961	40,000.00
			<i>Line Description:</i> Animal Shelter Svcs Aug 2023 Animal Shelter July 2023		
0244735	09/29/23	P	OakWest Services Inc	0000029497	24,993.00
			<i>Line Description:</i> PW Agreement		
0244736	09/29/23	P	Professional Sports Field Maintenance	0000011610	24,999.57
			<i>Line Description:</i> Ballfield Renovations @ Tewink		
0244737	09/29/23	P	SCA of CA, LLC	0000029971	122,315.87
			<i>Line Description:</i> CleanStreet Sweeping		

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244738	09/29/23	P	Sagecrest Planning & Environmental	0000025748	21,945.00
			<i>Line Description:</i> Consulting Staf Srvs D.S,		
0244739	09/29/23	P	So Cal Sandbags Inc	0000024349	20,509.88
			<i>Line Description:</i> Various Aggerate & Storm Water Topsoil		
0244740	09/29/23	P	Ware Disposal Inc	0000000255	16,899.73
			<i>Line Description:</i> Solid Waste Collection Srvs CM Bulky Item Collection		
0244741	09/29/23	P	West Coast Arborists Inc	0000004498	65,080.70
			<i>Line Description:</i> Tree Maintenance Aug 2023		
0244742	09/29/23	P	Wittman Enterprises LLC	0000026639	16,566.00
			<i>Line Description:</i> August 2023		
0244743	09/29/23	P	ARC	0000022726	741.32
			<i>Line Description:</i> Door Hanger Paper F/R Open House Bannders		
0244744	09/29/23	P	AT & T	0000001107	74.90
			<i>Line Description:</i> Internet-Fleet Svs		
0244745	09/29/23	P	AT & T	0000001107	165.41
			<i>Line Description:</i> 911 Cama Trunks 9/14-10/13/23		
0244746	09/29/23	P	Ai Ley Tan	0000029642	1,250.00

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> Health-Wellness Program Aug 23		
0244747	09/29/23	P	Andres Thomas Flores	0000030358	40.00
			<i>Line Description:</i> Livescan Fee Reimb		
0244748	09/29/23	P	Ardent Ergonomics	0000030359	1,156.94
			<i>Line Description:</i> ERGONOMIC EVALUATION SERVICES ERGONOMIC EVALUATION SERVICES		
0244749	09/29/23	P	BKF Engineers	0000024944	6,627.00
			<i>Line Description:</i> PD Mobile Comm Unit-Aug 23 PD Mobile Comm Unit-Jul 23		
0244750	09/29/23	P	C&H Precision Weapons, LLC	0000030182	12,361.99
			<i>Line Description:</i> Adapter Plate for Optic		
0244751	09/29/23	P	CBE	0000015149	5.31
			<i>Line Description:</i> Copier Maint 8/20-9/19/23		
0244752	09/29/23	P	California Forensic Phlebotomy Inc	0000001500	7,942.18
			<i>Line Description:</i> Blood Draw Svcs-Aug 2023		
0244753	09/29/23	P	Canon Financial Services Inc	0000023241	283.26
			<i>Line Description:</i> Copier Lease-Jul 23		
0244754	09/29/23	P	City of Newport Beach	0000003327	1,811.05
			<i>Line Description:</i> Shared Maint/Op Jan-Jun 23		
0244755	09/29/23	P	City of Santa Ana	0000003917	2,878.99

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> Traffic Signal Maint Jul-Dec22 Traffic Signal Maint Jul-Dec22		
0244756	09/29/23	P	CoStar Realty Information Inc	0000024413	600.00
			<i>Line Description:</i> License Agreement D.S.		
0244757	09/29/23	P	Daniels Tire Service	0000001922	2,044.59
			<i>Line Description:</i> Warehouse Stock Warehouse Stock		
0244758	09/29/23	P	Data Ticket Inc	0000010929	4,137.30
			<i>Line Description:</i> Prkng Citation Process Svc-Jul		
0244759	09/29/23	P	ECKERSALL LLC	0000025412	1,330.00
			<i>Line Description:</i> Snr GIS Analyst Aug 2023		
0244760	09/29/23	P	Eco Luxury Detail	0000029442	6,100.00
			<i>Line Description:</i> Paintless Dent Removal & Vinyl		
0244761	09/29/23	P	Eduardo Iniestra	0000029307	1,000.00
			<i>Line Description:</i> DJ SERVICES DJ SERVICES		
0244762	09/29/23	P	Everett Dorey LLP	0000026882	14,333.25
			<i>Line Description:</i> Legal Svcs-Aug 2023		
0244763	09/29/23	P	GMS Elevator Services	0000028704	716.66
			<i>Line Description:</i> Elevator Maint		

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244764	09/29/23	P	Galls LLC	0000002297	3,129.27
		<i>Line Description:</i>	Uniform-OFC L Davis Uniform-Sgt M Manson Uniform-ODC E Nippert Uniform-OFC J Roman Uniform-OFC L Gomez Uniform-Lt S Selinske Uniform-Bldg Inspector Uniform-Lt S Stafford LBV-OFC G Maridakis Uniform-Lt S Stafford		
0244765	09/29/23	P	Grainger	0000002393	243.91
		<i>Line Description:</i>	Hardware Hardware		
0244766	09/29/23	P	Hinderliter De Llamas & Associates	0000002537	4,000.00
		<i>Line Description:</i>	Cannabis Mgnt-Jul 23		
0244767	09/29/23	P	Integrated Impressions	0000003403	4,738.73
		<i>Line Description:</i>	Promotional Items		
0244768	09/29/23	P	Kronos Inc	0000013093	12,480.00
		<i>Line Description:</i>	WORKFORCE TELESTAFF		
0244769	09/29/23	P	LSA Associates Inc	0000003007	10,125.00
		<i>Line Description:</i>	Consulting Park Review		
0244770	09/29/23	P	Mar Co Equipment Company	0000020400	1,424.53
		<i>Line Description:</i>	Steel Broom Brush		

Bank: CITY
Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244771	09/29/23	P	Neogov	0000018828	3,447.00
			<i>Line Description:</i> Conference Registration		
0244772	09/29/23	P	NotePage Inc	0000029377	395.00
			<i>Line Description:</i> PAGEGATE RENEWAL		
0244773	09/29/23	P	Orange County Mosquito & Vector Control	0000021750	1,309.30
			<i>Line Description:</i> Inspection Treatment July 2023		
0244774	09/29/23	P	Pictometry International Corp	0000016320	3,500.00
			<i>Line Description:</i> IMAGERY LICENSE		
0244775	09/29/23	P	Place Works Inc	0000023119	10,560.21
			<i>Line Description:</i> Fairview Development Center DS		
0244776	09/29/23	P	Post Alarm Systems Inc	0000026907	109.15
			<i>Line Description:</i> Fire Alarm System Monitoring		
0244777	09/29/23	P	Priceless Pet Rescue	0000026000	600.00
			<i>Line Description:</i> Animal Adoption Svcs-Jul 23		
0244778	09/29/23	P	Priority Landscape Services LLC	0000026592	5,720.00
			<i>Line Description:</i> Landscape Mntnce FVP Aug 23		
0244779	09/29/23	P	RPW Services Inc	0000012440	6,480.00
			<i>Line Description:</i> Citywide Pest & Weed Control		
0244780	09/29/23	P	Resource Building Materials	0000024350	2,946.25
			<i>Line Description:</i> Silica Sand Removing Graffiti		

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> Various Aggerate & Storm Water Various Aggerate & Storm Water		
0244781	09/29/23	P	Ruff N Tuff Tools	0000029955	1,535.56
			<i>Line Description:</i> BLADE SHIPPING SALES TAX (7.75%)		
0244782	09/29/23	P	Scott Fazekas & Associates Inc	0000003961	1,366.84
			<i>Line Description:</i> Consulting Plan Check Srvs		
0244783	09/29/23	P	Sims Orange Welding Supply Inc	0000004030	54.78
			<i>Line Description:</i> Shop-Welding Supplies		
0244784	09/29/23	P	Southern California Gas Company	0000004092	24.47
			<i>Line Description:</i> NHCC 8/18-9/19/23		
0244785	09/29/23	P	Southern California Shredding Inc	0000025605	399.75
			<i>Line Description:</i> On-Site Shredding Services		
0244786	09/29/23	P	Sunset Detectives	0000026756	3,000.00
			<i>Line Description:</i> Pre-Employment Background Inv		
0244787	09/29/23	P	The Home Depot Credit Services	0000002560	10,924.25
			<i>Line Description:</i> Promo Items-Snoopy House Plumbing Supp-Bldg Maint Hardware Supp-Park Maint Hardware Supp-Bldg Maint Agriculture-Park Maint Warehouse Inventory Tools-Graffiti Abatement General Supp-Graffiti Abatemen		

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> Emerg Protec-23 Hurricane Hila Auto Part/Supp-Fleet Equip Mai General Supp-Signs/Markings Maint Equip-Signs/Markings Electrical Supp-Bldg Maint Maint Equip-PD Tech/Maint General Supp-Street Maint		
0244788	09/29/23	P	The Intersect Group, LLC	0000030170	2,225.92
			<i>Line Description:</i> Temp-M Lopez Week End 7/9/23 Temp-M Lopez Week End 7/16/23		
0244789	09/29/23	P	The Lincoln National Life Insurance Co	0000030039	14,628.60
			<i>Line Description:</i> Shrt Trm Disabillity Ins Prem		
0244790	09/29/23	P	The Lincoln National Life Insurance Co	0000030039	12,807.09
			<i>Line Description:</i> Accident Ins Prem Sept 23 Critical Ill Ins Prem Sept 23		
0244791	09/29/23	P	The Sayler Group Corp	0000030033	4,608.00
			<i>Line Description:</i> Trash & Debris Removal Cal Trn		
0244792	09/29/23	P	Time Warner Cable	0000011202	1,171.76
			<i>Line Description:</i> Internet Srvs-City Hall Data Internet Srvs Fire Sta#4 Internet Svs-PD Data MHnet 8/16-9/15 9/16-10/15/23 CMBS-Internet		
0244793	09/29/23	P	Townsend Public Affairs Inc	0000021510	6,500.00
			<i>Line Description:</i> Grant Writing&Legislative Sept		

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244794	09/29/23	P	Triton Technology Solutions Inc	0000021687	574.06
			<i>Line Description:</i> Audio / Video Technology Repai		
0244795	09/29/23	P	US Bank	0000002228	5,639.90
			<i>Line Description:</i> Payroll 23-18		
0244796	09/29/23	P	Verizon Wireless	0000008717	3,784.01
			<i>Line Description:</i> 8/18-9/17/23 Cell Service Dev Srvs 8/18-9/17/23		
0244797	09/29/23	P	Vulcan Materials Company	0000007403	1,325.43
			<i>Line Description:</i> Asphalt Potholes Sidewalk Ramp Asphalt Potholes Sidewalk Ramp Asphalt Potholes Sidewalk Ramp Asphalt Potholes Sidewalk Ramp Asphalt Potholes Sidewalk Ramp		
0244798	09/29/23	P	Waxie Sanitary Supply	0000004480	205.57
			<i>Line Description:</i> Sanitary Supply		
0244799	09/29/23	P	Xerox Financial Services	0000010450	902.06
			<i>Line Description:</i> Annual Renewal Lease of Copier		
TOTAL					\$972,868.71

Bank: CITY
Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244820	10/06/23	O	Southern California Edison Company <i>Line Description: Overflow</i>	0000004088	0.00
<u>TOTAL</u>					<u>0.00</u>

8,325.00
1,247,839.29
(2,500.00)
9,320.67
300,445.24
1,563,430.20

Bank: CITY
Cycle: AWKLY

<u>Payment Ref</u>	<u>Cancel Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Date</u>	<u>Payment Amt</u>
0244510	10/2/2023	V	Jose Alejandro Mascorro	0000030310	09/15/23	(2,500.00)
<i>Line Description:</i> Vendor did not received payment.						
						TOTAL (\$2,500.00)

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
Cycle: ANNUAL

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244803	10/02/23	P	Bartel Associates LLC	0000017771	5,825.00
			<i>Line Description:</i> Replace Check #242882		
0244804	10/02/23	P	Jose Alejandro Mascorro	0000030310	2,500.00
			<i>Line Description:</i> Performance-Hispanic Heritage Performance-Hispanic Heritage		
TOTAL					\$8,325.00

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244805	10/06/23	P	Admin Sure Inc	0000021568	16,640.00
			<i>Line Description:</i> Wkrs Comp Claim Admin Fee-Oct		
0244806	10/06/23	P	All American Asphalt	0000000971	54,616.69
			<i>Line Description:</i> Retention #21-03/#400015 Prkway Maint #21-03/#400015		
0244807	10/06/23	P	All City Management Services Inc	0000009480	33,563.14
			<i>Line Description:</i> Schl Crsng Guard 9/3-9/16/23 Schl Crsng Gurard 8/20-9/2/23		
0244808	10/06/23	P	Alliant Insurance Services Inc	0000017608	48,153.00
			<i>Line Description:</i> 2023-24 Broker Fee		
0244809	10/06/23	P	Atkinson Andelson Loya Ruud & Romo	0000027289	16,643.58
			<i>Line Description:</i> Legal Svcs-Aug 2023		
0244810	10/06/23	P	Cabco Yellow Inc	0000028576	24,678.00
			<i>Line Description:</i> Sr Mobility Prog-Aug 23 Sr Medical Trans Prog-Aug 23 Sr Mobility Prog-Aug 23		
0244811	10/06/23	P	Elecnor Belco Electric Inc	0000030058	285,748.03
			<i>Line Description:</i> Retention Proj #22-07 Traffic Signal #22-07/#370059 Retention Proj #22-07/#370059 Traffic Sign#22-07/#370059 Traffic Signal #22-07/#470002 Traf Signal #22-07/#370059		
0244812	10/06/23	P	Endemic Environmental Services Inc	0000021277	68,960.00

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> FP Wetland Maint 9/1-9/15/23 Fairview Pk Proj-July 23 FP Wetland Maint-Aug 23		
0244813	10/06/23	P	Enterprise Rent A Car	000002131	15,694.16
			<i>Line Description:</i> Undercover Car Rental Undercover Car Rental		
0244814	10/06/23	P	Ford Fleet Care	0000026262	16,143.98
			<i>Line Description:</i> Parts-Aug 2023 Parts-Sept 2023 Repairs-Sept 2023		
0244815	10/06/23	P	HCI Systems Inc	0000023295	31,165.40
			<i>Line Description:</i> Fire Alarm Sys Upgrade @ Sr Cn		
0244816	10/06/23	P	JL Group, LLC	0000029884	18,429.81
			<i>Line Description:</i> Legal Svc		
0244817	10/06/23	P	Manufactured Home Inspection, INC.	0000030219	29,925.00
			<i>Line Description:</i> HCD Rehab Grant-1845 Monrovia Rehab Grant-3109 Yukon Ave		

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> HCD Rehab Grant-1845 Monrovia		
0244818	10/06/23	P	Mercy House	0000003138	248,588.02
			<i>Line Description:</i> CMBS Mercy House Consit Jun 23		
0244819	10/06/23	P	Southern California Edison Company	0000004088	23,994.52
			<i>Line Description:</i> 3120 Manistee 8/22-9/20/23 Median 8/7-9/5/23 735 Baker 8/21-9/19/23 867 Prospect 8/22-9/20/23 Sr Cntr 8/28-9/26/23 348 E 17th 8/24-9/24/23 3129 Harbor 8/30-9/28/23 1071 Bristol 8/17-9/17/23 1860 Anaheim 8/28-9/26/23 1952 Newport 8/25-9/25/23 NCC 8/28-9/26/23 2917-3171 Redhill 8/17-9/17/23 2783 Bristol 8/16-9/14/23 2060 Harbor 8/23-9/21/23 1895 Irvine 8/1-8/29/23 FS #1 8/21-9/19/23 2301 Harbor 8/23-9/21/23 3349 Sakioka 8/24-9/24/23 3351 Sakioka 8/24-9/24/23 DRC 8/29-9/27/23 702 Victoria 8/29-9/27/23 702 1/2 Victoria 8/29-9/27/23 2704 Harbor 8/21-9/19/23 555 1/2 Paularino 8/22-9/20/23		
0244821	10/06/23	P	Southern California Fleet Services Inc	0000030072	15,340.17
			<i>Line Description:</i> 514 Transmission Unit 525-Blown Turbo into Hose Unit 515-Replace Relay		

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244822	10/06/23	P	Time Warner Cable	0000011202	21,670.43
			<i>Line Description:</i> Internet Services City Hall Internet Services Senior Cente Internet Fiber Svs-Var Loc HVAC Alarm-Basement at CH NCC Internet (New Bldg)		
0244823	10/06/23	P	Wes Tec Inc	0000029265	67,094.17
			<i>Line Description:</i> MATERIALS FOR INSTALLATION SALES TAX (7.75%) LABOR FOR INSTALLATION		
0244824	10/06/23	P	AH Accounting LLC	0000029518	10,650.00
			<i>Line Description:</i> Acct Spvsr Temp Svc Sep 2023		
0244825	10/06/23	P	AT & T	0000001107	3,113.13
			<i>Line Description:</i> Red Phone Fire Sta#3 Red Phone Fire Sta#5 PRI Circuit Inbound Metro Net Red Phone Fire Sta#2 Red Phone Fire Sta#1 Red Phone Fire Sta#4 Red Phone Fire Sta#6 Local Usage NCC Fire Alarm Fire Emergency Line PD DSL Line Jack Hamett Sports Complex Balearic Center Fax WSS Alarm DRC Fire Alarm Lions Park Baseball Field Senior Center Elevator		

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> Lions Park 2310 Placentia Irrigation		
0244826	10/06/23	P	AT & T	0000001107	85.60
			<i>Line Description:</i> Internet-Skate Park Camera		
0244827	10/06/23	P	AT & T Mobility	0000001107	92.46
			<i>Line Description:</i> Dispatch Cellphones 7/12-8/11/		
0244828	10/06/23	P	Abound Food Care	0000029712	4,710.00
			<i>Line Description:</i> Basic SB1383 Compliance-Aug 23 Basic SB1383 Compliance-Jul 23 Basic SB1383 Compliance-Sep 23		
0244829	10/06/23	P	Accord Systems LLC	0000024035	8,500.00
			<i>Line Description:</i> ACA Reporting		
0244830	10/06/23	P	Adamson Police Products	0000014519	2,371.43
			<i>Line Description:</i> Shipping Fee Sales Tax 7.75% SIMs for PD Training		
0244831	10/06/23	P	Agriserve Pest Control Inc	0000025268	150.00
			<i>Line Description:</i> Insect Suppression		
0244832	10/06/23	P	Akeso Occupational Health	0000029274	1,355.61
			<i>Line Description:</i> Workers Comp Claim Pre-Employee Test Pre-Employee Test Workers Comp Pre-Employee Test Pre-Employee Test		

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> Pre-Employee Test		
0244833	10/06/23	P	Ardurra Group, Inc.	0000030147	360.00
			<i>Line Description:</i> I405 Improve Proj-Aug 23		
0244834	10/06/23	P	AssetWorks Inc	0000020210	220.00
			<i>Line Description:</i> Fuel Mgmt Training		
0244835	10/06/23	P	BKF Engineers	0000024944	3,235.75
			<i>Line Description:</i> Ped Bridges Rplmnt@Wilson Pk Ped Bridges Replmnt @Wilson Pk		
0244836	10/06/23	P	BOA Architecture	0000025376	3,700.00
			<i>Line Description:</i> Finance Intake Room Proj		
0244837	10/06/23	P	Bay Alarm Company	0000030239	229.99
			<i>Line Description:</i> Security Alarm Monitoring Svc Security Alarm Monitoring Svc		
0244838	10/06/23	P	Bound Tree Medical LLC	0000011695	9,589.23
			<i>Line Description:</i> EMS Supplies EMS Supplies EMS Supplies EMS Supplies EMS Supplies EMS Supplies EMS Supplies		
0244839	10/06/23	P	BrightView Landscape Services Inc	0000026055	7,766.53
			<i>Line Description:</i> Extra Wrk-Vista Pk Slope		

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTERBank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244840	10/06/23	P	CA Dept of Tax & Fee Administration <i>Line Description:</i> FY22/23 Sales Tax	0000025959	338.63
0244841	10/06/23	P	CBE <i>Line Description:</i> Copier Maint 8/5-9/4/23 Copier Maint 8/5-9/4/23 Copier Maint 6/5-7/4/23 Copier Maint 7/5-8/4/23 Copier Maint 8/5-9/4/23	0000015149	1,847.50
0244842	10/06/23	P	Cal Stripe Inc <i>Line Description:</i> Neighborhood Trffc Mngt Sign	0000029093	3,022.00
0244843	10/06/23	P	Canon Financial Services Inc <i>Line Description:</i> Copier Lease 9/1-9/30/23 Copier Lease 5/1-5/31/23	0000023241	64.64
0244844	10/06/23	P	Carl Warren & Company <i>Line Description:</i> Liability TPA Consulting Wkrs Comp Claim AdmFee-May 23 Wkrs Comp Claim AdmFee-Jun 23 Wkrs Comp Claim AdmFee-Jul 23	0000001578	12,137.74
0244845	10/06/23	P	Dan Autovino <i>Line Description:</i> Music Performance Art Crawl	0000030357	225.00
0244846	10/06/23	P	Dixon Resources Unlimited <i>Line Description:</i> Citywide Parking Study-Jul 23 Citywide Parking Study-Aug 23	0000027441	12,417.17
0244847	10/06/23	P	Eduardo Iniestra	0000029307	600.00

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> DJ SERVICES		
0244848	10/06/23	P	Entrust Janitorial LLC	0000030309	875.00
			<i>Line Description:</i> Janitorial Svcs @ 3190 Airport		
0244849	10/06/23	P	Fleet Services Inc	0000002239	640.52
			<i>Line Description:</i> Torqle Rpd-Unit #525 Air Dryer		
0244850	10/06/23	P	Forensic Nurse Specialists Inc	0000014039	3,500.00
			<i>Line Description:</i> Victim Physicals-Aug 2023		
0244851	10/06/23	P	Galls LLC	0000002297	387.19
			<i>Line Description:</i> Tactical Belts Uniform Uniforms Uniform Uniforms Uniform-Selinske		
0244852	10/06/23	P	Game Truck	0000029273	625.00
			<i>Line Description:</i> BCC Day Camp Prog-09/27/23		
0244853	10/06/23	P	Going Steady Studios	0000030344	3,033.83
			<i>Line Description:</i> BAR PIECES BUD VASES SHIPPING GROUND PIECES SALES TAX (7.75%) MINI BOUQUETS		
0244854	10/06/23	P	Grainger	0000002393	3,310.55

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> LED Bulbs Safety Glasses Hardware Hardware HighVisibility Vest		
0244855	10/06/23	P	HKA Elevator Consulting Inc	0000014195	6,000.00
			<i>Line Description:</i> CH Elevator Modernization Proj CH Elevator Modernization Proj		
0244856	10/06/23	P	Hanks Electrical Supplies	0000002445	382.52
			<i>Line Description:</i> Plumbing Supplies Plumbing Supplies Plumbing Supplies Plumbing Supplies		
0244857	10/06/23	P	Hilton Costa Mesa	0000013124	2,500.00
			<i>Line Description:</i> 2024 Empl Svcs Awards Dep		
0244858	10/06/23	P	Hirsch Pipe & Supply Company Inc	0000026475	565.05
			<i>Line Description:</i> Plumbing Supplies on an as-nee Plumbing Supplies on an as-nee Electrical Supplies		
0244859	10/06/23	P	IDS Group Inc	0000022643	315.60
			<i>Line Description:</i> IT Proj		
0244860	10/06/23	P	Integrated Impressions	0000003403	1,585.61
			<i>Line Description:</i> Promotional Items		
0244861	10/06/23	P	Interstate Batteries of California Coast	0000002700	1,084.88
			<i>Line Description:</i> Batteries		

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> Batteries		
0244862	10/06/23	P	JC Motors	0000020143	1,680.84
			<i>Line Description:</i> Warehouse Stock		
0244863	10/06/23	P	Jennifer W Harrison	0000029300	1,350.00
			<i>Line Description:</i> Custom Backdrop 4 Snoopy House		
0244864	10/06/23	P	Joe Mar Polygraph & Investigation	0000027462	1,500.00
			<i>Line Description:</i> Pre-Emp Polygraph Exam-Aug 23 Pre-Emp Polygraph Exam-Jun 23		
0244865	10/06/23	P	Joseph Yashar	0000012712	500.00
			<i>Line Description:</i> Art Venture Event 10/28/23		
0244866	10/06/23	P	K Pro Stone Care	0000030249	14,950.00
			<i>Line Description:</i> BCC Restroom Care/Restoration		
0244867	10/06/23	P	Leadership Tomorrow	0000013028	4,500.00
			<i>Line Description:</i> Leadership Tomorrow Program		
0244868	10/06/23	P	LexisNexis Risk Data Management Inc	0000019179	288.00
			<i>Line Description:</i> Public Record Access Aug 2023		
0244869	10/06/23	P	LineGear Fire & Rescue Equipment	0000026007	5,485.56
			<i>Line Description:</i> Workrite Uniforms Workrite Uniforms Workrite Uniforms		

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244870	10/06/23	P	Maribeth McFaul	0000027134	400.00
			<i>Line Description:</i> ENTERTAINMENT AGREEMENT		
0244871	10/06/23	P	Melad & Associates	0000005068	1,573.66
			<i>Line Description:</i> Consulting Plan Checks Fire-Plan Check Svs		
0244872	10/06/23	P	Michael Baker International Inc	0000024229	13,906.10
			<i>Line Description:</i> Professional Services July 23		
0244873	10/06/23	P	Mike Raahauges Shooting Enterprises	0000006853	100.00
			<i>Line Description:</i> Range Fees Augt 2023		
0244874	10/06/23	P	National Data & Surveying Services	0000021249	405.00
			<i>Line Description:</i> 24 Hr Cameras Fairview Rd 24Hr ADT/Speed Counts		
0244875	10/06/23	P	National Safety Compliance Inc	0000020714	471.25
			<i>Line Description:</i> Controlled Substances & Alcoho		
0244876	10/06/23	P	O Neil Storage	0000018395	412.89
			<i>Line Description:</i> Offsite Records Storage Offsite Records Storage Offsite Records Storage		
0244877	10/06/23	P	Occu Med	0000003388	9,730.15
			<i>Line Description:</i> Pre-Employment Physical Pre-Employment Physical Pre-Employment Physical		

Bank: CITY
Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244878	10/06/23	P	Rachel Charest Bertram	0000029455	900.00
			<i>Line Description:</i> Scarecrow Fest Performance		
0244879	10/06/23	P	Red Wing Business Advantage Account	0000003772	441.30
			<i>Line Description:</i> Safety Boots Felix Fernandez Safety Boots Kevin Cervantes		
0244880	10/06/23	P	Shaw HR Consulting Inc	0000021706	1,813.95
			<i>Line Description:</i> Reasonable Accomodation		
0244881	10/06/23	P	Soothe Inc	0000029732	2,150.40
			<i>Line Description:</i> Massage Services		
0244882	10/06/23	P	South Coast Emergency Vehicle Services	0000003643	1,500.25
			<i>Line Description:</i> Pennant Plate Set Air Bags		
0244883	10/06/23	P	Southern California Gas Company	0000004092	3,282.98
			<i>Line Description:</i> FS #5 8/21-9/21/23 567 W 18th 8/18-9/19/23 DRC Pool 8/18-9/19/23 BCC 823-9/25/23 FS #6 8/25-9/27/23 FS #2 8/22-9/22/23 Sr Cmtr 8/18-9/19/23 DRC 8/18-9/19/23 721 James 8/18-9/19/23 717 James 8/18-9/19/23 FS #3 8/18-9/19/23 Telecomm 8/21-9/21/23 2310 Placentia 8/21-9/21/23 2300 Placentia 8/21-9/21/23 PD 8/21-9/21/23		

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> FS #4 8/21-9/21/23 FS #1 8/23-9/25/23		
0244884	10/06/23	P	Southern California Shredding Inc	0000025605	40.00
			<i>Line Description:</i> On-Site Shredding Services		
0244885	10/06/23	P	Sparkletts	0000015725	737.72
			<i>Line Description:</i> Water Delivery Svcs - HR Water Delivery Svcs - Parks Water Delivery Svcs - Finance Water Delivery Svcs - City Man Water Delivery Svcs - City Cle Water Delivery Svcs - Public W Water Delivery Svcs - City Cou Water Delivers Svcs - Dev. Svc		
0244886	10/06/23	P	State of California Dept of Justice	0000001534	1,666.00
			<i>Line Description:</i> Livescan/Fingerprinting Servic Livescan/Fingerprinting Servic		
0244887	10/06/23	P	Switzer Assoc Leadership Solutions	0000029731	1,887.50
			<i>Line Description:</i> 360 EVALUATION ASSESSMENT		
0244888	10/06/23	P	Talimar Systems Inc	0000025939	1,725.94
			<i>Line Description:</i> Furniture @ 3190 E2 Airport Lo		
0244889	10/06/23	P	The Code Group Inc	0000025073	6,686.25
			<i>Line Description:</i> Consulting Plan Check Svcs Consulting Staff Services Donn		
0244890	10/06/23	P	US Bank	0000002228	4,895.92
			<i>Line Description:</i> Payroll 23-19		

City of Costa Mesa Accounts Payable
SUMMARY CHECK REGISTER

Bank: CITY
 Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0244891	10/06/23	P	US Postmaster <i>Line Description:</i> Prepaid Item-Bulk Item	0000004377	10,000.00
0244892	10/06/23	P	United Rentals Northwest Inc <i>Line Description:</i> Concrete & Mixer Concrete & Miexer	0000010121	584.14
0244893	10/06/23	P	Verified First LLC <i>Line Description:</i> Pre-Employment Credit Checks Pre-Employment Credit Checks Pre-Employment Credit Checks	0000027240	55.00
0244894	10/06/23	P	Verizon Wireless <i>Line Description:</i> WIRELESS PHONE 8/18-9/17/23 WIRELESS PHONE 8/18-9/17/23 WIRELESS PHONE 8/18-9/17/23	0000008717	2,086.45
0244895	10/06/23	P	Vulcan Materials Company <i>Line Description:</i> Asphalt Potholes Sidewalk Ramp Asphalt Potholes Sidewalk Ramp Asphalt Potholes Sidewalk Ramp	0000007403	978.88
0244896	10/06/23	P	Williams Data Management <i>Line Description:</i> DATA STORAGE Sept 2023	0000018803	516.90
TOTAL					\$1,247,839.29

Bank: DDP1
 Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016501	10/06/23	P	Complex Appellate Litigation Group LLP	0000030056	280,031.12
			<i>Line Description:</i> LEGAL SERVICES-Ohio House LEGAL SERVICES-Ohio House LEGAL SERVICES-SoCal RAW LEGAL SERVICES-Ohio House Legal Svs-SoCal RAW		
016502	10/06/23	P	Fanni Acosta	0000029434	413.45
			<i>Line Description:</i> AWI Conf-FA		
016503	10/06/23	P	Jones & Mayer	0000014653	19,844.67
			<i>Line Description:</i> 118305-Olive, Nicolas 118301-Leaman, Carrin 118298-Gomes De Silva 118293-AAA-Martindale 118300-Lawson, Roger 118299-Hernandez,Joe 118307-Peper, Aidia 118382-Lehman/Freeman 118297-Garten, Jessica 118303-Nasiri, Sohelia 118306-Pederson, Ayden 118302-Murtaugh, Leslie 118308-Shalhoub, Martha 118294-Cervantes, Martha 118296-Donaldson, Eloise 118304-OC Catholic Worker 118381-Carrera, Francisco 118292-440 Fair Dr/1179 NP 118309-Socal Recovery, LLC 118295-D'Alessio Investment		
016504	10/06/23	P	Lindsey Olson	0000027343	156.00
			<i>Line Description:</i> SoCal Assoc FngrPrnt OFC Conf		

TOTAL \$300,445.24

Bank: DDP1

Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
016499	10/04/23	P	Frank Nguyen	0000025830	4,758.17
			<i>Line Description:</i> Advanced Disability-Oct 2023		
016500	10/04/23	P	Todd Palombo	0000007100	4,562.50
			<i>Line Description:</i> Advanced Disability-Oct 2023		
					TOTAL
					<u>\$9,320.67</u>



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1414

Meeting Date: 10/17/2023

TITLE:

MINUTES

DEPARTMENT: City Manager's Office/City Clerk's Division

RECOMMENDATION:

City Council approve the minutes of the regular meeting of October 3, 2023.



**REGULAR MEETING OF THE CITY COUNCIL AND SUCCESSOR AGENCY
TO THE REDEVELOPMENT AGENCY, AND HOUSING AUTHORITY
OCTOBER 3, 2023 – MINUTES**

CALL TO ORDER –The Closed Session meeting was called to order by Mayor Stephens at 4:00 p.m.

ROLL CALL

Present: Council Member Chavez, Council Member Gameros, Council Member Harper, Council Member Marr (Arrived 4:02 p.m.) Council Member Reynolds, Mayor Pro Tem Harlan, and Mayor Stephens.

Absent: None.

PUBLIC COMMENTS – NONE.

Ms. Hall Barlow, City Attorney requested to add one additional closed session item be added to the agenda, regarding litigation that was brought to the attention of the City after the agenda had been posted and needed to be considered before the next regularly scheduled meeting.

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - ONE CASE

Pursuant to California Government Code Section 54956.9 (d)(2)

MOVED/SECOND: Mayor Stephens/Council Member Chavez

MOTION: Add the Closed Session item as requested by Ms. Hall Barlow, City Attorney.

The motion carried by the following roll call vote:

Ayes: Council Member Chavez, Council Member Gameros Council Member Harper, Council Member Reynolds, Mayor Pro Tem Harlan, and Mayor Stephens.

Nays: None

Absent: Council Member Marr

Abstain: None

Motion carried: 6-0

CLOSED SESSION ITEMS:

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - TWO CASES

Pursuant to California Government Code Section 54956.9 (d)(2)

2. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to California Government Code Section 54956.8

APN: 420-012-16

Agency Negotiators: Lori Ann Farrell Harrison, City Manager

Negotiating Parties: State of California

Under Negotiation: Price and Terms of Payment

City Council recessed at 4:03 p.m. for Closed Session.

Closed Session adjourned at 5:50 p.m.

CALL TO ORDER –The Regular City Council and Successor Agency to the Redevelopment Agency, and Housing Authority meeting was called to order by Mayor Stephens at 6:00 p.m.

NATIONAL ANTHEM AND PLEDGE OF ALLEGIANCE

A video was played of the National Anthem and Mayor Stephens led the Pledge of Allegiance.

MOMENT OF SOLEMN EXPRESSION – Led by Pastor Christine Nolf, Redemption Church.

ROLL CALL

Present: Council Member Chavez, Council Member Gameros, Council Member Harper, Council Member Marr Council Member Reynolds, Mayor Pro Tem Harlan and Mayor Stephens.

Absent: None.

CITY ATTORNEY CLOSED SESSION REPORT – No reportable action.

PRESENTATIONS:

Mayor Stephens presented a proclamation in honor of 2023 Breast Cancer Awareness Month.

Mayor Stephens presented a proclamation in honor of 2023 Fire Prevention Week.

Mayor Stephens presented a proclamation in honor 2023 Code Enforcement Appreciation Week.

Mayor Stephens presented a proclamation in honor of 2023 Walktober Month.

PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA

Speaker, spoke on walkable Cities and accessibility for everyone and spoke in favor of reduced road speeds.

Juana Trejo expressed support for policing efforts, spoke on problems with rental assistance, and to monitor contracts.

Wendy Simoa spoke on noise problems at The 12 gym and the Conditional Use Permit.

Speaker, spoke on Senate Bill 567 being approved and housing rights being violated.

Jay Humphrey, Costa Mesa, spoke on attending the State meeting regarding the Fairview Developmental Center and requested the City to encourage residents to make comments during the EIR review period, and appreciates the Council reconsidering the cannabis ordinance.

Speaker, spoke on being evicted due to the owner making renovations, the high expense to move, and requested assistance.

Megan Wilson, Costa Mesa, spoke on the feral cats on West 20th Street, and requested the City review the policies on animal hoarding.

Speaker, Costa Mesa, spoke on being evicted due to the owner making renovations, and spoke on the barriers to qualify for services.

Speaker spoke on parking minimums.

Speaker, requested assistance as they have received an eviction notice.

Speaker, representing Resilience Orange County, spoke on the barriers to receiving housing assistance and people being denied assistance.

Speaker, spoke on the proposed State Emergency Operations Center at the Fairview Developmental Center and spoke on repairs at the dog park.

Speaker, thanked the Council for the street improvements on Placentia Ave., spoke on Strong Towns and a new Orange County Chapter, and spoke on the Emergency Operations Center meeting at the Fairview Developmental Center.

Speaker, spoke on parking on Monrovia Street, requested to not reduce parking requirements, spoke on the West 19th Street improvements, and spoke on notification for the State Emergency Operations Center meeting at the Fairview Developmental Center.

Kim Hendricks spoke on Fairview Park.

COUNCIL MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS

Council Member Harper spoke on the timeline for addressing the Cannabis Ordinance, on the number of Cannabis Businesses, requested a moratorium on addressing Cannabis Businesses until the Ordinance is addressed, requested an update on the Tennis Center contract, requested police presence due to street takeovers, spoke on the State Emergency Operations Center meeting at the Fairview Developmental Center, and spoke on parking minimums.

Council Member Marr requested staff review the Families Forward contract and funding, spoke in support of a housing clinic, requested staff review the issues associated with evictions, spoke on the State Emergency Operations Center meeting at the Fairview Developmental Center, and spoke in support of a cannabis business moratorium.

Council Member Reynolds spoke on access gaps to resources on housing, requested data on the number of people being denied services and the causes of these decisions, spoke on Walktober, participating in A Week Without Driving, spoke on the new striping on W. 19th St. and requested delineators between the bike lanes, spoke on the kickoff for Strong Towns Orange County, spoke on a sidewalk condition index, and spoke on funds for supporting community-based events.

Council Member Chavez spoke on Walk to School Day on October 4th, spoke on the Fire Station Open House on October 7th, spoke on Back to SOY Night on October 12th, spoke in support of a housing clinic and a cannabis moratorium, and requested to adjourn the meeting in memory of Brandon Accola.

Council Member Gameros recognized first responders.

Mayor Pro Tem Harlan spoke on Walk to School Day on October 4th, spoke on the meeting on the proposed State Emergency Operations Center at Fairview Developmental Center, expressed support for housing at the Fairview Developmental Center site and is opposed to an Emergency Operations Center at the location.

Mayor Stephens spoke on the meeting on the proposed State Emergency Operations Center at Fairview Developmental Center and supports housing at the location, spoke on Jake Knapp from Estancia High School receiving a PGA card, spoke on the sustainability Decathlon October 5th through October 15th at the Fairgrounds, spoke on evictions and that legal aid will be at future Council meetings to provide assistance, spoke on Placentia Ave. street improvements, and spoke on Adjourning the meeting in honor of Brandon Accola, Dianne Feinstein, Jordan Brandman, and Ronnie J. Coleman,

REPORT – CITY MANAGER – Ms. Farrell Harrison spoke on the proposed State Emergency Operations Center at the Fairview Developmental Center and providing comments on the EIR, spoke on the Nationwide Emergency Alert and Wireless Emergency Alert Test on October 4th, spoke on the new Costa Mesa App CM311, and spoke on bringing forth an eviction ordinance.

REPORT – CITY ATTORNEY – None.

CONSENT CALENDAR

MOVED/SECOND: Council Member Reynolds/Council Member Marr

MOTION: Approve the Consent Calendar.

Ayes: Council Member Chavez, Council Member Gameros, Council Member Harper, Council Member Marr, Council Member Reynolds, Mayor Pro Tem Harlan, and Mayor Stephens.

Nays: None

Absent: None.

Abstain: None

Motion carried: 7-0

1. PROCEDURAL WAIVER: WAIVE THE FULL READING OF ALL ORDINANCES AND RESOLUTIONS

ACTION:

City Council, Agency Board, and Housing Authority approved the reading by title only and waived full reading of Ordinances and Resolutions.

2. READING FOLDER

ACTION:

City Council received and filed Claims received by the City Clerk: Gloria Aquino, Monique Low, Albert Jack Pacheco, Bonnie Winslow.

3. ADOPTION OF WARRANT RESOLUTION

ACTION:

City Council approved Warrant Resolution No. 2706.

4. MINUTES

ACTION:

City Council approved the minutes of the regular meeting of September 19, 2023.

5. DESIGNATION OF CITY NEGOTIATORS FOR THE COSTA MESA CITY FIREFIGHTERS ASSOCIATION (CMFA) MEET AND CONFER AND AUTHORIZATION TO PROCEED WITH THE FINANCIAL ANALYSIS OF THE CURRENT MEMORANDUM OF UNDERSTANDING (MOU) PER THE TRANSPARENCY IN LABOR NEGOTIATIONS COUNCIL POLICY

ACTION:

1. City Council designated City Manager Lori Ann Farrell Harrison as the City's Principal Negotiator, Deputy City Manager Alma Reyes, Human Resources Manager Kasama Lee, Human Resources Administrator Fanni Acosta, and Finance Director Carol Molina as the City's representatives in negotiations with the CMFA.
2. Authorized staff to have the independent fiscal analysis of the current CMFA 2017-2024 Memorandum of Understanding (MOU) completed per the requirements of the Transparency in Labor Negotiations Council Policy.

6. AUTHORIZE THE USE OF A COOPERATIVE AGREEMENT WITH LONG BEACH BMW FOR THE PURCHASE OF FOUR NEW 2024 BMW R1250 RT-P POLICE MOTORCYCLES

ACTION:

1. City Council approved the purchase of four (4) new 2024 BMW R1250RT-P police motorcycles based on pricing provided through a cooperative agreement with the Los Angeles County Sheriff's Department, PO-SH-23008318-1.
2. Authorized the City Manager to execute the necessary documents for the purchase in the amount of \$129,033.94 from Long Beach BMW Motorcycles located at 2125 E. Spring Street, Long Beach, CA 90806.

7. ACCEPTANCE OF THE CITYWIDE PARKWAY MAINTENANCE, STREET REHABILITATION, AND SLURRY SEAL PROJECT, CITY PROJECT NO. 21-03

ACTION:

1. City Council accepted the work performed by All American Asphalt, Inc., 400 East Sixth Street, Corona, California 92879 for the Citywide Parkway Maintenance, Street Rehabilitation, and Slurry Seal Project, City Project No. 21-03, and authorize the City Clerk to file the Notice of Completion.
2. Authorized the City Manager to release the retention monies thirty-five (35) days after the Notice of Completion filing date; release the Labor and Material Bond seven (7) months after the filing date; and release the Faithful Performance Bond one (1) year after the filing date.

-----**END OF CONSENT CALENDAR**-----

PUBLIC HEARINGS: NONE

(Pursuant to Resolution No. 05-55, Public Hearings begin at 7:00 p.m.)

OLD BUSINESS: NONE

City Council recessed into a break at 7:55 p.m.

City Council reconvened at 8:05 p.m.

NEW BUSINESS:

1. COSTA MESA FIRE & RESCUE DEPARTMENT OVERVIEW

Presentation by Fire Chief Stefano, Assistant Fire Chief Pyle, Emergency Medical Services Manager Horner, Training Safety & Professional Standards Captain Torres, Battalion Chief Coates, Fire Marshal Neal, and EOC Manager Emrick.

Public Comment:

Speaker, spoke on strategies to add speed humps and slower speeds, size of fire trucks and negotiating the width of streets, hybrid fire trucks, single staircase buildings, and lithium ion batteries.

MOVED/SECOND: Mayor Stephens/Council Member Chavez

MOTION: Receive and file the report and presentation.

The motion carried by the following roll call vote:

Ayes: Council Member Chavez, Council Member Gameros Council Member Harper, Council Member Reynolds, Council Member Marr, Mayor Pro Tem Harlan, and Mayor Stephens.

Nays: None.

Absent: None.

Abstain: None.

Motion carried: 7-0

ACTION:

City Council received and filed the report and presentation.

Minutes – Regular Meeting – October 3, 2023 Page 6 of 8

2. COSTA MESA POLICE DEPARTMENT OVERVIEW

Presentation by Police Chief Lawrence, Deputy Police Chief LaPointe, Field Operations Captain Wadkins, and Support Services Captain Chamness.

Public Comment:

Speaker, spoke on supporting mental health and spoke on recruitment efforts.

MOVED/SECOND: Mayor Stephens/Council Member Chavez

MOTION: Receive and file the report and presentation.

The motion carried by the following roll call vote:

Ayes: Council Member Chavez, Council Member Gameros Council Member Harper, Council Member Reynolds, Council Member Marr, Mayor Pro Tem Harlan, and Mayor Stephens.

Nays: None.

Absent: None.

Abstain: None.

Motion carried: 7-0

ACTION:

City Council received and filed the report and presentation.

ADDITIONAL COUNCIL/BOARD MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS – NONE.

ADJOURNMENT – Mayor Stephens adjourned the meeting at 11:04 p.m. in honor of Brandon Accola, Dianne Feinstein, Jordan Brandman, and Ronnie J. Coleman,

Minutes adopted on this 17th day of October, 2023.

John Stephens, Mayor

ATTEST:

Brenda Green, City Clerk

DRAFT



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1385

Meeting Date: 10/17/2023

TITLE:

REQUEST TO CANCEL THE REGULAR MEETING OF TUESDAY, NOVEMBER 21, 2023 DUE TO THANKSGIVING RECESS CALENDARS

DEPARTMENT: CITY MANAGER'S OFFICE /CITY CLERK DIVISION

PRESENTED BY: BRENDA GREEN, CITY CLERK

CONTACT INFORMATION: BRENDA GREEN, CITY CLERK, 714-754-5221

RECOMMENDATION:

Staff recommends the City Council cancel the regular meeting of Tuesday, November 21, 2023 due to Thanksgiving Holiday and academic recess calendars.

BACKGROUND:

The City conducts regularly scheduled City Council meetings on the first and third Tuesdays of the month. However, the third Tuesday of the month this year, which is November 21, 2023, takes place the same week as the Thanksgiving Holiday and academic recess schedules for K-12 and post-secondary schools.

ANALYSIS:

The City Council has the legal authority to establish meeting dates and times and to cancel or reschedule such meetings with proper public notice. Canceling the November 21, 2023 meeting in advance allows staff enough time to place items on the November 7th or December 5th City Council meeting agendas.

ALTERNATIVES:

City Council may choose to hold the meeting on November 21st; however this action is not recommended as many residents may not be able to attend due to preparations and family responsibilities related to the Thanksgiving Holiday.

FISCAL REVIEW:

Not Applicable.

LEGAL REVIEW:

The City Attorney's Office has reviewed the report and approved as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item is administrative in nature.

CONCLUSION:

Staff recommends the City Council cancel the regular meetings of Tuesday, November 21, 2023.



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1406

Meeting Date: 10/17/2023

TITLE:

ACCEPTANCE AND ALLOCATION OF THE 2023-24 OFFICE OF TRAFFIC SAFETY GRANT FOR THE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM

DEPARTMENT: POLICE DEPARTMENT

PRESENTED BY: JARED BARNES, SERGEANT

CONTACT INFORMATION: JARED BARNES, SERGEANT, (714) 754-5125

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the proposed Resolution No. 2023-XX, which ratifies the application for a grant award from the State of California - Office of Traffic Safety (OTS) for the Selective Traffic Enforcement Program (STEP) and authorize the City Manager or designee to execute all grant documents, including the Grant Agreement, and accept and administer the grant.
2. Approve revenue and expense appropriations in the amount of \$285,000, respectively, for the 2023-24 OTS STEP Grant.

BACKGROUND:

The National Highway Transportation Safety Administration distributes federal funding to California through the Office of Traffic Safety (OTS). Grants are used to mitigate traffic safety program deficiencies, expand ongoing programs, and/or develop new programs. Grant funding cannot replace existing program expenditures, nor can traffic safety funds be used for program maintenance, research, rehabilitation, and/or construction. The Police Department has been awarded similar grants in the past, which have significantly assisted the objectives of the Traffic Safety Bureau and improved traffic safety for residents and visitors in Costa Mesa.

ANALYSIS:

Since 2005, the Office of Traffic Safety has awarded the Costa Mesa Police Department eighteen (18) traffic safety related grants. The funds associated with these grants were used to purchase specialized equipment and to fund the cost of personnel working targeted traffic safety, education and enforcement operations.

The Office of Traffic Safety assembles collision data rankings based on city population numbers. The most recent year of compiled statistics used by OTS was for 2020. Costa Mesa was then ranked with 61 other cities with a population of 100,001-250,000.

Along with injury collisions, impaired driving enforcement has always been a top priority for the Police Department. From 1986-2014, the Department staffed a full-time impaired driving enforcement team consisting of two (2) full-time officers. However, based upon Police Department contraction in previous years, the full-time DUI Team was discontinued in 2014. The DUI Team was reestablished in January 2021. The previous STEP Grant was used to supplement the DUI Team by funding officers to saturate the area looking for suspected DUI drivers. Without this grant, the Department's ability to address DUI drivers is limited.

Aside from the DUI enforcement team, the STEP Grant funds DUI checkpoints. These checkpoints are educational, highly visible, and provide a deterrent against impaired driving. Additionally, the Department promotes these checkpoints through press releases and social media posts and provides educational handouts to each driver contacted to further spread the word about the dangers and consequences of driving under the influence. The Department's commitment to DUI enforcement is evident in the OTS data rankings. In the CHP Statewide Integrated Traffic Records System (SWITRS) report, Costa Mesa had the best ranking for DUI arrests in 2012 (847 arrests) and 2013 (717 arrests) out of 56 cities in the population group. During those years, the Department had a full-time DUI team.

As set forth in the OTS rankings, in 2013, the Costa Mesa Police Department made 717 DUI arrests for the year. With the absence of the DUI team, the Department made 380 DUI arrests in 2014, 356 DUI arrests in 2015, 421 DUI arrests in 2016, and 345 arrests in 2017. Based on the City's data, the Department made 397 DUI arrests in 2018, 461 DUI arrests in 2019, 308 DUI arrests in 2020, 1093 DUI arrests in 2021, and 941 DUI arrests in 2022.

With the 2014 addition of driving under the influence of drugs (DUID) provisions to the California Vehicle Code (CVC) (Sections 23152(f) and (g)), we are now able to accurately track the DUID problem in Costa Mesa. In 2014, 37 arrests were made for DUID or combinations of drugs/alcohol and that number nearly doubled in 2015 to 63. Subsequently, there were 75 DUID arrests in 2016, 107 DUID arrests in 2017, 106 DUID arrests in 2018, 65 DUID arrests in 2019, 127 DUID arrests in 2020, 135 DUID arrests in 2021, and 150 DUID arrests in 2022.

A portion of OTS grant funding supports public awareness campaigns focusing on bicycle and pedestrian safety, as well as other educational programs. The Police Department has historically utilized this support to focus efforts on educating school age children and young adults. In 2023, the Police Department conducted bicycle safety presentations at Tewinkle Middle School and College Park Elementary School for hundreds of students. These presentations include bicycle safety education related to rules of the road and helmet safety. Furthermore, in April 2023, the Traffic Safety Bureau assisted at a bike safety assembly and rodeo at Victoria Elementary School for the entire student body. The Traffic Safety Bureau also provided support and outreach for the Walk N' Rollers bike safety event/rodeo at Estancia High School. Additionally, we have leveraged social media to raise public awareness about E-bike safety, given the significant increase in E-bike usage within our community in recent years. Additionally, this grant funds enforcement campaigns specifically focused on preventing dangerous driving that endangers pedestrians and bicyclists.

The Police Department submitted applications and received tentative approval for the 2023 OTS STEP Grant. The grant will allow the Department to implement the Selective Traffic Enforcement Program (STEP). This program will provide a comprehensive approach to reducing violations, which commonly lead to collisions while maintaining a focus on impaired and suspended/unlicensed drivers. Grant funds will be used to staff sobriety/driver license checkpoints and to staff targeted enforcement operations. In

addition, funds will be used to purchase operation related equipment and support additional law enforcement training related to DUI investigations and enforcement activities. The implementation of this training, along with the STEP enforcement operations, will help achieve the overall goal of reducing injury collisions, saving lives, and reducing liability.

The Department's current grant expired on September 30, 2023. The 2023-24 grant will enable the Police Department to build upon successes achieved to date, while providing new objectives for increasing traffic safety, education, and awareness throughout the City. The funding will allow the Department additional resources to combat impaired driving and enforce traffic laws aimed at saving lives. Objectives of the OTS grant include DUI saturation patrols; traffic enforcement operations focused on red light violations, excessive speed; reckless driving; distracted driving violations; traffic enforcement at high collision intersections; and sobriety/driver license checkpoints.

Some specific project objectives from the Grant Agreement include:

- Conduct four (4) DUI/DL checkpoints.
- Conduct 20 DUI saturation patrols.
- Conduct 26 special traffic enforcement operations focused on red light violations, excessive speed and other violations at or near intersections with a disproportionate number of traffic collisions.
- Conduct four (4) special enforcement operations targeting distracted driving violations.
- Conduct two (2) bicycle and pedestrian safety operations.
- Provide advanced officer training in DUI enforcement to eight (8) officers.

OTS grant funding is based on the federal fiscal year, which begins on October 1, 2023, and ends on September 30, 2024. The Grant Agreement allocates \$285,000, which will be utilized over the federal fiscal year 12-month period. OTS will reimburse the City for approved grant expenditures throughout the grant period.

This grant supports the Traffic Safety Bureau's goals of reducing injury traffic collisions through education and enforcement efforts.

In 2024, the Traffic Safety Bureau will pursue additional efforts to improve roadway safety unrelated to this grant, including collaborating on a city service agreement to provide bicycle safety programming for students and the community at all Newport Mesa Unified School District schools in Costa Mesa. The Traffic Safety Bureau will continue to work cooperatively with the City's Transportation Services Office to identify hazards that can be mitigated through environmental design. Additionally, City departments will work collaboratively on additional educational programming to include public service announcements and educational videos on traffic safety.

ALTERNATIVES:

The City Council may elect to not accept the grant; however, the Department would not be able to pursue the specific goals outlined in the report.

FISCAL REVIEW:

Upon acceptance of the 2023-24 OTS STEP Grant, revenue and expense appropriations in the amount of \$285,000 respectively will be established for the grant. The grant period is from October 1, 2023, to September 30, 2024.

LEGAL REVIEW:

The City Attorney's Office has reviewed the 2023-24 OTS STEP Grant Agreement, proposed resolution, and this report, and has approved them as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the City Council Goal:

- Strengthen Public Safety and Improve the Quality of Life

CONCLUSION:

Staff recommends the City Council:

1. Approve the proposed Resolution No. 2023-XX, which ratifies the application for a grant award from the State of California - Office of Traffic Safety (OTS) for the Selective Traffic Enforcement Program (STEP) and authorize the City Manager or designee to execute all grant documents, including the Grant Agreement, and accept and administer the grant.
2. Approve revenue and expense appropriations in the amount of \$285,000, respectively, for the 2023-24 OTS STEP Grant.

GRANT AGREEMENT

1. GRANT TITLE Selective Traffic Enforcement Program (STEP)	
2. NAME OF AGENCY Costa Mesa	3. Grant Period From: 10/01/2023 To: 09/30/2024
4. AGENCY UNIT TO ADMINISTER GRANT Costa Mesa Police Department	
5. GRANT DESCRIPTION Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving alcohol and other primary crash factors. The funded strategies may include impaired driving enforcement, enforcement operations focusing on primary crash factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian crashes, and educational programs. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$285,000.00	
<p>7. TERMS AND CONDITIONS: The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement:</p> <ul style="list-style-type: none"> • Schedule A – Problem Statement, Goals and Objectives and Method of Procedure • Schedule B – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) • Schedule B-1 – Budget Narrative and Sub-Budget Narrative (if applicable) • Exhibit A – Certifications and Assurances • Exhibit B* – OTS Grant Program Manual • Exhibit C – Grant Electronic Management System (GEMS) Access <p>*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto.</p> <p>These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov.</p> <p>We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions.</p> <p>IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.</p>	
8. Approval Signatures	
<p>A. GRANT DIRECTOR NAME: Jared Barnes TITLE: Traffic Sergeant EMAIL: jbarnes@costamesaca.gov PHONE: (714) 754-5125 ADDRESS: 99 Fair Drive Costa Mesa, CA 92626</p> <p>_____ (Signature) (Date)</p>	<p>B. AUTHORIZING OFFICIAL NAME: Lori Ann Farrell Harrison TITLE: City Manager EMAIL: loriann@costamesaca.gov PHONE: (714) 754-5328 ADDRESS: 77 Fair Drive Costa Mesa, CA 92626</p> <p>_____ (Signature) (Date)</p>
<p>C. FISCAL OFFICIAL NAME: Carol Molina TITLE: Finance Director EMAIL: cmolina@costamesaca.gov PHONE: (714) 754-5036 ADDRESS: 77 Fair Drive Costa Mesa, CA 92626</p> <p>_____ (Signature) (Date)</p>	<p>D. AUTHORIZING OFFICIAL OF OFFICE OF TRAFFIC SAFETY NAME: Barbara Rooney TITLE: Director EMAIL: barbara.rooney@ots.ca.gov PHONE: (916) 509-3030 ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758</p> <p>_____ (Signature) (Date)</p>

<p>E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY</p> <p>NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758</p>	<p>9. SAM INFORMATION</p> <p>SAM #: VLGSYJVFJ4M7 REGISTERED ADDRESS: 77 Fair Drive CITY: Costa Mesa ZIP+4: 92627-6520</p>
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
				AGREEMENT TOTAL		\$285,000.00
				AMOUNT ENCUMBERED BY THIS DOCUMENT		\$285,000.00
<i>I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.</i>				PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT		\$ 0.00
				TOTAL AMOUNT ENCUMBERED TO DATE		\$285,000.00
OTS ACCOUNTING OFFICER'S SIGNATURE			DATE SIGNED			

1. PROBLEM STATEMENT

The city of Costa Mesa is located just one mile from the Pacific Coast, in the heart of Orange County, California. The city encompasses 16 square miles. Since its incorporation in 1953, Costa Mesa has evolved from a semi-rural farming community of 15,000 to a city with robust local economy and a population of approximately 112,780. Costa Mesa offers 28 parks, two municipal golf courses, 20 public schools and three libraries. Orange Coast College, Coastline Community College and Vanguard University have their campuses in Costa Mesa. The Orange County Fair and Event Center is also within the city limits. The city is home to South Coast Plaza, one of the nation's largest shopping centers, and the world-class Segerstrom Center for the Arts and South Coast Repertory theater. Costa Mesa is also the capitol of the action sports industry and the headquarters for companies such as Hurley International, Volcom, RVCA and Vans.

The last year of successfully obtaining zero fatalities was in 2012. Since 2015 (8 fatalities), we have had a slight decrease in yearly fatalities, until 2022 when we saw a large increase in fatalities with eight (8). The overall decrease can be attributed to OTS funding for additional enforcement. We had six fatalities during the calendar year of 2018, five in 2019, five in 2020, five in 2021, and eight in 2022. The majority of fatal traffic crashes involved motorcycles and pedestrians. During the course of our fatal traffic crash investigations, the Costa Mesa Police Department observed a variety contributing factors, including driving under the influence of both alcohol and/or drugs and right of way violations involving motorcyclists, bicycles and pedestrians. According to SWITRS (2020), Costa Mesa ranked 20th worst for total fatal and injury crashes out of 61 other cities in our population group.

Costa Mesa has always had a serious DUI problem due to numerous ABC establishments located within the city boundaries, a highly traveled freeway terminating in our city, and our city roadways being used for freeway access to two large beach cities, Newport Beach and Huntington Beach. Since 2019 when we had two DUI involved fatalities, we have seen a decline in DUI involved fatalities, with just one DUI involved fatality each of the last three years. There has been a significant increase in DUI arrests the last three years, attributed to OTS DUI saturation patrols and increased officer education through SFST's and ARIDE programs. There were 422 DUI arrests in 2020, 1093 DUI arrests in 2021, and 941 DUI arrests in 2022. Officers new to the Traffic Safety Bureau will attend SFST, ARIDE, and DRE training in the near future. According to SWITRS (2020), Costa Mesa ranked 13th worst for alcohol-involved crashes out of 61 other cities in our population group.

Nationally, there has been an increase in distracted driving involved traffic crashes, both non-injury, and injury. An OTS Statewide Intercept Opinion Survey revealed that 36.3 percent of Californians stated texting and talking on cellular telephones are the biggest safety concerns on California roadways. Although we are unable to quantify the number of traffic crashes in the City of Costa Mesa related to distracted driving, we believe it is responsible for a major portion of our unsafe speed, rear-end traffic crashes.

The problem of driving under the influence while drugged (DUID) continues to rise. Of all drivers killed in motor vehicle crashes, who were tested, 29 percent proved positive for legal and/or illegal drugs. This percentage has been increasing every year since 2006. With the 2014 addition of the DUID law subsections, CVC 23152(f) and CVC 23152(g), we are now able to accurately track the DUID problem in the City of Costa Mesa. There has been an increase of DUID arrests since 2019 when we had 93 arrests. This is due to the easy accessibility of drugs, namely marijuana and prescription drugs. Costa Mesa now has 15 marijuana dispensaries, with 45 more set to open in the near future. Because of the continued training classes offered to officers regarding DUID through OTS grant-funded training, the City of Costa Mesa continues to make a significant number of arrests for DUID or Driving under the influence of a combination of alcohol and drugs. There were 127 DUID arrests in 2020, 182 arrests in 2021, and 150 arrests in 2022.

In the city of Costa Mesa, the number of motorcyclist fatalities has remained consistent over the past five years 2018(1), 2019 (2), 2020 (0), 2021 (1), 2022 (1). According to SWITRS (2020), the City of Costa Mesa ranked 18th worst for total motorcycle injury crashes out of 61 other cities in our population group.

Pedestrians and bicyclists are the most vulnerable to injury and death when involved in a motor vehicle traffic crash. High visibility enforcement is a direct contribution to the decline in both bicycle and pedestrian fatal and injury traffic crashes. The Costa Mesa Police Department has investigated numerous pedestrian and bicycle fatal and injury traffic crash over the past five years. Those fatal traffic crash investigations include: one pedestrian fatality in 2018, two pedestrian fatalities in 2019, two pedestrian and two bicyclist fatalities in 2020, one pedestrian fatality in 2021, and four pedestrian fatalities in 2022.

Street racing and sideshows continue to be a problem in Costa Mesa. Costa Mesa had one fatal traffic crash in 2019 when a car crashed during a street racing intersection takeover. There were 136 reported street racing incidents in Costa Mesa in 2020, 68 incidents in 2021, and 61 incidents in 2022. The reduction in incidents can be attributed to the Costa Mesa Police Department's participation in the Orange County Strategic Enforcement Against Racing and Reckless Driving (STEARRD) taskforce, since 2021.

Police Department budgets and staffing levels have reduced the number of officers on the street enforcing traffic laws. In the past, the Costa Mesa Police Department was adversely affected by a decrease in sworn personnel. The Traffic Safety Bureau staffing was severely impacted. As of 2023, we are currently at 131 sworn officers of the fully authorized staffing level of 141 sworn officers. Of the 131 sworn officers, four are on long-term, injured-on-duty leave, with uncertain return to work dates. We currently have nine dedicated Traffic Officers, one Special Events Officer, one Traffic Investigator, and two Traffic Sergeants. The Costa Mesa Police Department Traffic Safety Bureau has had a dedicated, two-officer DUI enforcement team since January 2021.

2. PERFORMANCE MEASURES

A. Goals:

1. Reduce the number of persons killed in traffic crashes.
2. Reduce the number of persons injured in traffic crashes.
3. Reduce the number of pedestrians killed in traffic crashes.
4. Reduce the number of pedestrians injured in traffic crashes.
5. Reduce the number of bicyclists killed in traffic crashes.
6. Reduce the number of bicyclists injured in traffic crashes.
7. Reduce the number of persons killed in alcohol-involved crashes.
8. Reduce the number of persons injured in alcohol-involved crashes.
9. Reduce the number of persons killed in drug-involved crashes.
10. Reduce the number of persons injured in drug-involved crashes.
11. Reduce the number of persons killed in alcohol/drug combo-involved crashes.
12. Reduce the number of persons injured in alcohol/drug combo-involved crashes.
13. Reduce the number of motorcyclists killed in traffic crashes.
14. Reduce the number of motorcyclists injured in traffic crashes.
15. Reduce hit & run fatal crashes.
16. Reduce hit & run injury crashes.
17. Reduce nighttime (2100 - 0259 hours) fatal crashes.
18. Reduce nighttime (2100 - 0259 hours) injury crashes.

B. Objectives:

	Target Number
1. Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov , and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.	1
2. Participate and report data (as required) in the following campaigns; Quarter 1: National Walk to School Day, National Teen Driver Safety Week, NHTSA Winter Mobilization; Quarter 3: National Distracted Driving Awareness Month, National Motorcycle Safety Month, National Bicycle Safety Month, National Click it or Ticket Mobilization; Quarter 4: NHTSA Summer Mobilization, National Child Passenger Safety Week, and California's Pedestrian Safety Month.	2
3. Develop (by December 31) and/or maintain a "DUI BOLO" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated DUI BOLOs should be distributed to patrol and traffic officers monthly.	10

4. Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training.	12
5. Send law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.	10
6. Send law enforcement personnel to the Drug Recognition Expert (DRE) training.	2
7. Send law enforcement personnel to the DRE Recertification training.	4
8. Send law enforcement personnel to DRE Instructor training.	1
9. Conduct DUI/DL Checkpoints. A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the Summer Mobilization. To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release and conduct social media activity for each checkpoint. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoints should read "DUI/Driver's License Checkpoint Ahead." OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoints that begin prior to 1800 hours. When possible, DUI/DL Checkpoint screeners should be DRE- or ARIDE-trained.	4
10. Conduct DUI Saturation Patrol operation(s).	20
11. Conduct Traffic Enforcement operation(s), including but not limited to, primary crash factor violations.	26
12. Conduct highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.	4
13. Conduct highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or crashes resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary crash factor violations by motorcyclists and other drivers.	2
14. Conduct highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle crashes resulting from violations made by pedestrians, bicyclists, and drivers.	2
15. Conduct Traffic Safety educational presentation(s) with an effort to reach community members. Note: Presentation(s) may include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts and child passenger safety.	2
16. Participate in highly visible collaborative DUI Enforcement operations.	4
17. Participate in highly visible collaborative Traffic Enforcement operations.	2
18. Send law enforcement personnel to DUI Checkpoint Planning and Management training.	2
19. Conduct specialized enforcement operations focusing specifically on street racing and sideshow activities.	2
20. Identify straight time personnel and report on activities completed. Include any vacancies or staff changes that have occurred.	1

3. METHOD OF PROCEDURE

A. Phase 1 – Program Preparation (1st Quarter of Grant Year)

- The department will develop operational plans to implement the “best practice” strategies outlined in the objectives section.
- All training needed to implement the program should be conducted in the first quarter.
- All grant related purchases needed to implement the program should be made in the first quarter.
- In order to develop/maintain the “DUI BOLOs,” research will be conducted to identify the “worst of the worst” repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The DUI BOLO may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. DUI BOLOs should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high crash locations.

Media Requirements Issue a press release approved by the OTS PIO announcing the kick-off of the grant by November 15, but no sooner than October 1. The kick-off release must be approved by the

OTS PIO and only distributed after the grant is fully signed and executed. If you are unable to meet the November 15 deadline to issue a kick-off press release, communicate reasons to your OTS coordinator and OTS PIO.

B. Phase 2 – Program Operations (Throughout Grant Year)

- The department will work to create media opportunities throughout the grant period to call attention to the innovative program strategies and outcomes.

Media Requirements

The following requirements are for all grant-related activities:

- Send all media advisories, alerts, videos, graphics, artwork, posters, radio/PSA/video scripts, storyboards, digital and/or print educational materials for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS coordinator. Optimum lead time would be 7 days before the scheduled release but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- The OTS PIO is responsible for the approval of the design and content of materials. The agency understands OTS PIO approval is not authorizing approval of budget expenditure or cost. Any cost approvals must come from the Coordinator.
- Pre-approval is not required when using any OTS-supplied template for media advisories, press releases, social media graphics, videos or posts, or any other OTS-supplied educational material. However, copy the OTS PIO at pio@ots.ca.gov and your OTS coordinator when any material is distributed to the media and public, such as a press release, educational material, or link to social media post. The OTS-supplied kick-off press release templates and any kickoff press releases are an exception to this policy and require prior approval before distribution to the media and public.
- If an OTS-supplied template, educational material, social media graphic, post or video is substantially changed, the changes shall be sent to the OTS PIO at pio@ots.ca.gov for approval and copy to your OTS Coordinator. Optimum lead time would be 7 days prior to the scheduled release date, but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- Press releases, social media posts and alerts on platforms such as NextDoor and Nixle reporting immediate and time-sensitive grant activities (e.g. enforcement operations, day of event highlights or announcements, event invites) are exempt from the OTS PIO approval process. The OTS PIO and your Coordinator should still be notified when the grant-related activity is happening (e.g. car seat checks, bicycle rodeos, community presentations, DUI checkpoints, etc.).
- Enforcement activities such as warrant and probation sweeps, court stings, etc. that are embargoed or could impact operations by publicizing in advance are exempt from the PIO approval process. However, announcements and results of activities should still be copied to the OTS PIO at pio@ots.ca.gov and your Coordinator with embargoed date and time or with "INTERNAL ONLY: DO NOT RELEASE" message in subject line of email.
- Any earned or paid media campaigns for TV, radio, digital or social media that are part of a specific grant objective, using OTS grant funds, or designed and developed using contractual services by a subgrantee, requires prior approval. Please send to the OTS PIO at pio@ots.ca.gov for approval and copy your grant coordinator at least 3 business days prior to the scheduled release date.
- Social media posts highlighting state or national traffic safety campaigns (Distracted Driving Month, Motorcycle Safety Awareness Month, etc.), enforcement operations (DUI checkpoints, etc.), or any other grant-related activity such as Bicycle rodeos, presentations, or events, are highly encouraged but do not require prior approval.
- Submit a draft or rough-cut of all digital, printed, recorded or video material (brochures, posters, scripts, artwork, trailer graphics, digital graphics, social posts connected to an earned or paid media campaign grant objective) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval prior to the production or duplication.
- Use the following standard language in all press, media, and printed materials, space permitting: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.

- Space permitting, include the OTS logo on all grant-funded print materials, graphics and paid or earned social media campaign grant objective; consult your OTS Coordinator for specifics, format-appropriate logos, or if space does not permit the use of the OTS logo.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator at least 21 days in advance, or when first confirmed, a short description of any significant grant-related traffic safety event or program, particularly events that are highly publicized beforehand with anticipated media coverage so OTS has sufficient notice to arrange for attendance and/or participation in the event. If unable to attend, email the OTS PIO and coordinator brief highlights and/or results, including any media coverage (broadcast, digital, print) of event within 7 days following significant grant-related event or program. Media and program highlights are to be reflected in QPRs.
- Any press releases, work plans, scripts, storyboards, artwork, graphics, videos or any educational or informational materials that received PIO approval in a prior grant year needs to be resubmitted for approval in the current grant year.
- Contact the OTS PIO or your OTS Coordinator for consultation when changes from any of the above requirements might be warranted.

C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)

1. Prepare and submit grant claim invoices (due January 30, April 30, July 30, and October 30)
2. Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30)
 - Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
 - Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
 - Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
 - Collect, analyze and report statistical data relating to the grant goals and objectives.

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the “Final Evaluation” section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant’s accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

This program has full administrative support, and every effort will be made to continue the grant activities after grant conclusion.

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
164AL-24	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated	\$185,000.00
402PT-24	20.600	State and Community Highway Safety	\$100,000.00

COST CATEGORY	FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
A. PERSONNEL COSTS				
<u>Straight Time</u>				\$0.00
<u>Overtime</u>				
DUI/DL Checkpoints	164AL-24	\$13,600.00	4	\$54,400.00
DUI Saturation Patrols	164AL-24	\$3,725.00	20	\$74,500.00
Collaborative DUI Enforcement	164AL-24	\$2,600.00	4	\$10,400.00
Benefits for 164AL - OT @ 23.82%	164AL-24	\$139,300.00	1	\$33,181.00
Traffic Enforcement	402PT-24	\$1,525.00	26	\$39,650.00
Distracted Driving	402PT-24	\$2,000.00	4	\$8,000.00
Motorcycle Safety	402PT-24	\$2,000.00	2	\$4,000.00
Pedestrian and Bicycle Enforcement	402PT-24	\$2,000.00	2	\$4,000.00
Street Racing and Sideshow Enforcement Operations	402PT-24	\$2,000.00	2	\$4,000.00
Collaborative Traffic Enforcement	402PT-24	\$2,000.00	2	\$4,000.00
Benefits for 402PT - OT @ 23.82%	402PT-24	\$63,650.00	1	\$15,161.00
Category Sub-Total				\$251,292.00
B. TRAVEL EXPENSES				
In State Travel	402PT-24	\$4,489.00	1	\$4,489.00
				\$0.00
Category Sub-Total				\$4,489.00
C. CONTRACTUAL SERVICES				
				\$0.00
Category Sub-Total				\$0.00
D. EQUIPMENT				
				\$0.00
Category Sub-Total				\$0.00
E. OTHER DIRECT COSTS				
DUI Checkpoint Supplies	164AL-24	\$9,019.00	1	\$9,019.00
Trailer Paint/Wrap	164AL-24	\$3,500.00	1	\$3,500.00
Lidar Device	402PT-24	\$2,100.00	7	\$14,700.00
Collaborative Meetings	402PT-24	\$500.00	4	\$2,000.00
Category Sub-Total				\$29,219.00
F. INDIRECT COSTS				
				\$0.00
Category Sub-Total				\$0.00

GRANT TOTAL

\$285,000.00

BUDGET NARRATIVE
PERSONNEL COSTS
DUI/DL Checkpoints - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
DUI Saturation Patrols - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Collaborative DUI Enforcement - Overtime for grant funded Collaborative DUI Enforcement operations conducted by appropriate department personnel
Benefits for 164AL - OT @ 23.82% - Benefits breakdown: Medicare 1.45% Unemployment .16% Workers Comp 10.47% Other Comp 11.74%
Traffic Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Distracted Driving - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Motorcycle Safety - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Pedestrian and Bicycle Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Street Racing and Sideshow Enforcement Operations - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Collaborative Traffic Enforcement - Overtime for grant funded Collaborative Traffic Enforcement operations conducted by appropriate department personnel
Benefits for 402PT - OT @ 23.82% - Benefits breakdown: Medicare 1.45% Unemployment .16% Workers Comp 10.47% Other Comp 11.74%
TRAVEL EXPENSES
In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the OTS Traffic Safety Law Enforcement Forum and the California Traffic Safety Summit. All conferences, seminars or training not specifically identified in the Budget Narrative must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.
CONTRACTUAL SERVICES
-
EQUIPMENT
-
OTHER DIRECT COSTS
DUI Checkpoint Supplies - On-scene supplies needed to conduct sobriety checkpoints. Costs may include 28" traffic cones, MUTCD compliant traffic signs, MUTCD compliant high visibility vests (maximum of 10), traffic counters (maximum of 2), generator, gas for generators, lighting, reflective banners, electronic flares, PAS Device/Calibration Supplies, heater, propane for heaters, fan, anti-fatigue mats, and canopies. Additional items may be purchased if approved by OTS. The cost of food and beverages will not be reimbursed. Each item must have a unit cost of less than \$5,000 (including tax and shipping).

Trailer Paint/Wrap - Method of applying signage or paint to a trailer turning it into a mobile billboard. The design must include a traffic safety message and include the OTS logo. Draft graphics must be submitted to OTS for prior approval. OTS will not pay for paid media space under this line item.

Lidar Device - Light detection and ranging device used to measure the speed of motor vehicles. This device will be used for speed enforcement. Costs may include lidar devices, batteries, tax, and shipping.

Collaborative Meetings - Costs for law enforcement agencies to discuss traffic safety trends and plan collaborative operations. Costs may include food and beverages for attendees, additional costs may be included if approved by OTS. Adequate records including an agenda must be maintained.

INDIRECT COSTS

-

STATEMENTS/DISCLAIMERS

There will be no program income generated from this grant.

Nothing in this "agreement" shall be interpreted as a requirement, formal or informal, that a particular law enforcement officer issue a specified or predetermined number of citations in pursuance of the goals and objectives here under.

Benefits for personnel costs can only be applied to straight time or overtime hours charged to the grant.

Certifications and Assurances for Fiscal Year 2024 Highway Safety Grants (23 U.S.C. Chapter 4 or Section 1906, Public Law 109-59, as amended by Section 25024, Public Law 117-58)

The officials named on the grant agreement, certify by way of signature on the grant agreement signature page, that the Grantee Agency complies with all applicable Federal statutes, regulations, and directives and State rules, guidelines, policies, and laws in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but are not limited to, the following:

GENERAL REQUIREMENTS

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4—Highway Safety Act of 1966, as amended;
- Sec. 1906, [Public Law 109-59](#), as amended by Sec. 25024, [Public Law 117-58](#);
- [23 CFR part 1300](#)—Uniform Procedures for State Highway Safety Grant Programs;
- [2 CFR part 200](#)—Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;
- [2 CFR part 1201](#)—Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

NONDISCRIMINATION

(applies to all subrecipients as well as States)

The State highway safety agency [and its subrecipients] will comply with all Federal statutes and implementing regulations relating to nondiscrimination (“Federal Nondiscrimination Authorities”). These include but are not limited to:

- *Title VI of the Civil Rights Act of 1964* ([42 U.S.C. 2000d](#) et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- [49 CFR part 21](#) (entitled *Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- [28 CFR 50.3](#) (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- *The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, ([42 U.S.C. 4601](#)), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- *Federal-Aid Highway Act of 1973*, ([23 U.S.C. 324 et seq.](#)), and *Title IX of the Education Amendments of 1972*, as amended ([20 U.S.C. 1681-1683](#) and [1685-1686](#)) (prohibit discrimination on the basis of sex);
- *Section 504 of the Rehabilitation Act of 1973*, ([29 U.S.C. 794 et seq.](#)), as amended, (prohibits discrimination on the basis of disability) and [49 CFR part 27](#);
- *The Age Discrimination Act of 1975*, as amended, ([42 U.S.C. 6101 et seq.](#)), (prohibits discrimination on the basis of age);
- *The Civil Rights Restoration Act of 1987*, (Pub. L. 100-209), (broadens scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- *Titles II and III of the Americans with Disabilities Act* ([42 U.S.C. 12131-12189](#)) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and [49 CFR parts 37](#) and [38](#);
- [Executive Order 12898](#), *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations* (preventing discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations);
- [Executive Order 13166](#), *Improving Access to Services for Persons with Limited English Proficiency* (requiring that recipients of Federal financial assistance provide meaningful access for applicants and beneficiaries who have limited English proficiency (LEP));
- [Executive Order 13985](#), *Advancing Racial Equity and Support for Underserved Communities through the Federal Government* (advancing equity across the Federal Government); and
- [Executive Order 13988](#), *Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation* (clarifying that sex discrimination includes discrimination on the grounds of gender identity or sexual orientation).

The preceding statutory and regulatory cites hereinafter are referred to as the “Acts” and “Regulations,” respectively.

GENERAL ASSURANCES

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA.”

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI of the Civil Rights Act of 1964 and other non-discrimination requirements (the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

SPECIFIC ASSURANCES

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Highway Safety Grant Program:

1. The Recipient agrees that each “activity,” “facility,” or “program,” as defined in § 21.23(b) and (c) of [49 CFR part 21](#) will be (with regard to an “activity”) facilitated, or will be (with regard to a “facility”) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source: *“The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”*
3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT Order 1050.2A) in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the State highway safety agency also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The State highway safety agency gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Highway Safety Grant Program. This ASSURANCE is binding on the State highway safety agency, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Highway Safety Grant Program. The person(s) signing below is/are authorized to sign this ASSURANCE on behalf of the Recipient.

THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)

The Subgrantee will provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace, and specifying the actions that will be taken against employees for violation of such prohibition;
- b. Establishing a drug-free awareness program to inform employees about:
 1. The dangers of drug abuse in the workplace;
 2. The grantee's policy of maintaining a drug-free workplace;
 3. Any available drug counseling, rehabilitation, and employee assistance programs;
 4. The penalties that may be imposed upon employees for drug violations occurring in the workplace;
 5. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- c. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
 1. Abide by the terms of the statement;
 2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- d. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction;
- e. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted—
 1. Taking appropriate personnel action against such an employee, up to and including termination;
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

POLITICAL ACTIVITY (HATCH ACT)

(applies to all subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to all subrecipients as well as States)

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

RESTRICTION ON STATE LOBBYING (applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION (applies to all subrecipients as well as States)

INSTRUCTIONS FOR PRIMARY TIER PARTICIPANT CERTIFICATION (STATES)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of [2 CFR parts 180](#) and [1200](#).
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in [2 CFR parts 180](#) and [1200](#). You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under [48 CFR part 9, subpart 9.4](#), debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with [2 CFR parts 180](#) and [1200](#).
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under [48 CFR part 9, subpart 9.4](#), debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or

otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under [48 CFR part 9, subpart 9.4](#), suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate the transaction for cause or default.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS— PRIMARY TIER COVERED TRANSACTIONS

1. The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
 - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

INSTRUCTIONS FOR LOWER TIER PARTICIPANT CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of [2 CFR parts 180](#) and [1200](#).
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in [2 CFR parts 180](#) and [1200](#). You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under [48 CFR part 9, subpart 9.4](#), debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with [2 CFR parts 180](#) and [1200](#).
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under [48 CFR part 9, subpart 9.4](#), debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or

otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under [48 CFR part 9, subpart 9.4](#), suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION— LOWER TIER COVERED TRANSACTIONS

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA (applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

CERTIFICATION ON CONFLICT OF INTEREST (applies to subrecipients as well as States)

GENERAL REQUIREMENTS

No employee, officer, or agent of a State or its subrecipient who is authorized in an official capacity to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting, or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward. Based on this policy:

1. The recipient shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.
 - a. The code or standards shall provide that the recipient's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential subawardees, including contractors or parties to subcontracts.
 - b. The code or standards shall establish penalties, sanctions, or other disciplinary actions for violations, as permitted by State or local law or regulations.
2. The recipient shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

DISCLOSURE REQUIREMENTS

No State or its subrecipient, including its officers, employees, or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

1. The recipient shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to NHTSA. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.
2. NHTSA will review the disclosure and may require additional relevant information from the recipient. If a conflict of interest is found to exist, NHTSA may (a) terminate the award, or (b) determine that it is otherwise in the best interest of NHTSA to continue the award and include appropriate provisions to mitigate or avoid such conflict.
3. Conflicts of interest that require disclosure include all past, present, or currently planned organizational, financial, contractual, or other interest(s) with an organization regulated by NHTSA or with an organization whose interests may be substantially affected by NHTSA activities, and which are related to this award. The interest(s) that require disclosure include those of any recipient, affiliate, proposed consultant, proposed subcontractor, and key personnel of any of the above. Past interest shall be limited to within one year of the date of award. Key personnel shall include any person owning more than a 20 percent interest in a recipient, and the officers, employees or agents of a recipient who are responsible for making a decision or taking an action under an award where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE (applies to all subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

POLICY ON SEAT BELT USE

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at www.trafficsafety.org. The NHTSA website (www.nhtsa.gov) also provides information on statistics, campaigns, and program evaluations and references.

POLICY ON BANNING TEXT MESSAGING WHILE DRIVING

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

RESOLUTION NO. 2023-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, RATIFYING THE APPLICATION FOR A GRANT AWARD FROM THE CALIFORNIA OFFICE OF TRAFFIC SAFETY FOR THE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM AND AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO EXECUTE ALL GRANT DOCUMENTS, AND ACCEPT AND ADMINISTER THE GRANT

THE CITY COUNCIL OF THE CITY OF COSTA MESA HEREBY FINDS, DETERMINES AND DECLARES AS FOLLOWS:

WHEREAS, the California Office of Traffic Safety (OTS) has established the Selective Traffic Enforcement Program (STEP) grant with the objective of reducing the number of persons killed and injured in crashes involving alcohol and other primary collision factors; and

WHEREAS, OTS has allocated to the City of Costa Mesa \$285,000 in grant funds for the period of October 1, 2023 through September 30, 2024; and

WHEREAS, the City of Costa Mesa supports the Program goals and wishes to participate in the Program; and

WHEREAS, the City Council desires to authorize the City Manager or her designee to execute all grant documents and accept and administer the grant.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Costa Mesa as follows:

Section 1. The City Council hereby ratifies the application for a STEP grant from the California Office of Traffic Safety.

Section 2. The City Council hereby authorizes the City Manager or her designee is to execute all grant documents, including the grant agreement, accept and administer the grant, and take all steps necessary to implement this authorization and STEP requirements and objectives.

PASSED AND ADOPTED this 17th day of October, 2023.

John Stephens, Mayor

ATTEST:

APPROVED AS TO FORM:

Brenda Green, City Clerk

Kimberly Hall Barlow, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF COSTA MESA)

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 2023-xx and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 17th day of October, 2023, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 17th day of October, 2023.

Brenda Green, City Clerk



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1407

Meeting Date: 10/17/2023

TITLE:

ACCEPTANCE OF THE ORGANIZED RETAIL THEFT PREVENTION GRANT FOR THE COSTA MESA POLICE DEPARTMENT OF \$3.5 MILLION

DEPARTMENT: POLICE DEPARTMENT

PRESENTED BY: BRYAN WADKINS, CAPTAIN

CONTACT INFORMATION: BRYAN WADKINS, CAPTAIN, (714) 754-5672

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the proposed resolution 2023-XX authorizing participation in the Organized Retail Theft (ORT) Prevention Grant Program and the City Manager, or designee, to execute the ORT Standard Agreement.
2. Approve revenue and expense appropriations in the amount of \$3,518,133, respectively, for the Organized Retail Theft (ORT) Prevention Grant.

BACKGROUND:

The Board of State and Community Corrections (BSCC) Organized Retail Theft (ORT) Prevention Grant Program was established under the Budget Act of 2022. This state-funded program, as mandated by Senate Bill 154, is designed to provide competitive grants to city police departments, county sheriffs' departments, and probation departments to support local law enforcement agencies in preventing and responding to organized retail theft, motor vehicle or motor vehicle accessory theft, or cargo theft. A total of \$242,250,000 was made available through a competitive process for projects that addressed the Program Purpose Areas.

The Costa Mesa Police Department (CMPD) has been proactively addressing the escalating issue of organized retail theft within our community that has been experienced in other jurisdictions throughout our region and state. To bolster the CMPD's efforts in tackling organized retail theft, the department pursued funding opportunities that could provide the necessary resources to enhance its strategies. CMPD submitted a comprehensive grant application to the Organized Retail Theft Prevention Grant Program in July 2023. This application outlined the specific challenges facing our community, proposed strategies for mitigating these issues, and articulated the budgetary requirements necessary for effective implementation.

ANALYSIS:

In September of 2023, CMPD was one of only 37 out of 114 applicants in California selected as a recipient of the ORT Grant in the amount of \$3,518,133. Accepting the ORT Grant will be a significant step towards strengthening the Costa Mesa Police Department's ability to combat and address organized retail theft within our community.

The utilization of the BSCC grant funds will be allocated for various initiatives designed to combat organized retail theft, vehicle theft, and accessory theft. Key components include expanding the license plate reader (LPR) program, implementing GPS bait tag operations to gather intelligence on theft patterns, providing supplemental staffing and high-visibility patrols at South Coast Plaza or other retail centers, conducting retailer training programs, sending personnel to specialized training, procuring modern data analytics software to enhance information sharing, employing investigative technologies and software as investigative tools, and obtaining a cellular phone digital forensics system to access and analyze phone data used by criminals.

These initiatives aim to reduce organized retail theft incidents, increase awareness of theft among retail employees and the public through training and education programs and improve investigative capabilities to increase apprehension rates for targeted crimes.

ALTERNATIVES:

The City Council may elect to not accept the grant; however, the Department would not be able to pursue the specific goals outlined in the report.

FISCAL REVIEW:

Upon acceptance of the Organized Retail Theft (ORT) Prevention Grant, revenue and expense appropriations in the amount of \$3,518,133 will be established for the grant. The grant period is from October 1, 2023, to June 1, 2027.

LEGAL REVIEW:

The City Attorney's Office has reviewed the Organized Retail Theft (ORT) Prevention Grant Agreement, proposed resolution, and this report, and has approved them as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the following City Council Goal:

- Strengthen Public Safety and Improve the Quality of Life

CONCLUSION:

Staff recommends the City Council:

1. Approve the proposed resolution 2023-XX authorizing the participation in the Organized Retail Theft (ORT) Prevention Grant Program and the City Manager, or designee, to execute the ORT Standard Agreement.
2. Approve revenue and expense appropriations in the amount of \$3,518,133, respectively, for the Organized Retail Theft (ORT) Prevention Grant.

STANDARD AGREEMENT

STD 213 (Rev 03/2019)

AGREEMENT NUMBER

BSCC 1149- 23

PURCHASING AUTHORITY NUMBER (If Applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

BOARD OF STATE AND COMMUNITY CORRECTIONS

CONTRACTOR NAME

Costa Mesa Police Department

2. The term of this Agreement is:

START DATE

OCTOBER 1, 2023

THROUGH END DATE

JUNE 1, 2027

3. The maximum amount of this Agreement is:

\$3,518,133.00

4. The parties agree to comply with the terms and conditions of the following exhibits, attachments, and appendices which are by this reference made a part of the Agreement.

EXHIBITS	TITLE	PAGES
Exhibit A	Scope of Work	3
Exhibit B	Budget Detail and Payment Provisions	4
Exhibit C	General Terms and Conditions (04/2017)	4
Exhibit D	Special Terms and Conditions	5
Attachment 1*	Organized Retail Theft Prevention Grant Program Request for Proposals	*
Attachment 2	Organized Retail Theft Prevention Grant Program Grant Proposal	31
Appendix A	Organized Retail Theft Grant Program Scoring Panel Roster	1
Appendix B	Grantee Assurance for Non-Governmental Organizations	2

* This item is hereby incorporated by reference and can be viewed at: <https://www.bscc.ca.gov/organized-retail-theft-grant-program/>**IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.****CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

Costa Mesa Police Department

CONTRACTOR BUSINESS ADDRESS

99 Fair Drive

CITY

Costa Mesa

STATE

CA

ZIP

92626

PRINTED NAME OF PERSON SIGNING

Ronald Lawrence

TITLE

Chief of Police

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

BOARD OF STATE AND COMMUNITY CORRECTIONS

CONTRACTING AGENCY ADDRESS

2590 Venture Oaks Way, Suite 200

CITY

Sacramento

STATE

CA

ZIP

95833

PRINTED NAME OF PERSON SIGNING

COLLEEN CURTIN

TITLE

Deputy Director

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED



EXHIBIT A: SCOPE OF WORK

1. GRANT AGREEMENT – Organized Retail Theft Grant Program

This Grant Agreement is between the State of California, Board of State and Community Corrections (hereafter referred to as BSCC) and Costa Mesa Police Department (hereafter referred to as the Grantee).

2. PROJECT SUMMARY AND ADMINISTRATION

- A. The Organized Retail Theft Grant Program was established in Senate Bill 154 (SB 154) (Chapter 43, Statutes of 2022). Organized Retail Theft Grant Program funds shall be used to support local law enforcement agencies in preventing and responding to organized retail theft, motor vehicle or motor vehicle accessory theft, or cargo theft.
- B. Grantee agrees to administer the project in accordance with Attachment 1: Organized Retail Theft Grant Program Request for Proposals (incorporated by reference) and Attachment 2: Organized Retail Theft Grant Program Grant Proposal, which is attached and hereto and made part of this agreement.

3. PROJECT OFFICIALS

- A. The BSCC's Executive Director or designee shall be the BSCC's representative for administration of the Grant Agreement and shall have authority to make determinations relating to any controversies that may arise under or regarding the interpretation, performance, or payment for work performed under this Grant Agreement.
- B. The Grantee's project officials shall be those identified as follows:

Authorized Officer with legal authority to sign:

Name: Ronald Lawrence
Title: Chief of Police
Address: 99 Fair Drive, Costa Mesa CA 92626
Phone: 714-754-5117
Email: rlawrence@costamesaca.gov

Designated Financial Officer authorized to receive warrants:

Name: Carol Molina
Title: Finance Director
Address: 77 Fair Drive, Costa Mesa CA 92626
Phone: 714-754-5036
Email: carol.molina@costamesaca.gov

Project Director authorized to administer the project:

Name: Bryan Wadkins
Title: Police Captain
Address: 99 Fair Drive, Costa Mesa CA 92626
Phone: 714-754-5672
Email: bwadkins@costamesaca.gov

- C. Either party may change its project representatives upon written notice to the other party.

EXHIBIT A: SCOPE OF WORK

D. By signing this Grant Agreement, the Authorized Officer listed above warrants that he or she has full legal authority to bind the entity for which he or she signs.

4. DATA COLLECTION

Grantees will be required to comply with all data collection and reporting requirements as described in Attachment 1: Organized Retail Theft Grant Program Request for Proposals (incorporated by reference) and Attachment 2: Organized Retail Theft Grant Program Grant Proposal.

5. REPORTING REQUIREMENTS

A. Grantee will submit quarterly progress reports in a format prescribed by the BSCC. These reports, which will describe progress made on program objectives and include required data, shall be submitted according to the following schedule:

Quarterly Progress Report Periods

1. October 1, 2023 to December 31, 2023	Due no later than: February 15, 2024
2. January 1, 2024 to March 31, 2024	May 15, 2024
3. April 1, 2024 to June 30, 2024	August 15, 2024
4. July 1, 2024 to September 30, 2024	November 15, 2024
5. October 1, 2024 to December 31, 2024	February 15, 2025
6. January 1, 2025 to March 31, 2025	May 15, 2025
7. April 1, 2025 to June 30, 2025	August 15, 2025
8. July 1, 2025 to September 30, 2025	November 15, 2025
9. October 1, 2025 to December 31, 2025	February 15, 2026
10. January 1, 2026 to March 31, 2026	May 15, 2026
11. April 1, 2026 to June 30, 2026	August 15, 2026
12. July 1, 2026 to September 30, 2026	November 15, 2026
13. October 1, 2026 to December 31, 2026	February 15, 2027

B. Evaluation Documents

1. Local Evaluation Plan	Due no later than: April 1, 2024
2. Final Local Evaluation Report	June 1, 2027

C. Other

Financial Audit Report	Due no later than: June 1, 2027
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Grantees that are unable to demonstrate that they are making sufficient progress toward project goals and objectives and show that funds are being spent in accordance with the Grant Agreement could be subject to a withholding of funds.

6. PROJECT RECORDS

A. The Grantee shall establish an official file for the project. The file shall contain adequate documentation of all actions taken with respect to the project, including copies of this Grant Agreement, approved program/budget modifications, financial records and required reports.

EXHIBIT A: SCOPE OF WORK

- B. The Grantee shall establish separate accounting records and maintain documents and other evidence sufficient to properly reflect the amount, receipt, and disposition of all project funds, including grant funds and any matching funds by the Grantee and the total cost of the project. Source documentation includes copies of all awards, applications, approved modifications, financial records, and narrative reports.
- C. Personnel and payroll records shall include the time and attendance reports for all individuals reimbursed under the grant, whether they are employed full-time or part-time. Time and effort reports are also required for all subcontractors and consultants.
- D. The grantee shall maintain documentation of donated goods and/or services, including the basis for valuation.
- E. Grantee agrees to protect records adequately from fire or other damage. When records are stored away from the Grantee's principal office, a written index of the location of records stored must be on hand and ready access must be assured.
- F. All Grantee records relevant to the project must be preserved a minimum of three (3) years after closeout of the grant project and shall be subject at all reasonable times to inspection, examination, monitoring, copying, excerpting, transcribing, and auditing by the BSCC or designees. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records must be retained until the completion of the action and resolution of all issues which arise from it or until the end of the regular three-year period, whichever is later.

7. CONFLICT OF INTEREST

- A. Existing law prohibits any grantee, subgrantee, partner or like party who participated on the Organized Retail Theft Grant Program Scoring Panel from receiving funds awarded under the Organized Retail Theft Grant Program RFP. Applicants who are awarded grants under this RFP are responsible for reviewing the Organized Retail Theft Grant Program Scoring Panel roster (*Appendix A*) and ensuring that no grant dollars are passed through to any entity represented by the members of the Organized Retail Theft Grant Program Scoring Panel.
- B. In cases of an actual conflict of interest with a Scoring Panel member, the Board may revoke the grant award and legal consequences could exist for the parties involved, including, but not limited to, repayment of the grant award.

EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS

1. INVOICING AND PAYMENT

- A. The Grantee shall be paid quarterly in arrears by submitting an invoice (Form 201) to the BSCC that outlines actual expenditures claimed for the invoicing period.

Quarterly Invoicing Periods:

1. October 1, 2023 to December 31, 2023
2. January 1, 2024 to March 31, 2024
3. April 1, 2024 to June 30, 2024
4. July 1, 2024 to September 30, 2024
5. October 1, 2024 to December 31, 2024
6. January 1, 2025 to March 31, 2025
7. April 1, 2025 to June 30, 2025
8. July 1, 2025 to September 30, 2025
9. October 1, 2025 to December 31, 2025
10. January 1, 2026 to March 31, 2026
11. April 1, 2026 to June 30, 2026
12. July 1, 2026 to September 30, 2026
13. October 1, 2026 to December 31, 2026

Due no later than:

- February 15, 2024
May 15, 2024
August 15, 2024
November 15, 2024
February 15, 2025
May 15, 2025
August 15, 2025
November 15, 2025
February 15, 2026
May 15, 2026
August 15, 2026
November 15, 2026
February 15, 2027

Final Invoicing Periods*:

14. January 1, 2027 to March 31, 2027
15. April 1, 2027 to June 1, 2027

Due no later than:

- May 15, 2027
August 15, 2027

**Note: Project activity period ends December 31, 2026. The period of January 1, 2027, to June 1, 2027, is for completion of Final Local Evaluation Report and financial audit only.*

- B. All project expenses must be incurred by the end of the project activity period, December 31, 2026, and included on the final invoice due February 15, 2027. Project expenditures incurred after December 31, 2026 will not be reimbursed.
- C. The Final Local Evaluation Report is due to BSCC by June 1, 2027. Expenditures incurred for the completion of the Final Local Evaluation Report during the period of January 1, 2027, to June 1, 2027, must be submitted during the Final Invoicing Periods, with the final invoice due on August 15, 2027. Supporting fiscal documentation will be required for all expenditures claimed on during the Final Invoicing Periods and must be submitted with the final invoice.
- D. The Financial Audit Report is due to BSCC by June 1, 2027. Expenditures incurred for the completion of the financial audit during the period of January 1, 2027, to June 1, 2027, must be submitted during the Final Invoicing Periods, with the final invoice due on August 15, 2027. Supporting fiscal documentation will be required for all expenditures claimed during the Final Invoicing Periods and must be submitted with the final invoice.
- E. Grantee shall submit an invoice to the BSCC each invoicing period, even if grant funds are not expended or requested during the invoicing period.
- F. Upon the BSCC's request, supporting documentation must be submitted for project expenditures. Grantees are required to maintain supporting documentation for all

EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS

expenditures on the project site for the life of the grant and make it readily available for review during BSCC site visits. See Exhibit A. Scope of Work, Item 6. Project Records.

2. GRANT AMOUNT AND LIMITATION

- A. In no event shall the BSCC be obligated to pay any amount in excess of the grant award. Grantee waives any and all claims against the BSCC, and the State of California on account of project costs that may exceed the sum of the grant award.
- B. Under no circumstance will a budget item change be authorized that would cause the project to exceed the amount of the grant award identified in this Grant Agreement. In no event shall changes be authorized for the Administrative Salaries and Benefits line item that would result in that item exceeding ten percent (10%) of the grant award.

3. BUDGET CONTINGENCY CLAUSE

- A. This grant agreement is valid through Organized Retail Theft funding generated from the General Fund. The Grantee agrees that the BSCC's obligation to pay any sum to the grantee under any provision of this agreement is contingent upon the availability of sufficient funding granted through the passage of Senate Bill 154 (Chapter 43, Statutes of 2022), also known as the California Budget Act of 2022. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Grant Agreement does not appropriate sufficient funds for the program, this Grant Agreement shall be of no further force and effect. In this event, the BSCC shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Agreement and Grantee shall not be obligated to perform any provisions of this Grant Agreement.
- B. If Organized Retail Theft funding is reduced or falls below estimates contained within the Organized Retail Theft Request for Proposals, the BSCC shall have the option to either cancel this Grant Agreement with no liability occurring to the BSCC or offer an amendment to this agreement to the Grantee to reflect a reduced amount.
- C. If BSCC cancels the agreement pursuant to Paragraph 3(B) or Grantee does not agree to an amendment in accordance with the option provided by Paragraph 3(B), it is mutually agreed that the Grant Agreement shall have no further force and effect. In this event, the BSCC shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Agreement and Grantee shall not be obligated to perform any provisions of this Grant Agreement except that Grantee shall be required to maintain all project records required by Paragraph 6 of Exhibit A for a period of three (3) years following the termination of this agreement.

4. PROJECT COSTS

- A. The Grantee agrees to comply with the BSCC Grant Administration Guide requirements as posted on the BSCC website (currently the BSCC Grant Administration Guide July 2020) including any updated version that may be posted during term of the grant

EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS

agreement. BSCC will notify grantees whenever an updated version is posted. The BSCC Grant Administration Guide is available at:

https://www.bscc.ca.gov/s_correctionsplanningandprograms/

- B. The provisions of the BSCC Grant Administration Guide are incorporated by reference into this agreement and Grantee shall be responsible for adhering to the requirements set forth therein. To the extent any of the provisions of the BSCC Grant Administration Guide and this agreement conflict, the language in this agreement shall prevail.
- C. Grantee is responsible for ensuring that statements of expenditures submitted to the BSCC claim actual expenditures for eligible project costs.
- D. Grantee shall, upon demand, remit to the BSCC any grant funds not expended for eligible project costs or an amount equal to any grant funds expended by the Grantee in violation of the terms, provisions, conditions or commitments of this Grant Agreement.
- E. Grant funds must be used to support new program activities or to augment existing funds that expand current program activities. Grant funds shall not replace (supplant) any federal, state and/or local funds that have been appropriated for the same purpose. Violations can result in recoupment of monies provided under this grantor suspension of future program funding through BSCC grants.

5. PROMPT PAYMENT CLAUSE

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

6. WITHHOLDING OF GRANT DISBURSEMENTS

- A. The BSCC may withhold all or any portion of the grant funds provided by this Grant Agreement in the event the Grantee has materially and substantially breached the terms and conditions of this Grant Agreement.
- B. At such time as the balance of state funds allocated to the Grantee reaches five percent (5%), the BSCC may withhold that amount as security, to be released to the Grantee upon compliance with all grant provisions, including:
 - 1) submittal and approval of the final invoice;
 - 2) submittal and approval of the final progress report; and
- C. The BSCC will not reimburse Grantee for costs identified as ineligible for grant funding. If grant funds have been provided for costs subsequently deemed ineligible, the BSCC may either withhold an equal amount from future payments to the Grantee or require repayment of an equal amount to the State by the Grantee.
- D. In the event that grant funds are withheld from the Grantee, the BSCC's Executive Director or designee shall notify the Grantee of the reasons for withholding and advise the Grantee of the time within which the Grantee may remedy the failure or violation leading to the withholding.

7. EXECUTIVE ORDER N-6-22 – RUSSIA SANCTIONS

EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. “Economic Sanctions” refers to sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Contractor advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

8. PROJECT BUDGET

BSCC Budget Line Item	A. Grant Funds
1. Salaries and Benefits	\$2,523,958
2. Services and Supplies	\$0
3. Professional Services or Public Agency Subcontracts	\$0
4. Non-Governmental Organization (NGO) Subcontracts	\$0
5. Data Collection and Evaluation	\$75,000
6. Equipment/Fixed Assets	\$804,175
7. Financial Audit (Up to \$25,000)	\$0
8. Other (Travel, Training, etc.)	\$115,000
9. Indirect Costs	\$0
TOTALS	\$3,518,133

EXHIBIT C: GENERAL TERMS AND CONDITIONS (04/2017)

1. **APPROVAL:** This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. **AMENDMENT:** No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. **ASSIGNMENT:** This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. **AUDIT:** Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. **INDEMNIFICATION:** Contractor agrees to indemnify, defend and hold harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement. This obligation shall survive any termination of this agreement.
6. **DISPUTES:** Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. **TERMINATION FOR CAUSE:** The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

EXHIBIT C: GENERAL TERMS AND CONDITIONS (04/2017)

- 8. INDEPENDENT CONTRACTOR:** Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.
- 9. RECYCLING CERTIFICATION:** The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post-consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).
- 10. NON-DISCRIMINATION CLAUSE:** During the performance of this Agreement, Contractor and its subcontractors shall not deny the contract's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. Contractor shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§11135-11139.5), and the regulations or standards adopted by the awarding state agency to implement such article. Contractor shall permit access by representatives of the Department of Fair Employment and Housing and the awarding state agency upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or Agency shall require to ascertain compliance with this clause. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, §11105.)
- Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.
- 11. CERTIFICATION CLAUSES:** The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 04/2017 (<https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language>) are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

EXHIBIT C: GENERAL TERMS AND CONDITIONS (04/2017)

- 12. TIMELINESS:** Time is of the essence in this Agreement.
- 13. COMPENSATION:** The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.
- 14. GOVERNING LAW:** This contract is governed by and shall be interpreted in accordance with the laws of the State of California.
- 15. ANTITRUST CLAIMS:** The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.
- A. The Government Code Chapter on Antitrust claims contains the following definitions:
 - 1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.
 - 2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.
 - B. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.
 - C. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.
 - D. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.
- 16. CHILD SUPPORT COMPLIANCE ACT:** For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

EXHIBIT C: GENERAL TERMS AND CONDITIONS (04/2017)

- A. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and
- B. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

- A. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Gov. Code § 14841.)
- B. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER: If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

EXHIBIT D: SPECIAL TERMS AND CONDITIONS

1. GRANTEE'S GENERAL RESPONSIBILITY

- A. Grantee agrees to comply with all terms and conditions of this Grant Agreement. Review and approval by the BSCC is solely for the purpose of proper administration of grant funds, and shall not be deemed to relieve or restrict the Grantee's responsibility.
- B. Grantee is responsible for the performance of all project activities identified in Attachment 1: Organized Retail Theft Grant Program Request for Proposals (incorporated by reference) and Attachment 2: Organized Retail Theft Grant Program Grant Proposal.
- C. Grantee shall immediately advise the BSCC of any significant problems or changes that arise during the course of the project.

2. GRANTEE ASSURANCES AND COMMITMENTS

A. Compliance with Laws and Regulations

This Grant Agreement is governed by and shall be interpreted in accordance with the laws of the State of California. Grantee shall at all times comply with all applicable State laws, rules and regulations, and all applicable local ordinances.

B. Fulfillment of Assurances and Declarations

Grantee shall fulfill all assurances, declarations, representations, and statements made by the Grantee in Attachment 1: Organized Retail Theft Grant Program Request for Proposals (incorporated by reference) and Attachment 2: Organized Retail Theft Grant Program Grant Proposal, documents, amendments, approved modifications, and communications filed in support of its request for grant funds.

C. Permits and Licenses

Grantee agrees to procure all permits and licenses necessary to complete the project, pay all charges and fees, and give all notices necessary or incidental to the due and lawful proceeding of the project work.

3. POTENTIAL SUBCONTRACTORS

- A. In accordance with the provisions of this Grant Agreement, the Grantee may subcontract for services needed to implement and/or support program activities. Grantee agrees that in the event of any inconsistency between this Grant Agreement and Grantee's agreement with a subcontractor, the language of this Grant Agreement will prevail.
- B. Nothing contained in this Grant Agreement or otherwise, shall create any contractual relation between the BSCC and any subcontractors, and no subcontract shall relieve the Grantee of his responsibilities and obligations hereunder. The Grantee agrees to be as fully responsible to the BSCC for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Grantee. The Grantee's obligation to pay its subcontractors is an independent obligation from the BSCC's obligation to make payments to the Grantee. As a result, the BSCC shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

EXHIBIT D: SPECIAL TERMS AND CONDITIONS

- C. Grantee shall ensure that all subcontractors comply with the eligibility requirements stated in the ARG Rehabilitation of Existing Property or Building Project RFP and described in Appendix B.
- D. Grantee assures that for any subcontract awarded by the Grantee, such insurance and fidelity bonds, as is customary and appropriate, will be obtained.
- E. Grantee agrees to place appropriate language in all subcontracts for work on the project requiring the Grantee's subcontractors to:

1) Books and Records

Maintain adequate fiscal and project books, records, documents, and other evidence pertinent to the subcontractor's work on the project in accordance with generally accepted accounting principles. Adequate supporting documentation shall be maintained in such detail so as to permit tracing transactions from the invoices, to the accounting records, to the supporting documentation. These records shall be maintained for a minimum of three (3) years after the acceptance of the final grant project audit under the Grant Agreement, and shall be subject to examination and/or audit by the BSCC or designees, state government auditors or designees, or by federal government auditors or designees.

2) Access to Books and Records

Make such books, records, supporting documentations, and other evidence available to the BSCC or designee, the State Controller's Office, the Department of General Services, the Department of Finance, California State Auditor, and their designated representatives during the course of the project and for a minimum of three (3) years after acceptance of the final grant project audit. The Subcontractor shall provide suitable facilities for access, monitoring, inspection, and copying of books and records related to the grant-funded project.

4. PROJECT ACCESS

Grantee shall ensure that the BSCC, or any authorized representative, will have suitable access to project activities, sites, staff and documents at all reasonable times during the grant period including those maintained by subcontractors. Access to program records will be made available by both the grantee and the subcontractors for a period of three (3) years following the end of the grant of the project.

5. ACCOUNTING AND AUDIT REQUIREMENTS

- A. Grantee agrees that accounting procedures for grant funds received pursuant to this Grant Agreement shall be in accordance with generally accepted government accounting principles and practices, and adequate supporting documentation shall be maintained in such detail as to provide an audit trail. Supporting documentation shall permit the tracing of transactions from such documents to relevant accounting records, financial reports and invoices.

EXHIBIT D: SPECIAL TERMS AND CONDITIONS

- B. The BSCC reserves the right to call for a program or financial audit at any time between the execution of this Grant Agreement and three years following the end of the grant period. At any time, the BSCC may disallow all or part of the cost of the activity or action determined to not be in compliance with the terms and conditions of this Grant Agreement or take other remedies legally available.

6. DEBARMENT, FRAUD, THEFT OR EMBEZZLEMENT

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to grantees that have been:

1. debarred by any federal, state, or local government entities during the period of debarment; or
2. convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subgrantee or subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation.

All Grantees must have on file with the BSCC a completed and signed Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement (Required as Appendix E of the original Proposal Package).

7. MODIFICATIONS

No change or modification in the project will be permitted without prior written approval from the BSCC. Changes may include modification to project scope, changes to performance measures, compliance with collection of data elements, and other significant changes in the budget or program components contained in the Attachment 1: Organized Retail Theft Grant Program Request for Proposals and Attachment 2: Organized Retail Theft Grant Program Grant Proposal. Changes shall not be implemented by the project until authorized by the BSCC.

8. TERMINATION

- A. This Grant Agreement may be terminated by the BSCC at any time after grant award and prior to completion of project upon action or inaction by the Grantee that constitutes a

EXHIBIT D: SPECIAL TERMS AND CONDITIONS

material and substantial breach of this Grant Agreement. Such action or inaction includes but is not limited to:

- 1) substantial alteration of the scope of the grant project without prior written approval of the BSCC;
 - 2) refusal or inability to complete the grant project in a manner consistent with Attachment 1: Organized Retail Theft Grant Program Request for Proposals and Attachment 2: Organized Retail Theft Grant Program Grant Proposal, or approved modifications;
 - 3) failure to meet prescribed assurances, commitments, recording, accounting, auditing, and reporting requirements of the Grant Agreement.
- B. Prior to terminating the Grant Agreement under this provision, the BSCC shall provide the Grantee at least 30 calendar days written notice stating the reasons for termination and effective date thereof. The Grantee may appeal the termination decision in accordance with the instructions listed in Exhibit D: Special Terms and Conditions, Number 9. Settlement of Disputes.

9. SETTLEMENT OF DISPUTES

- A. The parties shall deal in good faith and attempt to resolve potential disputes informally. If the dispute persists, the Grantee shall submit to the BSCC Corrections Planning and Grant Programs Division Deputy Director a written demand for a final decision regarding the disposition of any dispute between the parties arising under, related to, or involving this Grant Agreement. Grantee's written demand shall be fully supported by factual information. The BSCC Corrections Planning and Grant Programs Division Deputy Director shall have 30 days after receipt of Grantee's written demand invoking this Section "Disputes" to render a written decision. If a written decision is not rendered within 30 days after receipt of the Grantee's demand, it shall be deemed a decision adverse to the Grantee's contention. If the Grantee is not satisfied with the decision of the BSCC Corrections Planning and Grant Programs Division Deputy Director, the Grantee may appeal the decision, in writing, within 15 days of its issuance (or the expiration of the 30-day period in the event no decision is rendered), to the BSCC Executive Director, who shall have 45 days to render a final decision. If the Grantee does not appeal the decision of the BSCC Corrections Planning and Grant Programs Division Deputy Director, the decision shall be conclusive and binding regarding the dispute and the Contractor shall be barred from commencing an action in court, or with the Victims Compensation Government Claims Board, for failure to exhaust Grantee's administrative remedies.
- B. Pending the final resolution of any dispute arising under, related to or involving this Grant Agreement, Grantee agrees to diligently proceed with the performance of this Grant Agreement, including the providing of services in accordance with the Grant Agreement. Grantee's failure to diligently proceed in accordance with the State's instructions regarding this Grant Agreement shall be considered a material breach of this Grant Agreement.

EXHIBIT D: SPECIAL TERMS AND CONDITIONS

- C. Any final decision of the State shall be expressly identified as such, shall be in writing, and shall be signed by the Executive Director, if an appeal was made. If the Executive Director fails to render a final decision within 45 days after receipt of the Grantee's appeal for a final decision, it shall be deemed a final decision adverse to the Grantee's contentions. The State's final decision shall be conclusive and binding regarding the dispute unless the Grantee commences an action in a court of competent jurisdiction to contest such decision within 90 days following the date of the final decision or one (1) year following the accrual of the cause of action, whichever is later.
- D. The dates of decision and appeal in this section may be modified by mutual consent, as applicable, excepting the time to commence an action in a court of competent jurisdiction.

10. UNION ACTIVITIES

For all agreements, except fixed price contracts of \$50,000 or less, the Grantee acknowledges that applicability of Government Code §§16654 through 16649 to this Grant Agreement and agrees to the following:

- A. No State funds received under the Grant Agreement will be used to assist, promote or deter union organizing.
- B. Grantee will not, for any business conducted under the Grant Agreement, use any State property to hold meetings with employees or supervisors, if the purpose of such meetings is to assist, promote or deter union organizing, unless the State property is equally available to the general public for holding meetings.
- C. If Grantee incurs costs or makes expenditures to assist, promote or deter union organizing, Grantee will maintain records sufficient to show that no reimbursement from State funds has been sought for these costs, and that Grantee shall provide those records to the Attorney General upon request.

11. WAIVER

The parties hereto may waive any of their rights under this Grant Agreement unless such waiver is contrary to law, provided that any such waiver shall be in writing and signed by the party making such waiver.

Title	Costa Mesa Police Department	07/07/2023
	by Costa Mesa PD in Organized Retail Theft Prevention Grant Program	id. 41333505
	pdcostamesa@gmail.com	

Original Submission 07/07/2023

The Organized Retail Theft (ORT) Prevention Grant Program Application is divided into five (5) sections as identified below: Background Information Contact Information Program Information Proposal Narrative and Budget Mandatory Attachments Each section has a series of questions requiring a response. Applicants will be prompted to provide written text, select options from a drop down menu, select options from a multiple choice menu, or upload attachments. Questions with a red asterisk require responses. Applicants will not be able to submit the application until all questions with a red asterisk have been completed. Applicants may reference the ORT Prevention Grant Program Proposal Instruction Packet for background information, key dates, rating factors, and other important information to aid in the completion of the ORT Prevention Grant Program Application. The ORT Prevention Grant Proposal Instruction Packet is available on the Board of State and Community Corrections (BSCC) website. NOTE: Applicants may start and stop their application but must select "Save Draft" at the bottom of the application before existing.

SECTION I - BACKGROUND INFORMATION This section requests information about the applicant's name, location, mailing address, and tax identification number.

Name of Applicant (i.e., Police Department, Sheriff's Department, or Probation Department) **Costa Mesa Police Department**

Multi-Agency Partnerships Information (if applicable) **Applicants may apply for funding as part of a multi-agency partnership (two [2] or more agencies). The agencies and jurisdictions comprising the collaborative application are not required to be contiguous. One (1) Lead Public Agency must be identified on behalf of the partnership.**

Multi-Agency Partnerships **No: This is not a Multi-Agency Partnership Application**

Lead Public Agency Information **All applicants are required to designate a Lead Public Agency (LPA) to serve as the coordinator for all grant activities. The LPA is a governmental agency with local authority within the applicant's city or county. The applicant may choose to fill the role of LPA itself or it may designate a department, agency, or office under its jurisdiction to serve as the LPA. The role of the LPA is to coordinate with other local government agency partners and non-governmental organizations to ensure successful implementation of the grant program. The LPA is responsible for data collection and management, invoices, meeting coordination (virtual and/or in-person), and will serve as the primary point of contact with the BSCC.**

Lead Public Agency **Costa Mesa Police Department**

Applicant's Physical Address **99 Fair Dr.
Costa Mesa
CA
92626
US**

Applicant's Mailing Address (if different than the physical address) **99 Fair Dr.
Costa Mesa
CA
92626
US**

Mailing Address for Payment **PO Box 1200
Costa Mesa
CA
92628-1200
US**

Tax Identification Number **95-6005030**

SECTION II - CONTACT INFORMATION **This section requests contact information for the individuals identified as the Project Director, Financial Officer, Day-to-Day Project Contact, Day-to-Day Fiscal Contact, and the Authorized Signature.**

Project Director **Bryan
Wadkins**

Project Director's Title with Agency/Department/Organization **Police Captain**

Project Director's Physical Address **99 Fair Dr.
Costa Mesa
CA
92626
US**

Project Director's
Email Address **bwadkins@costamesaca.gov**

Project Director's
Phone Number **+17147545672**

Financial Officer **Carol
Molina**

Financial Officer's
Title with
Agency/Department/Organization **Finance Director**

Financial Officer's
Physical Address **77 Fair Dr.
Costa Mesa
CA
92626
US**

Financial Officer's
Email Address **carol.molina@costamesaca.gov**

Financial Officer's
Phone Number **+17147545036**

Day-To-Day Program
Contact **Jason
Chamness**

Day-To-Day Program
Contact's Title **Police Captain**

Day-To-Day Program
Contact's Physical
Address **99 Fair Dr.
Costa Mesa
CA
92626
US**

Day-To-Day Program
Contact's Email
Address **jchamness@costamesaca.gov**

Day-To-Day Program
Contact's Phone
Number **+17147545272**

Day-To-Day Fiscal
Contact **Jan
Wang**

Day-To-Day Fiscal
Contact's Title **Sr. Management Analyst**

Day-To-Day Fiscal Contact's Physical Address	99 Fair Dr. Costa Mesa CA 92626 US
Day-To-Day Fiscal Contact's Email Address	jwang@costamesaca.gov
Day-To-Day Fiscal Contact's Phone Number	+17147545074
Name of Authorized Officer	Ronald Lawrence
Authorized Officer's Title	Chief of Police
Authorized Officer's Physical Address	99 Fair Dr. Costa Mesa CA 92626 US
Authorized Officer's Email Address	rlawrence@costamesaca.gov
Authorized Officer's Phone Number	+17147545117
Authorized Officer Assurances	checked
SECTION III - PROGRAM INFORMATION	This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection.
Project Title	Costa Mesa Police Department Organized Retail Theft, Vehicle Theft and Vehicle Accessory Theft Program
Proposal Summary	In an effort to reduce organized retail theft, vehicle theft and vehicle accessory theft, the Costa Mesa Police Department is seeking grants funds from BSCC to implement theft reduction strategies. The proposed program will focus on prevention, apprehension, collaboration, and enhanced law enforcement efforts. These strategies will include increasing directed enforcement, educating the public and retail partners, and acquiring technologies and additional trainings to increase investigative capabilities.

PROGRAM PURPOSE AREAS	Applicants must propose activities, strategies, or programs that address the Program Purpose Areas (PPAs) as defined on pages 5 - 8 in the ORT Prevention Grant Proposal Instruction Packet. A minimum of one (1) PPA must be selected; applicants are not required to address all three (3) PPAs. All proposed activities, strategies, or programs must have a link to the ORT Prevention Grant Program as described in the authorizing legislation and the ORT Prevention Grant Proposal Instruction Packet.
Program Purpose Areas (PPAs):	PPA 1: Organized Retail Theft PPA 2: Motor Vehicle or Motor Vehicle Accessory Theft
Funding Category Information	Applicants may apply for funding in a Medium Scope OR Large Scope Category. The maximum an applicant may apply for is up to \$6,125,000 in the Medium Scope category OR up to \$15,650,000 in the Large Scope category. Applicants may apply for any dollar amount up to and including the maximum grant amount identified in each category. Multi-agency partnerships (determined as Medium Scope OR Large Scope) may apply for up to the maximum grant award in that category, multiplied by the number of partnering eligible applicants. For Example: Four (4) eligible applicants in the Medium Scope category may submit one (1) application for up to \$24,500,000 o \$6,125,000 (Medium Scope Max) x 4 (# of Agencies) = \$24,500,000 Two (2) eligible applicants in the Large Scope category may submit one (1) application for up to \$31,300,000 o \$15,650,000 (Large Scope Max x 2 (# of Agencies) = \$31,300,000 Please reference pages 10-12 in the ORT Prevention Grant Proposal Instruction Packet for additional information.
Funding Category	Medium Scope (Up to \$6,125,000)
SECTION IV - PROPOSAL NARRATIVE AND BUDGET	This section requests responses to the Rating Factors identified in the the ORT Prevention Grant Program Application Instruction Packet.

The Proposal Narrative must address the Project Need, Project Description, Project Organizational Capacity and Coordination, and Project Evaluation and Monitoring Rating Factors as described in the ORT Prevention Grant Instruction Packet (refer to pages 20-24). A separate narrative response is required for each Rating Factor as described below: The Project Need narrative may not may not exceed 6,711 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately three (3) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Description narrative may not may not exceed 11,185 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately five (5) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Organizational Capacity and Coordination narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Evaluation and Monitoring narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. A character counter is automatically enabled that shows the number of characters used and the remaining number of characters before the limit for each response is met. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit". Applicants will be prohibited from submitting the ORT Prevention Grant Program Application until they comply with the character limit requirements. NOTE: It is up to the applicant to determine how to use the total word limit in addressing each section, however as a guide, the percent of total point value for each section is provided in the ORT Prevention Grant Proposal Instruction Packet (refer to page 15).

Project Need

1.1 Describe the need(s) to be addressed, the process used to determine the need(s), and how the need is related to the intent of the grant program.

South Coast Plaza

Costa Mesa is home to South Coast Plaza (SCP), the largest retail mall in California and forth largest in the United States. Over the past six months, SCP had approximately 10 cases with links to Organized Retail Theft (ORT) with a total loss of approximately \$85,000. More than a decade ago, the SCP had one of the largest ORT cases in Orange County's history involving the Romanian Mafia and millions of dollars in fraud and theft. Overall theft crimes from SCP indicate a significant increase over the past five years. From 2018 to 2022, theft crimes rose by 41% (500 to 705). The most glaring increase was for grand theft which rose 158% (97 to 251). Additionally, between 2020 and 2022, South Coast Plaza saw a 111% increase in police calls for service for a variety of issues.

Vehicle Thefts

Vehicle theft data indicates a 26% increase in thefts in Costa Mesa over the past 5 years. These trends highlight the need for heightened enforcement strategies and proactive measures, such as technology to combat auto theft in Costa Mesa. 2021 saw the highest amount of vehicle thefts with 454.

Catalytic Converter Thefts

Catalytic converter theft has become a significant concern in Costa Mesa, reflecting a broader trend seen across the country. Data specific to the city reveals a surge in catalytic converter theft incidents in recent years. Between 2018 and 2021, Costa Mesa saw an increase of 800%, from 37 (2018) to 345 (2021). Costa Mesa has actively sought to deter these thefts through bait programs, directed patrols, and community engagement campaigns.

These crimes pose serious threats to the local economy, public safety, and overall community well-being. Grant funds are urgently needed for the listed strategies so law enforcement can disrupt criminal networks more effectively and prevent further criminal activities: Supplement Staffing; Enforcement Efforts; Collaboration and Information Sharing; Technology; and Training.

The analysis of crime data provided crucial insights into the scope, severity, and specific areas affected by these crimes. We consulted with personnel and subject matter experts in all levels of the organization that respond to and investigate these crimes to determine current training needs and resource requirements.

The identified needs focus on developing and implementing prevention strategies, strengthening enforcement strategies, providing specialized training programs, investing in advanced technologies programs, education initiatives and raising public awareness.

1.2 Conditions and Elements that Contribute to the Project Needs are:

- **SOUTH COAST PLAZA:** SCP is the largest shopping mall in California with several factors contributing to retail theft:
 - o **High-Value Retailers:** SCP houses a variety of high-end and luxury retailers.
 - o **Large Foot Traffic:** SCP has an estimated 20 million visitors per year, creating an environment where theft incidents can occur more frequently.
 - o **Geographical Location:** SCP is situated near major transportation routes and adjacent to densely populated areas.
 - o **Historical Organized Retail Theft:** SCP has experienced crimes committed by ORT Groups. Some of the individuals of these groups have been involved with transnational criminal organizations, organized criminal street gangs, gypsy groups and groups of teenage and young adults organizing via social media networks.

• **DEPARTMENTAL LIMITATIONS:** The existing personnel, technology, resources and strategies to combat organized retail theft, vehicle theft and vehicle accessory theft have proven insufficient in keeping pace with the evolving tactics employed by organized criminal networks. City budget limitations and constraints has made it more difficult for Costa Mesa to properly fund and staff law enforcement efforts to combat ORT.

• **COSTA MESA'S GEOGRAPHIC LOCATION AND ACCESSIBILITY:** Our community's geographic location is situated within three major freeways (55, 405 and 73). This accessibility creates challenges in deterring and responding to these theft crimes. Criminal networks can easily access our area, commit thefts, and escape quickly out of our jurisdiction.

• **PUBLIC AND PRIVATE EDUCATION:** As crime trends continue to evolve, the public lacks knowledge on how to protect themselves from being victimized. Retail personnel lack training on these evolving crime trends and coordination with law enforcement.

• **AUTO THEFT AND AUTO ACCESSORY THEFT CRIME TRENDS:** Despite current efforts, auto theft and auto accessory theft continues to victimize our community at a high rate. We recently employed a License Plate Reader (LPR) program and have seen some successes. More funding in this area would enhance our ability to suppress crime in Costa Mesa.

1.3 Relevant Qualitative and/or Quantitative Data:

ORGANIZED RETAIL THEFT: Over the decades, SCP has experienced the most organized retail theft in the City. In 2007, Costa Mesa detectives uncovered a large-scale Romanian Mafia crime ring committing fraud and theft utilizing a variety of phishing techniques, resulting in the loss of millions of dollars. The investigation involved numerous State and Federal law enforcement organizations and led to a 65-count indictment of 33 defendants. The investigation involved multiple countries and continued for another six years (2014) (USDOJ, 2008).

A recent audit of crimes at SCP reveal that from January 1 to June 30 2023, SCP had approximately 10 cases with links to ORT. The 10 separate cases had a total loss of approximately \$85,000 and approximately 20 suspects. From 2018 to 2022 compiled theft crimes rose by 41% from 500 to 705. The most glaring increase was in for grand theft which rose 158% (97 to 251).

VEHICLE THEFT: From 2018 to 2022, reported vehicle thefts rose by approximately 26%, from 303 in 2018 and 410 in 2022. Over the past five years, 2021 had the highest rate of reported vehicle thefts with 454. In February of 2022, Costa Mesa invested in an LPR program. LPR have led to the arrest of 33 felons and the recovery of 28 stolen cars since its inception in February. The estimated value of the

recovered stolen vehicles is well in excess of \$500,000.

CATALYTIC CONVERTERS: Between 2018 and 2021, Costa Mesa saw an increase of 800%, from 37 (2018) to 345 (2021). The 2022 theft data shows a minor decrease to 197 catalytic converter thefts.

References

USDOJ. (2008). "33 Individuals in U.S. and Romania Indicted..." Central District, CA : United States Department of Justice, Release No. 08-066, Attorney Mark R. Aveis.

Project Description

2.1 Proposed project that will address the needs identified:

LICENSE PLATE READER PROGRAM: As part of this grant, the Costa Mesa Police Department (CMPD) plans to acquire license plate readers (LPR) to expand the department's existing LPR program. The acquisition of additional LPR cameras will be strategically located along major interior city arteries and near retail centers to assist in the apprehension, prevention and investigation of stolen vehicles, vehicle accessory theft and organized retail theft.

GPS BAIT TAG OPERATIONS: GPS bait tags are attached to high-value items and enable remote tracking and monitoring. By strategically placing bait tags in targeted areas, law enforcement can gather intelligence on theft patterns, identify criminal networks, and pinpoint high-crime locations. CMPD will use the grant to purchase bait tag technology, high value bait that is commonly stolen and fund special enforcement operations targeting organized retail theft, vehicle theft and vehicle accessory theft.

ORT operations would utilize crime analysis information to determine the most effective days, times and locations, most probable for a theft linked to organized retail theft in order to deploy bait operations. These operations would occur twice per month. Each operation would be approximately six-hours in duration.

Vehicle theft and vehicle accessory theft bait operations would also be planned based on current crime analysis to ensure the most effective deployment location, day and time. In addition, high value bait items that would qualify for grand theft, would also be used in vehicles and parked in retail parking lots or other locations. These operations would occur twice per month and would require three undercover officers, one uniformed officer and one supervisor. This strategy would be deployed once per month, and requires eight hours for each officer and supervisor involved in the operation.

SOUTH COAST PLAZA DIRECTED ENFORCEMENT OPERATIONS: SCP has over 20 million visitors a year and has gross revenue of approximately 2 billion dollars. The CMPD has established a SCP Substation on site and also designated specific personnel to the SCP Detail. Grant funding will be utilized to supplement staffing on an overtime basis:

- Ensure SCP Detail is staffed with a minimum of two officers working

seven days a week. Based on current staffing, there are two days a week that only have one officer providing police services for the SCP. This would require up to 80 hours of overtime per month.

- Conduct high visibility patrol of parking lots as a deterrent, to respond ORT and vehicle related crimes occurring on the exterior and provide immediate response to LPR notifications in the area of the property to prevent crime. This would require up to 80 hours of overtime per month for officers.
- Provide supplemental staffing during peak holidays or anytime an additional increase in patrons to the SCP is anticipated. This would require up to 800 hours of officer overtime per year.

RETAILER TRAINING PROGRAM: CMPD will educate employees on the current trends of ORT groups, ways to deter theft through customer service, observation skills in the event of theft and how to properly report thefts to assist with suspect identification and apprehension. The training sessions would require overtime for two officers totaling sixteen (16) hours per quarter; sixty-four (64) hours per year.

SUPPLEMENTAL TRAINING FOR CMPD PERSONNEL: Utilizing grant funds to supplement our ability to send personnel to more specialized training will assist us in our overall goal of reducing and apprehending ORT, vehicle theft and vehicle accessory theft criminals. The classes we would utilize with grant funding would include, but not be limited to: ICI Fundamentals of Cyber Crime, Vehicle Theft, ICI Real Estate Fraud Investigations, ICI Financial Crimes Course, ICI Identity Theft Investigations, ICI Burglary, Theft and Receiving Stolen Property, Rico and Money Laundering Investigations, Patrol Search Warrant, Advanced Search Warrants, Social Media Investigations, and Technology in Investigations. The total cost of the training classes, travel expenses and overtime to back fill attendance would not exceed \$700,000 over the three-year grant period.

INVESTIGATIVE AND DATA ANALYTIC SOFTWARE: Currently, CMPD compiles data in numerous siloed programs that are unable to connect, including Computer Assisted Dispatch (CAD), Records Management Systems (RMS), Body Worn Cameras (BWC), LPR and many other programs. All these programs are from different vendors and unable to share data to be analyzed and viewed efficiently in criminal investigations.

The ability to easily share information and collaborate in real-time with neighboring law enforcement agencies is crucial as individuals and groups engaged in ORT often operate regionally. Modern technologies are needed for crime analysts to proactively identify trends and patterns in ORT activity to better inform early intervention and prevention strategies.

The grant funding will be used to procure and field a modern data integration, analysis, and collaboration platform - a unified software

platform from which the department can run its coordinated strategic response to ORT. This software will also provide the tools to measure the impact of this grant. The data sources and measurement criteria put forth in this application can be monitored and allow CMPD to measure in real-time the impact of actions taken by the department. With a unified platform, CMPD will have a flexible foundation that can be used to understand and combat other significant criminal activity beyond ORT, vehicle thefts and thefts of vehicle parts.

FACIAL RECOGNITION SOFTWARE: Facial Recognition software will assist CMPD's efforts to identify known/unknown subjects committing ORT, auto theft and auto accessory theft. This software will be an important tool in furthering CMPD's investigative efforts and sharing that data with our retail and law enforcement partners.

CELLULAR PHONE DIGITAL FORENSICS SYSTEM: Cellular Phone Digital Forensic Systems assist law enforcement with accessing information on a suspect's cellular phone(s) and analyzing the large amounts of data that can be retained in these devices. ORT criminals utilize their phones to plan and coordinate criminal activity. This tool will assist us in identifying coconspirators and obtaining strong evidence for criminal prosecution.

2.2 Proposed Project's Goals, Objectives and Impact:

- Decrease the number of reported organized retail theft incidents at South Coast Plaza. The goal is to achieve a 7% reduction in reported retail theft incidents within the grant period by implementing directed enforcement strategies based on best practices.
- Increase awareness and education of organized retail theft among retail employees, and auto theft and auto accessory theft among the general public. The goal is to conduct up to ten (10) quarterly training sessions with local retailers, distribute educational materials to 1,000 individuals within the grant period and conduct a targeted public education campaign using social media with monthly posts (36).
- Utilize technology and expand officer training to improve investigative capabilities and apprehension rates related to organized retail theft, auto theft and auto accessory theft cases. The goal is to increase arrest rates for the targeted crimes by 5%.

2.3 Rationale for the Proposed Activities:

Based on historical department experience and data:

- An increased uniformed police presence and the use of high visibility patrols has a direct impact on deterring crime in a given geographical location. Increasing staffing levels for SCP Detail allows for quicker response to ORT and other crimes occurring at SCP which gives CMPD a better opportunity to identify and arrest perpetrators.
- Utilizing training and best practices, personnel will be better educated and informed to complete comprehensive investigations

with better outcomes and convictions.

- Our retail partners lack organized and regular training on ORT trends and methods. Also, due to high employee turnover, they often do not know how to appropriately respond to crimes in progress to better assist law enforcement to make apprehensions and obtain evidence for investigations. By providing regular training, our retail partners become a force multiplier in our goal of preventing ORT and apprehending those involved.
- CMPD has significantly fallen behind in utilizing new technology due to years of budgetary challenges. Grant funds will allow us to seek out technology that has been used regularly with other law enforcement agencies with great success. We will also be expanding on LPR technology that our department has already utilized to make numerous arrests and recoveries of stolen property. By expanding these programs, we anticipate that we will see additional success.

2.4 Surveillance Technology Policies:

CMPD does not currently have a surveillance technology policy, however we do have the following:

AUTOMATED LICENSE PLATE READER POLICY: The policy of the Costa Mesa Police Department is to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public. All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review. If additional policies are required by the grant, CMPD will institute the appropriate policy to ensure compliance with the law and this grant.

2.5 Costa Mesa Limit Racial Bias Policy:

The Costa Mesa Police Department is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

Bias-based policing is strictly prohibited. However, nothing in this policy is intended to prohibit an officer from considering protected characteristics in combination with credible, timely and distinct information connecting a person or people of a specific characteristic to a specific unlawful incident, or to specific unlawful incidents, specific criminal patterns or specific schemes.

project's continuation after the grant funds expire.

3.1 Ability to Administer the Proposed Project:

The Costa Mesa Police Department has a proven track record of successful project administration and management. Our department has successfully administered numerous state and federal grants, including Justice Assistance Grant Program (JAG), Office of Traffic Safety (OTS) and Emergency Management Performance Grant (EMPG), etc.

To ensure effective administration, we will establish a Project Coordinator with the organizational authority to provide the Organized Retail Theft Grant appropriate oversight. The Project Coordinator will oversee an ORT Grant Committee, that will be compiled with law enforcement managers, supervisors and specialists. This committee will oversee all aspects of the project, including budgeting, procurement, implementation, monitoring, and evaluation. IT Administrators will manage equipment contracts, hardware, licenses, software and connectivity. Crime Analysts will analyze and track associated data and crime trends. Detectives and SCP supervision will track and monitor resource allocation. Community Policing Unit will manage LPR and the Bait Programs. The Public Affairs team will engage with retailers and the community. The above-mentioned positions already exist and are not grant dependent.

3.2 Coordination with other Agencies:

Our proposal does not require organized coordination with outside agencies.

3.3 Timeline for Execution and Management Structure:

The proposed project will be executed over a period from October 1, 2023 to June 1, 2027. Our timeline for project implementation is as follows:

- October 1, 2023 to April 1, 2024: Project preparation, procurement, training, and program design.
- January 1, 2024 to December 31, 2026: Implement all activities related to grant goals.
- January 1, 2027 to June 1, 2027: Analyze final data and submit final report.

3.4 Management Structure and Decision-Making Process:

To ensure efficient management and coordination, we will adopt a hierarchical management structure with clear lines of authority and responsibility. The project will be overseen by a Project Director (Captain) who will provide overall guidance and strategic direction. The Project Coordinator will oversee the ORT Grant Committee, that will be compiled with the previously mentioned law enforcement managers, supervisors and specialists who will handle specific

components of the project. The committee will meet regularly to review progress, provide guidance, and make key decisions regarding project implementation.

3.5 Plans to Sustain the Proposed Project After Grant Funding Expires:

We recognize the importance of ensuring the long-term sustainability of the proposed project beyond the grant period. We will proactively seek alternative funding sources to sustain the projects initiated by the grant. This will include expanding personnel dedicated to the SCP Detail. Our current staffing levels are below budgeted levels and during the duration of this grant, we hope to hire to full staffing levels, allowing us to fill needed positions including SCP Detail.

To sustain the on-going cost of the proposed projects, we plan to utilize numerous options including; Asset Forfeiture funding, other grants, reallocate current budget funding from antiquated programs that are no long necessary/needed and solicit additional funding from city leaders based on the grants impacts on crime reduction.

Project Evaluation and Monitoring

4.1 Qualified External Entity for Project Evaluation:

The ORT Grant Committee will select a qualified internal and/or external partner, possibly California State University Fullerton Social Science Research Center, to evaluate our program and goals. The ORT Grant committee will meet monthly to review the various phases of the project, (e.g., start-up, implementation, service delivery period), to ensure proper oversight and project administration.

4.2 Quantifiable Process Measures and Outcome Measures:

To ensure a comprehensive evaluation, we will establish quantifiable process measures and outcome measures aligned with our program objectives. Examples of these measures include:

- Provide surveys to retail partners attending ORT training to rate and assess the benefits of the training.
- Compile spreadsheet data on where, when and the number of educational materials distributed to the public
- Compile spreadsheet tracking targeted public education social media posts
- Increase arrest rates by 5% for retail theft, auto theft and auto accessory theft
- Achieve a 7% reduction in reported retail theft incidents within the grant period by implementing directed enforcement strategies based on best practices

4.3 Preliminary Plan for Monitoring Project Implementation:

The Project Director will oversee an ORT Grant Committee, that will be compiled with law enforcement managers, supervisors and specialists who will handle specific components of the project. The committee will meet regularly to ensure that the project is being

implemented as intended. The ORT Grant Committee will maintain and manage a timely status report which will be available upon request.

4.4 Preliminary Plan for Data Collection and Evaluation:

The Crime Analysts, within the ORT Grant Committee, will determine the baseline data for metrics associated to the process and outcome measures. The Crime Analysts will ensure that data is collected and reviewed on a timely basis for the Committee to consider adjustments to strategies and program implementation as needed to meet overall goals. At the conclusion of the grant, an unaffiliated unbiased public/private entity will be utilized to evaluate data and outcomes related to our goals.

4.5 Research Design or Methodology for Assessing Project Outcomes:

The long-term viability of all requested technology is sufficient enough to ensure its use will far exceed the grant period. Technology such as LPR and bait tags have been used for years by law enforcement agencies and hardware/software is continually upgraded by reliable vendors. Each goal listed on the project work plan will be monitored and evaluated throughout the grant period by the ORT Grant Committee. Currently, the CMPD's LPR and BAIT programs are evaluated and reported on weekly. As with other grants administered by our agency, real-time performance measures such as crime stats, associated arrests, and resource allocation will be developed to track and compile usable data into a weekly report available to appropriate persons or committees upon request. Data collection will be conducted by CMPD's Crime Analyst and shared with the ORT Grant Committee and internal/external stakeholders with the right to know. The ORT Grant Committee will analyze qualitative and quantitative data to ensure resource allocation is achieving the desired results. A reduction in thefts related to organized crime rings would be an example of quantitative data that would be tracked by the committee. The same holds true for vehicle thefts and vehicle accessory thefts.

Budget Instructions

Applicants are required to submit a Proposal Budget and Budget Narrative (Budget Attachment). Upon submission the Budget Attachment will become Section 5: Budget (Budget Tables & Narrative) making up part of the official proposal. The Budget Attachment must be filled out completely and accurately. Applicants are solely responsible for the accuracy and completeness of the information entered in the Proposal Budget and Budget Narrative. The Proposal Budget must cover the entire grant period. For additional guidance related to grant budgets, refer to the BSCC Grant Administration Guide. The Budget Attachment is provided as a stand-alone document on the BSCC website.

Budget Attachment

[ORT-Grant-Program-Budget-Attachment_Costa_Mesa_Police_Department.xlsx](#)

SECTION V -
ATTACHMENTS

This section list the attachments that are required at the time of submission, unless otherwise noted. Project Work Plan (Appendix B) - Mandatory Grantee Assurance for Non-Governmental Organizations (Appendix D) - Mandatory Local Impact Letter(s) (Appendix E) - Mandatory Letter(s) of Commitment (Appendix F) - If Applicable Policies Limiting Racial Bias - Refer to page 9 of the Proposal Instruction Packet - Mandatory Policies on Surveillance Technology - Refer to page 9 of the Proposal Instruction Packet - If Applicable Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Appendix G) - Mandatory Governing Board Resolution (Appendix H) - Optional

Project Work Plan (Appendix B)

[Project-Work-Plan-ORT_Costa_Mesa_Police_Department.docx](#)

Grantee Assurance for Non-Governmental Organizations (Appendix D)

[Non-Governmental_Organization_Assurance_Costa_Mesa_Police_Department.pdf](#)

Local Impact Letter(s) (Appendix E)

[Local_Impact_Letter_Costa_Mesa_Police_Department.pdf](#)

Letter(s) of
Commitment,
(Appendix F) n/a

Policies Limiting Racial Bias

[Bias-Based_Policing.pdf](#)

Policies on Surveillance Technology

[Automated_License_Plate_Readers__ALPRs_.pdf](#)

Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Appendix G)

[Appendix_G_Certification_of_Compliance_Costa_Mesa_Police_Department.pdf](#)

OPTIONAL:
Governing Board
Resolution (Appendix
H) n/a

OPTIONAL:
Bibliography n/a

CONFIDENTIALITY NOTICE: All documents submitted as a part of the Organized Retail Theft Prevention Grant Program proposal are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, § 6250 et seq.)

Appendix B: Project Work Plan

Applicants must complete a Project Work Plan. This Project Work Plan identifies measurable goals and objectives, process and outcome measures, activities and services, responsible parties for those activities and services, data sources and estimated timelines. Completed plans should (1) identify the project’s top goals and objectives; (2) identify how the goal(s) will be achieved in terms of the activities, responsible staff/partners, and start and end dates, process and outcome measures; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. As this grant term is for three (3) years, the Project Work Plan must attempt to identify activities/services and estimate timelines for the entire grant term. A minimum of one goal and corresponding objectives, process measures, etc. must be identified.

Applicants must use the Project Work Plan provided below. You will be prompted to upload this document to the BSCC-Submittable Application.

(1) Goal:	Reduce the number of reported cases of organized retail theft incidents at South Coast Plaza.		
Objectives (A., B., etc.)	Implement comprehensive measures to significantly reduce the frequency of documented incidents related to organized retail theft at South Coast Plaza.		
Process Measures and Outcome Measures:	Achieve a 7% reduction in reported retail theft incidents within the grant period by implementing directed enforcement strategies based on best practices.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<ul style="list-style-type: none"> • Staff South Coast Plaza Detail with a minimum of two officers working seven days a week. Based on current staffing, there are two days a week that only have one officer providing police services for the South Coast Plaza. This would require up to 80 hours of overtime per month for officers. • Conduct high visibility patrol of parking lots as a deterrent, respond to vehicle related crimes occurring on the exterior of the plaza and provide immediate response to FLOCK LPR notifications within the Plaza’s property to prevent crime. 	Sergeant Joshua Kuo	11/1/2023	12/31/2026

<ul style="list-style-type: none"> • Provide supplemental staffing during peak holidays or anytime an additional increase in patrons to the South Coast Plaza is anticipated. This would require up to 800 hours of officer overtime per year. 			
List data and sources to be used to measure outcomes: RMS crime data			

(2) Goal:	Increase awareness and education of organized retail theft among retail employees, and auto theft and auto accessory theft among the general public		
Objectives (A., B., etc.)	Implementing comprehensive programs and initiatives aimed at educating retail employees on effective prevention strategies against organized retail theft, as well as providing the general public with valuable information and resources to protect themselves against auto theft and auto accessory theft.		
Process Measures and Outcome Measures:	Conduct up to ten (10) quarterly training sessions with local retailers. Distribute educational materials to 1,000 individuals within the grant period. Conduct a targeted public education campaign using social media with monthly posts (36).		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<ul style="list-style-type: none"> • Conduct quarterly training sessions for our retail partners to educate employees on the current trends of organized retail theft groups, ways to deter theft through customer service, observation skills in the event of theft, and how to properly report thefts to assist with suspect identification and apprehension. The grant will allocate 64 hours of overtime per year toward this goal. • Design and print related public education materials to increase awareness and vigilance of auto theft and auto accessory theft. Distribute educational materials in public events and by other 	Sergeant Joshua Kuo	1/1/2024	12/31/2026

<p>means. Grant costs associated for design, printing and personnel costs for distribution.</p> <ul style="list-style-type: none"> • Conduct a targeted social media campaign to educate the public about ORT, vehicle theft and vehicle accessory theft. Grant would fund overtime personnel costs to create campaign and monthly posts five hours a month for an officer. 			
<p>List data and sources to be used to measure outcomes:</p> <ul style="list-style-type: none"> • Spreadsheet created to track distribution of educational materials and social media posts. • Conduct post training surveys of retail employees to determine benefits. 			

(3) Goal:	Combine advanced technologies with well-trained personnel to improve the efficiency and effectiveness of investigations and ultimately leading to higher apprehension rates and a safer community.		
Objectives (A., B., etc.)	Utilize technology and expand officer training to improve investigative capabilities and apprehension rates related to organized retail theft, auto theft and auto accessory theft cases.		
Process Measures and Outcome Measures:	Increase arrest rates by 5% for retail theft, auto theft and auto accessory theft.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
<ul style="list-style-type: none"> • Expand existing license plate reader program from 31 cameras to 46 and strategically deploy them along major interior city arteries and near retail centers to assist in apprehension, prevention and investigation of both stolen vehicles and organized retail theft. • BAIT program – Expand existing BAIT program, by obtaining additional GPS tracking tags and high-end bait items. Conduct 	Lt. David Casarez	Start Date 1/1/2024	End Date 12/31/2026

<p>directed enforcement operations BAIT operations targeting ORT, vehicle theft and vehicle accessory theft.</p> <ul style="list-style-type: none"> • Data analytic software - procure a modern data integration, analysis, and collaboration platform that will enable all roles within CMPD to better utilize data to tackle ORT activity. • Supplemental training program – Send officers to trainings such as vehicle theft, financial crimes courses, identity theft investigations, burglary theft courses, and basic search warrant courses to allow officers and investigators to expand their knowledge of current crime trends and their effectiveness. • Facial recognition software – procure a facial recognition software to assist law enforcement in identifying and arresting suspects connected to organized theft rings and share suspect information with retail partners in an effort to prevent crime. • Cellular phone digital forensics system – procure a cellular phone digital system to assist with analyzing the large amounts of data that can be retained in cellular devices to identify and prosecute ORT groups. 			
<p>List data and sources to be used to measure outcomes:</p> <ul style="list-style-type: none"> • RMS crime/arrest data • Conduct training surveys to measure effectiveness 			

Organized Retail Theft Prevention Grant Program - Project Budget and Budget Narrative

Name of Applicant: *Costa Mesa Police Department*
(i.e., County Sheriff's Office, County Probation Department, or City Police Department)

44-Month Budget: October 1, 2023 to June 1, 2027

Note: Rows 7-16 will auto-populate based on the information entered in the budget line items (Salaries and Benefits, Services and Supplies, etc.)

Budget Line Item	Total
1. Salaries & Benefits	\$2,523,958.00
2. Services and Supplies	\$0.00
3. Professional Services or Public Agencies	\$0.00
4. Non-Governmental Organization (NGO) Subcontracts	\$0.00
5. Data Collection and Evaluation	\$75,000.00
6. Equipment/Fixed Assets	\$804,175.00
7. Financial Audit (Up to \$25,000)	\$0.00
8. Other (Travel, Training, etc.)	\$115,000.00
9. Indirect Costs	\$0.00
TOTAL	\$3,518,133.00

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Police Officer Overtime (South Coast Plaza)	Estimated at 6032 hours/year (18,096 hours for three years) at \$92.81/hour	\$1,679,518.00
Police Officer Overtime (Bait Operation)	Estimated at 864 hours/year (2,592 hours for three years) at \$92.81/hour	\$240,563.00
Police Sergeant Overtime (Bait Operation)	Estimated at 144 hours/year (432 hours for three years) at \$113.14/hour	\$48,877.00
Police Officer Overtime (Training Backfill)	Estimated at 5970 hours (for three years) at \$92.81/hour	\$555,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$2,523,958.00

1b. Salaries & Benefits Narrative:

Police Officers and Sergeants will work overtime to ensure the following: South Coast Plaza Detail is staffed with a minimum of two officers working seven days a week; conduct high visibility patrol of parking lots as a deterrent; respond to vehicle related crimes occurring on the exterior of the plaza; provide immediate response to LPR notifications within the Plaza's property to prevent crime; provide supplemental staffing during peak holidays or anytime an additional increase in patrons to the South Coast Plaza is anticipated; increase investigative staffing to pursue ORTs suspects and syndicates that frequently victimize the South Coast Plaza; various ORT operations for the bait program; and backfill attendees for specialized trainings.

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$0.00

2b. Services and Supplies Narrative:

Enter narrative here. You may expand cell height if needed.

3a. Professional Services		
Description of Professional Service(s)	Calculation for Expenditure	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$0.00

3b. Professional Services Narrative
 Enter narrative here. You may expand cell height if needed.

4a. Non-Governmental Organization (NGO) Subcontracts		
Description of Non-Governmental Organization (NGO) Subcontracts	Calculation for Expense	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$0.00

4b. Non-Governmental Organization (NGO) Subcontracts Narrative
 Enter narrative here. You may expand cell height if needed.

5a. Data Collection and Evaluation		
Description of Data Collection and Evaluation	Calculation for Expense	Total
Data Collection and Evaluation by Outside Vendor	Minimum amount required by grant	\$75,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$75,000.00

5b. Data Collection and Evaluation Narrative
 The Costa Mesa Police Department plans to leverage the expertise of an outside vendor for the local evaluation plan and report. This will ensure an objective and comprehensive assessment of the data collected, providing valuable insights and recommendations.

6a. Equipment/Fixed Assets		
Description of Equipment/Fixed Assets	Calculation for Expense	Total
Data Analytic Software	Estimated at \$117,000 per year for three years	\$351,000.00

Facial Recognition Software	Estimated at \$16,500/year for three years	\$50,000.00
Cellular Phone Digital Forensics System	Estimated at \$82,000/year for three years	\$250,000.00
License Plate Reader Cameras	15 cameras Year 1 (includes implementation fee): \$49,750; Year 2: \$45,000; Year 3: \$45,000	\$140,000.00
Misc. Bait Items	10 misc. bait items worth up to \$1000 each	\$10,000.00
GPS Trackers	5 GPS trackers at \$635.00 each	\$3,175.00
		\$0.00
		\$0.00
TOTALS		\$804,175.00

6b. Equipment/Fixed Assets Narrative

The Costa Mesa Police Department (CMPD) plans to utilize the grant funds to acquire various equipment and technologies. These resources will enhance the department's capabilities in data analytics, digital forensics, surveillance, and tracking. By investing in these equipment and technologies, CMPD aims to strengthen its investigative capabilities, enhance surveillance efforts, and employ advanced data analytics to combat organized retail thefts, vehicle thefts and vehicle accessories thefts effectively. These resources will assist in identifying criminals, recovering stolen property, and ultimately ensuring the safety and security of the community.

7a. Financial Audit

Description	Calculation for Expense	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$0.00

7b. Financial Audit) Narrative:

Enter narrative here. You may expand cell height if needed.

8a. Other (Travel, Training, etc.)

Description	Calculation for Expense	Total
Misc. Training Courses	Officers will attend 128 courses, to be trained on various courses related to ORT - calculation includes travel and lodging expenses	\$115,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$115,000.00

8b. Other (Travel, Training, etc.) Narrative:

The grant funds will be used to send personnel to more specialized training and assist in overall goal of reducing and apprehending ORT, vehicle theft and vehicle accessory theft criminals. The classes would include, but not be limited to: ICI Fundamentals of Cyber Crime, Vehicle Theft, ICI Real Estate Fraud Investigations, ICI Financial Crimes Course, ICI Identity Theft Investigations, ICI Burglary, Theft and Receiving Stolen Property, Rico and Money Laundering Investigations, Patrol Search Warrant, Advanced Search Warrants, Social Media Investigations, and Technology in Investigations. The total calculation includes training classes and travel expenses over the three-year grant period.

BURGLARY COURSE (ICI) \$20,512.00
 REAL ESTATE FRAUD INVESTIGATIONS (ICI):\$7,692.00
 IDENTITY THEFT INVESTIGATION (ICI) \$12,820.00
 VEHICLE THEFT INVESTIGATION (ICI):\$18,684.00
 FINANCIAL CRIMES INVESTIGATIONS (ICI) \$20,512.00
 ICI FUNDAMENTALS OF CYBERCRIME COURSE \$25,640.00
 RICO AND MONEY LAUNDERING INVESTIGATION \$1,200.00
 PATROL SEARCH WARRANT.\$3,750.00
 ADVANCED SEARCH WARRANT \$3,600.00

9a. Indirect Costs

For this grant program, indirect costs may be charged using only <u>one</u> of the two options below:	Grant Funds	Total
1) Indirect costs not to exceed 10 percent (10%) of the total grant award. Applicable if the organization does not have a federally approved indirect cost rate.	\$0	\$0
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	\$0	

2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the organization has a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.		\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	\$0	
<i>Please see instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns red, please adjust it to not exceed the line-item noted.</i>	TOTAL	\$0

9b. Indirect Costs Narrative:

Enter narrative here. You may expand cell height if needed. If using a federally approved indirect cost rate, please include the rate in the narrative.



CITY OF COSTA MESA

CALIFORNIA 92628-1200

P.O. BOX 1200

FROM THE POLICE DEPARTMENT

July 5, 2023

California Board of State and Community Corrections
P.O. Box 846
Sacramento, CA 95812
Attn: Grant Review Committee

Re: Local Impact Letter - Organized Retail Theft Grant

Dear Grant Review Committee,

Costa Mesa Police Department's application for the BSCC Organized Retail Theft Grant outlines a comprehensive strategy to address the rising issue of organized retail theft, motor vehicle theft and motor vehicle accessory theft in our community. The project aims to decrease the number of organized retail thefts, increase awareness and improve investigative capabilities and apprehension rates related to organized retail theft, auto theft and auto accessory theft.

This letter serves as confirmation that the Costa Mesa Police Department's Organized Retail Theft Grant Project will not impact any other agencies within our region. We are fully dedicated to maintaining open lines of communication, sharing information and resources, and collaborating to reach the common goal of combating these interconnected crimes.

We appreciate your consideration of our grant application and remain available to provide any additional information or address any concerns you may have. Thank you for your time and attention to this matter.

Sincerely,

Ronald Lawrence
Chief of Police

Bias-Based Policing

401.1 PURPOSE AND SCOPE

This policy provides guidance to department members that affirms the Costa Mesa Police Department's commitment to policing that is fair and objective.

Nothing in this policy prohibits the use of specified characteristics in law enforcement activities designed to strengthen the department's relationship with its diverse communities (e.g., cultural and ethnicity awareness training, youth programs, community group outreach, partnerships).

401.1.1 DEFINITIONS

Definitions related to this policy include:

Bias-based policing - An inappropriate reliance on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, disability, or affiliation with any non-criminal group (protected characteristics) as the basis for providing differing law enforcement service or enforcement (Penal Code § 13519.4).

401.2 POLICY

The Costa Mesa Police Department is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

401.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

However, nothing in this policy is intended to prohibit an officer from considering protected characteristics in combination with credible, timely and distinct information connecting a person or people of a specific characteristic to a specific unlawful incident, or to specific unlawful incidents, specific criminal patterns or specific schemes.

401.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

Members shall not collect information from a person based on religious belief, practice, affiliation, national origin or ethnicity unless permitted under state or federal law (Government Code § 8310.3).

Members shall not assist federal government authorities (Government Code § 8310.3):

- (a) In compiling personal information about a person's religious belief, practice, affiliation, national origin or ethnicity.
- (b) By investigating, enforcing or assisting with the investigation or enforcement of any requirement that a person register with the federal government based on religious belief, practice, or affiliation, or national origin or ethnicity.

Bias-Based Policing

401.4 MEMBER RESPONSIBILITIES

Every member of this department shall perform his/her duties in a fair and objective manner and is responsible for promptly reporting any suspected or known instances of bias-based policing to a supervisor. Members should, when reasonable to do so, intervene to prevent any biased-based actions by another member.

401.4.1 REPORTING OF STOPS

Officers contacting a person shall be prepared to articulate sufficient reason for the contact, independent of the protected characteristics of the individual.

To the extent that written documentation would otherwise be completed (e.g., arrest report, field interview (FI) card), the involved officer should include those facts giving rise to the contact, as applicable.

Unless an exception applies under 11 CCR 999.227, an officer conducting a stop of a person shall collect the data elements required by 11 CCR 999.227 for every person stopped and prepare a stop data report. When multiple officers conduct a stop, the officer with the highest level of engagement with the person shall collect the data elements and prepare the report (11 CCR 999.227).

If multiple agencies are involved in a stop and the Costa Mesa Police Department is the primary agency, the Costa Mesa Police Department officer shall collect the data elements and prepare the stop data report (11 CCR 999.227).

The stop data report should be completed by the end of the officer's shift or as soon as practicable (11 CCR 999.227).

401.5 SUPERVISOR RESPONSIBILITIES

Supervisors should monitor those individuals under their command for compliance with this policy and shall handle any alleged or observed violations in accordance with the Personnel Complaints Policy.

- (a) Supervisors should discuss any issues with the involved officer and his/her supervisor in a timely manner.
 1. Supervisors should document these discussions, in the prescribed manner.
- (b) Supervisors should periodically review audio and/or video recordings, Mobile Digital Computer (MDC) data and any other available resource used to document contact between officers and the public to ensure compliance with the policy.
 1. Supervisors should document these periodic reviews.
 2. Recordings or data that capture a potential instance of bias-based policing should be appropriately retained for administrative investigation purposes.
- (c) Supervisors shall initiate investigations of any actual or alleged violations of this policy.

Costa Mesa Police Department

Law Enforcement Policy Manual

Bias-Based Policing

- (d) Supervisors should take prompt and reasonable steps to address any retaliatory action taken against any member of this department who discloses information concerning bias-based policing.

401.6 TRAINING

Training on fair and objective policing and review of this policy should be conducted as directed by the Training Bureau.

- (a) All sworn members of this department will be scheduled to attend Peace Officer Standards and Training (POST)-approved training on the subject of bias-based policing.
- (b) Pending participation in such POST-approved training and at all times, all members of this department are encouraged to familiarize themselves with and consider racial and cultural differences among members of this community.
- (c) Each sworn member of this department who received initial bias-based policing training will thereafter be required to complete an approved refresher course every five years, or sooner if deemed necessary, in order to keep current with changing racial, identity and cultural trends (Penal Code § 13519.4(i)).

401.7 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Professional Standards Bureau Lieutenant shall ensure that all data required by the California Department of Justice (DOJ) regarding complaints of racial bias against officers is collected and provided to the Records Administrator for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). See the Records Bureau Policy.

Supervisors should ensure that data stop reports are provided to the Records Administrator for required annual reporting to the DOJ (Government Code § 12525.5) (See Records Bureau Policy).

Automated License Plate Readers (ALPRs)

429.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance for the capture, storage and use of digital data obtained through the use of Automated License Plate Reader (ALPR) technology.

429.2 POLICY

The policy of the Costa Mesa Police Department is to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public.

All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review.

429.3 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the Costa Mesa Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Administrative Lieutenant who will work with Division Commanders to assign members of both Support Services and Operations Divisions to administer the day-to-day operation of the ALPR equipment and data.

429.4 OPERATIONS

Use of an ALPR is restricted to the purposes outlined below. Department members shall not use, or allow others to use the equipment or database records for any unauthorized purpose (Civil Code § 1798.90.51; Civil Code § 1798.90.53).

- (a) An ALPR shall only be used for official law enforcement business.
- (b) An ALPR may be used in conjunction with any routine patrol operation or criminal investigation. Reasonable suspicion or probable cause is not required before using an ALPR.
- (c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped cars to canvass areas around homicides, shootings and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.

Costa Mesa Police Department

Law Enforcement Policy Manual

Automated License Plate Readers (ALPRs)

- (d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.
- (e) No ALPR operator may access department, state or federal data unless otherwise authorized to do so.
- (f) If practicable, the officer should verify an ALPR response through the California Law Enforcement Telecommunications System (CLETS) before taking enforcement action that is based solely on an ALPR alert.

429.5 DATA COLLECTION AND RETENTION

All data and images gathered by an ALPR are for the official use of the Costa Mesa Police Department and because such data may contain confidential CLETS information, it is not open to public review. ALPR information gathered and retained by this department may be used and shared with prosecutors or others only as permitted by law.

All ALPR data downloaded to the server should be stored for a minimum of one year (Government Code § 34090.6) and in accordance with the established records retention schedule. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

429.6 ACCOUNTABILITY

All data will be closely safeguarded and protected by both procedural and technological means. The Costa Mesa Police Department will observe the following safeguards regarding access to and use of stored data (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

- (a) All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time (Civil Code § 1798.90.52).
- (b) Members approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.
- (c) ALPR system audits should be conducted on a regular basis.

For security or data breaches, see the Records Release and Maintenance Policy.

429.7 RELEASING ALPR DATA

The ALPR data may be shared only with other law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise permitted by law.

Costa Mesa Police Department

Law Enforcement Policy Manual

Automated License Plate Readers (ALPRs)

Requests for ALPR data by non-law enforcement or non-prosecutorial agencies will be processed as provided in the Records Maintenance and Release Policy (Civil Code § 1798.90.55).

429.8 TRAINING

The Training Manager should ensure that members receive department-approved training for those authorized to use or access the ALPR system (Civil Code § 1798.90.51; Civil Code § 1798.90.53).

APPENDIX A: Organized Retail Theft Grant Program Scoring Panel Roster

	Name	Title	Organization / Agency
1	Ryan Allain	Director	Government Affairs, California Retailers Association
2	Chesa Boudin	Executive Director	Criminal Law & Justice Center – UC Berkeley School of Law
3	Michelle Brown	Retired Chief Probation Officer	San Bernardino County
4	Derek Casebeer	Chief Deputy	Sacramento County Probation Department
5	Tracie Cone	Public Information Officer	Board of State and Community Corrections
6	Jason Craven	Officer	CA Highway Patrol Organized Retail Crime Task Force & Sacramento County Auto Theft Suppression Task Force
7	Jason Daugherty	Retired CHP Captain	Commander of Field Support Section
8	Sandra Dinong	Associate Governmental Program Analyst	Board of State and Community Corrections
9	Evonne Garner	Retired Deputy Director	Board of State and Community Corrections
10	Mary Jolls	Retired Deputy Director	Board of State and Community Corrections
11	Nicole Kirkaldy	Restorative Justice and Diversion Program Director	Yolo County District Attorney's Office
12	Mercedes Morales	Associate Governmental Program Analyst	Board of State and Community Corrections
13	Ryan Okimura	Staff Services Manager I	Board of State and Community Corrections
14	Nancy O'Malley	Retired District Attorney	Alameda County
15	Chelsea Paez	Staff Services Manager I	Board of State and Community Corrections
16	Bao Phan	Associate Governmental Program Analyst	Board of State and Community Corrections
17	Rodney Rego	Captain	Elk Grove Police Department
18	Michelle Solorzano	Sr. Project Manager	City of El Monte
19	Ashley Taylor	Associate Governmental Program Analyst	Board of State and Community Corrections
20	Eric Taylor	Sheriff	San Benito County

APPENDIX B: Grantee Assurance for Non-Governmental Organizations

The Organized Retail Theft Grant Program Request for Proposals (RFP) includes requirements that apply to non-governmental organizations (NGOs)¹ providing services with grant funds. Grantees are responsible for ensuring that all contracted third parties continually meet these requirements as a condition of receiving funds. The RFP describes these requirements as follows:

Any non-governmental organization that receives Organized Retail Theft Grant Program Grant funds (as either a subgrantee or subcontractor) must:

- Have been duly organized, in existence, and in good standing for at least six (6) months prior to the effective date of its fiscal agreement with the BSCC or with the Organized Retail Theft Grant Program grantee;
 - Non-governmental entities that have recently reorganized or have merged with other qualified non-governmental entities that were in existence prior to the six (6) month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the grant agreement with the BSCC or the start date of the grantee subcontractor fiscal agreement;
- Be registered with the California Secretary of State's Office, if applicable;
- Have a valid Employer Identification Number (EIN) or Taxpayer ID (if sole proprietorship);
- Have a valid business license, if applicable;
- Have no outstanding civil judgments or liens;
- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable; and
- Have a physical address within California. (An agent for service of process with a California address is insufficient.)

Completing the NGO Assurance (Following Page)

1. Provide the name of the Applicant Agency (the Grantee),
2. List all contracted parties (if known),
3. Check Yes or No to indicate if each contracted part meets the requirements
4. Sign and Submit to the BSCC

NOTE: If the name of the contracted party is unknown or if there will be no contracted parties. Write N/A in the "Name of Contracted Party" field and sign the document.

¹ For the purposes of this RFP, NGOs include nonprofit and for-profit community-based organizations, faith-based organizations, evaluators (except government institutions such as universities), grant management companies, and any other non-governmental agency or individual.

APPENDIX B: Grantee Assurance for Non-Governmental Organizations

Provide your agency name and in the table list information for all contracted parties.

Grantee:

Name of Contracted Party	Address	Email / Phone	Meets All Requirements
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>

*Grantees are required to update this list and submit it to BSCC any time a new third-party contract is executed after the initial assurance date. Grantees shall retain (on-site) applicable source documentation for each contracted party that verifies compliance with the requirements listed in the RFP. The BSCC will not reimburse for costs incurred by any third party that does not meet the requirements listed above and for which the BSCC does not have a signed grantee assurance on file.

A signature below is an assurance that all requirements listed above have been met.

AUTHORIZED SIGNATURE (This document must be signed by the person who is authorized to sign the Grant Agreement.)			
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	
STREET ADDRESS	CITY	STATE	ZIP CODE
EMAIL ADDRESS			
SIGNATURE X		DATE	

RESOLUTION NO. 2023-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AUTHORIZING PARTICIPATION IN THE ORGANIZED RETAIL THEFT PREVENTION GRANT PROGRAM AND AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO EXECUTE ALL GRANT DOCUMENTS, AND ACCEPT AND ADMINISTER THE GRANT

WHEREAS, the City of Costa Mesa desires to participate in the Organized Retail Theft Prevention Grant Program funded through the State Budget Act and administered by the Board of State and Community Corrections (hereafter referred to as the BSCC).

NOW, THEREFORE, BE IT RESOLVED that the Chief of Police be authorized on behalf of the City Council of the City of Costa Mesa to submit the grant proposal for this funding and sign the Grant Agreement with the BSCC, including any amendments thereof.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

BE IT FURTHER RESOLVED that the City Council of the City of Costa Mesa agrees to abide by the terms and conditions of the Grant Agreement as set forth by the BSCC.

PASSED AND ADOPTED this 17th day of October, 2023.

John Stephens, Mayor

ATTEST:

APPROVED AS TO FORM:

Brenda Green, City Clerk

Kimberly Hall Barlow, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF COSTA MESA)

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 2023-xx and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 17th day of October, 2023, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 17th day of October, 2023.

Brenda Green, City Clerk



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1408

Meeting Date: 10/17/2023

TITLE:

RESPONSE TO THE GRAND JURY REPORT TITLED “WELCOME TO THE NEIGHBORHOOD-ARE CITIES RESPONSIBLY MANAGING THE INTEGRATION OF GROUP HOMES?”

**DEPARTMENT: ECONOMIC AND DEVELOPMENT SERVICES
DEPARTMENT/COMMUNITY IMPROVEMENT DIVISION**

**PRESENTED BY: JENNIFER LE, ECONOMIC AND DEVELOPMENT SERVICES
DIRECTOR**

CONTACT INFORMATION: KATIE ANGEL, SENIOR MANAGEMENT ANALYST, 714-754-5618

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the attached response to the 2022-23 Orange County Grand Jury Report, “Welcome to the Neighborhood- Are cities responsibly managing the integration of group homes?”
2. Authorize the Mayor to submit the response to the Presiding Judge of the Superior Court pursuant to Penal Code Section 933.05 (a) and (b).

BACKGROUND:

On June 12, 2023, the Orange County Grand Jury (Grand Jury) published a report titled “Welcome to the Neighborhood: Are cities responsibly managing the integration of group homes?” (Attachment 1). The Grand Jury reviewed the challenges associated with successfully integrating group homes into neighborhoods and interviewed numerous subject matter experts, including state and local officials. To better understand the impacts of group homes, jurors attended town halls and City Council meetings in multiple jurisdictions and visited neighborhoods in several cities where there is a heavy concentration of group homes. Additionally, the Grand Jury evaluated numerous official documents including the 2022 State of California Department of Housing and Community Development’s “Group Home Technical Advisory” and the 1990 State of California Health and Safety Code.

California Penal Code Section 933 requires the governing bodies of the public agencies identified in the Grand Jury report to submit responses to the findings and recommendations in the report to the Presiding Judge of the Superior Court. The City of Costa Mesa, along with all other cities in Orange County, were required to respond. The Grand Jury report included a total of 11 findings and five recommendations.

ANALYSIS:

Staff prepared responses to each of the Grand Jury's findings and recommendations as Attachment 2 for the City Council's consideration. If approved, staff will obtain the Mayor's signature on a cover letter and submit the attached responses to the Honorable Maria Hernandez, Presiding Judge of the Orange County Superior Court.

ALTERNATIVES:

Instruct staff to provide alternative responses to the findings and recommendations in the enclosure to the Presiding Judge.

FISCAL REVIEW:

There is no fiscal impact related to this item.

LEGAL REVIEW:

The City Attorney's office has reviewed this agenda report and draft responses to the Grand Jury report and approves them both as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the following City Council Goal:

- Strengthen the Public's Safety and Improve the Quality of Life

CONCLUSION:

The transmission of the attached responses to the Presiding Judge from the Mayor will fulfill the City's obligations under California Penal Code sections 933.05 (a) and (b).



Welcome to the Neighborhood

Are cities responsibly managing the integration of group homes?



County of Orange

Grand Jury 2022-2023

TABLE OF CONTENTS

SUMMARY.....	3
BACKGROUND.....	4
REASON FOR STUDY.....	6
METHOD OF STUDY.....	7
INVESTIGATION AND ANALYSIS	7
OC Group Home Density.....	8
Tracking Challenges	10
Common Nuisances	11
Lead Cities.....	12
Cities Are Standing Alone.....	12
Fear of Litigation Costs	13
State Actions	17
Housing Element.....	18
Educating the Public	19
How Has This Issue Evolved?	23
FINDINGS.....	24
RECOMMENDATIONS	25
RESPONSES.....	25
90 Day Response Required	27
GLOSSARY.....	29
BIBLIOGRAPHY	34
NOTICE	40
END NOTES.....	40

SUMMARY

Group homes are an important component in the healthcare and/or recovery of many people. These homes provide, among other things, Substance Recovery, Hospice Care, Residential Care for the Elderly, and Sober Living. When group homes are operated for the well-being of their residents and with respect for their neighbors, they can be an asset to their host community. However, they can occasionally become disruptive and the motivation for nuisance calls to local code enforcement. In extreme cases, the “curbing” of residents can contribute to the homeless population.

Negative interactions with disruptive group homes often lead to neighborhood opposition and anger towards city officials. How cities respond to the anger of their constituents impacts their ability to successfully integrate group homes. Residents are more likely to respond positively when cities offer townhall style meetings with police, fire, code enforcement, legal, and subject matter expert involvement, especially where the subject is discussed objectively, and public input is encouraged and respected.

Issues and concerns neighborhood residents have with group homes stem primarily from an over-concentration of homes in residential areas. Multiple cities in Orange County have attempted to manage integration of group homes into neighborhoods by enacting ordinances that include setting a minimum distance between group homes to avoid the problems associated with over-concentration. Most cities with such ordinances have not enforced them due to the fear of incurring litigation costs.

The Grand Jury reviewed the challenges of successfully integrating group homes into neighborhoods, including pressures exerted on Orange County cities by residents, group home operators, and the State of California.

The State of California has recently joined the group home debate, has altered the conversation, and raised the stakes. The State wields a large club with its power of approval of the required Housing Element. The California Housing and Community Development Department (HCD) is withholding approval for cities that have ordinances attempting to place limits or impose oversight on group homes. Cities are then vulnerable to a loss of control over zoning and permitting, as well as loss of State and regional funding.

Some cities have decided to push back on the pressures put on them from HCD and the fight has been carried out on an individual city basis. The Orange County Grand Jury recommends that the County of Orange and cities join forces to create ordinances, pool resources for defense of lawsuits, and work together to generate awareness among legislators to improve regulations and management standards to ensure health and safety for group home residents.

BACKGROUND

Orange County has 42 miles of beautiful coastline, three harbors, and 25 urban and wilderness parks - including 230 miles of riding and hiking trails. Orange County also has the dubious honor of having more than its share of our State's total number of group recovery and sober living residences. Frequently referred to as "The Rehab Riviera", several cities in Orange County have been dealing with pockets of over-concentration of these types of group homes. This has posed challenges for the residents in whose neighborhoods they are located, as well as the occupants of the recovery and sober living homes.



The Orange County coast is a magnet for sober living homes

Many of the homes in question are privately owned, unlicensed, unsupervised, and a challenge to monitor and regulate. When a neighborhood has multiple group homes, it becomes a more institutional environment; this alters the character of the neighborhood and defeats the purpose of the "integration" of people who are recovering.

To address these shortcomings, multiple cities, and the County, on behalf of unincorporated areas, have enacted ordinances that manage the permitting and tracking of group homes.

Several significant pieces of legislation have played a part in the expansion of group homes. These include California's Lanterman Mental Retardation Act (1988), the Federal Fair Housing Amendments Act of 1988, the California Community Care Facilities Act, and California's Substance Abuse and Crime Prevention Act of 2000 (Proposition 36). The resulting deinstitutionalization has had a positive effect on the lives of many people but has created a challenge for cities as they work towards the responsible integration of the group living arrangements necessary to accommodate the impacted population.¹

Since deinstitutionalization, the State of California has resisted appeals from local cities to pass permitting laws, distancing requirements, or any type of regulation at all. There is a misconception that these regulatory ordinances are intended to discriminate against people who are disabled due to alcohol and drug addiction, and the State of California has cited this misconception as the guiding principle for its dogged challenge of most attempts by cities to manage the responsible integration of group homes into residential neighborhoods. Rather, such city ordinances are intended to protect those people who suffer from alcohol and drug addiction, as well as the neighborhoods where group homes are located.

Licensed residential rehab programs are subject to the same local laws as single-family homes, and no more. State law imposes fewer restrictions on licensed rehab programs than other licensed group homes. The Community Care Facilities Act, from which alcohol and drug rehab facilities are exempt, imposes restrictions that protect the character of residential neighborhoods. Under this act, cities receive written notice of a proposed facility, and any city or county may request denial of the license based on overconcentration of residential care facilities. While alcohol and drug programs that provide 24-hour residential non-medical services to adults recovering from drug or alcohol abuse must obtain a State license, they cannot be regulated any differently from a single-family home if they serve six or fewer people.

California Health & Safety Code Sections 1520.5 and 1267.9 state it is a policy of the State to prevent overconcentration of residential facilities that impair the integrity of residential neighborhoods. Section 1520.5 states that the department shall deny an application for a new residential facility license if the department determines the facilities location is proximate to an existing residential facility therefore resulting in overconcentration. The statute recognized the need for a balanced policy to prevent overconcentration of residential care facilities which indicates an awareness and understanding of the impact of overconcentration on the integrity of residential neighborhoods. The statute defines overconcentration as less than 300 feet for some types of group homes and up to 1000 feet for others. At the time the statute was enacted it was specific only to certain types of group homes. However, the recent emphasis on providing more housing in California has eroded the intent of this act.

Federal and State fair housing laws protect people with disabilities from housing discrimination. Recovering alcoholics and drug addicts are disabled for purposes of anti-discrimination laws. When people in recovery live together in a “sober living” home, cities cannot discriminate based on such disabilities, therefore an ordinance cannot treat sober living homes differently than other similar uses in single-family residential zones.

Sober living homes are not required to be licensed and are not limited to six or fewer residents. Because no treatment is provided in these substance-free, mutually supportive living environments, no license is required. The limitation of most other group

homes to six residents is part of the State statute; however, confusion arises because the statute does not apply to sober living homes.

There is only so much a city can do to respond to the complaints of its residents when dealing with an overconcentration of group homes in a neighborhood. It is important for city residents to be educated on the barriers faced by cities, and to work with their city to overcome these barriers.

Current laws do not adequately address the need to manage the integration of group homes into neighborhoods. Courts should not be where the solutions are found.

REASON FOR STUDY

Many cities within Orange County have neighborhoods with a dense concentration of group recovery and sober living residences. In most circumstances, cities do not know where these group homes are located unless the homes generate a backlash from neighbors due to various types of disturbances. The Grand Jury examined how Orange County cities are managing the distancing of all types of group homes, and the impact group homes have on neighborhoods and group home residents when the homes are in close proximity to one another.

Group homes, most often Recovery and Sober Living homes, and the nuisances that are commonly associated with them, are not new to Orange County. Neighborhood complaints, concerns from individuals living in or related to residents of group homes, the litigious nature of the relationship between cities and group home operators, and abuse of the healthcare system have been in play in Orange County for well over a decade.

The Grand Jury began this study by looking at how cities are managing the influx and locations of group homes and identifying best practices where they are found. The working premise was that each city is responsible for the integration of group homes, which would serve to protect the residents of group homes while maintaining the existing neighborhood atmosphere.

Has there been success addressing the issues associated with group homes and what does that look like? Are cities going it alone or are there county-wide efforts? Has there been progress made in this area? The Grand Jury approached the topic of group home integration seeking answers to these questions with the expectation that there were some systems in place resulting in the successful integration of group homes. The investigation took a winding road which revealed that, despite countless attempts at change, many of the problems that surfaced over a decade ago are still present. The Grand Jury found that successfully implemented solutions have become even more impactful in light of the State of California's heavy-handed entry into the debate.

METHOD OF STUDY

The Grand Jury has evaluated official documents, examined news articles, visited multiple recovery/sober living websites, and assessed secondary sources.



The Grand Jury reviewed numerous documents, including the 2022 State of California’s Group Home Technical Advisory² and the 1990 State of California Health and Safety Code.³

To better understand the impact of density, jurors attended townhall and city council meetings virtually, through recordings, and visited neighborhoods in several cities where there is a heavy concentration of group homes.

The Grand Jury interviewed numerous subject matter experts, city managers, County and city officials, legislators, city attorneys, group home operators, and legal and real estate professionals. It also examined local, state, and national media reports and opinion pieces regarding group recovery and sober living residences. The Findings and Recommendations herein are based on this work.

INVESTIGATION AND ANALYSIS

Orange County has some of the heaviest concentrations of group homes and sober living residences in the nation.⁴ The densities are more than the local population can bear and residents believe the influx of the group home residents seriously impacts their neighborhoods. Similarly, group home and sober living industry experts cite negative impacts on the group home residents themselves.

Operators can open a group home where they desire, without having a license or State-endorsed certification, and they can open as many group homes as they desire regardless of local need. Because regulation is slack, cities are challenged to track and regulate the density without any guidance or support from the State. Adding to these concerns is a recent State of California memorandum titled “Group Home Technical Advisory” that characterizes any attempts to regulate the homes as discriminatory.⁵ It seems that method of thinking has no positive effect on how the homes are run or on how the vulnerable residents in these homes are treated, and quite possibly has the opposite effect.

OC Group Home Density

Reportedly, Orange County has more than its share of group homes in California, and the country for that matter, specific to housing individuals in need of Recovery/Sober Living Homes.⁶ There are no existing requirements for sober living homes with six or fewer residents to identify or register themselves as such.

It is estimated that up to 36% of houses required to be licensed (those providing services) by the State of California as group homes for six or fewer residents are located in Orange County. In addition, there are hundreds of group homes not requiring licensing that exist in Orange County neighborhoods. This lack of identification makes it extremely difficult to estimate the total number of sober living homes in our communities.⁷

As documented in numerous city council and townhall meetings, residents and activists have raised concerns about over-saturation and common nuisances to local community governing bodies (see Common Nuisances section). In many cases, these are neighborhoods in which multiple group homes are in close proximity (for example three in one cul-de-sac) or individual homes are run with little to no on-site supervision. Neighborhoods are losing their original character and familial aspect, with some becoming increasingly institutional and others experiencing more of a “frat house” feel.

“Residents of these homes are moving in and out at an alarming, transitory rate”

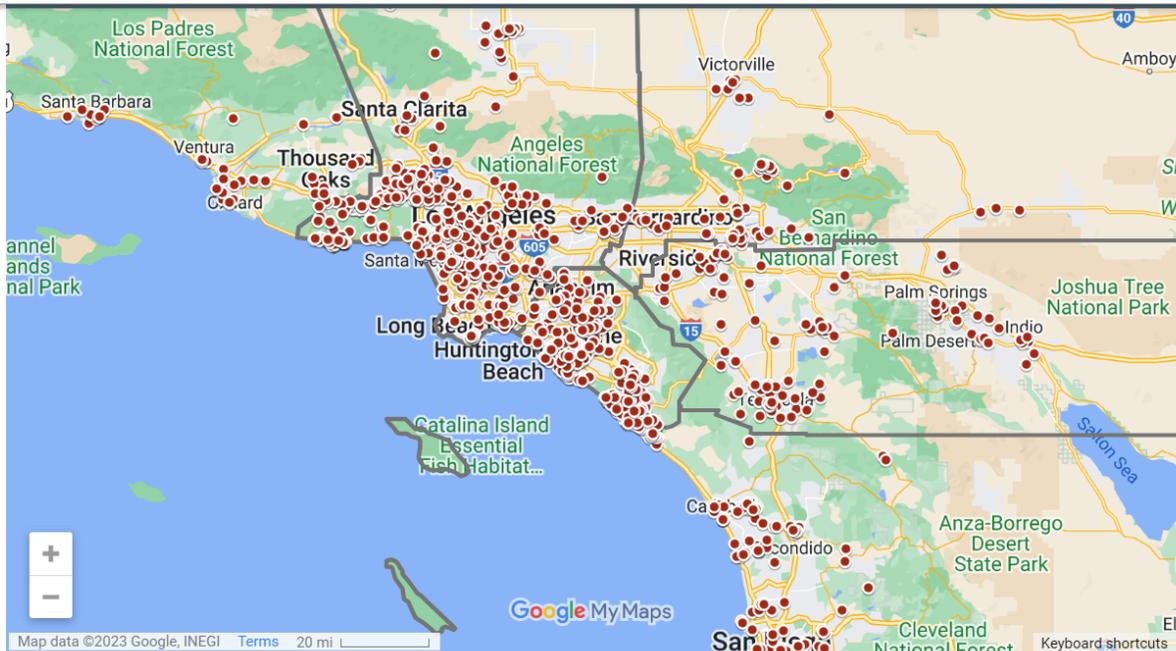
Residents of these homes are moving in and out at an alarming, transitory rate. Neighbors describe some of these group homes as taking no responsibility for the actions of their inhabitants. Rules and responsibilities are either not imposed or not enforced by the group home operators. The complaints are predominantly related to non-regulated group homes.

Over the last several years, multiple cities in Orange County have sought to find a solution to alleviate these concerns. Several have performed due diligence to ensure that any action taken will provide for neighborhoods to remain neighborhoods, and that both the disabled and the recovering addicts needing to live in these types of group homes are in fact living in a normalized residential environment that provides the best opportunity to be successful in their recovery.

This is not simply a “Not In My Backyard” (NIMBY) issue or reaction as evidenced by the large number of homes that receive few or no complaints. The need for well-run Recovery/Sober Living Homes is not in dispute. Concerns arise when these homes are poorly run and/or when multiple homes are in close proximity, contributing to the problem of over-concentration. These two circumstances cause changes in the local neighborhood, and it is questionable whether they are aiding the very residents that they are meant to be assisting and whether residents of these homes are integrating into a normalized environment.

To that end, various cities have introduced ordinances toward resolving the problem. Some of these include distancing requirements between group homes ranging from 300 to 1000 feet. Some ordinances require group homes to register or self-identify as such.

California Health & Safety Code Section 1267.9 provides specific requirements for distancing of most types of group homes settings.⁸ These requirements are similar to the local city ordinances in that they provide certain spacing restrictions of between 300 and 1000 feet. Sober Living Homes, however, are excluded from any distancing requirement by the State.



Points show the primary addresses of all non-medical alcoholism and drug abuse recovery or treatment facilities licensed and/or certified by the California Department of Health Care Services as of May 4, 2017. (Map by Ian Wheeler, Orange County Register/SCNG)

The State imposes licensing requirements on most types of group homes and provides for oversight by one or more State or County agency. Sober Living Homes with six or fewer residents are not required to be licensed by the State and have no regulatory

oversight. These two factors alone allow anyone to set up, open, and advertise this type of group home anywhere in California. Orange County seems to be the favored location, yet has no say in the siting or quantity of group homes in our residential neighborhoods.

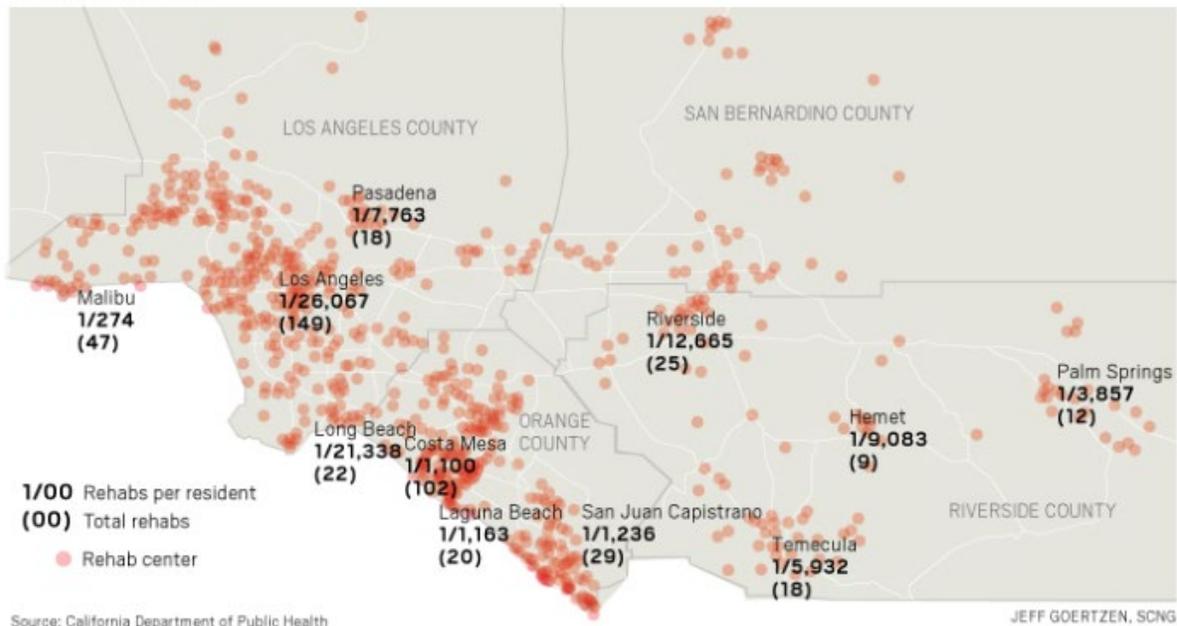
Tracking Challenges

Just where are these sober living homes? All over. How do we know? We actually don't. There are few local ordinances requiring the registration, licensing, or declaration of any type of unlicensed sober living or recovery residence that has been established in a neighborhood. There are no widely adopted methods to track or monitor any aspect of such dwellings – their location, number of people residing in them, on-site management, or their ownership.

The Grand Jury's research found that most sober living homes are not required by law to have any kind of State license. Some cities have enacted ordinances that require a permit or registration. When a sober living establishment is registered and a complaint is received, the complaint may be recorded and could be tracked, at least for the location of that specific home.

WHERE THE REHABS ARE

California has 1,864 rehab facilities, and more than half (1,117) are in Los Angeles, San Bernardino, Orange and Riverside counties. The map below shows the concentrations of these centers and the ratio of rehabs per resident in some of our cities.



Except for the few cities with ordinances regulating sober living homes and the few homes that applied for registration or received ministerial permits, accurate tracking and monitoring remains challenging. Tracking is attainable if cities' code and law enforcement establish and actively utilize a searchable database that includes

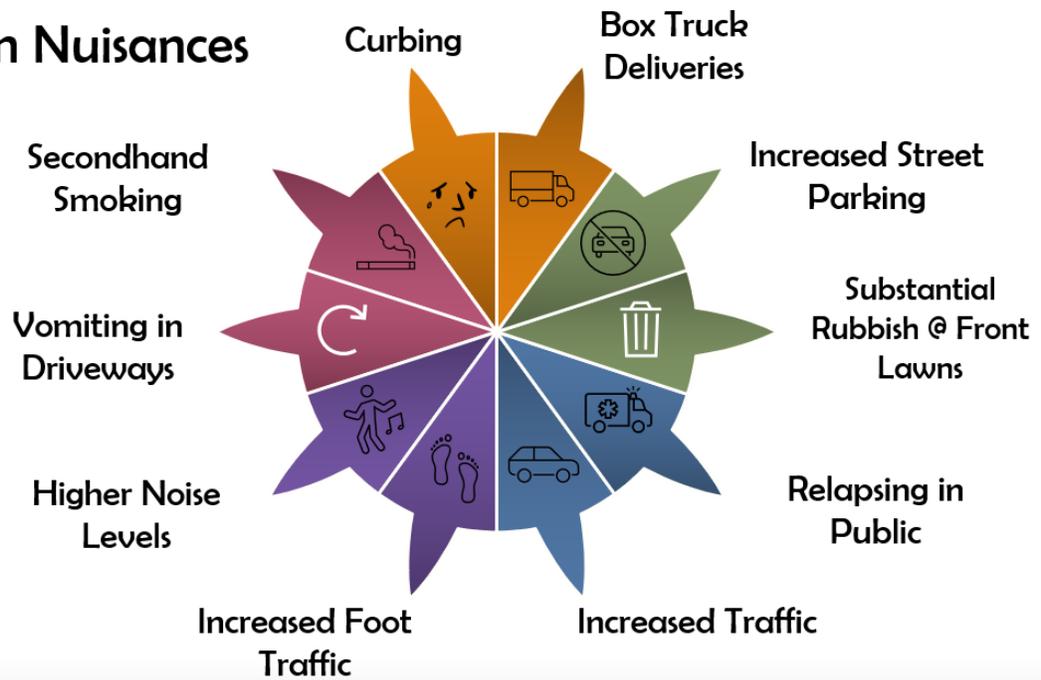
information about police and fire calls, nuisance complaints or code infractions, and identification of type of establishment. The use of this information can help identify the location and density of group homes.

Common Nuisances

Residents living in cities with neighborhoods having a significant number of recovery and sober living homes complain that the proliferation of these group homes in recent years has become unmanageable, and that overconcentration is impacting the quality of life for everyone.

For years, many citizens living in neighborhoods with an unrestrained growth of sober living homes have been voicing their concerns and frustrations over the lack of protection their communities are given. While many of these group homes adopt rules and regulations and attempt to be good neighbors, a citizen’s primary method for reporting concerns about a disruptive home is initiating a nuisance complaint to their local law enforcement.

Common Nuisances



The outcry is that unregulated sober living residences make for bad neighbors. Sober living homes are not always bad neighbors, but when they are concentrated in a small geographic area or neighborhood, the common nuisances can become more visible and disruptive. Ultimately, this raises concerns about the potential or actual diminished character of the neighborhood.

Lead Cities

Although the City of Costa Mesa has been front and center in the legal fights related to group homes, it was Newport Beach that first stepped into the arena in 2008. Three companies sued the City over an ordinance that was approved by the City Council in 2008 that regulated group homes for recovering addicts.⁹ Pacific Shores Properties, Newport Coast Recovery, and Yellowstone Women’s First Step House sued Newport Beach for a total of \$5.24 million. Still in place today, this ordinance was the first of its kind in Orange County and it established quiet hours, parking and smoking areas, and van routes. It also required the City’s approval for new unlicensed homes for recovering addicts in certain neighborhoods. In 2015, the City reached the end of its seven-year legal battle over sober-living homes with a settlement agreement.^{10 11}

According to the Orange County Register, which cites its own archives, Newport Beach spent at least four million dollars in legal costs on the cases. In 2008, there were 81 facilities and 614 total beds identified in Newport Beach. In 2021, there were a known 30 facilities with 210 total beds. Where did all those facilities and beds go?¹² Perhaps to the City of Costa Mesa. In 2015, the City of Costa Mesa enacted their own ordinance (amended in 2017) after seeing a sharp increase in the number of sober living homes followed by a steep increase in the number of community complaints. On the heels of the ordinance came the legal challenges, and Costa Mesa prevailed in all challenges until January 2023 when two sober living homes, embroiled in litigation against the city, were handed a legal victory in federal court. The earlier dismissal was reversed and remanded by the Ninth Circuit Court of Appeals which ruled that asking operators of sober living facilities for proof of disability violates federal law barring discrimination against those with disabilities and bars discrimination in housing.

“The well-funded operators are supported by industry organizations and associations in their lawsuits...”

As the legal battle waged on, other local governments explored, advanced, or enacted regulation of sober living homes, including the County of Orange (2015), and Cities of Laguna Hills (2015), San Clemente (2016), Laguna Niguel (2016), San Juan Capistrano (2016), Anaheim (2020), and Huntington Beach (2020). Most of these entities, perhaps all, have chosen not to enforce their ordinances out of concern of potential litigation, and are waiting for Costa Mesa’s litigation to conclude.

Cities Are Standing Alone

Multiple cities in the County have executed ordinances to regulate unlicensed group homes. With the exception of the newly formed South Orange County Sober Living and

Recovery Task Force, cities have not collaborated on solutions to shared and common problems. This has been done on an individual basis, with little collaboration among cities. Prior to drafting an ordinance, some cities study the details and effectiveness of other cities' actions, particularly the City of Costa Mesa's ordinance, and use that as a template to draft their own.¹³

Once enacted, few of the ordinances are being enforced. This lack of enforcement is due to a small number of very specific impediments and concerns. These include:

- Fear of litigation costs due to lawsuits filed by group home operators against cities that have enforced ordinances. (The City of Costa Mesa has reportedly incurred over ten million dollars in legal fees in relation to group home litigation.)
- Fear of the State of California withholding approval of the Housing Element for cities that have ordinances related to the management of group homes, resulting in the potential loss of state funds and local zoning control.
- Lack of enforcement resources. Most cities do not have the staff resources to enforce these ordinances.

While individual cities take a wait-and-see approach to follow the progress of other cities that are standing up to the State, little progress is being made. The cities and County of Orange would benefit by working in partnership with one another to garner resources and create a coalition to promote change. While the newly constituted South Orange County Sober Living and Recovery Task Force is a good start, and the first tangible recognition of the need to work together, the Grand Jury recommends a countywide cooperative taskforce.

Orange County's cities and unincorporated areas are demographically diverse. The active sharing of ideas, experiences, and information will be valuable to the overall process of developing a worthwhile model ordinance and plan for moving forward in the efforts to protect both the individual characteristics of Orange County neighborhoods, and *all* individuals living in those neighborhoods.

Fear of Litigation Costs

Cities are concerned about the high cost of litigation and the time required to defend ordinances regulating group homes. Private entities have challenged ordinances and in some cases won, and in other cases continued to pursue lawsuits in spite of opposition. In one case, the California Department of Housing and Community Development (HCD) requested that the California Department of Justice file a "friend of the court" application to intervene on behalf the litigant in its case against the City.¹⁴



Two examples of cities being involved in lengthy and costly lawsuits include Newport Beach and Costa Mesa. In 2007, Newport Beach had numerous sober living homes and was facing increasing pressure by residents to regulate them. In January 2008, Newport Beach passed an ordinance regulating sober living homes. The ordinance was carefully crafted to comply with State and federal law.¹⁵

By November 2008, several legal actions occurred. These included:

1. A lawsuit from a residents' group (the "Concerned Citizens of Newport Beach" or CCNB) arguing that the City did not go far enough in enacting Ordinance 2008-05. CCNB also sued multiple operators and asked for \$250 million in damages from the City;
2. Two group home operators (Pacific Shores Recovery and Sober Living by the Sea) filed complaints with the US Department of Housing and Urban Development (HUD) alleging that the City's ordinance and its practices have discriminated against disabled persons entitled to fair housing;
3. Multiple lawsuits were filed by Sober Living By the Sea (SLBTS) alleging that the City's group residential uses ordinance was facially discriminatory against persons in recovery. The City reached an agreement with SLBTS;
4. The City filed lawsuits against Morningside Recovery and Pacific Shores Recovery, alleging that some of their operations opened illegally during a short-term temporary moratorium against the establishment of new group residential uses. Pacific Shores Recovery has in turn alleged that the City's group

residential uses ordinance was facially discriminatory against persons in recovery;

5. A cross-complaint by the City against Sober Living By The Sea and other operators that consolidated certain lawsuits in U.S. District Court.



Chairs are packed during a discussion on sober-living homes in San Clemente in 2016. (Photo by Matt Masin, Orange County Register, SCNG)

Subsequently, in 2009, three companies sued the City of Newport Beach over the ordinance, claiming it violated anti-discrimination and fair housing laws because individuals recovering from an addiction are a protected group. A federal judge ruled in favor of the City in 2011. The companies appealed the case and it went to the 9th Circuit Court of Appeals, where the Court's majority sided with the group homes, saying there was enough evidence to argue discrimination. The Court pointed to comments made during the 2008 hearing, which implied that the City Council was targeting recovery group homes.

The City of Newport Beach asked the U.S. Supreme Court to review the case in 2014, but the Court declined. The City settled with the group homes for \$5.25 million in 2015. The City's estimated legal costs exceeded four million dollars,¹⁶ for a total cost close to ten million dollars.

The City of Costa Mesa waged a fierce and costly legal battle to regulate sober living homes for over five years. As noted in the section regarding the State's actions and attitude, Costa Mesa fashioned an ordinance within the limits of State and federal laws

in 2014.¹⁷ The City ultimately spent over seven million dollars in litigation, and prevailed in State and federal courts; however, in January 2023, a federal appellate court reversed and remanded the district court's 2020 ruling.

Costa Mesa Ordinance 15-11 sets limited standards for three items that address important societal issues, none of which are discriminatory in nature:

1. Spacing (650 feet apart)
2. Background screening of the house manager
3. Process for evicting residents

Spacing between group homes maintains the purpose of the facility and residential character of the neighborhood. Screening protects the residents of the facility. Through interviewees, the Grand Jury learned of group home managers with criminal backgrounds and who are themselves currently substance abusers. Standards for evictions are needed. Through interviews and newspaper articles, the Grand Jury learned of the practice of "curbing," putting residents out on the curb when their source of payment runs out or when they are in violation of house rules. This practice is believed to contribute to homelessness in Orange County.

Costa Mesa's ordinance serves an important purpose, but the ordinance is still in litigation after several years and at an estimated cost of more than ten million dollars.¹⁸ Other Cities in California and Orange County are similarly facing lawsuits and costs associated with group home and sober living ordinances. Cities could pool resources to mitigate litigation cost concerns. A coalition of cities to spread costs is highly recommended.

The Grand Jury learned that the lawsuits brought against cities are supported and enabled by an extremely profitable industry. According to John LaRosa at MarketResearch.com on February 5, 2020,¹⁹ the group home market is 42 billion dollars per year. Mr. LaRosa also noted that the industry needed to be cleaned up as many of the operators engaged in overbilling, patient brokering, and deceptive marketing.

The well-funded operators are supported by industry organizations and associations in their lawsuits. Industry organizations include large groups such as the California Consortium of Addiction Programs and Professionals, Behavioral Health Associates, and National Sober Living Associates. The websites of any of these organizations and several others can be viewed to see the type of support often provided. The organizations not only provide support for lawsuits, but also assist in lobbying State and federal legislators.

Many group home operators do not want any type of regulation, as evidenced by the Costa Mesa and Newport lawsuits, though the Grand Jury found some operators who welcome additional regulation to protect the industry from bad operators. In summary, the industry represents a formidable foe in lawsuits due to funding and industry associations.

State Actions

Zoning ordinances are the primary control local governments have over city land use. The State of California has challenged the validity of group home ordinances, thereby inhibiting local governments in addressing group homes through zoning ordinances. If challenged, defense of the ordinances is costly and the alternative is to repeal them, a process that can be politically charged.

When Costa Mesa originally prevailed in the lawsuits filed against their 2014 sober living ordinance, the Cities of Encinitas, Huntington Beach, Anaheim and the County of Orange adopted similar ordinances for sober living facilities. In May 2021, the California Department of Housing and Community Development (HCD) sent a letter to the City of Encinitas stating its ordinance was in violation of statutory prohibitions on discrimination in land use. HCD said the city must take immediate steps to repeal the ordinance. HCD's letter to the City of Encinitas noted *"The City appears to take significant comfort from certain court opinions, several unpublished, appearing to reject specific, largely different and distinguishable challenges to a different group home ordinance in Costa Mesa, which were brought by private parties rather than the State of California. Those decisions are neither on point nor binding here."* This statement is misleading to the general public because it downplays judicial rulings favoring Costa Mesa's ordinance.

In May of 2021, HCD sent a "Letter of Technical Assistance" to the City of Anaheim in which they discuss Anaheim's land use regulations. One of the items discussed was a phone call they had with city staff to discuss concerns with the proposed Zoning Code Amendment for group homes. HCD's concern was that the ordinance *"potentially conflict(s) with statutory prohibitions on discrimination in land use"*.

Also in May of 2021, HCD sent a *"Notice of Violation: City of Anaheim Notice of Violations of Housing Element Law and Anti-Discrimination in Land Use"* regarding the denial of a conditional use permit for transitional housing. The California Department of Justice (DOJ) subsequently joined a civil lawsuit regarding the same action. HCD believes the City has failed to implement goals, policies, and program actions included in the housing element and failed to act consistent with Government Code requirements in applying standards to the approval of the Project.

On December 21, 2022, HCD issued a document titled *Group Home Technical Advisory*.²⁰ The executive summary includes the following:

"In recent years, some local governments have amended their zoning ordinances to add new regulations for group homes, particularly for recovery residences-group homes that provide housing for persons recovering from alcoholism or drug addiction. These amendments have raised concerns that local governments are not complying with their affirmative obligations under state planning and

zoning laws to promote more inclusive communities and affirmatively further fair housing (AFFH). These amendments have also generated disputes and confusion over whether local governments are violating fair housing laws by discriminating against persons with disabilities or other protected characteristics.”

The document assumes the ordinances are not legally compliant and creates difficulties faced by cities trying to reasonably regulate group homes. The document is labeled a “technical advisory” but reads as a policy statement. There were apparently no public hearings regarding the document.

“The document is labeled a “technical advisory” but reads as a policy statement...”

These actions by HCD and DOJ, as well as litigation, are challenges municipalities face in adopting ordinances regarding group homes when the courts have found these ordinances compliant with State and federal laws. This was made evident through interviews with representatives of cities. Interviewees also expressed concern that HCD interpreted the laws as being overly restrictive on zoning ordinances and failing to protect the inhabitants of group homes.

Housing Element

In the State of California, all cities are required to develop a General Plan. The General Plan serves as a blueprint for the future, prescribing policy goals and objectives to shape and guide the physical development of the city. The General Plan is a comprehensive policy document that informs future land use decisions, and it is comprised of multiple elements.²¹

The Housing Element is one important part of a city or county’s General Plan. Every eight years, every city, town, and county must update their Housing Element and have it certified by the California Department of Housing and Community Development (HCD). The most recent cycle of the new Housing Element has been heavily impacted by the State’s laser focus on housing availability and affordability.

On September 28, 2021, Governor Gavin Newsom signed a suite of bills to boost housing production across California which accompanies the Governor’s \$22 billion housing affordability and homelessness package and ongoing work by the State to spur more housing production, tackle barriers to construction, and hold local governments accountable. Taken together, the actions reflect the State’s focus on creating more

affordable housing, faster and cheaper. “The acute affordability crisis we are experiencing in California was decades in the making, and now we’re taking the necessary steps to fix it,” said Governor Newsom.²²

Although this is a response to a real need in California, the real-world consequences to the “build-build-build” solution are many. One of those can be seen in the State’s myopic push for housing as it has mistakenly equated group homes with additional housing options. But housing is not increased by allowing the unbridled proliferation of recovery and sober living homes. The industry advertises heavily outside of California and brings many of their residents from out-of-state. It is not uncommon for some of these residents to be “kicked to the curb” (referred to as curbing) for various reasons, and because they are not local to Orange County, they have nowhere to go and ultimately face homelessness.

HCD wields its power to review and approve State housing elements as a threat to deter city and county efforts to regulate group homes. Approval of the Housing Element has a big impact on a city’s ability to enforce its general plan and to control what gets built and where it is built. Without the HCD’s approval of the housing element, a door is opened to developers to bypass local zoning ordinances by utilizing a seldom used loophole known as Builders Remedy. Under that law, a developer may sidestep city approvals to construct a housing development if 20% of the project’s homes are affordable housing.²³

State funding programs for transportation, infrastructure, and housing often require or consider a local jurisdiction’s compliance with Housing Element Law. These competitive funds can be used for fixing roads, adding bike lanes, improving transit, or providing much needed affordable housing to communities. In some cases, funding from state/federal housing programs can *only* be accessed if the jurisdiction has a compliant housing element.^{24 25}

Educating the Public

By the time the public has organized to bring their concerns to city leadership through a letter writing campaign, a joint written complaint, or a petition, their level of frustration has likely been building for quite a while. How city leadership deals with the concerns and frustrations of their constituency is likely to determine whether it will be a collaborative or an adversarial process to find a resolution. Educating the public on the reasons that cities have seemingly been unwilling to address the integration of group homes into Orange County neighborhoods is key to the success of collaborative problem solving.

Cities have been squeezed from above by a combination of intense pressure from group home operators citing federal protections for the disabled, and the State of California’s efforts to eliminate group home ordinances by withholding approval on cities’ mandated Housing Element submission. They are also squeezed from below by

the people in neighborhoods which have been impacted by the over-concentration of group homes, and/or the level of nuisances generated by the group homes.

“Some cities have used the multi-discipline, educational, townhall type response to the public outcry while others have not. The outcome can be quite different.”

A lack of understanding of the challenges faced by cities leads to the perception that they are unwilling to step up and regulate the various group home types that are springing up in neighborhoods. Public education will reveal that there is not an unwillingness of cities, or the public, to find resolutions, but rather there are many hurdles promulgated by State and federal agencies that often prevent opportunities for reaching a solution. Cities should work together, and with State legislators and other stakeholders, to look for ways to affect change at the State level as well as provide more focused public education that addresses these issues.

In an effort to inform their citizens, some cities have used the multi-discipline, educational, townhall type response to the public outcry while others have not. The outcome can be quite different.

To illustrate, we need look no further than a tale of three cities: Anaheim, Newport Beach, and Laguna Hills. Anaheim’s group home issue heated up in October 2021 when Grandma’s House of Hope requested a Conditional Use Permit (CUP) to use a large house as a transitional living home for 19 intractably mentally ill women.²⁶

It was not Grandma’s House of Hope’s first group home in Anaheim; it was the latest in many previously successful CUP requests. Local residents coalesced against this CUP request in a vocal and organized manner. Whether it was the number of residents impacted, the descriptor of the group home residents as intractably mentally ill, or just one group home too many in this neighborhood, this organized effort to prevent the approval of the large group home attracted hundreds of local citizens and activists from both sides of the issue. It seemed that the majority of these people attended the planning commission meeting to voice their opinions during the public comment portion of the agenda and to let the City’s Planning Commission see the strength of their numbers.

The Planning Commission was seemingly prepared to accept the staff recommendation for approval. Public comment took over five hours, most of which was overwhelmingly against the approval of the group home. The applicant and the Planning Commission both expressed surprise at the public backlash. Ultimately, the approval recommendation was scrapped, and the Planning Commission voted to deny the CUP.

Grandma's House filed an appeal and the application for the CUP was heard by the City Council. The public attended that meeting in larger numbers than at the Planning Commission meeting and they were every bit as angry and frustrated as they were at the earlier meeting. In spite of robust response on the issue at the meeting of the Planning Commission just two months earlier, the Anaheim City Council was unprepared for the charged nature of the adversarial clash. Most speakers were passionate but respectful, while some were rude and offensive. It was essentially an angrier repeat of the first meeting and led to the same conclusion, a denial of the CUP.²⁷

The affected public walked away with no better understanding of the reasons why these group homes are hard to regulate due to the pressures put on cities by the State of California. The applicant ultimately filed suit against the city alleging violations of the Housing Element Law, Housing Accountability Act, and statutes governing anti-discrimination in local land use laws.



Nearly 200 people packed the Mission Viejo City Council chamber on March 29 for a Town Hall meeting regarding sober living homes. (Tomoya Shimura, Orange County Register, April 1, 2016)

The City of Anaheim has not responded to the public concerns in an organized manner. It has not provided an opportunity for the public to come together in a townhall-like meeting where the City could address the issues and the challenges they face, have subject matter experts on hand for short presentations, and allow for comments and questions.²⁸

In direct contrast to Anaheim’s response, we can look at the steps taken by the Cities of Newport Beach and Laguna Hills. Newport Beach was faced with a petition from its residents in 2007 after a rapid increase in the number of drug rehabilitation homes. The residents reported 103 treatment houses, nearly all on the Balboa Peninsula. There was a town hall hosted by (then) Assemblywoman Mimi Walters, R-Laguna Niguel, and (then) State Senator Tom Harman, R-Huntington Beach, and an estimated 200 people attended. It was an opportunity for dialogue as well as to learn about the constraints placed on cities by the State of California. Newport Beach responded to resident concerns again in late 2021 by organizing a community meeting with speakers from several city departments, a State Assemblywoman, the District Attorney, and a County Supervisor.^{29 30}



Hundreds attend the Sober Living Homes Town Hall meeting at the at the Laguna Hills Community Center on Thursday (Christopher Yee, San Gabriel Valley Tribune, May 13, 2016)

We can also look at the steps taken by the City of Laguna Hills. In 2016, the City responded to public outcry regarding group home issues by hosting a Town Hall on the subject. The Town Hall was hosted by (then) State Senator Pat Bates and several other State and local legislators. Also in attendance were attorneys with extensive knowledge of the issue as well as other subject matter experts. More than 600 people attended, and it was an opportunity for the residents in attendance to gain a better understanding of the challenges the City faces in regulating unlicensed group homes, as well as for the City to hear the concerns and frustrations of attendees. Proving that, when cities work to

inform their constituents, and allow for a robust but respectful dialogue, they create an opportunity for collaborative problem solving.³¹

How Has This Issue Evolved?

The timing of this investigation aligned with the required submission of the Housing Element portion of each city's General Plan. The State's disapproval of a city's Housing Element carries heavy consequences, and the State of California has used the withholding of this needed approval to coerce cities to abandon their group home ordinances.

The Grand Jury was previously unaware of the power behind group home lobbyists and the number of proposed legislative bills that never made it to a vote. The State's policy-making role limits a city's ability to responsibly manage the integration of group homes and, as a consequence, the trajectory and focus of the study changed and widened with this knowledge. The Grand Jury looked at broader factors influencing the group home industry, its influence, its effect on communities and often its seeming lack of real concern about its clients. The group home industry is immense, requires improved relations with cities, and needs more effective local governmental oversight.

FINDINGS

In accordance with California Penal Code Sections 933 and 933.05, the 2022-2023 Grand Jury requires (or, as noted, requests) responses from each agency affected by the findings presented in this section. The responses are to be submitted to the Presiding Judge of the Superior Court.

Based on its investigation titled “Welcome to the Neighborhood - Are cities responsibly managing the integration of group homes?” the 2022-2023 Orange County Grand Jury has arrived at eleven principal findings, as follows:

- F1** Group homes too close to one another contribute to the problems associated with overconcentration.
- F2** Common nuisances are more likely and disruptive when sober living homes are concentrated in a small geographic area of a neighborhood.
- F3** Some cities have successfully addressed and informed community members about the challenges faced in regulating group homes.
- F4** Community satisfaction was minimal when cities took the traditional public comment approach towards addressing community complaints.
- F5** Cities are not utilizing police, fire, and code enforcement complaints as a means of locating and tracking Group Homes.
- F6** Cities are inhibited from enacting and enforcing ordinances due to fears over the potential cost of litigation.
- F7** Several cities have created an ordinance that requires a ministerial permit or registration to operate a group home, however many of these cities do not enforce their ordinances.
- F8** City and County officials are deterred from regulating group homes by California Housing and Community Development’s housing element approval process.
- F9** Cities have historically strategized and acted independently in addressing group home challenges and solutions.
- F10** Well-operated group homes can integrate smoothly into neighborhoods.
- F11** There is a lack of regulatory oversight for the health and safety of residents of unlicensed group homes.

RECOMMENDATIONS

In accordance with California Penal Code Sections 933 and 933.05, the 2022-2023 Grand Jury requires (or, as noted, requests) responses from each agency affected by the recommendations presented in this section. The responses are to be submitted to the Presiding Judge of the Superior Court.

Based on its investigation titled, “Welcome to the Neighborhood - Are cities responsibly managing the integration of group homes?” the 2022-2023 Orange County Grand Jury makes the following five recommendations:

- R1** Orange County cities and the County of Orange should address citizen concerns regarding group homes by providing an opportunity for an open dialog where an interdisciplinary panel of subject matter experts can share with attendees the challenges cities are facing in the management of group homes. To be implemented by July 1, 2024. (F3, F4)
- R2** By December 31, 2024, Orange County cities and the County of Orange should collaborate in their efforts to create ordinances for the regulation of group homes, including the development of model ordinances. (F6, F7, F9)
- R3** Orange County cities and the County of Orange should pool resources for defense of lawsuits challenging group home ordinances. To be implemented by July 1, 2024. (F6, F8, F9)
- R4** The County of Orange and Orange County cities should create a Task Force that includes representatives from OC cities, unincorporated areas, and other entities as appropriate and charge it with the responsibility of developing a plan to generate awareness among State legislators and regulators of the need for improved regulations and management standards to ensure health and safety for Group Home residents. To be implemented by July 1, 2024. (F2, F10, F11)
- R5** Orange County cities and the County of Orange should modify code enforcement report data collection forms to include a searchable field that enables the identification of a residence operating as a group home. To be implemented by July 1, 2024. (F5, F7, F11)

RESPONSES

California Penal Code Section 933 requires the governing body of any public agency which the Grand Jury has reviewed, and about which it has issued a final report, to comment to the Presiding Judge of the Superior Court on the findings and recommendations pertaining to matters under the control of the governing body. Such comment shall be made no later than 90 days after the Grand Jury publishes its report (filed with the Clerk of the Court). Additionally, in the case of a report containing findings

and recommendations pertaining to a department or agency headed by an elected County official (e.g., District Attorney, Sheriff, etc.), such elected County official shall comment on the findings and recommendations pertaining to the matters under that elected official's control within 60 days to the Presiding Judge with an information copy sent to the Board of Supervisors.

Furthermore, California Penal Code Section 933.05 specifies the manner in which such comment(s) are to be made as follows:

- (a) As to each Grand Jury finding, the responding person or entity shall indicate one of the following:
 - (1) The respondent agrees with the finding.
 - (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.
- (b) As to each Grand Jury recommendation, the responding person or entity shall report one of the following actions:
 - (1) The recommendation has been implemented, with a summary regarding the implemented action.
 - (2) The recommendation has not yet been implemented, but will be implemented in the future, with a time frame for implementation.
 - (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a time frame for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This time frame shall not exceed six months from the date of publication of the Grand Jury report.
 - (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.
- (c) If a finding or recommendation of the Grand Jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the Board of Supervisors shall respond if requested by the Grand Jury, but the response of the Board of Supervisors shall address only those budgetary /or personnel matters over which it has some decision-making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.

The Orange County Grand Jury requires and requests the following responses:

90 Day Response Required

County of Orange Board of Supervisors F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 County of Orange Board of Supervisors R1, R2, R3, R4, R5

City Councils of:

Aliso Viejo F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Aliso Viejo R1, R2, R3, R4, R5
 Anaheim F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Anaheim R1, R2, R3, R4, R5
 Brea F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Brea R1, R2, R3, R4, R5
 Buena Park F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Buena Park R1, R2, R3, R4, R5
 Costa Mesa F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Costa Mesa R1, R2, R3, R4, R5
 Cypress F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Cypress R1, R2, R3, R4, R5
 Dana Point F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Dana Point R1, R2, R3, R4, R5
 Fountain Valley F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Fountain Valley R1, R2, R3, R4, R5
 Fullerton F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Fullerton R1, R2, R3, R4, R5
 Garden Grove F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Garden Grove R1, R2, R3, R4, R5
 Huntington Beach F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Huntington Beach R1, R2, R3, R4, R5
 Irvine F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Irvine R1, R2, R3, R4, R5
 La Habra F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 La Habra R1, R2, R3, R4, R5
 La Palma F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 La Palma R1, R2, R3, R4, R5
 Laguna Beach F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Laguna Beach R1, R2, R3, R4, R5
 Laguna Hills F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Laguna Hills R1, R2, R3, R4, R5
 Laguna Niguel F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
 Laguna Niguel R1, R2, R3, R4, R5
 Laguna Woods F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11

Laguna Woods	R1, R2, R3, R4, R5
Lake Forest	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Lake Forest	R1, R2, R3, R4, R5
Los Alamitos	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11,
Los Alamitos	R1, R2, R3, R4, R5
Mission Viejo	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Mission Viejo	R1, R2, R3, R4, R5
Newport Beach	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Newport Beach	R1, R2, R3, R4, R5
Orange	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Orange	R1, R2, R3, R4, R5
Placentia	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Placentia	R1, R2, R3, R4, R5
Rancho Santa Margarita	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Rancho Santa Margarita	R1, R2, R3, R4, R5
San Clemente	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
San Clemente	R1, R2, R3, R4, R5
San Juan Capistrano	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
San Juan Capistrano	R1, R2, R3, R4, R5
Santa Ana	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Santa Ana	R1, R2, R3, R4, R5
Seal Beach	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Seal Beach	R1, R2, R3, R4, R5
Stanton	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Stanton	R1, R2, R3, R4, R5
Tustin	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Tustin	R1, R2, R3, R4, R5
Villa Park	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Villa Park	R1, R2, R3, R4, R5
Westminster	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Westminster	R1, R2, R3, R4, R5
Yorba Linda	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11
Yorba Linda	R1, R2, R3, R4, R5

GLOSSARY

ADU

An accessory dwelling unit, usually just called an ADU, is a secondary housing unit on a single-family residential lot. These may be converted garages, backyard cottages, or granny flats, for example.

Brokering

A referral system where money or other inducements are exchanged by owners of disreputable homes to get new clients. The recipients may be residents, clinics, or even members of self-help groups such as AA12-step programs.

Code Enforcement

Activity by local government agencies to identify and correct problems and abuses by citizens and businesses.

Congregate Care Living

A residential home that offers inpatient services to its residents. Generally, the care that this institution provides is more intense than what a skilled nursing care facility offers but less intense than what a general acute care hospital provides.

Curbing

The act of evicting residents, often done late at night, so-called because they and their belongings are sent to the curb. Eviction may occur when such residents' insurance runs out or for violating house rules. They frequently have nowhere to go and often have no resources, essentially rendering them homeless.

Deinstitutionalization

The closing (or reduction of services) of residential facilities, often referred to as mental hospitals, and the reliance on smaller, more personal "homes" as a means of rehabilitation.

Detox

Program or facility for assisting a person undergoing treatment from an intoxicating or addictive substance.

EBT

Acronym for Electronic Benefit Transfer, previously known as Food Stamps, these are debit cards issued to eligible participants for the purpose of buying food and other necessities.

Emotional Wellness Homes

A facility where a person develops the ability to handle their emotions and varied experiences they encounter in life. Emotional wellness is an awareness, understanding, and acceptance of our feelings and the ability to manage and change challenges effectively.

Good Neighbor Policy

A set of principles and activities designed to provide a consistent means of communication between facilities that provide resident services and their respective neighbors. The Good Neighbor Policy is applicable for Residential Programs when residents and the services have a potential impact including but not limited to community safety, cleanliness, and security in the surrounding neighborhood(s).

Group Home (GH)*

A residential unit utilized as a supportive living environment for people meeting the legal definition of disabled. Provides *housing only* for a classified group of people. No medical care, services, or treatment can take place in a Group Home. Only State-licensed facilities can provide care, services, or treatment under State law (see Residential Care Facilities)

Hospice

A type of health care that focuses on the palliation of a terminally ill patient's pain and symptoms and attending to their emotional and spiritual needs at the end of life. Hospice care prioritizes comfort and quality of life by reducing pain and suffering.

Housing Element

Since 1969, California has required that all local governments (cities and counties) adequately plan to meet the housing needs of everyone in the community. California's local governments meet this requirement by adopting housing plans as part of their "general plan" (also required by the state). General plans serve as a local government's "blueprint" for how the city and/or county will grow and develop and include eight elements: land use, transportation, conservation, noise, open space, safety, environmental justice, and housing.

Integral Facilities

Integral facilities means any combination of two or more facilities located on the same or different parcels, collectively serving seven or more persons, not including the licensee or members of the licensee’s family or persons employed as facility staff, that are under the control or management of the same owner, operator, management company or licensee or any affiliate of any of them, and which together comprise one operation. Integral facilities shall include, but not be limited to, the provision of housing in one facility and recovery programming, treatment, meals, or any other service or services at another facility, or facilities, or by assigning staff, or a consultant or consultants, to provide services to or in more than one facility.

Licensing

A permit from an authority to own or use something or to do a particular thing or carry on a trade. In reference to this report’s subject matter, licensing from a State or county agency or department.

Like-for-Like

Identifying the spacing of group homes by type, e.g., sober living within a given distance of sober living, assisted living within a given distance of assisted living, etc. *Sober living near assisted living does not meet the like-for-like criteria.*

Model Ordinance

A common set of policies and procedures developed by a government agency to oversee the licensing and operation of group homes.

NIMBY

Acronym for “Not in My Backyard”. A term used, among other things, to identify citizens who object to having group homes in their neighborhood.

Referral Facility

Either a Residential Care Facility, Group Home, or Sober Living Home where one or more person’s residency is per a court order or similar directive. Referral facilities must follow the permit procedure according to the base use classification, and are not permitted in the RL (Residential Low Density) zone.

Rehab Riviera

The nickname given to some sober living facilities in Southern California, referring to the climate. Often used as a selling point in advertising to emphasize the outdoor appeal of homes in the region.

Rehabilitation

The action of restoring someone to health or normal life. Care that can help one get back, maintain or improve abilities.

Residential Care Facilities (RCF)*

A State Licensed residential facility where care, services, or treatment are provided to persons living in a community residential setting. Provide housing and care/treatment for the elderly, developmentally disabled, chronically ill, and chemical addiction treatment facilities, among others. RCFs that specifically provide drug and or alcohol abuse treatment are licensed by the Department of Health Care Services (DHCS) and are known as alcoholism or drug abuse recovery or treatment facilities.

Homes are required to be licensed by the DHCS when at least one of the following services is provided: detoxification, group counseling sessions, individual counseling sessions, educational sessions, or alcoholism or drug abuse recovery or treatment planning.

Residential Treatment Centers

Sometimes known as rehab which is a live-in health care facility providing services for substance use disorders, mental illness, or other behavioral problems.

Saturation

Having several group homes within a neighborhood.

Single Housekeeping Units

Individuals occupying a dwelling unit that have established ties and familiarity with each other; share a lease agreement, have consent of the owner to reside on the property, or own the property; jointly use common areas and interact with each other; and share the household expenses such as rent or ownership costs, utilities, and other household and maintenance costs activities.

Six or Under

Homes with six or fewer residents. Under State law these may not be required to be licensed or registered.

Sober Living Home (SLH)*

Sober Living Homes are also group homes, but specifically for people recovering from a chemical addiction that meets the legal definition of disabled. Provides “*housing only*” that is primarily meant for people who have just come out of rehab and need a

place to live that is structured and supportive for those in recovery. For the purposes of the Ordinance, a Sober Living Home is not state licensed. No medical care, services, or treatment can occur in a Living Home. Only State licensed facilities can provide care, services, or treatment under State law (see Residential Care Facilities).

Tracking

A method to obtain data, monitor movements and a system to identify and map the location of group homes.

Treatment Center

A facility where a client or clients go under one roof for services to improve their physical or mental health. A residential treatment center (RTC), sometimes called rehab, is a live-in health care facility providing therapy for substances abuse use disorders, mental illness, or other behavioral problems. Residential treatment may be considered the “last-ditch” approach to treating abnormal psychology or psychopathology.

**For the purposes of this report, the City of Huntington Beach’s definitions of group living homes is being used as published on the city’s website.*

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NOTICE

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

END NOTES

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Responses to Grand Jury Report Titled “Welcome to the Neighborhood- Are cities responsibly managing the integration of group homes?”

Findings

1. Group homes too close to one another contribute to the problems associated with overconcentration.

Response: The City agrees with this finding.

2. Common nuisances are more likely and disruptive when sober living homes are concentrated in a small geographic area of a neighborhood.

Response: The City agrees with this finding.

3. Some cities have successfully addressed and informed community members about the challenges faced in regulating group homes.

Response: The City partially agrees with this finding. The City does not have sufficient information about the efforts of other cities in addressing and informing community members about the challenges in regulating group homes. When the City of Costa Mesa’s Ordinances 14-11 and 15-13 were first introduced addressing non-boardinghouse group homes, the City conducted several community meetings to inform members of the public about the City’s regulation efforts and to answer any questions. From the inception of these Ordinances, staff took the approach of informing the public regarding the different facets of the City’s policy efforts including the need to affirm Fair Housing practices as codified in State and Federal law, to prevent overconcentration and institutionalization, and to promote responsible operational practices of group homes and residential care facilities thereby allowing them to successfully integrate into residential communities. These meetings often allowed the City to also inform residents about the role of the State of California Department of Health Care Services in regulating residential drug and alcohol treatments centers and that State law prohibits cities from applying any additional regulations to state licensed residential care facilities with six or fewer occupants than would otherwise not apply to a single-family residence. Additionally, there has consistently been well-informed staff members available to answer questions and provide information to members of the community via telephone, email or at the public counter.

4. Community satisfaction was minimal when cities took the traditional public comment approach towards addressing community complaints.

Response: This City partially agrees with this finding. The City does not have information about the community satisfaction in other cities following a “traditional public comment approach”. The City recognizes that a public hearing is one part of a multifaceted approach in community engagement efforts in the area of public policy. Public comments that are provided as a part of public hearings serve a purpose and provide a forum for decision makers to receive

and deliberate on information from the public that is relevant to a specific proposal, site and business. As mentioned, in the City's response to Finding #3, the City also acknowledges the important role that community meetings played in both introducing new regulations to the community and in explaining their broader context in supporting Federal and State fair housing laws.

5. Cities are not utilizing police, fire and code enforcement complaints as a means of locating and tracking Group Homes.

The City partially agrees with this finding. The City does not have adequate information regarding the utilization of police, fire and code enforcement complaints in other cities. The City of Costa Mesa's police, fire and code enforcement staff are well informed and make great efforts to communicate any land use or health and safety issues that cross or overlap disciplines or Departments. These practices are not specific to group homes. For example, a Fire Department's call for service may identify unpermitted building construction or a Police Department's call for service may identify a business operating as an unpermitted land use that requires City approvals. In both cases, Code Enforcement would be notified to address the Code violation. City staff do not "track" or "locate" group homes beyond its efforts to resolve violations of the Municipal Code.

6. Cities are inhibited from enacting and enforcing ordinances due to fears over the potential cost of litigation.

The City partially agrees with this finding. The City does not have adequate information regarding the basis of why cities may be inhibited from enacting or enforcing ordinances. The City enacted the aforementioned ordinances as well as later Ordinances 17-05 and 17-06 with the intention of affording the disabled with the opportunity to live in a truly residential setting, rather than in an institutional setting, and to preserve the residential character of existing neighborhoods. Following the adoption of these ordinances, the City has been sued numerous times and those lawsuits have been costly. In spite of this, the City continues in its commitment to enforce local laws and regulate group homes and residential care facilities in accordance with State and Federal fair housing laws, and to provide protection of vulnerable residents who are harmed by unscrupulous operators.

7. Several cities have created an ordinance that requires a ministerial permit or registration to operate a group home, however many of these cities do not enforce their ordinances.

The City does not have adequate information about other cities choosing to not enforce adopted ordinances. The City has enforced the requirements of ministerial and discretionary permits consistently since these regulations were adopted and has abided by applicable court orders.

8. City and County officials are deterred from regulating group homes by California Housing and Community Development's (HCD) housing element approval process.

The City partially agrees with this finding. The City lacks adequate information as to whether the County or the officials in other cities are deterred from regulating group homes by HCD's housing element approval process. As it applies to Costa Mesa, the City has continued to regulate group homes through our adopted ordinances and in accordance with Federal and State fair housing laws, with the intention of affording the disabled with the opportunity to live in a residential setting rather than in an institutional setting, to preserve the residential character of existing neighborhoods, and to provide protection of vulnerable group home residents who are harmed by unscrupulous operators. However, the City recognizes that the housing element approval process may present challenges to the effective regulation of group homes based on HCD's interpretation of local regulation as set forth in its Technical Advisory.

9. Cities have historically strategized and acted independently in addressing group home challenges and solutions.

Response: The City partially agrees with this finding. Prior to 2015, cities acted independently on this issue. Since that time, the City has participated in meetings with other cities for the purpose of sharing information and collaborating on policy efforts. At the same time, the City acknowledges that although some issues and policy objectives may overlap, there may be challenges and solutions that do not apply uniformly to every city.

10. Well-operated group homes can integrate smoothly into neighborhoods.

Response: The City agrees with this finding.

11. There is a lack of regulatory oversight for the health and safety of residents of unlicensed group homes.

Response: The City agrees with this finding as there is a lack of oversight at the state level.

Recommendations

1. Orange County cities and the County of Orange should address citizen concerns regarding group home[s] by providing an opportunity for an open dialog where an interdisciplinary panel of subject matter experts can share with attendees the challenges cities are facing in the management of group homes. To be implemented by July 1, 2024.

Response: This recommendation is already being implemented as the City has participated with the Southern California Sober Living and Recovery Task Force since January 2023. The task force is comprised of a panel of members of law enforcement, state and local elected officials, administrative staff and other subject matter experts. The Sober Living and Recovery Task Force's mission is to combine expert education and research, public input, and bi-partisan regional ideas and initiatives to determine critical pathways forward for possible short and long-term policy solutions that help those in recovery, as well as community members and neighborhoods that have been impacted.

2. By December 31, 2024, Orange County cities and the County of Orange should collaborate in their efforts to create ordinances for the regulation of group homes, including the development of model ordinances.

Response: This recommendation is already being implemented as the City has been willing to share information about its own ordinances since they were adopted. Additionally, participation in the Southern California Sober Living Recovery Task Force provides opportunities for on-going information sharing about a variety of other policy initiatives underway in other jurisdictions.

3. Orange County cities and the County of Orange should pool resources for defense of lawsuits challenging group home ordinances. To be implemented July 1, 2024.

Response: This recommendation will be implemented to the extent possible. Costa Mesa has sought, and received, amicus support from some other Orange County cities in its ongoing litigation regarding its group home ordinances. However, more county-wide financial support of cities defending ordinances designed to protect the residents of group homes and surrounding residents would be welcome and could help further these policy goals county-wide.

4. The County of Orange and Orange County cities should create a Task Force that includes representative from OC cities, unincorporated areas and other entities as appropriate and charge to with the responsibility of developing a plan to generate awareness among State legislators and regulators of the need for improved regulations and management standards to ensure health and safety for Group Home residents.

Response: This recommendation is already being implemented through the Southern California Sober Living and Recovery Task Force described in the response to Recommendation #1.

5. Orange County cities and the County of Orange should modify code enforcement report data collection forms to include a searchable field that enables the identification of a residence operating as a group home.

Response: The City is already implementing this recommendation. In August, 2023, the City implemented a new comprehensive land management system that allows code enforcement reports to be generated based on a variety of different parameters affording staff the ability to filter violations by different fields including but not limited to whether the violation involves operation of a group home without appropriate permits.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1401

Meeting Date: 10/17/2023

TITLE:

APPEAL OF PLANNING APPLICATION 22-05 FOR A RETAIL CANNABIS STOREFRONT BUSINESS LOCATED AT 1505 MESA VERDE DRIVE EAST (“C21+”)

DEPARTMENT: ECONOMIC AND DEVELOPMENT SERVICES DEPARTMENT/PLANNING DIVISION

PRESENTED BY: MICHELLE HALLIGAN, CONTRACT PLANNER

CONTACT INFORMATION: MICHELLE HALLIGAN, (714) 754-5608

RECOMMENDATION:

Staff recommends that the City Council uphold the Planning Commission’s decision and adopt a Resolution to approve Planning Application 22-05. The City Council may also overturn the Planning Commission’s decision and deny the request, and direct staff to prepare a Resolution reflecting the City Council’s findings for denial.

RESOLUTION NO. 2023-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, TO UPHOLD THE PLANNING COMMISSION'S DECISION AND APPROVE PLANNING APPLICATION 22-05 FOR A RETAIL CANNABIS STOREFRONT BUSINESS WITH DELIVERY LOCATED AT 1505 MESA VERDE DRIVE EAST (C21+)

THE CITY COUNCIL OF THE CITY OF COSTA MESA HEREBY FINDS AND DECLARES AS FOLLOWS:

WHEREAS, Planning Application 22-05 was filed by Sean St. Peter, the authorized agent for the property owner, Onnyx Investments, LLC, requesting approval of the following:

A Conditional Use Permit to operate a storefront retail and cannabis delivery business within an existing 5,941-square-foot commercial building located at 1505 Mesa Verde Drive East. The business would sell pre-packaged cannabis and pre-packaged cannabis products directly to customers onsite and through delivery, subject to conditions of approval and other City and State requirements;

WHEREAS, a duly noticed public hearing was held by the Planning Commission on August 14, 2023 with all persons having the opportunity to speak for and against the proposal, and the project was approved by the Planning Commission on a 5-2 vote;

WHEREAS, an appeal of the Planning Commission's denial of the project was timely filed;

WHEREAS, a duly noticed public hearing was held by the City Council on October 17, 2023 with all persons having the opportunity to speak for and against the appeal;

WHEREAS pursuant to the California Environmental Quality Act (CEQA), the project is exempt from the provisions of CEQA per Section 15301 (Class 1), for Existing Facilities, as described specifically in the Planning Commission staff report;

NOW, THEREFORE, based on evidence in the record and the findings contained in Exhibit A, the City Council hereby upholds the decision of the Planning Commission to APPROVE Planning Application 22-05.

PASSED AND ADOPTED this 17th day of October, 2023.

John Stephens, Mayor

ATTEST:

APPROVED AS TO FORM:

Brenda Green, City Clerk

Kimberly Hall Barlow, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF COSTA MESA)

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 2023-XX and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 17th day of October 2023, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 18th day of October 2023.

Brenda Green, City Clerk

EXHIBIT A

FINDINGS

- A. The proposed project complies with Costa Mesa Municipal Code (CMMC) Section 13-29(g)(2) (“*Findings*”) as follows:

Finding: “*The proposed development or use is substantially compatible with developments in the same general area and would not be materially detrimental to other properties within the area*”.

Facts in Support of Finding: The subject site is located within a commercial zone (C1 – Local Business District) where commercial development is specifically allowed. Pursuant to the CMMC, cannabis retail storefronts are conditionally permitted uses in the City’s commercial zones and are subject to extensive regulation (as specifically described in the August 14th Planning Commission staff report). These regulations are adopted to prevent land use inconsistencies with adjacent properties. Additionally, the proposed cannabis retail storefront use is not located within 1,000 feet of a K-12 school, playground, licensed child daycare, or homeless shelter, or within 600 feet of a youth center. All retail sales would take place underroof, no outdoor storage or sales are proposed nor would be allowed, and operations would be conditioned to be compliant with applicable local and State laws as well as to minimize potential impacts. Staff does not anticipate that the proposed retail cannabis use would be materially detrimental to the adjacent uses that include a convenience store, multi-tenant commercial center with restaurants, offices, services, and a liquor store, car dealership, hotel, and multiple-family housing. To ensure neighborhood compatibility, proposed project conditions and requirements have been included such as posting parking lot signs to remind customers to keep noise levels to a minimum, shielding security lighting down/away from neighboring properties, and limiting business hours from 9 AM to 10 PM. Therefore, the retail cannabis use would be compatible with other properties within the area, and in compliance with local and State requirements.

Finding: “*Granting the conditional use permit will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood*”.

Facts in Support of Finding: The proposed cannabis retail storefront use with delivery would follow safety measures detailed in a professionally-prepared security plan. The security plan was evaluated for compliance by the City’s cannabis consultant, HdL. Measures designed to maintain safety at the site include, but are not limited to, at least one security guard would be onsite at all times and security devices shall be installed before operation. Examples of security devices include window and door alarms, motion-detectors, limited access areas, and a monitored video surveillance system covering all exterior entrances, exits, and all interior limited access spaces. In addition, the business

employees, including delivery drivers and part-time staff, must pass a live scan background check and obtain an identification badge from the City. The conditions of approval include, but are not limited to, the aforementioned security measures to ensure that the use would not be materially detrimental to the health, safety and general welfare of the public or be otherwise injurious to property or improvements within the immediate neighborhood.

Finding: *“Granting the conditional use permit will not allow a use, density or intensity which is not in accordance with the general plan designation and any applicable specific plan for the property”.*

Facts in Support of Finding: The proposed retail use is located within an existing commercial building on a property that has a General Plan land use classification of “General Commercial.” No additional square footage is proposed; therefore, approving the CUP would not increase site intensity. As stated in the General Plan Land Use Element, the City’s commercial designations “accommodate a full range of commercial activity present and desired in Costa Mesa.” The use is consistent with General Plan policies related to providing a mixture of commercial goods, services, and employment opportunities; expanding the City’s tax base; and promoting the incubation of unique and specialized businesses.

- B. The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, for the permitting and/or minor alteration of Existing Facilities, involving negligible or no expansion of the existing or prior use. This project site contains an existing commercial building that has been used continuously for commercial activities. The application does not propose an increase in commercial floor area or otherwise expand the prior commercial use. The project is consistent with the applicable General Plan land use designation and policies as well as with the applicable zoning designation and regulations. Furthermore, none of the exceptions that bar the application of a categorical exemption pursuant to CEQA Guidelines Section 15300.2 applies. Specifically, the project would not result in a cumulative impact; would not have a significant effect on the environment due to unusual circumstances; would not result in damage to scenic resources; is not located on a hazardous site or location; and would not impact any historic resources.
- C. The project is subject to a traffic impact fee, pursuant to Chapter XII, Article 3 Transportation System Management, of Title 13 of the Costa Mesa Municipal Code.

EXHIBIT B

CONDITIONS OF APPROVAL

General

- Plng.
1. The use of this property as a cannabis storefront business shall comply with the approved plans and terms described in the resolution, these conditions of approval, and applicable sections of the Costa Mesa Municipal Code (CMMC). The Planning Commission may modify or revoke any planning application based on findings related to public nuisance and/or noncompliance with conditions of approval [Title 13, Section 13-29(o)].
 2. Approval of the planning/zoning application is valid for two years from the effective date of this approval and will expire at the end of that period unless the applicant establishes the use by one of the following actions: 1) a building permit has been issued and construction has commenced, and has continued to maintain a valid building permit by making satisfactory progress as determined by the Building Official, 2) a certificate of occupancy has been issued, or 3) the use is established and a business license has been issued. A time extension can be requested no less than 30 days or more than sixty (60) days before the expiration date of the permit and submitted with the appropriate fee for review to the Planning Division. The Director of Development Services may extend the time for an approved permit or approval to be exercised up to 180 days subject to specific findings listed in Title 13, Section 13-29 (k) (6). Only one request for an extension of 180 days may be approved by the Director. Any subsequent extension requests shall be considered by the original approval authority.
 3. No person may engage in any cannabis business or in any cannabis activity within the City including delivery or sale of cannabis or a cannabis product unless the person:
 - a. Has a valid Cannabis Business Permit from the City;
 - b. Has paid all Cannabis Business Permit and all application fees and deposits established by resolution of the City Council, including annual Community Improvement Division inspection deposits;
 - c. Has obtained all applicable planning, zoning, building, and other applicable permits from the relevant governmental agency which may be applicable to the zoning district in which such cannabis business intends to operate;
 - d. Has obtained a City business license pursuant to Chapter I of the Municipal Code;
 - e. Is in compliance with all requirements of the Community Improvement Division regarding the property;
 - f. Has obtained any and all licenses required by State law and/or regulations; and
 - g. Has satisfied all CUP conditions of approval.

4. Any change in the operational characteristics of the use shall be subject to Planning Division review and may require an amendment to the Conditional Use Permit, subject to either Zoning Administrator or Planning Commission approval, depending on the nature of the proposed change.
5. No cultivation of cannabis is allowed anywhere on the premises.
6. The uses authorized by this Conditional Use Permit must be conducted in accordance with all applicable State and local laws, including, but not limited to compliance with the most current versions of the provisions of the California Code of Regulations that regulate the uses permitted hereby. Any violation thereof shall be a violation of the conditions of this permit and may be cause for revocation of this permit.
7. Except for operations allowed by this Conditional Use Permit and under an active Cannabis Business Permit and State Type 10 license, no permit holder or any of its employees shall sell, distribute, furnish, and/or otherwise provide any cannabis or cannabis product to any person, firm, corporation, group or any other entity, unless that person or entity is a lawful, bona fide customer, or it possesses all currently valid permits and/or licenses required by both the State of California and applicable local governmental entity to lawfully receive such cannabis and to engage in a "cannabis activity" as defined by Costa Mesa Municipal Code sec. 9-485. The permit holder shall verify that the recipient, regardless of where it is located, of any cannabis or cannabis product sold, distributed, furnished, and/or otherwise provided by or on behalf of the permit holder, possesses all required permits and/or licenses therefor.
8. The applicant, the property owner and the operator (collectively referred to as "indemnitors") shall each jointly and severally defend, indemnify, and hold harmless the City, its elected and appointed officials, agents, officers and employees from any claim, legal action, or proceeding (collectively referred to as "proceeding") brought against the City, its elected and appointed officials, agents, officers or employees arising out of City's approval of the project, including but not limited to any proceeding under the California Environmental Quality Act. The indemnification shall include, but not be limited to, damages, fees and/or costs awarded against the City, if any, and cost of suit, attorney's fees, and other costs, liabilities and expenses incurred in connection with such proceeding whether incurred by the applicant, the City and/or the parties initiating or bringing such proceeding. This indemnity provision shall include the indemnitors' joint and several obligation to indemnify the City for all the City's costs, fees, and damages that the City incurs in enforcing the indemnification provisions set forth in this section.
9. If any section, division, sentence, clause, phrase or portion of this approval is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions.
10. The use shall operate in accordance with the approved Security Plan. Any changes to the Security Plan must be submitted to the Planning Division with

a written explanation of the changes. If the Director determines that changes are substantial, a modification to the Cannabis Business Permit and/or amendment to the CUP may be required.

11. A parking and security management plan, including techniques described in Operational Condition of Approval No. 7, must be approved by the Director of Economic and Development Services or designee prior to any grand opening or other high-volume event on the subject property.
- Bldg. 12. Development shall comply with the requirements of the following adopted codes: 2022 California Residential Code, 2022 California Building Code, 2022 California Electrical Code, 2022 California Mechanical Code, 2022 California Plumbing Code, 2022 California Green Building Standards Code and 2022 California Energy Code (or the applicable adopted, California Residential Code, California Building Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards and California Energy Code at the time of plan submittal or permit issuance) and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa. Requirements for accessibility to sites, facilities, buildings and elements by individuals with disability shall comply with chapter 11B of the 2022 California Building Code.
- CBP 13. The operator shall maintain a valid Cannabis Business Permit and a valid Business License at all times. The Cannabis Business Permit application number associated with this address is MQ-21-34. Upon issuance, the Cannabis Business Permit will be valid for a two-year period and must be renewed with the City prior to its expiration date, including the payment of permit renewal fees. No more than one Cannabis Business Permit may be issued to this property.
14. The use shall operate in accordance with the approved Business Plan. Any changes to the Business Plan must be submitted to the Planning Division with a written explanation of the changes. If the Director determines that changes are substantial, a modification to the Cannabis Business Permit and/or amendment to the CUP may be required.
15. A Cannabis Business Permit may be revoked upon a hearing by the Director of Economic and Development Services or designee pursuant to Section 9-120 of the CMMC for failing to comply with the terms of the permit, the applicable provisions of the CMMC, State law or regulation and/or any condition of any other permit issued pursuant to this code. Revocation of the Cannabis Business Permit shall trigger the City's proceedings to revoke the Conditional Use Permit and its amendments. The Conditional Use Permit granted herein shall not be construed to allow any subsequent owner/operator to continue operating under PA-22-05 until a valid new Cannabis Business Permit is received from the City of Costa Mesa.
16. A change in ownership affecting an interest of 51 or more percent, or an incremental change in ownership that will result in a change of 51 or more percent over a three year period, shall require submittal and approval of a

new Cannabis Business Permit. A change in ownership that affects an interest of less than 51 percent shall require approval of a minor modification to the Cannabis Business Permit.

- State
17. The business must obtain any and all licenses required by State law and/or regulation prior to engaging in any cannabis activity at the property.
 18. The applicant shall obtain State License Type 10 prior to operating. The uses authorized by this Conditional Use Permit must be conducted in accordance with all applicable State and local laws, including, but not limited to compliance with the most current versions of the provisions of the California Code of Regulations that regulate the uses permitted hereby. Any violation thereof shall be a violation of the conditions of this permit and may be cause for revocation of this permit.
 19. Suspension of a license issued by the State of California, or by any of its departments or divisions, shall immediately suspend the ability of a cannabis business to operate within the City, until the State of California, or its respective department or division, reinstates or reissues the State license. Should the State of California, or any of its departments or divisions, revoke or terminate the license of a cannabis business, such revocation or termination shall also revoke or terminate the ability of a cannabis business to operate within the City. This Conditional Use Permit will expire and be of no further force and effect if any State issued license remains suspended for a period exceeding six (6) months. Documentation of three violations during routine inspections or investigations of complaints shall result in the Community Improvement Division scheduling a hearing before the Director of Development Services to consider revocation of the Cannabis Business Permit.
 20. Third parties are prohibited from providing delivery services for non-storefront retail.
 21. Persons under the age of twenty-one (21) years shall not be allowed on the premises of this business, except as otherwise specifically provided for by state law and CMMC Section 9-495(h)(6). It shall be unlawful and a violation of this CUP for the owner/operator to employ any person who is not at least twenty-one (21) years of age.
- PD
22. Every manager, supervisor, employee or volunteer of the cannabis business must submit fingerprints and other information specified on the Cannabis Business Permit for a background check by the Costa Mesa Police Department to verify that person's criminal history. No employee or volunteer may commence paid or unpaid work for the business until the background checks have been approved. No cannabis business or owner thereof may employ any person who has been convicted of a felony within the past 7 years, unless that felony has been dismissed, withdrawn, expunged or set aside pursuant to Penal Code sections 1203.4, 1000 or 1385, or who is currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance.
- CID
23. Should any employee, volunteer or other person who possesses an identification badge be terminated or cease their employment with the

business, the applicant shall return such identification badge to the City of Costa Mesa Community Improvement Division within 24 hours, not including weekends and holidays.

24. The property owner and applicant shall use “Crime Prevention Through Environmental Design” techniques to reduce opportunities for crime, loitering and encampments on the property as deemed appropriate by the Community Improvement Manager and Director of Economic and Development Services.
- Finance 25. This business operator shall pay all sales, use, business and other applicable taxes, and all license, registration, and other fees and permits required under State and local law. This business operator shall cooperate with the City with respect to any reasonable request to audit the cannabis business’ books and records for the purpose of verifying compliance with the CMMC and this CUP, including but not limited to a verification of the amount of taxes required to be paid during any period.
26. The following records and recordkeeping shall be maintained/conducted:
 - a. The owner/operator of this cannabis business shall maintain accurate books and records, detailing all of the revenues and expenses of the business, and all of its assets and liabilities. On no less than an annual basis, or at any time upon reasonable request of the City, the owner/operator shall file a sworn statement detailing the number of sales by the cannabis business during the previous twelve month period (or shorter period based upon the timing of the request), provided on a per-month basis. The statement shall also include gross sales for each month, and all applicable taxes paid or due to be paid.
 - b. The owner/operator shall maintain a current register of the names and the contact information (including the name, address, and telephone number) of anyone owning or holding an interest in the cannabis business, and separately of all the officers, managers, employees, agents and volunteers currently employed or otherwise engaged by the cannabis business. The register required by this condition shall be provided to the City Manager upon a reasonable request.
 - c. The owner/operator shall maintain an inventory control and reporting system that accurately documents the present location, amounts, and descriptions of all cannabis and cannabis products for all stages of the retail sale process. Subject to any restrictions under the Health Insurance Portability and Accountability Act (HIPPA), the owner/operator shall allow City officials to have access to the business’s books, records, accounts, together with any other data or documents relevant to its permitted cannabis activities, for the purpose of conducting an audit or examination. Books, records, accounts, and any and all relevant data or documents will be produced no later than twenty-four (24) hours after receipt of the City’s request, unless otherwise stipulated by the City.
 - d. The owner/operator shall have in place a point-of-sale tracking system to track and report on all aspects of the cannabis business including,

but not limited to, such matters as cannabis tracking, inventory data, and gross sales (by weight and by sale). The owner/operator shall ensure that such information is compatible with the City's record-keeping systems. The system must have the capability to produce historical transactional data for review by the City Manager or designees.

- Insp.
27. The City Manager or designees may enter this business at any time during the hours of operation without notice, and inspect the location of this business as well as any recordings and records required to be maintained pursuant to Title 9, Chapter VI or under applicable provisions of State law. If the any areas are deemed by the City Manager or designee to be not accessible during an inspection, not providing such access is cause for the City to begin a cannabis business permit (CBP) and/or conditional use permit (CUP) and/or business license revocation process as prescribed by the applicable Municipal Code revocation procedures.
 28. Inspections of this cannabis business by the City will be conducted, at a minimum, on a quarterly basis. The applicant will pay for the inspections according to the adopted Fee Schedule.
 29. Quarterly Fire & Life Safety Inspections will be conducted by the Community Risk Reduction Division to verify compliance with the approved operation. The applicant will pay for the inspection according to the Additional Required Inspections as adopted in the Fee Schedule.
 30. Annual Fire & Life Safety Inspections will be conducted by the Fire Station Crew for emergency response pre-planning and site access familiarization. The applicant will pay for the inspection according to the adopted Fee Schedule.
 31. Pursuant to Title 9, Chapter VI, it is unlawful for any person having responsibility for the operation of a cannabis business, to impede, obstruct, interfere with, or otherwise not to allow, the City to conduct an inspection, review or copy records, recordings or other documents required to be maintained by a cannabis business under this chapter or under State or local law.

Prior to Issuance of Building Permits

1. Plans shall be prepared, stamped and signed by a California licensed Architect or Engineer.
2. The conditions of approval and ordinance or code provisions of Planning Application 22-05 shall be blueprinted on the face of the site plan as part of the plan check submittal package.

3. Prior to the Building Division issuing a demolition permit, the applicant shall contact the South Coast Air Quality Management District (AQMD) located at:
21865 Copley Dr.
Diamond Bar, CA 91765-4178
Tel: 909- 396-2000
Or visit its website:
<http://www.costamesaca.gov/modules/showdocument.aspx?documentid=23381>. The Building Division will not issue a demolition permit until an Identification Number is provided by AQMD.
4. Odor control devices and techniques shall be incorporated to ensure that odors from cannabis are not detected outside the property, anywhere on adjacent property or public right-of-way. Building and mechanical permits must be obtained from the Building Division prior to work commencing on any part of the odor control system.
5. Plan check submittal shall include air quality/odor control device specification sheets. Plan check submittal shall also include a landscape and irrigation plan that includes drought-tolerant plants and/or California native plants, living ground cover, shrubs, and at least four 24-inch box size shade trees in the parking lot, bike racks, and parking space design and striping in conformance with CMMC and Transportation Division requirements.
6. No signage shall be installed until the owner/operator or its designated contractor has obtained permits required from the City. Business identification signage shall be limited to that needed for identification only. Business identification signage shall not include any references to cannabis, whether in words or symbols. All signs shall comply with the CMMC.
7. The plans and business operator shall comply with the requirements of the applicable California Fire Code, including any referenced standards as amended by the City of Costa Mesa.
8. The Traffic Impact Fee as calculated by the Transportation Services Division shall be paid in full.
9. Construction documents shall include a temporary fencing and temporary security lighting exhibit to ensure the site is secured during construction and to discourage crime, vandalism, and illegal encampments.
10. The applicant shall submit a lighting plan to the Planning Division for review and approval. The lighting plan shall show locations of all security lighting. As determined by the Director of Economic and Development Services or their designee, a photometric study may be required to demonstrate compliance with the following: (a) lighting levels on the property including the parking lot shall be adequate for safety and security purposes (generally, at least 1.0 foot candle), (b) lighting design and layout shall minimize light spill at the adjacent residential property line and at other light-sensitive uses (generally, no more than 0.5-footcandle at the property line), and (c) glare shields may be required to prevent light spill.

11. Two (2) sets of detailed landscape and irrigation plans, which meet the requirements set forth in Costa Mesa Municipal Code Sections 13-101 through 13-108, shall be required as part of the project plan check review and approval process. Plans shall be forwarded to the Planning Division for final approval prior to issuance of building permits.
12. The easterly site driveway on Mesa Verde Drive East shall be redesigned to serve as a right turn exit only. Striping and convenience signs shall be installed to support this movement. Plans shall be reviewed and approved by the City's Public Works Director or designee.

Prior to Issuance of a Certificate of Use/Occupancy

1. The operator, contractors, and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final occupancy and utility releases will not be granted until all such licenses have been obtained.

Prior to Issuance of Cannabis Business Permit

1. The applicant shall contact the Planning Division for a facility inspection and provide a matrix of conditions of approval explaining how each was met prior to issuance of a Cannabis Business Permit.
2. The applicant shall pay the Planning Commission public notice fee (\$1 per notice post card) and the newspaper ad publishing cost.
3. The final Security Plan shall be consistent with the approved building plans.
4. Each entrance to the business shall be visibly posted with a clear and legible notice stating the following:
 - a. That smoking, ingesting, or otherwise consuming cannabis on the premises or in the areas adjacent to the cannabis business is prohibited;
 - b. That no person under the age of twenty-one (21) years of age is permitted to enter upon the premises of the cannabis business unless the business holds a retail medical cannabis license (M-license) issued by the state;
 - c. That loitering by persons outside the facility both on the premises and within fifty (50) feet of the premises is prohibited; and
 - d. The premise is a licensed cannabis operation approved by the City of Costa Mesa. The City may also issue a window/door sticker, which shall be visibly posted.
5. The owner/operator shall obtain and maintain at all times during the term of the permit comprehensive general liability insurance and comprehensive automotive liability insurance protecting the permittee in an amount of not less than two million dollars (\$2,000,000.00) per occurrence, combined single limit, including bodily injury and property damage and not less than two million dollars (\$2,000,000.00) aggregate for each personal injury liability, products-completed operations and each accident, issued by an insurance provider admitted and authorized to do business in California and

shall be rated at least A-:viii in A.M. Best & Company's Insurance Guide. Such policies of insurance shall be endorsed to name the City of Costa Mesa as an additional insured. Proof of said insurance must be provided to the Planning Division before the business commences operations. Any changes to the insurance policy must be submitted to the Planning Division within 10 days of the date the change is effective.

6. The applicant shall submit an executed Retail Cannabis Business Permit Defense and Indemnity Agreement on a form to be provided by the City.
7. The applicant shall post signs within the parking lot directing the use of consideration such as no loud voices, loud music, revving car engines, etc. The language of the parking lot signs shall be reviewed and approved by the Planning Division prior to installation.
8. The proposed cannabis retail establishment shall not be issued a CBP and no cannabis activity may be allowed under the CUP unless and until the existing College and Career Preparatory Academy located at 1525 Mesa Verde Drive East ceases use and occupancy of the site.

Operational Conditions

1. No product deliveries to the facility shall occur after 10:00 PM and before 7:00 AM.
2. Onsite sales hours of operations are limited to 9:00 AM to 9:00 PM Monday through Thursday, and 9 AM to 10 PM Friday through Sunday.
3. The applicant shall submit an updated delivery vehicle list each quarter with the quarterly update to the employee roster which is required pursuant to the CBP. The number of delivery vehicles parked onsite shall not exceed the number of available onsite surplus parking spaces. Delivery vehicles shall not be parked on City streets.
4. At least one licensed security guard shall be onsite at all times.
5. The operator shall maintain free of litter all areas of the property under which applicant has control.
6. The use shall be conducted, at all times, in a manner that will allow the quiet enjoyment of the surrounding neighborhood. The operator shall institute appropriate security and operational measures as necessary to comply with this requirement.
7. If parking shortages or other parking-related problems develop, the business owner or operator will be required to institute appropriate operational measures necessary to minimize or eliminate the problem in a manner deemed appropriate by the Director of Economic and Development Services or designee. Temporary or permanent parking management strategies include, but are not limited to, reducing operating hours of the business, hiring an additional employee trained in traffic control to monitor parking lot use and assist with customer parking lot circulation, and offering discounts for online and phone orders.
8. While working, employees shall not park on residential streets unless doing so temporarily to make a cannabis delivery.

9. All employees must wear an identification badge while on the premises of the business, in a format prescribed by the City Manager or designee. When on the premises, badges must be clearly visible and worn on outermost clothing and above the waist in a visible location.
10. The operator shall ensure that all vehicles are properly maintained, all delivery drivers have a good driving record, and each driver conducts a visual inspection of the vehicle at the beginning of each shift.
11. The operator shall ensure that deliveries are grouped to minimize total vehicle trips.
12. During each delivery stop, the delivery vehicle shall be parked in a safe manner (i.e., not impeding traffic circulation), the engine shall be turned off and the vehicle shall be locked.
13. Delivery/vendor vehicle loading and unloading shall only take place within direct unobstructed view of surveillance cameras, located in close proximity to the vendor entry door, as shown on an exhibit approved by the Director of Economic and Development Services or designee. No loading and unloading of cannabis products into or from the vehicles shall take place outside of camera view. The security guard shall monitor all on-site loading and unloading of vehicles. Video surveillance cameras shall be installed on the exterior of the building with direct views of the vendor entry door and the entire parking lot. Any modifications or additional vehicle loading and unloading areas shall be submitted to the Director of Economic and Development Services or designee for approval.
14. Delivery/vendor vehicle standing, loading and unloading shall be conducted so as not to interfere with normal use of streets, sidewalks, driveways and on-site parking.
15. The sale, dispensing, or consumption of alcoholic beverages on or about the premises is prohibited.
16. No outdoor storage or display of cannabis or cannabis products is permitted at any time.
17. Cannabis shall not be consumed on the property at any time, in any form.
18. The owner/operator shall prohibit loitering on and within fifty (50) feet of the property.
19. No cannabis or cannabis products, or graphics depicting cannabis or cannabis products, shall be visible from the exterior of the property, or on any of the vehicles owned or used as part of the cannabis business.
20. The owner or operator shall maintain air quality/odor control devices by replacing filters on a regular basis, as specified in the manufacturer specifications.
21. If cannabis odor is detected outside the building, the business owner or operator shall institute corrective measures necessary to minimize or eliminate the problem in a manner deemed appropriate by the Director of Economic and Development Services.
22. Cannabis liquid or solid waste must be made unusable and unrecognizable prior to leaving a secured storage area and shall be disposed of at facility approved to receive such waste.

23. No cannabis products shall be disposed in the onsite trash enclosure. If any damaged or expired cannabis products must be disposed, the owner or operator shall return the damaged or expired cannabis products to the original licensed distributor or vendor and follow all applicable State and City regulations.
24. Each transaction involving the exchange of cannabis goods between the business and consumer shall include the following information: (1) Date and time of transaction; (2) Name and employee number/identification of the employee who processed the sale; (3) List of all cannabis goods purchased including quantity; and (4) Total transaction amount paid.
25. All cannabis products shall be secured in a locked container during transportation between the facility and delivery and vendor vehicles. Prior to a vendor's arrival, vendors are required to give notice to facility personnel. Upon arrival, authorized facility personnel shall escort the vendor to the facility.



RECEIVED
CITY CLERK

City of Costa Mesa

28 AUG 22 AM 10: 52

CITY OF COSTA MESA
BY BG

- Appeal of Planning Commission Decision:
 - \$1,220.00 (Tier 1)¹
 - \$3,825.00 (Tier 2)²
- Appeal of Non-Planning Commission Decision:
 - \$690.00 (Tier 1)¹
 - \$3,825.00 (Tier 2)²

APPLICATION FOR APPEAL OR REVIEW

Applicant Name*
Address
Phone

MARK LES
1525 MESA VERDE DR. E. #209, CM, CA 92626

REQUEST FOR: APPEAL REVIEW**

Decision of which appeal or review is requested: (give application number, if applicable, and the date of the decision, if known.)

PA-22-05 August 14, 2023

Decision by:

Reasons for requesting appeal or review:

(SEE ATTACHED)

Date: 8/21/23

Signature: [Handwritten Signature]

¹If you are serving as the agent for another person, please identify the person you represent and provide proof of authorization.
²Review may be requested only by the City Council or City Council Member.

For office use only – do not write below this line

SCHEDULED FOR THE CITY COUNCIL/PLANNING COMMISSION MEETING OF:

If appeal or review is for a person or body other than City Council/Planning Commission, date of hearing of appeal or review

Updated April 2021

¹ Includes owners and/or occupants of a property located within 500 feet of project site (excluding owners and/or occupants of the project site).

² Includes the project applicant, owners and/or occupants of the project site, and owners and/or occupants of a property located greater than 500 feet from the site.

I am writing to appeal Planning Commission's approval of PA-22-05, a retail cannabis business, at 1505 Mesa Verde Drive East. My name is Mark Les, owner and property manager of the property located next door to the applicant at 1525 Mesa Verde Dr. E., also known as Mesa Verde Plaza. I am a 62-year resident of Mesa Verde and have owned and managed Mesa Verde Plaza for over 32 years.

The City of Costa Mesa's Mission Statement is to "[serve] our residents, businesses, and visitors while promoting a safe, inclusive and vibrant community." The Planning Commission's decision to approve PA-22-05 will have results contrary to that stated objective because of its detrimental impact on the following:

- 1. Detrimental to the 45 mostly small family friendly businesses at Mesa Verde Plaza.**
- 2. Detrimental to attracting future desirable tenants to Mesa Verde Plaza .**
- 3. Detrimental to parking at Mesa Verde Plaza.**
- 4. Detrimental to security in Mesa Verde Plaza and surrounding neighborhood.**
- 5. Detrimental to sustainable community development**

1. Detrimental to the 45 mostly small family friendly businesses at Mesa Verde Plaza.

Mesa Verde Plaza has a long history of **NOT** accepting businesses detrimental to a family atmosphere. Over the years I have made the decision to turn down leasing to potential uses such as; retail cannabis, massage, tattoo, Hookah, smoke shops etc. As a result, my tenant mix is comprised of virtually all family and youth-oriented uses. Current tenants appealing to minors include an Art School, a Music School, a home school enrichment program, escape rooms used for birthday parties, a Tae Kwon Do studio, a U.S. Marines recruitment office for high school students and a college prep school. None of these uses would likely come to my property today if there was a retail cannabis location right next to my property and this use may negatively impact their ability to attract new customers.

Retail cannabis is not a good mix for vibrant multi-tenant properties like Mesa Verde Plaza and this is why you do not see these uses in busy multi-tenant centers with low vacancy. Virtually **NONE** of the 25 or so retail cannabis in Costa Mesa are adjacent to or located within multi-tenant centers primarily serving children and families. Most of these new businesses are in areas that serve more adult uses or dilapidated buildings that have a tough time leasing.

Like any other adult oriented business, retail cannabis creates a stigma in the surrounding vicinity, preventing a family type atmosphere. I have been approached by over 100 cannabis businesses to rent at my center, some even willing to pay twice the going rate. The frequency which I receive these calls indicates that any shopping center of higher or similar quality are all unanimously turning down these uses. What you have seen is a mad scramble by retail cannabis to find buildings that would accept their use. This is a clear sign that retail cannabis is especially toxic to tenant mixes, and when it exists in a single tenant application like the one referenced here, the City should be careful and protective of the impact on surrounding properties and businesses within them.

The current Code restricts cannabis from 1,000 feet from K-12 education. The ballot measure voters were presented with, allowed for retail cannabis with "certain requirements." Voters would have

reasonably concluded that “certain requirements” would be similar to the Green Zone previously approved for cannabis R&D contained to an area on the other side of the 405 freeway away from residences and multi-tenant family neighborhood centers.

The California Health & Safety Code 11362.768 has restrictions on cannabis businesses locating within 600 feet of a “School”. “School” is defined as any public or private school providing instruction in kindergarten or grades 1 -12.

It is unclear if businesses within my property such as the musical school Musika Studio, the art school Art Steps and others meet the strict definition of “School” as defined by both codes. I believe the intent is clear to keep cannabis uses away from gatherings of youth under 18 years of age, which is the case for at least seven of the small business in my property previously mentioned. While these businesses in my property may also serve adults, their core business is to serve youth onsite at similar or higher levels than the “school” uses the Code is trying to shield away from being near cannabis locations.

Most all of my tenants are modest “Mom & Pop” type tenants who tend to shy away from controversy involving City Government. Two of my more sophisticated tenants did craft lease clauses which prohibit any cannabis related businesses use in the center, knowing the potential impact being located in close proximity to a cannabis use would have on their own business. OC Education (a 16-year tenant) had such a use restriction and terminated their tenancy within weeks of learning of the proposed cannabis use at the proposed location and also filing a letter of objection. They did not cite cannabis as their reason for vacating, but the sequence of events is hard to ignore and likely factored into choosing to close this location knowing retail cannabis stores are beginning to proliferate in close proximity.

Other tenants may feel the cannabis so close to their business will be a stigma in attracting parents with children to their business and eventually simply leave without protesting the use. Unfortunately, unlike them, I cannot just simply pick up my center and relocate. If I could no longer attract the family type uses that have filled my center for over four decades, the remaining option would be to start catering to adult type uses, which would further degrade the family oriented neighborhood of Mesa Verde within Costa Mesa.

I once had a vape store tenant I thought would be a nice quiet tenant but turned out to be a disaster. Cars with loud music and customers with lots of time on their hands roaming around smoking vape and peering in to windows of youth-oriented uses created quite a disturbance and I had to re-tenant that use as soon as I was able. From what I have seen elsewhere I believe a cannabis use will bring the same type of issues.

2. Detrimental to attracting future desirable tenants to Mesa Verde Plaza.

The stigma of cannabis in a building that could easily be perceived as a part of my center will be a negative for future potential tenants in my property that want to appeal to family and children. As previously mentioned, two tenants were so against being located to any cannabis uses, they made it part of their Lease. I urge the City Council to consider why that would be? I have no other requests for

any other type of restricted business uses in any lease. The clear conclusion is that most tenants that serve families and youth would view any retail cannabis in close proximity as a disqualifying factor and look elsewhere likely outside the City. As more retail cannabis locations are approved in Costa Mesa, small businesses that cater to youths and families will choose to locate in other cities so that they are not in close proximity to retail cannabis and are not under threat of having a retail cannabis use open up next to them in the future.

Approval of this use at this location will prevent future educational tenants from considering locating at my property and other surrounding properties. If a retail cannabis storefront is located next to my property, I will never be able to lease again to OC Education, any other school, or any other similar use that has a restriction on how close they can be to cannabis uses. The Council should consider the first and second order effects this has on the family-oriented community of Mesa Verde.

A growing popular use are “micro schools” which are small private schools catering to 20 to 25 neighborhood students for parents looking for an alternative to public schools. This would make a perfect fit for the space OC Education is vacating. The California Health code cited earlier was meant to keep cannabis from locating near private schools but once cannabis is in it will now prohibit private schools from locating next to cannabis. This will eliminate a very lucrative potential use for my center and the businesses that would like to be near a private school.

3. Detrimental to parking at Mesa Verde Plaza

My parking lot is closer to the front door of the proposed cannabis store than the vast majority of their own spaces which are located **BEHIND** their building. Currently, customers of tenants from the building next door use my parking lot as it has easier access and is closer than the back spaces the neighboring property provides for its own visitors. Inevitably, since my parking lot is located right next to the street it will seem much safer than the spots they provide tucked in back of their building in a secluded area. Customers of the retail cannabis use will undoubtedly routinely use my parking lot when visiting the proposed store, perhaps in even higher frequency than is already done on a daily basis. This will not only impact my own parking availability but will place the customers of this proposed cannabis retail location in even closer proximity to the numerous family oriented small businesses in my center already mentioned. This cannabis use will also draw far more traffic than their current mix of small business tenants and I expect I would be negatively impacted by any over flow parking.

Another factor that will negatively impact parking is that the City will not allow a left turn coming from Harbor in to 1505 Mesa Verde. Rather than make an inconvenient U-turn, the easiest thing for visitors of this proposed location is to turn left in my center and park there to go to the cannabis store. While security at 1505 Mesa Verde will prohibit the use of their products on their property I can well imagine that those who use my lot will not feel this restriction. My business and the surrounding community will undoubtedly have to pay a cost for this.

4. Detrimental to security in Mesa Verde Plaza and surrounding neighborhood.

Over the past few years my security has documented about 80 incidents in the back-parking lot of 1505. Most of these involve groups of drug users loitering and using drugs where Costa Mesa Police were summoned. Most of these incidents happened after-hours when 1505 Mesa Verde will **NOT** have security present. I am not saying all retail cannabis customers will fit this profile, but it will certainly attract a small percentage that can cause a lot of security problems. The 7/11 on the other side has a long history of attracting vagrants and drug users, this use may well exacerbate that issue.

Also, my center sits between over 1,500 apartment units and 1505 Mesa Verde. My center is often a cut through for walking and bike traffic and I can imagine customers strolling over to buy product and sample their purchases as they head back. Even if smoking cannabis in public is against the law I do not think that will stop anyone in the mood on a leisurely stroll back home sampling their purchases while peering in to youth-oriented businesses on my walkways and corridors shielded from visibility from the public street. If this happens just a small amount I hope you can see what a detriment that would be to all the family and youth uses at my property.

5. Detrimental to sustainable community development

The proliferation of cannabis uses (25+) proposed for Costa Mesa is not a free market phenomenon, it is a regulatory bubble created by the fact that until recently this use was not legal and now only 4 of 34 Cities in Orange County allow retail cannabis. Since I believe Costa Mesa to be the most desirable retail climate of the four cities currently allowing its use, we are seeing it have the highest demand to open cannabis retail locations. In a free market you would not see a surge, for instance, of Italian restaurants open up at once in close proximity because they have always been legal and are not excluded from operating in surrounding communities. Costa Mesa has created a modern-day gold rush within its borders as retail locations are grossly concentrated within the City to serve customers in neighboring cities that exclude it's use. The Costa Mesa Code should have restricted cannabis retail uses to appropriate zones, like the R&D measure, rather than dotted all over our main arteries as they do not reflect local community demand.

While many in our community responsibly use cannabis for many reasons including medical and even though it is now legal in California it is still against Federal Law. Because of this many cannabis business can't use traditional banks and rely on high volumes of cash transactions. This makes them much more of a mark for robberies and why they have armed guards patrolling outside their locations. This is very disconcerting look for a local neighborhood block.

A proposed retail cannabis use was recently turned down at the corner of Harbor & Adams for the same concerns of being close to just one youth-oriented business. Concentrating too many of these uses in one small block will result in an unsustainable growth of retail cannabis while the surrounding community is further degraded. Family oriented small business will choose to leave the surrounding community for more family-friendly locations and other new small businesses will never consider locating in Mesa Verde. This will create a long term, long lasting effect of the community of Mesa Verde as the businesses that do choose to operate next to retail cannabis uses will not be the same as the ones that have served this family community for its entire history.

In the last couple of years in addition to the many youth-oriented businesses at Mesa Verde Plaza two private elementary schools have opened up on Adams just outside the 1,000-foot restriction. These businesses all show that the regeneration of the Mesa Verde community is focused on the growth of families with children in the area.

Conclusion

The approval of the retail cannabis use next door to my center would have a significant negative impact on my ability to keep and attract the type of uses my center thrives on, and what creates the vibrant family community Costa Mesa prides itself on. The operator should be able to find another location in the City to open their business which would be more compatible to their use while being away from such a high concentration of family uses. The building owner at 1505 Mesa Verde stated they were previously approved to build subterranean parking at this location to complement their adjacent car lot on Harbor. It was only after he was approached with an attractive offer from this proposed cannabis location that he scraped those plans. The extension of their car lot is considerably more compatible with the neighborhood than this proposed use.

I also feel the Code related to cannabis should be revised to provide more restrictions on where these uses can locate. The ballot text seemed to imply that more restrictions would be applied to retail locations than what is currently being done today . This proposed location is slated to be the fourth large cannabis store in our immediate block and very close to many residential units. Other Cities have restrictions on not being this close to residential. I don't think local neighbors envisioned this concentration of retail cannabis storefronts when they approved the measure. It would have been hard to imagine that when cannabis was approved by the voters that our City would become the cannabis capital of Orange County. Sadly our Harbor Blvd. of Cars is turning in to the Harbor Blvd. of cannabis.

As the owner of a multi-tenant property I can tell you tenant mix is CRITICALLY important to success and this applies much more so to the City at large, it's why we have a Planning Department. At the Planning Department vote I felt the majority of the members were sympathetic to my cause but they stated they were just following the Code as written. I respect their dedication to adhering to this code, but in this case I believe the Planning Commission had the authority to make a decision to serve the community's best interest and protect the interests of Mesa Verde Plaza and its 45 mostly small businesses. The Planning Commission and City Council should carefully consider what this approval will mean for the community of Mesa Verde, the City of Costa Mesa and Mesa Verde Plaza both now and in the future. The decisions made today will heavily impact and shape the nature of this community for many years to come.

Thank you for considering my appeal and if any council members would like to discuss further or meet on site I would enjoy the opportunity to discuss further. My cell is (714) 914-4740.





RESOLUTION NO. PC-2023-23**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA APPROVING PLANNING APPLICATION 22-05 FOR A STOREFRONT RETAIL CANNABIS BUSINESS WITH DELIVERY (C21+) IN THE C1 ZONE AT 1505 MESA VERDE DRIVE EAST**

THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA FINDS AND DECLARES AS FOLLOWS:

WHEREAS, in November 2020, the Costa Mesa voters approved Measure Q; which allows for storefront and non-storefront retail cannabis uses in commercially zoned properties meeting specific location requirements, and non-storefront retail cannabis uses in Industrial Park (MP) and Planned Development Industrial (PDI) zoned properties;

WHEREAS, on June 15, 2021, the City Council adopted Ordinance Nos. 21-08 and No. 21-09 to amend Titles 9 and 13 of the Costa Mesa Municipal Code (CMMC) to establish regulations for cannabis storefront and non-storefront uses;

WHEREAS, Planning Application 22-05 was filed by Sean St. Peter, the authorized agent for the property owner, Onnyx Investments, LLC, requesting approval of the following:

A Conditional Use Permit to operate a storefront retail and cannabis delivery business within an existing 5,941-square-foot commercial building located at 1505 Mesa Verde Drive East. The business would sell pre-packaged cannabis and pre-packaged cannabis products directly to customers onsite and through delivery, subject to conditions of approval and other City and State requirements;

WHEREAS, a duly noticed public hearing was held by the Planning Commission on August 14, 2023 with all persons having the opportunity to speak for and against the proposal;

WHEREAS pursuant to the California Environmental Quality Act (CEQA), the project is exempt from the provisions of CEQA per Section 15301 (Class 1), for Existing Facilities, as described specifically in the staff report;

WHEREAS, the CEQA categorical exemption for this project reflects the independent judgement of the City of Costa Mesa.

NOW, THEREFORE, based on the evidence in the record and the findings contained in Exhibit A, and subject to the conditions of approval contained within Exhibit B, the Planning Commission hereby **APPROVES** Planning Application 22-05 with respect to the property described above.

BE IT FURTHER RESOLVED that the Costa Mesa Planning Commission does hereby find and determine that adoption of this Resolution is expressly predicated upon the activity as described in the staff report for Planning Application 22-05 and upon applicant's compliance with each and all of the conditions in Exhibit B, and compliance of all applicable State, and local laws. Any approval granted by this resolution shall be subject to review, modification or revocation if there is a material change that occurs in the operation, or if the applicant fails to comply with any of the conditions of approval.

BE IT FURTHER RESOLVED that if any section, division, sentence, clause, phrase or portion of this resolution, or the document in the record in support of this resolution, are for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions.

PASSED AND ADOPTED this 14th day of August, 2023.



Adam Ereth, Chair
Costa Mesa Planning Commission

STATE OF CALIFORNIA)
COUNTY OF ORANGE)ss
CITY OF COSTA MESA)

I, Scott Drapkin, Secretary to the Planning Commission of the City of Costa Mesa, do hereby certify that the foregoing Resolution No. PC-2023-23 was passed and adopted at a regular meeting of the City of Costa Mesa Planning Commission held on August 14, 2023 by the following votes:

AYES: Ereth, Toler, Klepack, Rojas, Zich

NOES: Andrade, Vivar

ABSENT: None

ABSTAIN: None



Scott Drapkin, Secretary
Costa Mesa Planning Commission

EXHIBIT A

FINDINGS

- A. The proposed project complies with Costa Mesa Municipal Code Section 13-29(g)(2) because:

Finding: The proposed development or use is substantially compatible with developments in the same general area and would not be materially detrimental to other properties within the area.

Facts in Support of Findings: The subject site is located within a commercial zone (C1 – Local Business District) where commercial development is specifically allowed. Pursuant to the CMMC, cannabis retail storefronts are conditionally permitted uses in the City’s commercial zones and are subject to extensive regulation (as specifically described in this report). These regulations are adopted to prevent land use inconsistencies with adjacent properties. Additionally, the proposed cannabis retail storefront use is not located within 1,000 feet of a K-12 school, playground, licensed child daycare, or homeless shelter, or within 600 feet of a youth center. All retail sales would take place underroof, no outdoor storage or sales are proposed nor would be allowed, and operations would be conditioned to be compliant with applicable local and State laws as well as to minimize potential impacts. Staff does not anticipate that the proposed retail cannabis use would be materially detrimental to the adjacent uses that include a convenience store, multi-tenant commercial center with restaurants, offices, services, and a liquor store, car dealership, hotel, and multiple-family housing. To ensure neighborhood compatibility, especially with residential uses, proposed project conditions and requirements have been included such as posting parking lot signs to remind customers to keep noise levels to a minimum, shielding security lighting down/away from neighboring properties, and limiting business hours from 9 AM to 10 PM. Therefore, the retail cannabis use would be compatible with other properties within the area, and in compliance with local and State requirements.

Finding: Granting the conditional use permit will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood.

Facts in Support of Finding: The proposed cannabis retail storefront use with delivery would follow safety measures detailed in a professionally-prepared security plan. The security plan was evaluated for compliance by the City’s cannabis consultant, HdL. Measures designed to maintain safety at the site include, but are not limited to, at least one security guard would be onsite at all

times and security devices shall be installed before operation. Examples of security devices include window and door alarms, motion-detectors, limited access areas, and a monitored video surveillance system covering all exterior entrances, exits, and all interior limited access spaces. In addition, the business employees, including delivery drivers and part-time staff, must pass a live scan background check and obtain an identification badge from the City. The conditions of approval include, but are not limited to, the aforementioned security measures to ensure that the use would not be materially detrimental to the health, safety and general welfare of the public or be otherwise injurious to property or improvements within the immediate neighborhood.

Finding: Granting the conditional use permit will not allow a use, density or intensity which is not in accordance with the general plan designation and any applicable specific plan for the property.

Facts in Support of Finding: The proposed retail use is located within an existing commercial building on a property that has a General Plan land use classification of "General Commercial." No additional square footage is proposed; therefore, approving the CUP would not increase site intensity. As stated in the General Plan Land Use Element, the City's commercial designations "accommodate a full range of commercial activity present and desired in Costa Mesa." The use is consistent with General Plan policies related to providing a mixture of commercial goods, services, and employment opportunities; expanding the City's tax base; and promoting the incubation of unique and specialized businesses.

- B. The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, for the permitting and/or minor alteration of Existing Facilities, involving negligible or no expansion of the existing or prior use. This project site contains an existing commercial building that has been used continuously for commercial activities. The application does not propose an increase in commercial floor area or otherwise expand the prior commercial use. The project is consistent with the applicable General Plan land use designation and policies as well as with the applicable zoning designation and regulations. Furthermore, none of the exceptions that bar the application of a categorical exemption pursuant to CEQA Guidelines Section 15300.2 applies. Specifically, the project would not result in a cumulative impact; would not have a significant effect on the environment due to unusual circumstances; would not result in damage to scenic resources; is not located on a hazardous site or location; and would not impact any historic resources.
- C. The project is subject to a traffic impact fee, pursuant to Chapter XII, Article 3 Transportation System Management, of Title 13 of the Costa Mesa Municipal Code.

EXHIBIT B

CONDITIONS OF APPROVAL

General

- Plng.
1. The use of this property as a cannabis storefront business shall comply with the approved plans and terms described in the resolution, these conditions of approval, and applicable sections of the Costa Mesa Municipal Code (CMMC). The Planning Commission may modify or revoke any planning application based on findings related to public nuisance and/or noncompliance with conditions of approval [Title 13, Section 13-29(o)].
 2. Approval of the planning/zoning application is valid for two years from the effective date of this approval and will expire at the end of that period unless the applicant establishes the use by one of the following actions: 1) a building permit has been issued and construction has commenced, and has continued to maintain a valid building permit by making satisfactory progress as determined by the Building Official, 2) a certificate of occupancy has been issued, or 3) the use is established and a business license has been issued. A time extension can be requested no less than 30 days or more than sixty (60) days before the expiration date of the permit and submitted with the appropriate fee for review to the Planning Division. The Director of Development Services may extend the time for an approved permit or approval to be exercised up to 180 days subject to specific findings listed in Title 13, Section 13-29 (k) (6). Only one request for an extension of 180 days may be approved by the Director. Any subsequent extension requests shall be considered by the original approval authority.
 3. No person may engage in any cannabis business or in any cannabis activity within the City including delivery or sale of cannabis or a cannabis product unless the person:
 - a. Has a valid Cannabis Business Permit from the City;
 - b. Has paid all Cannabis Business Permit and all application fees and deposits established by resolution of the City Council, including annual Community Improvement Division inspection deposits;
 - c. Has obtained all applicable planning, zoning, building, and other applicable permits from the relevant governmental agency which may be applicable to the zoning district in which such cannabis business intends to operate;
 - d. Has obtained a City business license pursuant to Chapter I of the Municipal Code;
 - e. Is in compliance with all requirements of the Community Improvement Division regarding the property;
 - f. Has obtained any and all licenses required by State law and/or regulations; and
 - g. Has satisfied all CUP conditions of approval.

4. Any change in the operational characteristics of the use shall be subject to Planning Division review and may require an amendment to the Conditional Use Permit, subject to either Zoning Administrator or Planning Commission approval, depending on the nature of the proposed change.
5. No cultivation of cannabis is allowed anywhere on the premises.
6. The uses authorized by this Conditional Use Permit must be conducted in accordance with all applicable State and local laws, including, but not limited to compliance with the most current versions of the provisions of the California Code of Regulations that regulate the uses permitted hereby. Any violation thereof shall be a violation of the conditions of this permit and may be cause for revocation of this permit.
7. Except for operations allowed by this Conditional Use Permit and under an active Cannabis Business Permit and State Type 10 license, no permit holder or any of its employees shall sell, distribute, furnish, and/or otherwise provide any cannabis or cannabis product to any person, firm, corporation, group or any other entity, unless that person or entity is a lawful, bona fide customer, or it possesses all currently valid permits and/or licenses required by both the State of California and applicable local governmental entity to lawfully receive such cannabis and to engage in a "cannabis activity" as defined by Costa Mesa Municipal Code sec. 9-485. The permit holder shall verify that the recipient, regardless of where it is located, of any cannabis or cannabis product sold, distributed, furnished, and/or otherwise provided by or on behalf of the permit holder, possesses all required permits and/or licenses therefor.
8. The applicant, the property owner and the operator (collectively referred to as "indemnitors") shall each jointly and severally defend, indemnify, and hold harmless the City, its elected and appointed officials, agents, officers and employees from any claim, legal action, or proceeding (collectively referred to as "proceeding") brought against the City, its elected and appointed officials, agents, officers or employees arising out of City's approval of the project, including but not limited to any proceeding under the California Environmental Quality Act. The indemnification shall include, but not be limited to, damages, fees and/or costs awarded against the City, if any, and cost of suit, attorney's fees, and other costs, liabilities and expenses incurred in connection with such proceeding whether incurred by the applicant, the City and/or the parties initiating or bringing such proceeding. This indemnity provision shall include the indemnitors' joint and several obligation to indemnify the City for all the City's costs, fees, and damages that the City incurs in enforcing the indemnification provisions set forth in this section.
9. If any section, division, sentence, clause, phrase or portion of this approval is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions.
10. The use shall operate in accordance with the approved Security Plan. Any changes to the Security Plan must be submitted to the Planning Division with

a written explanation of the changes. If the Director determines that changes are substantial, a modification to the Cannabis Business Permit and/or amendment to the CUP may be required.

11. A parking and security management plan, including techniques described in Operational Condition of Approval No. 7, must be approved by the Director of Economic and Development Services or designee prior to any grand opening or other high-volume event on the subject property.
- Bldg. 12. Development shall comply with the requirements of the following adopted codes: 2022 California Residential Code, 2022 California Building Code, 2022 California Electrical Code, 2022 California Mechanical Code, 2022 California Plumbing Code, 2022 California Green Building Standards Code and 2022 California Energy Code (or the applicable adopted, California Residential Code, California Building Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards and California Energy Code at the time of plan submittal or permit issuance) and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa. Requirements for accessibility to sites, facilities, buildings and elements by individuals with disability shall comply with chapter 11B of the 2022 California Building Code.
- CBP 13. The operator shall maintain a valid Cannabis Business Permit and a valid Business License at all times. The Cannabis Business Permit application number associated with this address is MQ-21-34. Upon issuance, the Cannabis Business Permit will be valid for a two-year period and must be renewed with the City prior to its expiration date, including the payment of permit renewal fees. No more than one Cannabis Business Permit may be issued to this property.
14. The use shall operate in accordance with the approved Business Plan. Any changes to the Business Plan must be submitted to the Planning Division with a written explanation of the changes. If the Director determines that changes are substantial, a modification to the Cannabis Business Permit and/or amendment to the CUP may be required.
15. A Cannabis Business Permit may be revoked upon a hearing by the Director of Economic and Development Services or designee pursuant to Section 9-120 of the CMMC for failing to comply with the terms of the permit, the applicable provisions of the CMMC, State law or regulation and/or any condition of any other permit issued pursuant to this code. Revocation of the Cannabis Business Permit shall trigger the City's proceedings to revoke the Conditional Use Permit and its amendments. The Conditional Use Permit granted herein shall not be construed to allow any subsequent owner/operator to continue operating under PA-22-05 until a valid new Cannabis Business Permit is received from the City of Costa Mesa.
16. A change in ownership affecting an interest of 51 or more percent, or an incremental change in ownership that will result in a change of 51 or more percent over a three year period, shall require submittal and approval of a

new Cannabis Business Permit. A change in ownership that affects an interest of less than 51 percent shall require approval of a minor modification to the Cannabis Business Permit.

- State 17. The business must obtain any and all licenses required by State law and/or regulation prior to engaging in any cannabis activity at the property.
18. The applicant shall obtain State License Type 10 prior to operating. The uses authorized by this Conditional Use Permit must be conducted in accordance with all applicable State and local laws, including, but not limited to compliance with the most current versions of the provisions of the California Code of Regulations that regulate the uses permitted hereby. Any violation thereof shall be a violation of the conditions of this permit and may be cause for revocation of this permit.
19. Suspension of a license issued by the State of California, or by any of its departments or divisions, shall immediately suspend the ability of a cannabis business to operate within the City, until the State of California, or its respective department or division, reinstates or reissues the State license. Should the State of California, or any of its departments or divisions, revoke or terminate the license of a cannabis business, such revocation or termination shall also revoke or terminate the ability of a cannabis business to operate within the City. This Conditional Use Permit will expire and be of no further force and effect if any State issued license remains suspended for a period exceeding six (6) months. Documentation of three violations during routine inspections or investigations of complaints shall result in the Community Improvement Division scheduling a hearing before the Director of Development Services to consider revocation of the Cannabis Business Permit.
20. Third parties are prohibited from providing delivery services for non-storefront retail.
21. Persons under the age of twenty-one (21) years shall not be allowed on the premises of this business, except as otherwise specifically provided for by state law and CMMC Section 9-495(h)(6). It shall be unlawful and a violation of this CUP for the owner/operator to employ any person who is not at least twenty-one (21) years of age.
- PD 22. Every manager, supervisor, employee or volunteer of the cannabis business must submit fingerprints and other information specified on the Cannabis Business Permit for a background check by the Costa Mesa Police Department to verify that person's criminal history. No employee or volunteer may commence paid or unpaid work for the business until the background checks have been approved. No cannabis business or owner thereof may employ any person who has been convicted of a felony within the past 7 years, unless that felony has been dismissed, withdrawn, expunged or set aside pursuant to Penal Code sections 1203.4, 1000 or 1385, or who is currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance.
- CID 23. Should any employee, volunteer or other person who possesses an identification badge be terminated or cease their employment with the

business, the applicant shall return such identification badge to the City of Costa Mesa Community Improvement Division within 24 hours, not including weekends and holidays.

24. The property owner and applicant shall use “Crime Prevention Through Environmental Design” techniques to reduce opportunities for crime, loitering and encampments on the property as deemed appropriate by the Community Improvement Manager and Director of Economic and Development Services.
- Finance 25. This business operator shall pay all sales, use, business and other applicable taxes, and all license, registration, and other fees and permits required under State and local law. This business operator shall cooperate with the City with respect to any reasonable request to audit the cannabis business’ books and records for the purpose of verifying compliance with the CMMC and this CUP, including but not limited to a verification of the amount of taxes required to be paid during any period.
26. The following records and recordkeeping shall be maintained/conducted:
 - a. The owner/operator of this cannabis business shall maintain accurate books and records, detailing all of the revenues and expenses of the business, and all of its assets and liabilities. On no less than an annual basis, or at any time upon reasonable request of the City, the owner/operator shall file a sworn statement detailing the number of sales by the cannabis business during the previous twelve month period (or shorter period based upon the timing of the request), provided on a per-month basis. The statement shall also include gross sales for each month, and all applicable taxes paid or due to be paid.
 - b. The owner/operator shall maintain a current register of the names and the contact information (including the name, address, and telephone number) of anyone owning or holding an interest in the cannabis business, and separately of all the officers, managers, employees, agents and volunteers currently employed or otherwise engaged by the cannabis business. The register required by this condition shall be provided to the City Manager upon a reasonable request.
 - c. The owner/operator shall maintain an inventory control and reporting system that accurately documents the present location, amounts, and descriptions of all cannabis and cannabis products for all stages of the retail sale process. Subject to any restrictions under the Health Insurance Portability and Accountability Act (HIPPA), the owner/operator shall allow City officials to have access to the business’s books, records, accounts, together with any other data or documents relevant to its permitted cannabis activities, for the purpose of conducting an audit or examination. Books, records, accounts, and any and all relevant data or documents will be produced no later than twenty-four (24) hours after receipt of the City’s request, unless otherwise stipulated by the City.
 - d. The owner/operator shall have in place a point-of-sale tracking system to track and report on all aspects of the cannabis business including,

but not limited to, such matters as cannabis tracking, inventory data, and gross sales (by weight and by sale). The owner/operator shall ensure that such information is compatible with the City's record-keeping systems. The system must have the capability to produce historical transactional data for review by the City Manager or designees.

- Insp.
27. The City Manager or designees may enter this business at any time during the hours of operation without notice, and inspect the location of this business as well as any recordings and records required to be maintained pursuant to Title 9, Chapter VI or under applicable provisions of State law. If the any areas are deemed by the City Manager or designee to be not accessible during an inspection, not providing such access is cause for the City to begin a cannabis business permit (CBP) and/or conditional use permit (CUP) and/or business license revocation process as prescribed by the applicable Municipal Code revocation procedures.
 28. Inspections of this cannabis business by the City will be conducted, at a minimum, on a quarterly basis. The applicant will pay for the inspections according to the adopted Fee Schedule.
 29. Quarterly Fire & Life Safety Inspections will be conducted by the Community Risk Reduction Division to verify compliance with the approved operation. The applicant will pay for the inspection according to the Additional Required Inspections as adopted in the Fee Schedule.
 30. Annual Fire & Life Safety Inspections will be conducted by the Fire Station Crew for emergency response pre-planning and site access familiarization. The applicant will pay for the inspection according to the adopted Fee Schedule.
 31. Pursuant to Title 9, Chapter VI, it is unlawful for any person having responsibility for the operation of a cannabis business, to impede, obstruct, interfere with, or otherwise not to allow, the City to conduct an inspection, review or copy records, recordings or other documents required to be maintained by a cannabis business under this chapter or under State or local law. It is also unlawful for a person to conceal, destroy, deface, damage, or falsify any records, recordings or other documents required to be maintained by a cannabis business under this chapter or under State or local law.

Prior to Issuance of Building Permits

1. Plans shall be prepared, stamped and signed by a California licensed Architect or Engineer.
2. The conditions of approval and ordinance or code provisions of Planning Application 22-05 shall be blueprinted on the face of the site plan as part of the plan check submittal package.

3. Prior to the Building Division issuing a demolition permit, the applicant shall contact the South Coast Air Quality Management District (AQMD) located at:
21865 Copley Dr.
Diamond Bar, CA 91765-4178
Tel: 909- 396-2000
Or visit its website:
<http://www.costamesaca.gov/modules/showdocument.aspx?documentid=23381>. The Building Division will not issue a demolition permit until an Identification Number is provided by AQMD.
4. Odor control devices and techniques shall be incorporated to ensure that odors from cannabis are not detected outside the property, anywhere on adjacent property or public right-of-way. Building and mechanical permits must be obtained from the Building Division prior to work commencing on any part of the odor control system.
5. Plan check submittal shall include air quality/odor control device specification sheets. Plan check submittal shall also include a landscape and irrigation plan that includes drought-tolerant plants and/or California native plants, living ground cover, shrubs, and at least four 24-inch box size shade trees in the parking lot, bike racks, and parking space design and striping in conformance with CMMC and Transportation Division requirements.
6. No signage shall be installed until the owner/operator or its designated contractor has obtained permits required from the City. Business identification signage shall be limited to that needed for identification only. Business identification signage shall not include any references to cannabis, whether in words or symbols. All signs shall comply with the CMMC.
7. The plans and business operator shall comply with the requirements of the applicable California Fire Code, including any referenced standards as amended by the City of Costa Mesa.
8. The Traffic Impact Fee as calculated by the Transportation Services Division shall be paid in full.
9. Construction documents shall include a temporary fencing and temporary security lighting exhibit to ensure the site is secured during construction and to discourage crime, vandalism, and illegal encampments.
10. The applicant shall submit a lighting plan to the Planning Division for review and approval. The lighting plan shall show locations of all security lighting. As determined by the Director of Economic and Development Services or their designee, a photometric study may be required to demonstrate compliance with the following: (a) lighting levels on the property including the parking lot shall be adequate for safety and security purposes (generally, at least 1.0 foot candle), (b) lighting design and layout shall minimize light spill at the adjacent residential property line and at other light-sensitive uses (generally, no more than 0.5-footcandle at the property line), and (c) glare shields may be required to prevent light spill.

11. Two (2) sets of detailed landscape and irrigation plans, which meet the requirements set forth in Costa Mesa Municipal Code Sections 13-101 through 13-108, shall be required as part of the project plan check review and approval process. Plans shall be forwarded to the Planning Division for final approval prior to issuance of building permits.
12. The easterly site driveway on Mesa Verde Drive East shall be redesigned to serve as a right turn exit only. Striping and convenience signs shall be installed to support this movement. Plans shall be reviewed and approved by the City's Public Works Director or designee.

Prior to Issuance of a Certificate of Use/Occupancy

1. The operator, contractors, and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final occupancy and utility releases will not be granted until all such licenses have been obtained.

Prior to Issuance of Cannabis Business Permit

1. The applicant shall contact the Planning Division for a facility inspection and provide a matrix of conditions of approval explaining how each was met prior to issuance of a Cannabis Business Permit.
2. The applicant shall pay the Planning Commission public notice fee (\$1 per notice post card) and the newspaper ad publishing cost.
3. The final Security Plan shall be consistent with the approved building plans.
4. Each entrance to the business shall be visibly posted with a clear and legible notice stating the following:
 - a. That smoking, ingesting, or otherwise consuming cannabis on the premises or in the areas adjacent to the cannabis business is prohibited;
 - b. That no person under the age of twenty-one (21) years of age is permitted to enter upon the premises of the cannabis business unless the business holds a retail medical cannabis license (M-license) issued by the state;
 - c. That loitering by persons outside the facility both on the premises and within fifty (50) feet of the premises is prohibited; and
 - d. The premise is a licensed cannabis operation approved by the City of Costa Mesa. The City may also issue a window/door sticker, which shall be visibly posted.
5. The owner/operator shall obtain and maintain at all times during the term of the permit comprehensive general liability insurance and comprehensive automotive liability insurance protecting the permittee in an amount of not less than two million dollars (\$2,000,000.00) per occurrence, combined single limit, including bodily injury and property damage and not less than two million dollars (\$2,000,000.00) aggregate for each personal injury liability, products-completed operations and each accident, issued by an insurance provider admitted and authorized to do business in California and

shall be rated at least A-:viii in A.M. Best & Company's Insurance Guide. Such policies of insurance shall be endorsed to name the City of Costa Mesa as an additional insured. Proof of said insurance must be provided to the Planning Division before the business commences operations. Any changes to the insurance policy must be submitted to the Planning Division within 10 days of the date the change is effective.

6. The applicant shall submit an executed Retail Cannabis Business Permit Defense and Indemnity Agreement on a form to be provided by the City.
7. The applicant shall post signs within the parking lot directing the use of consideration such as no loud voices, loud music, revving car engines, etc. The language of the parking lot signs shall be reviewed and approved by the Planning Division prior to installation.
8. The proposed cannabis retail establishment shall not be issued a CBP and no cannabis activity may be allowed under the CUP unless and until the existing College and Career Preparatory Academy located at 1525 Mesa Verde Drive East ceases use and occupancy of the site.

Operational Conditions

1. No product deliveries to the facility shall occur after 10:00 PM and before 7:00 AM.
2. Onsite sales hours of operations are limited to 9:00 AM to 9:00 PM Monday through Thursday, and 9 AM to 10 PM Friday through Sunday.
3. The applicant shall submit an updated delivery vehicle list each quarter with the quarterly update to the employee roster which is required pursuant to the CBP. The number of delivery vehicles parked onsite shall not exceed the number of available onsite surplus parking spaces. Delivery vehicles shall not be parked on City streets.
4. At least one licensed security guard shall be onsite at all times.
5. The operator shall maintain free of litter all areas of the property under which applicant has control.
6. The use shall be conducted, at all times, in a manner that will allow the quiet enjoyment of the surrounding neighborhood. The operator shall institute appropriate security and operational measures as necessary to comply with this requirement.
7. If parking shortages or other parking-related problems develop, the business owner or operator will be required to institute appropriate operational measures necessary to minimize or eliminate the problem in a manner deemed appropriate by the Director of Economic and Development Services or designee. Temporary or permanent parking management strategies include, but are not limited to, reducing operating hours of the business, hiring an additional employee trained in traffic control to monitor parking lot use and assist with customer parking lot circulation, and offering discounts for online and phone orders.
8. While working, employees shall not park on residential streets unless doing so temporarily to make a cannabis delivery.

9. All employees must wear an identification badge while on the premises of the business, in a format prescribed by the City Manager or designee. When on the premises, badges must be clearly visible and worn on outermost clothing and above the waist in a visible location.
10. The operator shall ensure that all vehicles are properly maintained, all delivery drivers have a good driving record, and each driver conducts a visual inspection of the vehicle at the beginning of each shift.
11. The operator shall ensure that deliveries are grouped to minimize total vehicle trips.
12. During each delivery stop, the delivery vehicle shall be parked in a safe manner (i.e., not impeding traffic circulation), the engine shall be turned off and the vehicle shall be locked.
13. Delivery/vendor vehicle loading and unloading shall only take place within direct unobstructed view of surveillance cameras, located in close proximity to the vendor entry door, as shown on an exhibit approved by the Director of Economic and Development Services or designee. No loading and unloading of cannabis products into or from the vehicles shall take place outside of camera view. The security guard shall monitor all on-site loading and unloading of vehicles. Video surveillance cameras shall be installed on the exterior of the building with direct views of the vendor entry door and the entire parking lot. Any modifications or additional vehicle loading and unloading areas shall be submitted to the Director of Economic and Development Services or designee for approval.
14. Delivery/vendor vehicle standing, loading and unloading shall be conducted so as not to interfere with normal use of streets, sidewalks, driveways and on-site parking.
15. The sale, dispensing, or consumption of alcoholic beverages on or about the premises is prohibited.
16. No outdoor storage or display of cannabis or cannabis products is permitted at any time.
17. Cannabis shall not be consumed on the property at any time, in any form.
18. The owner/operator shall prohibit loitering on and within fifty (50) feet of the property.
19. No cannabis or cannabis products, or graphics depicting cannabis or cannabis products, shall be visible from the exterior of the property, or on any of the vehicles owned or used as part of the cannabis business.
20. The owner or operator shall maintain air quality/odor control devices by replacing filters on a regular basis, as specified in the manufacturer specifications.
21. If cannabis odor is detected outside the building, the business owner or operator shall institute corrective measures necessary to minimize or eliminate the problem in a manner deemed appropriate by the Director of Economic and Development Services.
22. Cannabis liquid or solid waste must be made unusable and unrecognizable prior to leaving a secured storage area and shall be disposed of at facility approved to receive such waste.

23. No cannabis products shall be disposed in the onsite trash enclosure. If any damaged or expired cannabis products must be disposed, the owner or operator shall return the damaged or expired cannabis products to the original licensed distributor or vendor and follow all applicable State and City regulations.
24. Each transaction involving the exchange of cannabis goods between the business and consumer shall include the following information: (1) Date and time of transaction; (2) Name and employee number/identification of the employee who processed the sale; (3) List of all cannabis goods purchased including quantity; and (4) Total transaction amount paid.
25. All cannabis products shall be secured in a locked container during transportation between the facility and delivery and vendor vehicles. Prior to a vendor's arrival, vendors are required to give notice to facility personnel. Upon arrival, authorized facility personnel shall escort the vendor to the facility.

**MEETING MINUTES OF THE CITY OF
COSTA MESA PLANNING COMMISSION**

August 14 2023

CALL TO ORDER

The Chair called the meeting to order at 6:10 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG

Commissioner Rojas led the Pledge of Allegiance.

ROLL CALL

Present: Chair Adam Ereth, Vice Chair Russell Toller, Commissioner Angely Andrade, Commissioner Karen Klepack, Commissioner Jonny Rojas, Commissioner Vivar, Commissioner Jon Zich

Absent: None

Officials Present: Economic and development Services Director Jennifer Le, Assistant Director of Development Services Scott Drapkin, Assistant City Attorney Tarquin Preziosi, Assistant Planner Gabriel Villalobos, Contract Planner Michelle Halligan, City Engineer Seung Yang and Recording Secretary Anna Partida

ANNOUNCEMENTS AND PRESENTATIONS:

None.

PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA:

Windy Simao, spoke on the noise coming from Gym 12. She commented on the reports made by Code Enforcement.

COMMISSIONER COMMENTS AND SUGGESTIONS:

Commissioner Vivar thanked Public Works Department for their work towards the making streets of Costa Mesa safer for pedestrians.

Commissioner Klepack thanked the Commission and staff for a warm welcome to the Planning Commission.

Chair Ereth stated the Commission was happy to welcome Commissioner Klepack on to the Planning Commission and stated he looked forward to working with her.

CONSENT CALENDAR:

No member of the public nor Commissioner requested to pull a Consent Calendar item.

1. **DECEMBER 12, 2022 UNOFFICIAL MEETING MINUTES**
2. **APRIL 24, 2023 UNOFFICIAL MEETING MINUTES**

Vice Chair Toler motioned to approve minutes as written. Seconded by Commissioner Vivar.

MOVED/SECOND: Toler/Vivar

MOTION: Approve recommended action for Consent Calendar Items No. 1 and 2.

The motion carried by the following roll call vote:

Ayes: Ereth, Toler, Andrade, Klepack, Rojas, Vivar, Zich

Nays: None

Absent: None

Abstained: None.

Motion carried: 7-0

PUBLIC HEARINGS

1. **PLANNING APPLICATION 22-12 FOR A CONDITIONAL USE PERMIT TO OPERATE A RETAIL CANNABIS STOREFRONT BUSINESS WITH DELIVERY, AND A MINOR CONDITIONAL USE PERMIT FOR COMPACT PARKING LOCATED AT 141 E. 16TH STREET (THE MERCANTILE)**

Project Description: At its July 24, 2023 meeting, the Planning Commission continued the subject application to the next regularly scheduled Planning Commission meeting in order for staff to return with certain information. Planning Application 22-12 is a request for a Conditional Use Permit to allow an approximately 2,000-square-foot retail cannabis storefront use with delivery within an existing single-story commercial building located at 141 E. 16th Street.

Environmental Determination: The project is exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities.

No ex-parte communications reported.

Scott Drapkin, Assistant Director, stated the applicant's legal council sent staff a letter requesting the item be pulled from the Agenda.

Vice Chair Toler motioned to remove the item from the agenda and that the item be continued to a date uncertain. Seconded by Commissioner Vivar.

MOVED/SECOND: Toler/Vivar

MOTION: Approve staff's recommendation.

The motion carried by the following roll call vote:

Ayes: Ereth, Toler, Andrade, Klepack, Rojas, Vivar, Zich

Nays: None

Absent: None

Abstained: None.

Motion carried: 7-0

ACTION: The Planning Commission removed the item from the Agenda.

2. PLANNING APPLICATION 23-04 FOR A CONDITIONAL USE PERMIT TO ALLOW A TATTOO AND BODY PIERCING (BODYART) ESTABLISHMENT AT 1834 NEWPORT BLVD, UNITS C & D

Project Description: Planning Application 23-04 is a request for a Conditional Use Permit for a new tattoo establishment (Cleopatra Ink) at 1834 Newport Blvd, Units C & D. The proposed use will occupy an approximate 1,300-square-foot space located within a multi-tenant commercial building. Hours of operation proposed are 10 a.m. to 10 p.m., seven days a week with a maximum of three employees onsite at any time.

Environmental Determination: The project is exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities.

No ex-parte communications reported.

Gabriel Villalobos, Assistant Planner, presented the staff report.

The Commission asked questions of staff including discussion of: site address occupancy clarification, and the number of customers allowed in the facility.

The Chair opened the Public Hearing.

Lugardo Madarza, applicant's representative, stated she had read and agreed to the conditions of approval.

The Chair opened public comments.

No public comments.

The Chair closed public comments.

The Chair closed the Public Hearing.

Commissioner Vivar made a motion. Seconded by Commissioner Rojas.

The Commission discussed the motion including:

Commissioner Vivar stated he was excited to see this new business come into Costa Mesa.

Chair Ereth told the applicant he appreciated the applicant bringing their business to Costa Mesa

MOVED/SECOND: Vivar / Toler

MOTION: Approve staff's recommendation.

The motion carried by the following roll call vote:

Ayes: Ereth, Toler, Andrade, Klepack, Rojas, Vivar, Zich

Nays: None

Absent: None

Abstained: None.

Motion carried: 7-0

ACTION: The Planning Commission adopted a resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Existing Facilities); and
2. Approve Planning Application 23-04, subject to conditions of approval.

RESOLUTION PC-2023-22 - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA APPROVING PLANNING APPLICATION 23-04 FOR A CONDITIONAL USE PERMIT TO ALLOW A BODY ART ESTABLISHMENT AT 1834 NEWPORT BLVD, UNITS C & D

3. **PLANNING APPLICATION 22-05 FOR A CONDITIONAL USE PERMIT TO OPERATE A RETAIL CANNABIS STOREFRONT BUSINESS WITH DELIVERY LOCATED AT 1505 MESA VERDE DR. E. ("C21+")**

Project Description: Planning Application 22-05 is a request for a Conditional Use Permit to allow a 5,941-square-foot retail cannabis storefront use with delivery within an existing single-story commercial building located at 1505 Mesa Verde Drive E.

Environmental Determination: The project is exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities.

Ex-pare communications:

Commissioner Zich spoke about a flyer that was received.

Commissioner Andrade spoke to the massage business on site.

Commissioner Vivar spoke to all the existing businesses on site and the building owner.

Chair Ereth spoke with a representative of the nearby Azulon Senior Living apartment building and received an email form a member of the public.

Michelle Halligan, Contract Planner, presented the staff report.

The Commission asked questions of staff including discussion of: location of the building entrance, structure improvements, Orange County Department of education facility near subject site, parking requirements, reasonings for conditions of approval number 8, sensitive use definition, and nearby Art studio.

The Chair opened the Public Hearing.

Hazelina Bell Adora, applicant, stated she had read and agreed to the conditions of approval.

The Commission asked questions of the applicant including discussion of: age range of customers, relocation businesses on the property, lease agreement with the business owners on the property, public outreach, noticing, types of products being sold, medical aspect of the business, 90-day notice to vacate for current tenants, rent increases, stipend provided to current tenants for relocation, Medical Cannabis, inventory control, live clone plants being sold, and the Air filtration systems.

The Chair opened public comments.

Carrie Mizera, spoke in opposition of the item.

Barbara Carisless, spoke in opposition of the item.

Mark Less, spoke in opposition of the item.

The Chair closed public comments.

The Commission asked questions of the applicant including discussion of: how the product will impact a person's still developing brain, neighboring school and sensitive use distance, none flowering plant clones, THC percentages, no onsite consumption, security on site, and neighboring sites.

The Chair closed the Public Hearing.

Commissioner Vivar made a motion to deny Planning Application 22-05. Seconded by Commissioner Andrade.

The Commission discussed the motion including:

Commissioner Vivar stated based on the comments heard tonight, and the surrounding uses that are concentrated in the area; the proposed use is not neighborhood compatible.

Commissioner Andrade stated the proposed use does not fit the area and is detrimental to the health and well being of the general public.

Commissioner Zich made a substitute motion to approve application Planning Application 22-05. Seconded by Commissioner Klepack.

The Commission discussed the motion including:

Commissioner Zich stated the application complies with all the required findings.

Commissioner Klepack stated the item complies with all the findings.

Vice Chair Toler stated this item follows the standards set by the City Council.

Commissioner Andrade stated the code is looking different then what the people voted on, and that it is the Commissions role to be the voice of the people.

Commissioner Rojas, stated he agrees with all the Commissioners. However, the item follows the letter of the law and that regulations set by the City Council.

Commissioner Vivar stated that the voice of the people should be heard at every stage of deliberation of government bodies.

Commissioner Zich stated he agreed with all the Commissioners and hopes the City Council is listening and responsive.

Chair Ereth stated he agrees with his fellow Commissioners. However, it is not the Commissions job to create policy, the Commission is meant to regulate applications pursuant to adopted code and the general plan.

MOVED/SECOND: Zich/Klepack

MOTION: Approve staff's recommendation.

The motion carried by the following roll call vote:

Ayes: Ereth, Toler, Klepack, Rojas, Zich

The motion carried by the following roll call vote:
Ayes: Ereth, Toler, Klepack, Rojas, Zich
Nays: Andrade, Vivar
Absent: None
Recused: None
Motion carried: 2-5

ACTION: The Planning Commission adopted a resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities; and
2. Approve Planning Application 22-05, subject to conditions of approval.

RESOLUTION PC-2023-23 - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA APPROVING PLANNING APPLICATION 22-05 FOR A STOREFRONT RETAIL CANNABIS BUSINESS WITH DELIVERY (C21+) IN THE C1 ZONE AT 1505 MESA VERDE DRIVE EAST

OLD BUSINESS:

None.

NEW BUSINESS:

None.

DEPARTMENTAL REPORTS

1. Public Works Report – Mr. Yang spoke on the west 19th street bicycle improvement project.
2. Development Services Report – None.

CITY ATTORNEY’S OFFICE REPORT

1. City Attorney – None.

ADJOURNMENT AT 7:10 PM

Submitted by:



SCOTT DRAPKIN, SECRETARY
COSTA MESA PLANNING COMMISSION

PH-3

PARTIDA, ANNA

From: OOSTERHOF, NAOMI
Sent: Thursday, August 10, 2023 7:06 AM
To: DRAPKIN, SCOTT
Cc: PARTIDA, ANNA
Subject: FW: cannabis shop on Mesa Verde Dr

This comment came through the "planninginfo" email.

Thank you!!!

Naomi Oosterhof

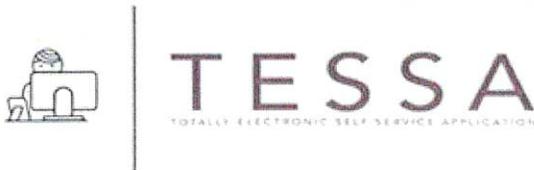
City of Costa Mesa – Development Services Department
 77 Fair Drive | Costa Mesa | CA 92626
 Office: (714) 754-5245



"The City of Costa Mesa serves our residents, businesses and visitors while promoting a safe, inclusive, and vibrant community."

City Hall is open to the public 8:00 a.m. to 5:00 p.m. Monday through Thursday and alternating Fridays, except specified holidays. Appointments can be made online at www.costamesaca.gov/appointments.

Costa Mesa is launching a new permit and license processing system called TESSA in August. TESSA will replace our existing system and all land use, building and business license applications currently in process will be transferred to the new system. To learn more about TESSA, visit our FAQ page at <https://www.costamesaca.gov/tessa>.



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From: Bev Farley <bsparky5400@yahoo.com>
Sent: Wednesday, August 9, 2023 3:50 PM
To: PLANNING INFO <planninginfo@costamesaca.gov>
Subject: cannabis shop on Mesa Verde Dr

I rec'd the public notice for a possible cannabis shop to be set up at 1505 Mesa Verde Dr E. The description in the notice says "request for a conditional use permit". In my mind that means that at the meeting set for August 14, 2023, we, the public, have a minute to tell the commission whether or not, or why we do or not want the business at that location. Imagine my surprise when in yesterdays, Tuesday, Aug 8th, mail, I rec'd a pamphlet notifying me of the new cannabis shop opening at 1505 Mesa Verde Dr E! If you have already granted them a permit, why have the meeting? What you have not taken in to account is the traffic. Harbor and Mesa Verde Dr E is a very busy corner. There

are only 6 parking spaces and 3 handicapped spaces in front of those shops. The 6 regular spots are very often filled with cars for the beauty salons and they are very often the elderly. Cars trying to turn left after coming out of that small parking area are going to cause commotion and probably accidents. We already have cars coming out of 7-11 that want to turn left. I live across from the shopping center and so I see the traffic on a daily basis and how many cars are honking because of the almost accidents. This will just add to the mix.
I'm disappointed at the commission for letting us think that we had a voice when we do not.

Beva Farley

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PH-3

PARTIDA, ANNA

From: John nguyen <johnnguyenxp@gmail.com>
Sent: Saturday, August 12, 2023 10:31 AM
To: PC Public Comments
Subject: PA-22-05

I'm writing to you to object the cannabis application of PA-22-05. This retail store will attract more crime to the neighborhood.

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PH-3

PARTIDA, ANNA

From: chris Ford <napa.freak2018@gmail.com>
Sent: Wednesday, August 9, 2023 8:35 PM
To: PC Public Comments
Subject: Marijuana dispenser

To whom it may concern, to protest this negative issue for our city of Costa Mesa.

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PARTIDA, ANNA

PH-3

From: Jean Klug <jkonbay@sbcglobal.net>
Sent: Wednesday, August 9, 2023 6:21 PM
To: PC Public Comments
Subject: Pot Store

VOTE NO..... WE DO NOT NEED MORE STORES OF THIS KIND. THERE ARE MORE THAN ENOUGH IN COSTA MESA. IS THIS THE IMAGE WE WANT TO PORTRAY FOR OUR CITY? NO MORE!

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From: Hazelina Belladora <hazelina@scccgrou.com>
Sent: Monday, August 14, 2023 12:01 PM
To: HALLIGAN, MICHELLE
Subject: FW: Nash Tenant Signatures
Attachments: CA Hairlines Signature.pdf; Classy Spa Signature.pdf; M&K Salon Signature.pdf

Michelle,

Please see attached if you have not already received.

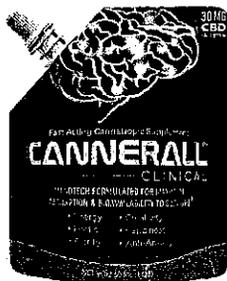
Thank you!



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Stress relief

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August 9, 2023

City of Costa Mesa

To Whom It May Concern,

I'm Rosa Maria Khan from M&K Salon at 1505 Mesa Verde Drive E, Suite #A in Costa Mesa. I want to inform you about an agreement I made with my landlord, Nash Salah, and share that I'm backing a community project.

Ever since Nash became our landlord, our working relationship has been smooth. He provided us with reasonable rent and was always there when we needed assistance, greatly benefiting our salon's growth.

Together, Nash and I have come to mutual agreement that 90 days is very reasonable length of time for me to find another location and move my business, we'll vacate the property. This decision was mutual, and I'm grateful to Nash for his understanding and support during this period.

Lastly, I'm all in for the C21 Costa Mesa Dispensary Project. I believe it's a positive step for local businesses in Costa Mesa. With Nash involved in this project, it gives me even more confidence in its success.

Thanks for taking a moment to read this. If you need any more details or have questions, feel free to ask.

Warm regards,

Rosa Maria Khan Owner,
M&K Salon



8-9-23

August 9, 2023

City of Costa Mesa

To Whom It May Concern,

I am Leyna Ngoc Nguyen, the owner and tenant of Classy Spa, situated at 1505 Mesa Verde Drive E, Suite #A in Costa Mesa. I am writing to you today to detail a significant mutual agreement between our landlord, Nash Salah, and myself.

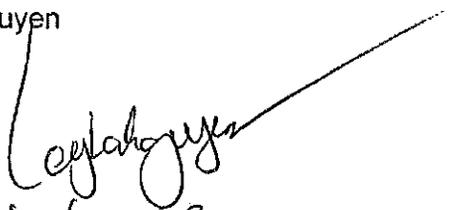
Since Mr. Nash's acquisition of the building, our interactions have been characterized by mutual respect and generosity, including discounted rental rates and immediate attention to our business needs. This relationship has facilitated our growth and ability to serve the community.

Recently, both parties have amicably decided on a 90-day plan for vacating the premises, starting from the day we receive it. This decision was reached with full understanding and cooperation, aligning with our shared vision and commitments. I want to take this opportunity to acknowledge Mr. Nash's continued support in ensuring a smooth transition during this period.

Lastly, I would like to express my wholehearted endorsement and support for the C21 Costa Mesa Dispensary Project. We believe that this initiative represents a significant step forward for the business landscape and overall prosperity of the city of Costa Mesa. Mr. Nash's involvement further convinces me of the project's potential for positive transformation within our beloved city.

Sincerely,

Leyna Ngoc Nguyen
Classy Spa



8/9/2023

August 10, 2023

City of Costa Mesa

To Whom It May Concern,

My name is Patricia Sandoval, and I represent California Hairlines located at 1505 Mesa Verde Drive E, Suite #A, Costa Mesa. I'm reaching out to provide insight into a consensus I've achieved with my landlord, Nash Salah, and also to voice our support for a forthcoming community endeavor.

From the time Nash took on the role of our landlord, our collaboration has been nothing short of harmonious. His commitment to offering fair rent and prompt assistance when needed has been instrumental in the success and expansion of California Hairlines.

Nash and I are on the same page regarding a 90-day timeline to vacate the premises. Our joint agreement was reached with mutual respect, and I'm appreciative of his continued cooperation and understanding.

In addition, I'd like to extend my heartfelt endorsement for the C21 Costa Mesa Dispensary Project. I'm of the belief that this project signifies progress for businesses in our area. Knowing Nash's association with it further bolsters my confidence in the venture.

Thank you for your time and consideration. Should there be any queries or if further elaboration is required, please don't hesitate to reach out.

Best wishes,

Patricia Sandoval
Patricia Sandoval

Proprietor,
CA Hairlines

Reyna Salah Torres
Reyna Torres
8-11-23

From: Mail <greatmexgrill@gmail.com>
Sent: Sunday, August 13, 2023 3:20 PM
To: PLANNING INFO
Subject: Fwd: PA-22-05

Dear Chairman Ereth & Planning Commission Members,

I respectfully oppose PA-22-05, plans for a retail cannabis business at 1505 Mesa Verde Dr. East.

Costa Mesa is right to be enabling legal retail sales of cannabis. There are many good medical and recreational uses for cannabis products and law-abiding folks should spend their money in shops here rather than in Santa Ana. However, we don't need one on every corner and this neighborhood already has plenty. When I explored the city's Cannabis website, I was astounded at how many proposed businesses are already moving through the arduous process which has been set up. How about a moratorium to see how many open and succeed?

Also, I am the co-owner of a restaurant in Mesa Verde Plaza, next door to 1505. It has always been poorly maintained and I am dubious that a "pot shop" will alter its run down appearance. We can do better!

Thank you for your attention to this matter.

Best regards,

Betsy Densmore, Business Manager/Co-Owner

Great Mex Grill, LLC
greatmexgrill@gmail.com
949-500-2381

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From: Performance Place - Sebastian Gonzales <seb@p2sportscares.com>
Sent: Sunday, August 13, 2023 5:10 PM
To: PLANNING INFO
Subject: Opposition to PA-22-05

Dear Planning Commission:

I am writing in opposition to PA-22-05, a retail cannabis business at 1505 Mesa Verde Dr. East. I own the center next door, Mesa Verde Plaza, a family oriented center with many uses directed at children, a music program, an art program, karate school, an enrichment program for home schooled kids and a school to prep high school students for college. I am a tenant there and have teenagers come in for care.

I believe in private property rights and have nothing against the operator who is looking to open but we already have two cannabis shops within 1,000 feet or so and now a third is being considered. This does not strike me as good Planning, would anyone on the Planning Commission want to run their business or live within close proximity to so many cannabis shops?

I believe if Cannabis shops are to be approved they should be 1,000 feet from residences or children oriented businesses and there should not be such a concentration. I would propose a limit on the number of cannabis shops in Costa Mesa and at least a 1/2 mile to a mile between shops. If they are not already allowed in warehouse type zones I believe that would be a better fit.

Thank you for voting down this proposed use at 1505 Mesa Verde Dr. East so we can keep our neighborhood feeling safe and welcoming to families and family oriented businesses.

--

This email is short on purpose but sent with kindness! My goal is to become more efficient at email communication.

Have a great day!
Sebastian

Performance Place® Sports Care
1525 Mesa Verde Dr. E Suite 108
Costa Mesa CA 92626
www.P2SportsCare.com
714-502-4243

Please be aware that e-mail communication can be intercepted in transmission or misdirected. Please consider communicating any sensitive information by telephone, fax, or mail. The information contained in this message may be privileged and confidential. If you are NOT the intended recipient, please notify the sender immediately with a copy to info@p2sportscares.com and destroy this message.

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From: Allie Christensen <allie@alignfitnessbyallie.com>
Sent: Sunday, August 13, 2023 5:30 PM
To: PLANNING INFO
Subject: Opposing PA-22-05

Dear Planning Commission:

I am writing in opposition to PA-22-05, a retail cannabis business at 1505 Mesa Verde Dr. East. I am a business owner in the center next door, Mesa Verde Plaza, a family oriented center with many uses directed at children, a music program, an art program, karate school, an enrichment program for home schooled kids and a school to prep high school students for college. I am a tenant there and have teenagers come in for care.

I believe in private property rights and have nothing against the operator who is looking to open but we already have two cannabis shops within 1,000 feet or so and now a third is being considered. This does not strike me as good Planning, would anyone on the Planning Commission want to run their business or live within close proximity to so many cannabis shops?

I believe if Cannabis shops are to be approved they should be 1,000 feet from residences or children oriented businesses and there should not be such a concentration. I would propose a limit on the number of cannabis shops in Costa Mesa and at least a 1/2 mile to a mile between shops. If they are not already allowed in warehouse type zones I believe that would be a better fit.

Thank you for voting down this proposed use at 1505 Mesa Verde Dr. East so we can keep our neighborhood feeling safe and welcoming to families and family oriented businesses.

--
Allie Christensen
Owner, Align Fitness
allie@alignfitnessbyallie.com

More information at
www.alignfitnessbyallie.com
[On Instagram](#)

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PARTIDA, ANNA

From: E Chang <echangtkd@gmail.com>
Sent: Monday, August 14, 2023 9:04 AM
To: PLANNING INFO
Subject: PA-22-05

Dear Planning Commission:

I am writing in opposition to PA-22-05, a retail cannabis business at 1505 Mesa Verde Dr. East. I am a tenant in the adjacent center, Mesa Verde Plaza. I own and operate a small family martial arts school here and have been doing so since 2005.

I am concerned as there is another new cannabis business coming in, especially as it'll be a close walk to my business where my clientele is primarily young children and teens. I also have several neighboring family oriented businesses that cater to the same customer ages, such as art school and a music school. I believe a retail cannabis store will pose a greater safety risk to everyone nearby as well as have a detrimental impact not just on my long standing business, but my neighboring ones as well. Parents might not feel comfortable sending their children to us any longer. I believe it's in the best interest of our local community not to allow a retail cannabis store.

I respectfully request you do not approve the proposed use at 1505 Mesa Verde Dr. E.

Thank you for your time,

Eric Chang
Chief Instructor
Orange County TaeKwonDo

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From: Mark Les <markles@mesaverdeplaza.com>
Sent: Saturday, August 12, 2023 8:00 PM
To: PLANNING INFO
Subject: PA-22-05

Dear Planning Commission:

I am writing in opposition to PA-22-05, a retail cannabis business at 1505 Mesa Verde Dr. East. I own the center next door, Mesa Verde Plaza, a family oriented center with many uses directed at children, a music program, an art program, karate school, an enrichment program for home schooled kids and a school to prep high school students for college. Over the years I have turned down hundreds of inquiries for businesses I believe would be detrimental to a family atmosphere, cannabis, massage parlors, smoke shops & tattoo parlors. It is therefore disconcerting to see these types of businesses proliferate in our immediate neighborhood.

I have lived in the Mesa Verde Area for 62 years and in the last several years I have seen a resurgence of young prosperous families to the area and many children oriented businesses. My neighbors, my tenants and I believe Mesa Verde as a whole sees this concentration of cannabis shops and other adult oriented business as casting a negative feeling on our neighborhood. While cannabis is legal in California it is still against Federal Law and it carries with it a stigma that when people enter our area and see several of these businesses along with massage parlors etc. they obviously do not get a positive feeling.

I believe in private property rights and have nothing against the operator who is looking to open but we already have two cannabis shops within 1,000 feet or so and now a third is being considered. This does not strike me as good Planning, would anyone on the Planning Commission want to run their business or live within close proximity to so many cannabis shops? I believe if Cannabis shops are to be approved they should be 1,000 feet from residences or children oriented businesses and there should not be such a concentration. I would propose a limit on the number of cannabis shops in Costa Mesa and at least a 1/2 mile to a mile between shops. If they are not already allowed in warehouse type zones I believe that would be a better fit.

Thank you for voting down this proposed use at 1505 Mesa Verde Dr. East so we can keep our neighborhood feeling safe and welcoming to families and family oriented businesses.

Mark Les
General Partner
Mesa Verde Plaza



Cell 714 914 4740
1525 Mesa Verde Dr. E. Ste 209
Costa Mesa, CA 92626
www.mvplaza.com

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HALLIGAN, MICHELLE

From: PARTIDA, ANNA
Sent: Thursday, August 10, 2023 10:44 AM
To: HALLIGAN, MICHELLE
Subject: FW: Marijuana dispenser

From: chris Ford <napa.freak2018@gmail.com>
Sent: Wednesday, August 9, 2023 8:35 PM
To: PC Public Comments <PCPublicComments@costamesaca.gov>
Subject: Marijuana dispenser

To whom it may concern, to protest this negative issue for our city of Costa Mesa.

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HALLIGAN, MICHELLE

From: PARTIDA, ANNA
Sent: Thursday, August 10, 2023 10:44 AM
To: HALLIGAN, MICHELLE
Subject: FW: Pot Store

-----Original Message-----

From: Jean Klug <jkonbay@sbcglobal.net>
Sent: Wednesday, August 9, 2023 6:21 PM
To: PC Public Comments <PCPublicComments@costamesaca.gov>
Subject: Pot Store

VOTE NO..... WE DO NOT NEED MORE STORES OF THIS KIND. THERE ARE MORE THAN ENOUGH IN COSTA MESA. IS THIS THE IMAGE WE WANT TO PORTRAY FOR OUR CITY? NO MORE!

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HALLIGAN, MICHELLE

From: PARTIDA, ANNA
Sent: Thursday, August 10, 2023 10:08 AM
To: HALLIGAN, MICHELLE
Subject: FW: cannabis shop on Mesa Verde Dr

From: OOSTERHOF, NAOMI <NAOMI.OOSTERHOF@costamesaca.gov>
Sent: Thursday, August 10, 2023 7:06 AM
To: DRAPKIN, SCOTT <SCOTT.DRAPKIN@costamesaca.gov>
Cc: PARTIDA, ANNA <ANNA.PARTIDA@costamesaca.gov>
Subject: FW: cannabis shop on Mesa Verde Dr

This comment came through the “planninginfo” email.

Thank you!!!

Naomi Oosterhof
 City of Costa Mesa – Development Services Department
 77 Fair Drive | Costa Mesa | CA 92626
 Office: (714) 754-5245



“The City of Costa Mesa serves our residents, businesses and visitors while promoting a safe, inclusive, and vibrant community.”

City Hall is open to the public 8:00 a.m. to 5:00 p.m. Monday through Thursday and alternating Fridays, except specified holidays. Appointments can be made online at www.costamesaca.gov/appointments.

Costa Mesa is launching a new permit and license processing system called TESSA in August. TESSA will replace our existing system and all land use, building and business license applications currently in process will be transferred to the new system. To learn more about TESSA, visit our FAQ page at <https://www.costamesaca.gov/tessa>.



The content of this email is confidential and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future

From: Bev Farley <bsparky5400@yahoo.com>
Sent: Wednesday, August 9, 2023 3:50 PM

To: PLANNING INFO <planninginfo@costamesaca.gov>

Subject: cannabis shop on Mesa Verde Dr

I rec'd the public notice for a possible cannabis shop to be set up at 1505 Mesa Verde Dr E. The description in the notice says "request for a conditional use permit". In my mind that means that at the meeting set for August 14, 2023, we, the public, have a minute to tell the commission whether or not, or why we do or not want the business at that location. Imagine my surprise when in yesterdays, Tuesday, Aug 8th, mail, I rec'd a pamphlet notifying me of the new cannabis shop opening at 1505 Mesa Verde Dr E! If you have already granted them a permit, why have the meeting? What you have not taken in to account is the traffic. Harbor and Mesa Verde Dr E is a very busy corner. There are only 6 parking spaces and 3 handicapped spaces in front of those shops. The 6 regular spots are very often filled with cars for the beauty salons and they are very often the elderly. Cars trying to turn left after coming out of that small parking area are going to cause commotion and probably accidents. We already have cars coming out of 7-11 that want to turn left. I live across from the shopping center and so I see the traffic on a daily basis and how many cars are honking because of the almost accidents. This will just add to the mix.

I'm disappointed at the commission for letting us think that we had a voice when we do not.

Beva Farley

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HALLIGAN, MICHELLE

From: PARTIDA, ANNA
Sent: Monday, May 8, 2023 10:05 AM
To: HALLIGAN, MICHELLE
Subject: FW: Application No. PA-22-05

From: Roxy Guzman <outlook_E2F5F618ED139F27@outlook.com>
Sent: Monday, May 8, 2023 9:58 AM
To: PC Public Comments <PCPublicComments@costamesaca.gov>
Subject: Application No. PA-22-05

Regarding this request for this business.

The idea of permitting another cannabis store in this neighbor is absolutely no need or wanted.

1. A new cannabis store just opening at Harbor and Mesa Verde "Stiiizy".
2. This location "Onnyx" proposing is a known area for homeless to gather.
3. Parking is already a problem.

Thank you for your attention in this matter.
Concerned Neighbor

Sent from [Mail](#) for Windows

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HALLIGAN, MICHELLE

From: PARTIDA, ANNA
Sent: Monday, May 8, 2023 10:57 AM
To: HALLIGAN, MICHELLE
Subject: FW: PA-22-05

From: John . Kathy Holden <john.kathleen.holden@gmail.com>
Sent: Monday, May 8, 2023 10:56 AM
To: PC Public Comments <PCPublicComments@costamesaca.gov>
Subject: PA-22-05

To the Costa Mesa Planning Commission:

My wife and I are writing to respectfully request that you decline this cannabis application PA-22-05. On April 8, 2023 you approved application PA-22-42 which is another cannabis retail located around the corner just 200 yards away. Both are across the street from Azulon (1500 Mesa Verde East) a senior residential community.

Mesa Verde East at Harbor is becoming a major gathering point for homeless as well a street where reckless motorcycle and speeding cars show off. This application location is also next door to a liquor store and could possibly increase the abuse of drugs and alcohol.

My wife and I have lived at Azulon for over six years and strongly oppose this application. We are concerned for the hair salons that would be displaced and the employees that would lose their source of income if this application is approved. Many of the senior residents at Azulon utilize these hair salons.

Thank you for your consideration,

May the grace of our Lord Jesus Christ, the love of God our Father and the Peace of His Holy Spirit be with you always
♡

John and Kathy Holden
John 3:16
Ephesians 1:3-8

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HALLIGAN, MICHELLE

From: PARTIDA, ANNA
Sent: Tuesday, August 8, 2023 1:21 PM
To: HALLIGAN, MICHELLE
Subject: FW: Application PA-22-05

From: John and Kathy Holden <john.kathleen.holden@gmail.com>
Sent: Tuesday, August 8, 2023 12:55 PM
To: PC Public Comments <PCPublicComments@costamesaca.gov>
Subject: Application PA-22-05

Planning Commission

Firstl, thank you all for your public service. We know you are trying your best to do what is right for the people in our community. I love this quote from Jannette Oke "Those who are employed in public stations ought to be very sensible of the weight and importance of their work and their own insufficiency for it, and then they are qualified for receiving divine instruction by seeking wisdom from God. Please take a minute to consider this.

My wife Kathy and I live in Azulon senior apartments across the street for this proposed location. We do not want this application to be approved. We are blessed to live in a city focused on public safety. We never received notification of this proposal or the previous one that was tabled in June and has now appeared again. We understand this is a legal business in California and are dismayed by the number of young adults using Vape Pipes and cannabis edibles coming in and out of the current business (STIIIZY) just around the around the corner from the proposed location and getting into their cars. One in particular appeared to be in an altered state of mind.

This seems to have become an epidemic with people doing what they think is right in their own mind without consideration for anyone else. It is a very sad state of affairs when our first responders must carry Narcan to offset the opioids that are often laced in the cannabis. Considering Public Safety, it doesn't seem reasonable to have a cannabis shop on every block in Costa Mesa. Weighing the cities need for additional tax revenue with the detrimental impact to its citizens is paramount. When considering the approval of application PA-22-05 please evaluate the following regarding serving the public and keeping the public safe.

1. This location is directly across the street from approximately 400 senior citizens.
2. This location currently has businesses that will be displaced or shuttered.
3. The proposed location is approximately 500 yards from another Cannabis business (STIIIZY) which the planning Commission just approved in April of 2023.
4. Location is next to a liquor store - Plaza Wine and Spirits.
5. There are homeless and mentally impaired population in the area.
6. Reckless driving and motor cycles showing off at night on Mesa Verde East.
7. Irrational behaviors of drivers who are using cannabis with potential addiction and use of other drugs.

Thank you for your consideration and we pray for Gods leading you to do what is right.

John and Kathy Holden

May the God of Peace equip

you for every good work,
Heb 13:20

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HALLIGAN, MICHELLE

From: PARTIDA, ANNA
Sent: Monday, May 8, 2023 9:41 AM
To: HALLIGAN, MICHELLE
Subject: FW: Opposition to the Proposed Cannabis Storefront in Our Community at 1505 Mesa Verde Dr. E.

From: C. Lesgas <cogolesgas@gmail.com>
Sent: Sunday, May 7, 2023 10:13 PM
To: PC Public Comments <PCPublicComments@costamesaca.gov>
Subject: Opposition to the Proposed Cannabis Storefront in Our Community at 1505 Mesa Verde Dr. E.

Dear Planning Commission,

I hope this letter finds you well. I am writing to express my opposition to the Conditional Use Permit to allow a cannabis storefront to operate in our community. As a resident of Costa Mesa, raising my kids and family, I believe that allowing a cannabis storefront to operate in a family friendly neighbors, could jeopardize the overall well-being in our community. To put this matter in context, the location of the store is in very close proximity to schools, pre-schools, child-friendly public space, senior living community and thriving independently owned small businesses.

While I understand that cannabis has been legalized in our state for both medicinal and recreational purposes, it is essential to consider the potential negative consequences such a store may have on our community.

Firstly, I am concerned about the potential increase in crime rates that may come with the presence of a cannabis storefront. Despite its legality, there is still a significant stigma associated with cannabis use, and this may attract criminal elements to our community. Moreover, the cash-intensive nature of these businesses presents a higher risk of robberies and other crimes, which could threaten the safety of our residents and local businesses.

Secondly, I am concerned about the potential impact on our children's education and well-being. With a cannabis storefront in close proximity, it may be easier for minors to access the drug, leading to increased usage among our youth. Studies have shown that cannabis use during adolescence can have long-term effects on cognitive function, memory, and learning abilities. We must prioritize the educational success and well-being of our children and consider how the presence of a cannabis store could potentially harm their future.

In addition, the potential normalization of cannabis use within our community may have unintended consequences on public health. While there are documented health benefits for certain medical conditions, regular recreational use can lead to increased risk of mental health issues, such as anxiety, depression, and even psychosis. As a community, we should strive to promote healthy lifestyles and choices for our residents, and the opening of a cannabis storefront could potentially send the wrong message.

Furthermore, I believe that the opening of a cannabis store may have a negative impact on the overall image and reputation of our community. Our town has always been known for its strong sense of community, excellent schools, and safe neighborhoods. The presence of a cannabis storefront may deter potential residents and businesses from settling in our area and could ultimately lead to a decline in property values.

In conclusion, I urge you to carefully consider the potential negative consequences of allowing a cannabis storefront in our community. While I understand the potential economic benefits that such a business may bring, we must weigh

these against the potential risks to our residents' safety, our children's education, public health, and our community's overall reputation.

Thank you for your time and attention to this important matter. I hope that you will take my concerns and those of our community members into account when making your decision on this proposal.

Sincerely,

Charles Lesgas, Costa Mesa Resident.

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CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1119

Meeting Date: 10/17/2023

TITLE:

APPOINTMENTS TO VARIOUS CITY COMMITTEES

DEPARTMENT: CITY MANAGER'S OFFICE/CITY CLERK DIVISION

PRESENTED BY: BRENDA GREEN, CITY CLERK

CONTACT INFORMATION: BRENDA GREEN, CITY CLERK, (714) 754-5221

RECOMMENDATION:

Staff recommends the City Council make appointments as follows:

1. Animal Services Committee - Make three (3) member appointments with a term expiration of April 2025. One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to a Council Liaison (Mayor Stephens, Council Member Harper).
2. Active Transportation Committee - Make three (3) member appointments with a term expiration of April 2025. Two of the appointments are at-large to ensure broad representation of different mobility options and experiences (e.g. walk, bike, bus, and age ability). One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to the Council Liaison (Council Member Reynolds).
3. Fairview Park Steering Committee - Make three (3) member appointments with a term expiration of April 2027. One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to a Council Liaison (Council Member Reynolds, Alternate Mayor Pro Tem Harlan and Council Member Chavez).
4. Finance and Pension Advisory Committee - Make three (3) member appointments with a term expiration of April 2027. One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to a Council Liaison (Mayor Stephens, Alternate Council Member Marr, and Council Member Harper).
5. Housing and Public Service Grants Committee - Make three (3) regular member appointments with a term expiration of April 2025. One nomination by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to a Council Liaison (Council Member Chavez, Alternate Council Member Harper).
6. Mobile Home Park Advisory Committee - Make two (2) Park Owner or Representative appointments, two (2) Mobile Home Park Resident appointments, and one (1) Independent

Citizen At-large appointment, all with a term expiration of April 2027. Nominations by Council Member Marr, Council Member Chavez, and Council Member Reynolds. A Council Member may defer his or her nomination to the Council Liaison (Council Member Reynolds).

7. Correct the term expiration dates for the Arts Commissioners. Terms ending in 2024 should be 2025 and terms ending in 2026 should be 2027 to coincide with the concurrent term of the respective appointing Council Member.

BACKGROUND:

At the City Council meeting on September 5, 2023 the City Council approved that each Council Member shall have the opportunity to either nominate a member or to defer his or her nomination to the City Council liaison. Because the committee members terms are staggered staff is recommending for this round of appointments, nominations to be made by Council Member Marr (District 3), Council Member Chavez (District 4), and Council Member Reynolds (District 5). For the next round of appointments in April 2024, nominations to be made by the Mayor and Council Members Gameros (District 2), Harper (District 1), Harlan (District 6).

Appointments to the Historical Preservation Committee are on hold as staff is meeting with the Costa Mesa Historical Society on a potential merger of the Society and the Historical Preservation Committee.

Animal Services Committee - 7 Members

3 Appointments/2-year terms (Term Expiration April 2025)

Liaisons - Mayor Stephens, Alternate Council Member Harper

The Animal Services Committee meets monthly and assists with the planning of animal related events, explores and provides recommendations to improve animal services, and promotes pet licensing within the City. Staff received six (6) applications (attached) for three vacancies to be filled.

1. Becca Walls - District 1 (Incumbent)
2. Calvin Alvarez - District 2
3. Diana Lorraine Gardiner - District 5 (Incumbent)
4. Randall Hoppe - District 5
5. Diane Scioli - District 6
6. Randi Miller - Non-Resident

Active Transportation Committee - 9 Members

3 Appointments/2-year terms (Term Expiration of April 2025)

Liaison - Council Member Reynolds

The Active Transportation Committee meets monthly and assists with the review, update and implementation of the City's Active Transportation Plan. Staff received twelve (12) applications (attached) for three vacancies to be filled.

1. Syed Zia Hussain - District 2
2. Kevin Tobin - District 2
3. Michaela Teissere - District 2
4. Dean Fisher - District 2
5. Richard Huffman - District 2 (Incumbent)
6. Neill Conti - District 3
7. Trace Yulie - District 5 (Incumbent)
8. Randall Hoppe - District 5
9. Jose Gomez - District 5
10. Peter Dickey - District 6
11. Daniel Bremmer - District 6
12. Robert Morse - District 6 (Alternate Incumbent)

Fairview Park Steering Committee - 7 Members

3 Appointments/4-year terms (Term Expiration of April 2027)

Liaisons - Council Member Reynolds, Alternate Mayor Pro Tem Harlan and Council Member Chavez

The Fairview Park Steering Committee meets every other month and provides advice to the City Council regarding the implementation of the Fairview Park Master plan and impacts of Measure AA on Capital Improvement Program projects, maintenance and activities. Staff received seven (7) applications (attached) for three vacancies to be filled.

1. Syed Zia Hussain - District 2
2. Daniel Baume - District 2 (Alternate Incumbent)
3. Randall Hoppe - District 5
4. Deborah (Debby) Koken - District 5
5. Jennifer L. Thomas - District 5
6. Terri Fuqua - District 5 (Incumbent)
7. Mathew Martin Garcia - District 5 (Alternate Incumbent)

Finance and Pension Advisory Committee - 7 Members

3 Appointments/4-year terms (Term Expiration of April 2027)

Liaisons - Mayor Stephens, Alternate Council Member Marr, and Council Member Harper

The Finance and Pension Advisory Committee meets every month and provides advice to the City Council regarding events and issues which may affect the financial status of the City. It also evaluates annual and long-term pension and financial impacts. Staff received seven (7) applications (attached) for three vacancies to be filled.

1. Ralph Taboada - District 1 (Incumbent)
2. Lydia Joy Chavez - District 3
3. Boris Gresely - District 5 (Incumbent)
4. Randall Hoppe - District 5
5. Wendy Leece - District 5 (Incumbent)
6. Tom Arnold - District 6 (Incumbent)
7. Lisa L. Buchanan - District 6 (Incumbent)

Housing and Public Service Grants Committee - 7 Members

3 Appointments/2-year terms (Term Expiration of April 2025)

Liaisons - Council Member Chavez, Alternate Council Member Harper

The Housing and Public Service Committee meets twice a year and helps to promote community understanding of the activities funded by the U.S. Housing and Urban Development Department (HUD) and Community Development Block Grants (CDBG) with a focus on social service grants. Staff received thirteen (13) applications (attached) for three vacancies to be filled.

1. Syed Zia Hussain - District 2
2. Madison Elizabeth Gibson - District 2
3. Calvin Alvarez - District 2
4. Daniel J Baume - District 2
5. Becks Heyhoe - District 3
6. Andrea Schmidt - District 4
7. Jose Gomez - District 5
8. Randall Hoppe - District 5
9. Dianne Louise Russell - District 5
10. Aaron McCall Craddolph - District 5 (Incumbent)
11. Kevin Kott - District 6
12. Michael John Gancar - District 6
13. Marsha A. Wood - District 6

Mobile Home Park Advisory Committee (5 Appointments)

5 Appointments/4-year terms (Term Expiration of April 2027)

2 Park Owners or his/her representative

2 Mobile Home Park Residents

1 Independent Resident At-large

Liaisons - Council Member Reynolds, Alternate Council Member Chavez

The Mobile Home Park Advisory Committee meets every other month and addresses issues that will help improve the quality of life in mobile home parks and to review matters concerning mobile home parks in the City of Costa Mesa. Staff received six (6) applications (attached) for five vacancies to be filled.

1. Eileen Cirillo - District 1 (Park Owner or Representative - Incumbent)
2. Syed Zia Hussain - District 2 (At-Large)
3. Wyatt Lin - District 5 (Park Owner or Representative)

4. Colette McCall Craddolph - District 5 (Mobile Home Park Resident - Incumbent)
5. Joy Young - District 6 (Mobile Home Park Resident - Incumbent)
6. Maria Horton - Non-Resident (Park Owner or Representative - Incumbent)

Correction of Term Expiration Dates for Arts Commissioners

Due to a scrivener's error, the Arts Commissioners term expiration date was incorrectly listed at the time of appointment. The term expirations coincide with the Mayor or Council Member's term. Arts Commissioners terms ending January 31, 2024 should be 2025 and Commissioners terms ending January 31, 2026 should be January 31, 2027.

ANALYSIS:

The City opened the recruitment for the seven City Committees on February 14, 2023 and press releases were sent on February 14, 2023, February 16, 2023, February 19, 2023, February 23, 2023, February 27, 2023, March 2, 2023, March 6, 2023 and March 9, 2023. The City extended the recruitment on October 3, 2023 and sent out press releases on October 3, 2023, October 5, 2023, October 6, 2023, and October 9, 2023. A total of 60 applicants submitted applications for appointments to the Committees in response to all of the City's press releases.

ALTERNATIVES:

City Council may choose not to make appointments to the Committees or to extend the recruitment period.

FISCAL REVIEW:

There is no fiscal impact as Committee members receive no stipend.

LEGAL REVIEW:

City Attorney has reviewed this report and has approved it as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item is administrative in nature.

CONCLUSION:

Staff recommends that the City Council make appointments to various City Committees.

#10

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 23, 2023 2:43:39 PM
Last Modified: Thursday, February 23, 2023 2:51:24 PM
Time Spent: 00:07:45
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Becca Walls

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I would like to be of service to the Animal Services Committee because I have a passion for animal rescue and being a voice for the voiceless. I have been volunteering with animal rescues for about 8 years. I have been on the Animal Services Committee in Costa Mesa since it began 5 years ago and have been the chair for the last 4 years. The committee has made a lot of progress with the animal services in Costa Mesa. I am proud of the work we have done and need to continue to do.

Q4

As a Committee member, what ideas or projects are of interest to you?

The most important tasks of the animal service committee at this time are solidifying the current contracts and bringing TNR to the city of Costa Mesa. Ensuring that our contracts are in place benefits the community as a whole and ensures that Costa Mesa can remain a no kill city. TNR will enhance collaboration between the community members and the animal service pieces in Costa Mesa. This will also reduce the number of community cats as a whole and save the lives of cats that are healthy but feral.

Q5

Respondent skipped this question

Optional Resume:

#21

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 06, 2023 5:36:29 PM
Last Modified: Monday, March 06, 2023 6:19:29 PM
Time Spent: 00:43:00
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Kavin Alvarez

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,

Housing and Public Service Grants Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Having served as a liaison to the County of Orange's Board of Supervisors OC Animal Care Services Department, I believe that joining the City of Costa Mesa's Animal Services Committee would be a great way to continue my involvement in enhancing the well-being of our County's animals and outreach efforts. By joining the committee, I would be able to share my knowledge and experience with other members who are equally passionate about animal care. I'd also be able to stay up to date on the latest developments and issues in our community's animal care, as well as contribute to the creation of policies and programs that promote responsible pet ownership and exciting opportunities for our Dog Park and other animal facilities. As a renter at South Pointe who owns a handsome English Cocker Spaniel, I am always looking for opportunities to enrich my dog's life. I am passionate about helping animals, and joining the Animal Services Committee is a great way for me to stay involved in the field and make a difference in our community.

As a resident of Costa Mesa, I have always been fascinated by the rich history and unique character of our city. I believe that preserving our heritage is essential to maintaining our community's identity and creating a sense of pride and connection among its residents. That's why I am also applying for City of Costa Mesa's Historical Preservation Committee. By serving on this committee, I can actively contribute to preserving the historical landmarks and buildings that make our city so special. I believe that these structures are not only important to our past but also to our future, as they serve as tangible reminders of our shared heritage and help us understand our community. Furthermore, being a part of the Historical Preservation Committee would allow me to work with other dedicated individuals who share my passion for preserving the past. Together, we can identify and protect important historical sites, educate the community about the significance of these structures, and find creative solutions for their preservation. By preserving our past, we can build a stronger and more connected community for generations to come.

Lastly, it is essential that everyone in our community has access to safe, affordable housing and the essential public services they require to thrive. I am excited about the possibility of joining the City of Costa Mesa's Housing and Public Service Grants Committee, as I believe that these issues are essential to building a strong and vibrant community. I have previously served on this committee and am able to actively promote community understanding of activities funded by the U.S. Department of Housing and Urban Development (HUD) and Community Development Block Grants (CDBG). I believe it is crucial for our community members to comprehend how these funds are utilized to support affordable housing and essential public services. We can create a more equitable and just community by identifying and funding programs that provide essential services our community organizations in need. Despite the fact that this committee meets as needed, I believe that its work is essential to ensuring that our community members have access to the resources they require to thrive. By serving on this committee, I can contribute to the development of a stronger, better-connected, and more equitable community for all Costa Mesa residents.

Q4

As a Committee member, what ideas or projects are of interest to you?

If I were appointed to the Animal Services Committee, I would be thrilled to have the opportunity to make a positive impact on the well-being of our community's animals. One particular area of interest to me would be improving the City's Dog Park. While the Dog Park is a wonderful resource for our community, I believe that there is still room for improvement. For instance, I would be interested in exploring ways to make the park more accessible to individuals with disabilities, such as making the park's surface more even. This would also reduce the complaints I hear almost every time I visit the park about the degraded field. I would also be interested in exploring ways to make the park more environmentally sustainable, such as by installing solar-powered structures or water-saving features. In addition to improving the Dog Park, I would also be interested in exploring other projects and initiatives that promote the health and well-being of our community's animals. For instance, I would like to explore ways to increase pet adoptions and decrease the number of animals in our local shelters. We can engage a larger audience and bring attention to the necessity of adopting our shelter's animals by partnering with local organizations to conduct more Adoption Drives, similar to those I helped plan for the County. I would also be interested in exploring ways to educate our community about responsible pet ownership and animal welfare, such as by offering workshops or hosting informational events. Overall, I am excited about the possibility of serving on the Animal Services Committee and contributing to projects and initiatives that make a positive difference in the lives of our community's animals.

Q5

Respondent skipped this question

Optional Resume:

Q6

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	Kalvin Alvarez
Address:	[REDACTED]
City/Town:	[REDACTED]
ZIP/Postal Code:	[REDACTED]
Email Address:	[REDACTED]
Phone (cell):	[REDACTED]

Q7

By checking this box and typing my name below, I am electronically signing my application.

Signature Required:

Q8

Full Name:

Kalvin Alvarez

#11

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, February 24, 2023 8:12:08 AM
Last Modified: Friday, February 24, 2023 8:19:28 AM
Time Spent: 00:07:19
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Diana Lorraine Gardiner

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have enjoyed serving on this committee in the past and would like to continue to do so. The containment and care of stray animals in our community is an important service. As this committee provides oversight for that process - as well as other issues affecting domestic and urban wild animals - it's important that it is made up of members dedicated to the mission. I'm a long-time resident/homeowner in Costa Mesa and I want to participate in making sure all members of our community - including animals - thrive within our city's borders...

Q4

As a Committee member, what ideas or projects are of interest to you?

I would like to continue on the sub-committee I'm currently involved in that is interested in making sure that the community-at-large knows where and how to rescue animals in the shelter that our city uses. We are working with pet stores and veterinarian offices to get the word out.

Q5

Respondent skipped this question

Optional Resume:

#19

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, March 03, 2023 9:18:13 AM
Last Modified: Friday, March 03, 2023 9:22:15 AM
Time Spent: 00:04:01
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Randall Hoppe

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,
Active Transportation Committee ,
Fairview Park Steering Committee ,
Finance and Pension Advisory Committee ,
Historical Preservation Committee ,
Housing and Public Service Grants Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a mid 30's individual and resident of Costa Mesa I think it is important to have additional representation of the community in local government. I have been getting more and more interested in the policies that affect myself and the community in which I reside. Having additional insight and potential input into the local community sounds like a good way to be involved and make a difference in the area in which I live.

Q4

As a Committee member, what ideas or projects are of interest to you?

I wouldnt say that there is a particular area in which I am interested. I am interested in an over arching view of the entire process. To understand better how the policy works and the process in which it happens.



Randall Hoppe

917 W 19th St, B Costa Mesa, CA 92627 · (408) 839-0262 · randallrhoppe@gmail.com

Marketing Strategist I Social Media Strategist I Brand Builder

EDUCATION

Bachelor of Science in Communications (Organizational/Professional), Minor in Public Relations
California State Polytechnic University, Pomona, June 2010

Master of Science in Marketing
United States Sports Academy, December 2013

WORK EXPERIENCE

Advertising and Brand Marketing Manager, K1 Speed.
Irvine, CA

Jun 2013-Present

- Develop quarterly and yearly marketing strategy and calendar.
- Plan, create and implement all marketing projects that promote goodwill and enhance sales/promote K1 Speed.
- Develop and main company national brand identity and yearly marketing campaigns.
- Manage annual Marketing and PR budget \$10M.
- Manage paid media buys for all 60 locations worldwide. (TV, radio, billboards, print publications, Google Adwords, Social Media, etc).
- Develop in store sales promotions to increase traffic and drive sales at the local level.
- Oversee the planning, creation, and execution of all Social Media and Influencer Marketing initiatives.
- Oversee and maintain active partnerships with sporting organizations and national brands.
- Create cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiate new media and sponsorship opportunities (i.e. media reviews, event sponsorship, etc.).
- Monitor advertisement-response data.
- Competition research (competitor email campaigns, social media, and digital marketing campaigns).
- Develop graphic elements for digital advertising, print advertising, and web.
- Manage daily relationship with third party vendors and agencies.
- Reconcile overall marketing and location restaurant marketing budgets in relation to the P&L.
- Work with Director of Operations and local Managers to create plans, develop marketing tactics, and execute programs with the goal of increasing sales and guest counts.
- Continue to monitor and uncover local marketing opportunities that align with marketing strategy and objectives

Marketing Director, Rebel Coast Winery
Redondo Beach, CA

Sep 2013-Oct 2014

- Planned, created and implement all marketing projects that promote goodwill and enhance sales/promote Rebel Coast.
- Planned, created, and execute all Media Buy initiatives for Rebel Coast Winery.
- Planned, created, and execute all Social Media initiatives for Rebel Coast Winery.
- Sustained database of all industry contacts and update when necessary.
- Drafted, finalized and distribute press releases based on Rebel Coast Winery's needs.
- Created, built, and retain relationships with all industry magazine and press associates.
- Created cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Monitored advertisement-response data; prepare presentations for the company.
- Competition research (i.e. competitor email campaigns, web development, Social Media).

Adjunct Professor, Pacifica College
Anaheim, CA

Sep 2013-Dec 2014

- Introduction to Sports Marketing and Social Media.

Marketing and PR Director, EVS Sports
Rancho Dominguez, CA

Oct 2012-Jun 2013

- Planned, create and implement all marketing projects that promote goodwill and enhance sales/promote EVS products.
- Managed annual Marketing and PR budget of \$100K.
- Managed EVS' entire social media network.
- Sustained database of all industry contacts and update when necessary.

- Drafted, finalize and distribute press releases based on EVS' needs.
- Created, build and retain relationships with all industry magazine associates.
- Collaborated with the Athlete Marketing Manager and Inside Sales Reps to facilitate and implement specials.
- Created cross promotional marketing objectives with charities, outside industry contacts.
- Developed strategic sales and marketing plans to increase brand awareness and sales by utilizing EVS Athletes.
- Launched sales promotions in a timely manner that coincides with EVS sponsored events, holidays, races, etc.
- Assisted in developing athlete marketing and sales campaigns to achieve company sales goals.
- Managed CRM database and mass email schedule.
- Facilitated new product launches.
- Collected testimonials pertaining to EVS products and use accordingly in marketing plan.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Assist with new and updated product copy from year to year.
- Performed catalog proofing.
- Competition research (i.e. competitor email campaigns, web development, social media).

Marketing Manager, Revgear Sports Co.

Mar 2012-Oct 2012

Van Nuys, CA

- Managed all social media content (Facebook, Twitter, YouTube, and blog).
- Managed Revgear pro and amateur athletes; as well as coaches, gym owners, and Ring Girls.
- Processed and coordinated fulfillment of sponsorship requests and fighter contract obligations.
- Maintained relationship with media.
- Digital and print marketing metric analysis.
- Maintained digital, video, print archives.
- Managed Email and CRM Marketing.
- Provided copy for Quarterly Revgear catalog; in addition to quarterly licensee catalogs.
- Coordinated product filming and photo shoots.
- Created new "outside of the box" marketing programs.

Manager of Marketing and Promotions, Homestead Miami Speedway

Feb 2011-Jan 2012

Homestead, FL

- Assisted VP of Marketing/Sales and Director of Marketing.
- Maintained Speedway's website (content generation, information/ad placement, web design/layout).
- Managed all social media content and blogger outreach.
- Lead development and launch of Speedway's Mobile Application in coordination with third party vendor.
- Oversaw development and continued maintenance of Mobile Website with Speedway's I.T. department.
- Created all graphics and graphic media (tickets, flyers and brochures, ads, signs).
- Created innovative promotions (on-line contests, text-to-win).
- Maintained facility signage, design, and placement.
- Facilitated drivers for press conferences and media appearances.
- Coordinated and documented driver press conferences.
- Draft and finalize press releases when needed (in conjunction with PR dept.)
- Worked efficiently with ad agency.
- Managed entertainment for and during events.
- Managed community outreach and marketing via grassroots marketing events (street teams, show car).
- Photo and written documentation of every in market events.
- Managed yearly promotional budget while reducing expenses and increasing Speedway's market exposure.

Director of Marketing and Promotions, Irwindale Speedway

Jan 2010-Feb 2011

Irwindale, CA

- Assisted General Manager and Corporate Sales Executives
- Maintained social media websites (Twitter, Facebook, and Constant Contact Email Marketing).
- Maintained website updates and content.
- Facilitated drivers for press conferences and media appearances.
- Managed bands and car clubs on event nights.
- Formatted and published monthly Speedway Newsletter. Formatted and published monthly Speedway Newsletter.
- Designed and published weekly promotional flyers, tickets, programs.
- Managed community outreach and marketing.
- Photographed and documented each event.
- Processed and scheduled mascot appearances and event requests.

SKILLS

Proficient in: Microsoft Word, PowerPoint, Excel, Outlook, Calendar and Publisher; Adobe Photoshop; VideoPad Video Editor. Working knowledge of FinalCut; Basic knowledge of HTML

LEADERSHIP EXPERIENCE

Guest Professor, University of Miami Sports Administration Program; Marketing and New Media

October 2011

Panel Member, ISC Marketing Summit 2012-Digital/Social Media

January 2012

Pi Kappa Alpha Fraternity-Kappa Psi Chapter, Public Relations Chair

Dec. 2007-Mar. 2009

#14

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, February 27, 2023 7:11:54 PM
Last Modified: Monday, February 27, 2023 7:17:46 PM
Time Spent: 00:05:52
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Diane Scioli

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am a long time volunteer for animal rescues and an animal advocate. I understand social media well and have excellent computer skills.

Q4

As a Committee member, what ideas or projects are of interest to you?

Animal adoption events and social media activities related to animal adoptions and animal care and resources. Also, sourcing, hosting and advertising low cost spay and neuter services.

Q5

Respondent skipped this question

Optional Resume:

#15

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, March 01, 2023 10:58:04 AM
Last Modified: Wednesday, March 01, 2023 11:06:14 AM
Time Spent: 00:08:09
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Dr Randi miller

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I've been a long advocate for animal rights. I've done everything from rescuing, fostering and now I've formed a non profit charity. In 2020 I formed Puppy Pals Club its a 501(3)c non profit organization with the main mission is to help fund unexpected medical emergencies. With the current economic downturn. We have been focusing on providing pet items like food, treats, toys, beds, blankets etc. for pet owners dealing with food insecurity. This includes the elderly, homeless, out of work, disabled and others.

Q4

As a Committee member, what ideas or projects are of interest to you?

Helping food insecure pet owners get much needed medical care including spay/neutered. Distribute much need food for owners that need help. To make sure all dog parks are clean, all doggie bags are filled and new grass/sod is installed. Maybe even artificial grass?

Q5

Respondent skipped this question

Optional Resume:

#5

COMPLETE

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Started: Thursday, October 05, 2023 11:41:08 AM
Last Modified: Thursday, October 05, 2023 11:59:13 AM
Time Spent: 00:18:04
IP Address: ██████████

Page 1

Q1

Full Name:

Syed Zia Hussain

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Attached resume

I think I have the drive to sincerely help the committee in developing better extensive network for bikeable lanes that is safer and more convenient to use.

Q4

As a Committee member, what ideas or projects are of interest to you?

I have had the privilege to live in Netherlands for 5 years and have recently visited Stroget (the world class walking street) in Denmark. I took my travel as a tourist and as well as a study trip and have learnt a lot about the active transportation connectivity and the derive for the community to use it.

I am interested in the Active Transportation Projects. The Adams/Pinecreek Intersection Improvements project does take my interest as I have lived in Pinecreek Village for the past ten years and after completing my undergrads I do see the need to install a better and safer bike and walkway at OCC college. I also find the Local Road Safety Plan very interesting and crucial to establish a walkable neighborhood.

Q5

Optional Resume:

URP%20RESUME.pdf (267.4KB)

Syed Zia Hussain

Ziahussain2019@gmail.com. Cell phone: 1-714-280-3730

Education

Cal Poly Pomona, California, United States.

Bachelor of Science in Urban and Regional Planning GPA 3.1

Anticipated Dec'23

Orange Coast College, California, United States.

Associate degree in Architecture

Associate Degree in Event Management

GPA 3.36

Dec 2019

Relevant Coursework

URP 4062 Senior Project – Research on “How Mix-Use Land Contributes to Walkability in 19th Street, Costa Mesa, CA.”

URP 4350 Regional Transportation Policy and Planning - Understanding factors in land use, travel behavior, politics and finance that shape regional transportation policy choices.

URP 4040 Place-making – Field-trips, taking video/photos for land-use research short assignments. And recognize zoning standards applications and districts connectivity. Trip supervised by professor and personal from City office.

City of Costa Mesa Planning Commission - Attend meetings.

Work Experience:

Smart City Developers- Meetup Group

June 2023 - update

Community Enrichment Program – Provide information how build environment effects healthy, economic, and environment.

CivicWell 2023 Adaptation Climate Forum – Support to recruit volunteers.

Presented research work to Malmo University, Sweden.

Videography on “Impact of McBride Park Long Beach on Youth”

[McBride Park Impacts on the Youth Community Long Beach, California. - YouTube](#)

And several field trips. Group page <https://www.meetup.com/oc-smart-city-developers-meetup-group/> details on past Events page.

Volunteer Civic-Well

July '23-Aug'23

Supported in recruit volunteers for “2023 California adaptation Forum”. Supported through “Smart City Developers” meetup group.

Student Connect SoCal Community Outreach: SCAG Project

May '23-June '23

Engage public to fill out surveys, conduct street events, Research and suggest new locations for more survey

Planning Aide Intern:

June '22-July '22

Cal Poly Pomona Facility Planning and Management, CA.

Record keeping, cold calls, drawing figure grounds, site analysis, printout architectural drawing, keeping files, report writing, and administrative work.

Administrative Intern

Oct '21- Feb '22

City of Tustin Department of Community Planning, Tustin, CA.

Review variance, condition permits, and design reviews, Quality control and update code files. Customer service and attend phone calls. Review General Plan, zoning, subdivision, and environmental report review. Work as a team and individually.

Awards and Recognitions:

Researches on Walkability, Presented at OCC Symposium 2019, 2020 Topic: “*Effects of New High-Density Residency on Walkability in Costa Mesa, CA*”.

Skills: MS office, Sketch up, Rhino, AutoCAD, Adobe Creative Suite, Micro-Station, ArcGIS, InDesign, and some knowledge on HCS, SYNCHRO and the MUTCD.

Administration Skill: Comfortable working in, group and individual setting, research, excellent customer service skills, and marketing and sales experience, organizational skills, general clerical tasks, data managing, data entry, report writing, and event management.

Clubs and Organization:

- Member of OC- American Planning Association.
- Member of Young Transportation Planners, LA, and American Planning Association.
- Member of ITE (Institute of Transportation Engineering Student Chapter CPP).
- Orange Coast College: Scholarship in Architecture, and member Architecture Club.

#13

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, February 27, 2023 12:22:15 PM
Last Modified: Monday, February 27, 2023 12:44:13 PM
Time Spent: 00:21:57
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Kevin Tobin

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Professionally I have worked for public agencies in the transportation industry for 20+ years and currently serve as a transportation engineer for City of Irvine. I am familiar with transportation industry best practices, transportation consulting practices and right of way concerns.

Personally, I have been a resident of Costa Mesa for 19 years and I enjoy walking and bicycling throughout Costa Mesa and neighboring cities. I often commute to work via bicycle from my home near I405 & Harbor to I5 & Sand Canyon.

I have previous experience serving on a Costa Mesa committee and continue to be an active member of the community.

Q4

As a Committee member, what ideas or projects are of interest to you?

As traffic collision incidents continue to rise, particularly those involving bicyclists and pedestrians, I am particularly interested with how to best apply solutions locally in our community while balancing needs of other roadway users, business owners and other members of the community.

Kevin Alan Tobin

1434 Deauville Pl · Costa Mesa, Ca 92626

ktobin@uci.edu

949-241-5123

Skills-

The ability to expertly manage all division level elements transportation planning and traffic signal operations & maintenance, including budgeting, city council presentations, contract management and Capital Improvement Projects.

Experienced working with all levels of city management, citizen advisory boards, etc. Able to manage public expectations and collaborate on projects across multiple city departments including Public Works, Information Technology and Public Safety.

Education -

2023, University of Massachusetts, Masters in Public Administration

2020, UC Irvine, Project Management, Certification

2010, UC Berkeley, Traffic Signal Engineering Academy, Certification

2007, UC Irvine, Industrial Psychology, Bachelor of Arts Degree

Professional Experience-

City of Irvine, Transportation Department · 949-724-7684

Acting Senior Transportation Engineer December 2019 – Present

As acting Traffic Signal Maintenance division manager for the last two years, I oversee a work group of 9 full time staff and an annual budget of \$4.1 million to perform maintenance to 400 City-owned traffic signals, roundabouts and enhanced-visibility crosswalks. I also manage Capital Improvement Projects, maintenance contracts and procurement and represent the division to City Council and council advisory committees.

City of Irvine, Public Works Department · 949-724-7684

Associate Engineer February 2019 – December 2019

Here I managed traffic signal maintenance contracts, Capital Improvement Projects and all in-house engineering responsibilities. These tasks involved heavy database programming, long-term project tracking and Computer Aided Design. Promoted to interim Senior Engineer position.

U.C. Irvine, Transportation Services, Traffic Management Division · 949-824-0967

Traffic Systems Coordinator May 2010-February 2019

At UC Irvine I managed all elements of operations, maintenance, budget and planning for campus transportation systems. I oversaw roadway engineering, maintenance operations, capital improvement projects and event planning. I performed budget forecasting, team building, goal planning and coordinate efforts with numerous campus departments, upper management and citizen advisory boards. I serve as liaison to the Institute for Transportation Engineers (ITE) and lecturer for the UCI Institute of Transportation Studies.

#25

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, March 07, 2023 11:07:42 AM
Last Modified: Tuesday, March 07, 2023 1:59:38 PM
Time Spent: 02:51:55
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Michaela Teissere

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am interested in serving on the Active Transportation Committee because I am passionate about creating, promoting, and supporting alternative (non-car) ways of transportation for Costa Mesa citizens. This committee and what it does aligns strongly with my personal values. Not only do I think it is important to do our part to combat climate change and be more resilient to the effects of climate change, but also it is important because it will improve the overall health and wellbeing of our community.

As far as experience and qualifications are concerned, I am the administrative assistant for a Costa Mesa-based non-profit organization, Pacific Chorale. I possess excellent organizational skills and am extremely dependable. I also regularly attend community events like bike rides and am active with Costa Mesa Alliance for Better Streets (CMABS).

Q4

As a Committee member, what ideas or projects are of interest to you?

A strong and healthy community is defined by how well it takes care of its most vulnerable populations. My interest would focus on projects that improve active transit safety and accessibility for children, the elderly, and the disabled, who rely on alternative (non-car) ways of getting around the city. Additionally, improving currently existing infrastructure for bike lanes and bus stops is something that interests me greatly, as someone who desires to safely bike around town more in my day-to-day life.

Q5

Respondent skipped this question

Optional Resume:

#32

COMPLETE

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Started: Wednesday, March 08, 2023 5:20:59 PM
Last Modified: Wednesday, March 08, 2023 5:39:40 PM
Time Spent: 00:18:40
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Dean Fisher

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I've been a lifelong cyclist and have an interest in improving the access and safety of using the bicycle as a transportation tool. I've lived in Costa Mesa for 33 years and commuted to work by bicycle for most of that time. I've seen recent improvements to bike lanes on Bristol and Merrimac Streets, among others, and use those new lanes frequently. I also have worked in Public Works in planning, engineering and constructing public infrastructure and have a keen grasp on what it takes to take an idea from concept to completion.

Q4

As a Committee member, what ideas or projects are of interest to you?

I don't have specifics in mind and am not an expert in current masterplans or regulations. That being said, I do think that bicycles can provide a very functional way to improve our way of life while allowing for a more sustainable way to provide the necessary increases we will need to our local transportation system.

Q5

Respondent skipped this question

Optional Resume:

#33

COMPLETE

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Last Modified: Wednesday, March 08, 2023 7:55:26 PM
Time Spent: 00:11:20
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Richard Huffman

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have watched Costa Mesa grow over the years, having grown up in Corona del Mar, attending UCI, and finally buying a home here. I raised a family here, have been active in school and civic affairs, cycled and walked neighborhoods, and attended many council and commission meetings. The city has evolved from open fields and quaint bungalows to a vibrant metropolis that is exciting, but it is also faced with the issues of older growing cities. One such issue is how to retrofit Costa Mesa to accommodate active transportation.

The reason I want to continue serving on the Bikeway and Walkability Committee is to implement the Active Transportation Plan, as supplemented by the upcoming Pedestrian Master Plan. For more than seven years the Committee has worked to create and carry out a comprehensive plan that will benefit the community for years to come. Much more work remains to fulfill the goals and policies contained in that plan, particularly as the city embarks on the mandate for major land use changes for increased housing.

My professional experience includes a career as a general contractor, real estate broker, and teacher, and along with my interest in civic activism, I have acquired an in-depth knowledge of all areas of Costa Mesa. I have extensive knowledge of the physical layout of the city and the issues that it faces in connection with the incorporation of new bikeways and multiuser trails. I am also on the board of directors of two local nonprofit organizations for preservation and conservation.

Q4

As a Committee member, what ideas or projects are of interest to you?

One of the policies in the Active Transportation Plan is mode shift away from motor vehicle use. As a member of this committee, I want to help the City meet this challenge by reviewing projects with the eyes of a pedestrian or cyclist.

As a result of the pandemic, we have seen an increase in the popularity of cycling and walking in our neighborhoods, especially electric bikes, and scooters. We need to take advantage of this mode shift and encourage residents to use cycling and walking as primary modes of transportation. The build-out of the projects in the Active Transportation Plan would accomplish that, but we need to increase the rate at which we are constructing them.

Active transportation needs to be a priority for the revised and new specific plans and overlays that are being contemplated to guide major redevelopment. New high-density neighborhoods could lead the way for safe active transportation within and connecting to all the primary destinations throughout the city and beyond.

The City's Suggested Routes to Schools have not been updated in more than 10 years. Those routes are only for elementary schools. An update of the routes should include routes for all levels of education, and should consider the use of e-bikes and e-scooters, along with the fact that some students are traveling longer distances to get to our magnet, junior high and high schools. I suggest the addition of routes to parks, libraries and other student destinations.

Thank you for your support of this committee. I appreciate your consideration for reappointment.

Q5

Respondent skipped this question

Optional Resume:

Q6

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	Richard Huffman
Address:	[REDACTED]
City/Town:	[REDACTED]
ZIP/Postal Code:	[REDACTED]
Email Address:	[REDACTED]
Phone (cell):	[REDACTED]

Q7

By checking this box and typing my name below, I am electronically signing my application.

Signature Required:

#26

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Tuesday, March 07, 2023 10:31:09 PM
Time Spent: 00:15:38
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Page 1

Q1

Full Name:

Neill Conti

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a Costa Mesa resident with a gravel bike and beach cruiser, my experience coasting along this city's streets has prompted my interest in serving this community. I believe that my what I see firsthand on the road would lend itself useful in committee chambers to provide the key insights from an individual relying on active transportation policies.

Q4

As a Committee member, what ideas or projects are of interest to you?

Expanding bike protected bike lanes throughout desired bike routes and optimizing the current map for active transit.

Q5

Respondent skipped this question

Optional Resume:

#7

COMPLETE

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Last Modified: Wednesday, February 22, 2023 11:59:14 AM
Time Spent: 00:06:14
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Trace Yulie

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have served a consistent term on the committee and wish to continue by serving another term. As a member of the committee, I contributed to two community walk audits and a walk/bike to school event. I'm currently a UCI Bike Ambassador and have participated in their Driver Safety certification and Smart Cycling training program, as well as numerous bike education events.

Q4

As a Committee member, what ideas or projects are of interest to you?

I am interested in road safety education, walk/bike-to-school events, and bicycle facility improvement.

Q5

Respondent skipped this question

Optional Resume:

#19

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, March 03, 2023 9:18:13 AM
Last Modified: Friday, March 03, 2023 9:22:15 AM
Time Spent: 00:04:01
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Randall Hoppe

Q2

Indicate the name of the Committee you are interested in serving on:

- Animal Services Committee ,**
 - Active Transportation Committee ,**
 - Fairview Park Steering Committee ,**
 - Finance and Pension Advisory Committee ,**
 - Historical Preservation Committee ,**
 - Housing and Public Service Grants Committee**
-

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a mid 30's individual and resident of Costa Mesa I think it is important to have additional representation of the community in local government. I have been getting more and more interested in the policies that affect myself and the community in which I reside. Having additional insight and potential input into the local community sounds like a good way to be involved and make a difference in the area in which I live.

Q4

As a Committee member, what ideas or projects are of interest to you?

I wouldnt say that there is a particular area in which I am interested. I am interested in an over arching view of the entire process. To understand better how the policy works and the process in which it happens.



Randall Hoppe

917 W 19th St, B Costa Mesa, CA 92627 · (408) 839-0262 · randallrhoppe@gmail.com

Marketing Strategist I Social Media Strategist I Brand Builder

EDUCATION

Bachelor of Science in Communications (Organizational/Professional), Minor in Public Relations
California State Polytechnic University, Pomona, June 2010

Master of Science in Marketing
United States Sports Academy, December 2013

WORK EXPERIENCE

Advertising and Brand Marketing Manager, K1 Speed.
Irvine, CA

Jun 2013-Present

- Develop quarterly and yearly marketing strategy and calendar.
- Plan, create and implement all marketing projects that promote goodwill and enhance sales/promote K1 Speed.
- Develop and main company national brand identity and yearly marketing campaigns.
- Manage annual Marketing and PR budget \$10M.
- Manage paid media buys for all 60 locations worldwide. (TV, radio, billboards, print publications, Google Adwords, Social Media, etc).
- Develop in store sales promotions to increase traffic and drive sales at the local level.
- Oversee the planning, creation, and execution of all Social Media and Influencer Marketing initiatives.
- Oversee and maintain active partnerships with sporting organizations and national brands.
- Create cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiate new media and sponsorship opportunities (i.e. media reviews, event sponsorship, etc.).
- Monitor advertisement-response data.
- Competition research (competitor email campaigns, social media, and digital marketing campaigns).
- Develop graphic elements for digital advertising, print advertising, and web.
- Manage daily relationship with third party vendors and agencies.
- Reconcile overall marketing and location restaurant marketing budgets in relation to the P&L.
- Work with Director of Operations and local Managers to create plans, develop marketing tactics, and execute programs with the goal of increasing sales and guest counts.
- Continue to monitor and uncover local marketing opportunities that align with marketing strategy and objectives

Marketing Director, Rebel Coast Winery
Redondo Beach, CA

Sep 2013-Oct 2014

- Planned, created and implement all marketing projects that promote goodwill and enhance sales/promote Rebel Coast.
- Planned, created, and execute all Media Buy initiatives for Rebel Coast Winery.
- Planned, created, and execute all Social Media initiatives for Rebel Coast Winery.
- Sustained database of all industry contacts and update when necessary.
- Drafted, finalized and distribute press releases based on Rebel Coast Winery's needs.
- Created, built, and retain relationships with all industry magazine and press associates.
- Created cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Monitored advertisement-response data; prepare presentations for the company.
- Competition research (i.e. competitor email campaigns, web development, Social Media).

Adjunct Professor, Pacifica College
Anaheim, CA

Sep 2013-Dec 2014

- Introduction to Sports Marketing and Social Media.

Marketing and PR Director, EVS Sports
Rancho Dominguez, CA

Oct 2012-Jun 2013

- Planned, create and implement all marketing projects that promote goodwill and enhance sales/promote EVS products.
- Managed annual Marketing and PR budget of \$100K.
- Managed EVS' entire social media network.
- Sustained database of all industry contacts and update when necessary.

- Drafted, finalize and distribute press releases based on EVS' needs.
- Created, build and retain relationships with all industry magazine associates.
- Collaborated with the Athlete Marketing Manager and Inside Sales Reps to facilitate and implement specials.
- Created cross promotional marketing objectives with charities, outside industry contacts.
- Developed strategic sales and marketing plans to increase brand awareness and sales by utilizing EVS Athletes.
- Launched sales promotions in a timely manner that coincides with EVS sponsored events, holidays, races, etc.
- Assisted in developing athlete marketing and sales campaigns to achieve company sales goals.
- Managed CRM database and mass email schedule.
- Facilitated new product launches.
- Collected testimonials pertaining to EVS products and use accordingly in marketing plan.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Assist with new and updated product copy from year to year.
- Performed catalog proofing.
- Competition research (i.e. competitor email campaigns, web development, social media).

Marketing Manager, Revgear Sports Co.

Mar 2012-Oct 2012

Van Nuys, CA

- Managed all social media content (Facebook, Twitter, YouTube, and blog).
- Managed Revgear pro and amateur athletes; as well as coaches, gym owners, and Ring Girls.
- Processed and coordinated fulfillment of sponsorship requests and fighter contract obligations.
- Maintained relationship with media.
- Digital and print marketing metric analysis.
- Maintained digital, video, print archives.
- Managed Email and CRM Marketing.
- Provided copy for Quarterly Revgear catalog; in addition to quarterly licensee catalogs.
- Coordinated product filming and photo shoots.
- Created new "outside of the box" marketing programs.

Manager of Marketing and Promotions, Homestead Miami Speedway

Feb 2011-Jan 2012

Homestead, FL

- Assisted VP of Marketing/Sales and Director of Marketing.
- Maintained Speedway's website (content generation, information/ad placement, web design/layout).
- Managed all social media content and blogger outreach.
- Lead development and launch of Speedway's Mobile Application in coordination with third party vendor.
- Oversaw development and continued maintenance of Mobile Website with Speedway's I.T. department.
- Created all graphics and graphic media (tickets, flyers and brochures, ads, signs).
- Created innovative promotions (on-line contests, text-to-win).
- Maintained facility signage, design, and placement.
- Facilitated drivers for press conferences and media appearances.
- Coordinated and documented driver press conferences.
- Draft and finalize press releases when needed (in conjunction with PR dept.)
- Worked efficiently with ad agency.
- Managed entertainment for and during events.
- Managed community outreach and marketing via grassroots marketing events (street teams, show car).
- Photo and written documentation of every in market events.
- Managed yearly promotional budget while reducing expenses and increasing Speedway's market exposure.

Director of Marketing and Promotions, Irwindale Speedway

Jan 2010-Feb 2011

Irwindale, CA

- Assisted General Manager and Corporate Sales Executives
- Maintained social media websites (Twitter, Facebook, and Constant Contact Email Marketing).
- Maintained website updates and content.
- Facilitated drivers for press conferences and media appearances.
- Managed bands and car clubs on event nights.
- Formatted and published monthly Speedway Newsletter. Formatted and published monthly Speedway Newsletter.
- Designed and published weekly promotional flyers, tickets, programs.
- Managed community outreach and marketing.
- Photographed and documented each event.
- Processed and scheduled mascot appearances and event requests.

SKILLS

Proficient in: Microsoft Word, PowerPoint, Excel, Outlook, Calendar and Publisher; Adobe Photoshop; VideoPad Video Editor. Working knowledge of FinalCut; Basic knowledge of HTML

LEADERSHIP EXPERIENCE

Guest Professor, University of Miami Sports Administration Program; Marketing and New Media

October 2011

Panel Member, ISC Marketing Summit 2012-Digital/Social Media

January 2012

Pi Kappa Alpha Fraternity-Kappa Psi Chapter, Public Relations Chair

Dec. 2007-Mar. 2009

#6

COMPLETE

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Last Modified: Sunday, February 19, 2023 7:45:39 PM
Time Spent: 00:14:10
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Page 1

Q1

Full Name:

Jose Gomez

Q2

Indicate the name of the Committee you are interested in serving on:

**Active Transportation Committee ,
Housing and Public Service Grants Committee**

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I want to serve on both the Active Transportation and the Housing and Public Service Grants committee to help the people of my community. I want to be the voice of the people, and I know what the people want, especially younger voices in the community that get unnoticed. Some of my qualifications would be that I know how to lead due to being a former Boy Scout, Senior Patrol Leader position, and being an intern for City Councilmen Manuel Chavez. I am also on Estancia's Honor Roll and a Lyceum member. Nevertheless, some of my experience comes in the form of listening to my community and knowing what the people want. As mentioned before, I also believe that my leadership skills would be a beneficial addition to the committee.

Q4

As a Committee member, what ideas or projects are of interest to you?

As an Active Transportation committee member, I would strive for safer, clear, and better bike lanes and sidewalks. I would also try to make the streets safer by regulating the speed at which cars go, especially in certain places. And as a Housing and Public Service Grants committee member, I would want to make sure that the public is aware that there are resources for them, especially for those who may not understand as well due to language barriers. Not to mention that I would also like to gain the trust of those people, as the saying goes "There is nothing scarier than the government coming and saying 'Don't worry! I'm here from the government and I'm here to help'".

Q5

Respondent skipped this question

Optional Resume:

#2

COMPLETE

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Last Modified: Thursday, February 16, 2023 11:50:04 AM
Time Spent: 00:43:34
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Peter Dickey

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am a long term resident (40+ years) of the Eastside who walks and bike rides on a daily basis and would like to see walkability and bikeability enhanced throughout the city.

My formal education is in Mechanical Engineering and have worked in Aerospace for 40 years, the last 20 in department management. I will be retiring soon and am interested in volunteering as a way to give back to the community.

As a homeowner, I have completed numerous improvement projects where drawings & permits were involved and feel I have a good understanding of the planning and permitting process. I am able to read drawings and specifications and understand the content fairly easily.

Q4

As a Committee member, what ideas or projects are of interest to you?

1. Sidewalk maintenance and bike lane expansion to enhance overall safety and encourage folks to get outside and enjoy our city.
 2. Projects to identify and mitigate risks related to e-bike use on roads and sidewalks, specific to general safety when it comes to mixing bikes with cars and pedestrians.
 3. Exploring synergies between Costa Mesa bikeability goals and complementary initiatives being pursued by CALbike.
 4. Supporting Santa Ana river bed community of cities that border the channel and the agencies that enable access for exercise & commuting.
-

#24

COMPLETE

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Last Modified: Tuesday, March 07, 2023 12:55:43 AM
Time Spent: 00:39:44
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Daniel Bremmer

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have an interest in civic design and how planning can improve health, safety and general quality of life for people whether they are walking cycling or driving a car--all things that I personally do and would like to do safely.

Cycling: I've been a bicycle commuter for most of my adult life, biking to work in Seattle, New York and Reykjavik, Iceland. I currently work from home in Costa Mesa, cycling mostly for pleasure but occasionally to run errands. I feel perfectly safe cycling into the Newport Back Bay and through Irvine, but not as much in Costa Mesa where there is neither a clear delineation between walking, cycling and driving areas nor do drivers here correctly give the right of way to cyclists.

Walking: I also often take my dog and 2-year old daughter on walks as East Side Costa Mesa. The Back Bay is our go-to, but I also enjoy living in one of the few places where I can walk to a record store (Factory Records), to brunch (Dick Church's, Breakfast Republic), sushi (Shunka) or just to what I call 'dessert alley' for Ice Cream (Stella Jeans) or Donuts (Sidecar). What's insane is that there are whole sections of our street, Tustin Ave, where there aren't any sidewalks. It creates an awkward situation where I need to have one eye on the dog, one eye on cars a hand ready to push the stroller in case a motorist isn't paying attention.

Driving: I grew up in Orange County, so car culture is ingrained in me. I'm a car nerd that's done work for Mazda, Toyota, Audi and Rivian and I'm obsessed with the transition to EVs. As a driver, I am terrified when a kid zips out from between cars in front of me. In cycling activist circles in New York there was an antagonistic relationship between drivers and cyclists that I never fully understood as I am both, and in neither instance do I want to be involved in a collision.

NOTE: One of my main clients at work is Google Maps, and I do create social media content for Google Maps that has to do with cycling, pedestrian, driving and public transportation routing. I do not think that this should create a direct conflict of interest, and my employer does have a program to support civic and nonprofit inclusion, but I want to be fully transparent with you. If selected, I would need to check with business affairs and my Google Maps conflict to ensure that there was no perception of conflict on their end.

Q4

As a Committee member, what ideas or projects are of interest to you?

I am interested in projects that make the city safer for people no matter how they are getting around at that time--walking, cycling, driving, ride-sharing or taking public transportation. I think it's important to think of these not as different groups, but different ways people want to get around, and all those people should be able to do so safely and without worrying about hurting anyone.

While complete streets and using parking as a divider between cars and cyclists are in many cases the ideal scenario, I think we should also be open to more scalable solutions like expanding speed bumps in residential areas, creative ways to make cyclists aware of safer routes, targeted social media campaigns to inform people about safer routes and right-of-ways and drawing more attention to crosswalks in areas where people and cars meet (aka 19th and Newport). I'd also like to see more programs like New York's Summer Streets, The Five Boro Bike Tour or LA's CicLAVia where streets are closed to cars for a day so people can see what it would be like if more of our streets were designed for people, not machines.

Q5

Optional Resume:

[danielbremmer_resume_3-22.pdf \(302.6KB\)](#)

Daniel Bremmer

Creative Director / Life Nerd



Daniel Bremmer is a Creative Director that has spent nearly 20 years chasing his passion for culture, technology and adventure from Art Center College of design in Pasadena to London, Seattle, New York, Reykjavik and back to Los Angeles. Iceland's most popular comedian once called him "the nicest voice in Icelandic advertising." Just keep in mind that it's literally his job to tell jokes.

He's crafted experiences and stories that connect with people across mediums for brands like Intel, Inspired By Iceland, National Geographic, HBO, Mazda, Audi, Toyota, The Economist, Target, Oreo and AT&T. He is most proud of his cause-related work like branding child hunger organization No Kid Hungry and creating Barack Obama's 2008 voter registration campaign, Vote For Change.

Daniel's work has been featured in Contagious, Creativity, Campaign, Communication Arts, The FWA, The New York Times, Los Angeles Times, The Guardian, The Wall Street Journal, NPR, Rolling Stone, Meet The Press, two books and one art museum.

He used to brew beer, collect vinyl records and explore the world's bike trails. But now he mostly tries to make his daughter, Zelda, laugh.

You can find Daniel geeking out on most any social platform as @danielbantastic.

danielbremmer.com
@danielbantastic

Revere (Edelman) LA / NYC SVP, Group Creative Director August 2021 – Present

Creative lead on Google Social Lab creating social, earned and paid work for Search, Maps, Workspace and Brand. In our first six months we supported Google's TikTok launch and produced the top performing content across Twitter and Instagram. I also serve as co-creative lead for Google Pixel, supporting the global launch of the Google Pixel 6 and US initiatives around DEI, Snapchat and NBA partnerships.

SS+K NYC Creative Director, Special Projects April 2020 – July 2021

Lead Creative for Inspired By Iceland's COVID-19 response, "Looks Like You Need Iceland." Our global launch initiative, "Let It Out" invited people around the world to scream out their frustrations into a web-based app to be released in Icelandic nature. ADWEEK called it "2020's ultimate tourism campaign." Joyscroll.com countered doom-scrolling with Icelandic positivity and "Looks Like You Need An Adventure" invited the world to turn their pandemic sweatpants into boots for their first post-pandemic adventure.

The Garage Team Mazda Costa Mesa, CA Creative Director (Freelance) August 2018 – March 2019

Digital creative lead supporting the launch of the Mazda3 and leading projects for Mazda social media. As a pro-bono project, we created the delightfully brutal One Show Screen Gold-winning trailer and campaign for the 2019 Newport Beach Film Festival that was banned from Fashion Island.

Íslenska Reykjavik Creative Director June 2017 – July 2018

I spent an adventure year leading a creative department on the global business for Icelandair and Inspired By Iceland as well as supporting domestic Icelandic clients. We produced the most successful campaign to date for Inspired By Iceland, "The Hardest Karaoke Song In the World." Other highlights include Iceland's World Cup campaigns for Icelandair and Inspired By Iceland.

daniel@danielbremmer.com
+1 714 369 7726

360i, New York NY Group Creative Director August 2014 – June 2017

Creative lead on integrated and social media campaigns with an emphasis on innovation and brand storytelling. We Revived Lean Cuisine with the emotional #WeighThis campaign, introduced fans to an Albert Einstein chat bot for National Geographic, built Target Treatster, a social network with IoT interface for trick-or-treaters, let fans spend a day as Michael Jordan through an interactive facebook film for Hanes and planted #Springmoji, the world's first emoji garden for Miracle Gro.

Huge, Brooklyn NY Creative Director (Freelance) 2013 – 2014

Social media lead on Audi, TD Ameritrade and FDA anti-smoking

BBDO, New York NY VP, Creative Director 2009 – 2012

Creative lead on Mountain Dew, GE, AT&T, The Economist and Starbucks

SS+K, New York NY Copywriter 2006 – 2008

Barack Obama, Delta, Audi, No Kid Hungry, Credo, Revver, Associated Schools Of Public Health, My Rich Uncle and Blue Cross Blue Shield

Publicis, Seattle, WA Copywriter 2004 – 2006

T-Mobile, Minute Maid Global, Dish Network, Bullitt Foundation, WA Lottery, Eos Airlines, SafeCo

Karmarama, London UK Creative, 2002 – 2003

NFL UK Super Bowl, IKEA UK

Art Center College Of Design 2003

BFA Advertising Design, ACSG President

Press/Awards

Cannes, One Show, Webbys, FWA, Digiday, Addys, ARF David Ogilvy Awards, Contagious, WSJ, The Guardian, New York Times, LA Times, Rolling Stone, Ad Age, AdWeek, Creativity, Communication Arts, Business Insider, NPR, Meet The Press, etc.

2121 Tustin Ave #C2
Costa Mesa, CA 92627 USA

#27

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, March 08, 2023 8:29:19 AM
Last Modified: Wednesday, March 08, 2023 8:41:30 AM
Time Spent: 00:12:10
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Robert Morse

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Currently I am an Alternate Member of the Active Transportation Committee. I have learned much, wish to continue as regular Member.

Q4

As a Committee member, what ideas or projects are of interest to you?

Interested in seniors and disabled being able to use bikes and ebikes for transportation needs.

Q5

Respondent skipped this question

Optional Resume:

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 16, 2023 12:42:07 PM
Last Modified: Thursday, February 16, 2023 1:05:03 PM
Time Spent: 00:22:56
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Syed Zia Hussain

Q2

Indicate the name of the Committee you are interested in serving on:

Active Transportation Committee ,
Fairview Park Steering Committee ,
Historical Preservation Committee ,
Housing and Public Service Grants Committee ,
Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have conducted research on "Effect of New High-Density Housing on Walkability in Costa Mesa" and have presented at the OCC symposium and recently presented to the student of Malmo University Sweden, invited by Director of Transport Management studies Professor Carl Magnus Carlsson. I ran a meetup group called "OC Smart City Developers" that is a group of Architecture, Urban Planning and Landscape Arch. students and professionals. I was the only Costa Mesa resident who stood for first bike lane at Fairview Park and CM school. I remember I was at the bikeway committee meeting and wanted to invite the members to my community event which was on the book Happy City by Charles Montgomery.

I have travelled and visited many parts of Europe especially Denmark (walking street; Stroget), lived in Netherlands for five years, visited Sweden many times and visited several other EU countries and Middle East.

I am in my final semester in my second undergraduate degree. I have management degree from Stenden University Netherlands and in final semester with Urban Planning undergraduate degree from Cal Poly Pomona. I have worked as Planning intern for City of Tustin and Planning Dept Cal Poly Pomona CSU.

I have passion for research (finding issues and trying to find best solutions)- I have people skill and do not shy away if required to do field survey and collect information to make a well informed decision. I am good with presenting.

I am a member of American Planning Association and Young Transportation Planning.

Q4

As a Committee member, what ideas or projects are of interest to you?

My vision is to make Costa Mesa the most sustainable city of Orange County and this the role of increasing walkability, parks and community justice.

I m also conducting research individually on Long Beach parks and see how they are servicing the youth and its community and what needs to be done to make it more accessible to more recreation activities.

Q5

Optional Resume:

URP-CV.docx (19.5KB)

Q6

Contact Information:Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: [REDACTED]
Address: [REDACTED]
City/Town: [REDACTED]
ZIP/Postal Code: [REDACTED]
Email Address: [REDACTED]
Phone (cell): [REDACTED]

Q7

Signature Required:

By checking this box and typing my name below, I am electronically signing my application.

Q8

Full Name:

Syed Zia Hussain

Syed Zia Hussain

Ziahussain2019@gmail.com. Cell phone: 1-714-280-3730

Education

Cal Poly Pomona, California, United States.

Bachelor of Science in Urban and Regional Planning GPA 3.1

Anticipated Dec'23

Orange Coast College, California, United States.

Associate degree in Architecture

Associate Degree in Event Management

GPA 3.36

Dec 2019

Relevant Coursework

URP 4062 Senior Project – Research on “How Mix-Use Land Contributes to Walkability in 19th Street, Costa Mesa, CA.”

URP 4350 Regional Transportation Policy and Planning - Understanding factors in land use, travel behavior, politics and finance that shape regional transportation policy choices.

URP 4040 Place-making – Field-trips, taking video/photos for land-use research short assignments. And recognize zoning standards applications and districts connectivity. Trip supervised by professor and personal from City office.

City of Costa Mesa Planning Commission - Attend meetings.

Work Experience:

Smart City Developers- Meetup Group

June 2023 - update

Community Enrichment Program – Provide information how build environment effects healthy, economic, and environment.

CivicWell 2023 Adaptation Climate Forum – Support to recruit volunteers.

Presented research work to Malmo University, Sweden.

Videography on “Impact of McBride Park Long Beach on Youth”

[McBride Park Impacts on the Youth Community Long Beach, California. - YouTube](#)

And several field trips. Group page <https://www.meetup.com/oc-smart-city-developers-meetup-group/> details on past Events page.

Volunteer Civic-Well

July '23-Aug'23

Supported in recruit volunteers for “2023 California adaptation Forum”. Supported through “Smart City Developers” meetup group.

Student Connect SoCal Community Outreach: SCAG Project

May '23-June '23

Engage public to fill out surveys, conduct street events, Research and suggest new locations for more survey

Planning Aide Intern:

June '22-July '22

Cal Poly Pomona Facility Planning and Management, CA.

Record keeping, cold calls, drawing figure grounds, site analysis, printout architectural drawing, keeping files, report writing, and administrative work.

Administrative Intern

Oct '21- Feb '22

City of Tustin Department of Community Planning, Tustin, CA.

Review variance, condition permits, and design reviews, Quality control and update code files. Customer service and attend phone calls. Review General Plan, zoning, subdivision, and environmental report review. Work as a team and individually.

Awards and Recognitions:

Researches on Walkability, Presented at OCC Symposium 2019, 2020 Topic: “*Effects of New High-Density Residency on Walkability in Costa Mesa, CA*”.

Skills: MS office, Sketch up, Rhino, AutoCAD, Adobe Creative Suite, Micro-Station, ArcGIS, InDesign, and some knowledge on HCS, SYNCHRO and the MUTCD.

Administration Skill: Comfortable working in, group and individual setting, research, excellent customer service skills, and marketing and sales experience, organizational skills, general clerical tasks, data managing, data entry, report writing, and event management.

Clubs and Organization:

- Member of OC- American Planning Association.
- Member of Young Transportation Planners, LA, and American Planning Association.
- Member of ITE (Institute of Transportation Engineering Student Chapter CPP).
- Orange Coast College: Scholarship in Architecture, and member Architecture Club.

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, October 03, 2023 7:24:51 PM
Last Modified: Tuesday, October 03, 2023 7:28:26 PM
Time Spent: 00:03:35
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Daniel J Baume

Q2

Indicate the name of the Committee you are interested in serving on:

Fairview Park Steering Committee ,
Housing and Public Service Grants Committee ,
Historical Preservation Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I wish to serve on this committee to help serve the residents of Costa.

Q4

As a Committee member, what ideas or projects are of interest to you?

FVP master plan, 50 years and still in Costa Mesa, Proper division of funding & grants.

Q5

Respondent skipped this question

Optional Resume:

#19

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, March 03, 2023 9:18:13 AM
Last Modified: Friday, March 03, 2023 9:22:15 AM
Time Spent: 00:04:01
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Randall Hoppe

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,
Active Transportation Committee ,
Fairview Park Steering Committee ,
Finance and Pension Advisory Committee ,
Historical Preservation Committee ,
Housing and Public Service Grants Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a mid 30's individual and resident of Costa Mesa I think it is important to have additional representation of the community in local government. I have been getting more and more interested in the policies that affect myself and the community in which I reside. Having additional insight and potential input into the local community sounds like a good way to be involved and make a difference in the area in which I live.

Q4

As a Committee member, what ideas or projects are of interest to you?

I wouldnt say that there is a particular area in which I am interested. I am interested in an over arching view of the entire process. To understand better how the policy works and the process in which it happens.



Randall Hoppe

917 W 19th St, B Costa Mesa, CA 92627 · (408) 839-0262 · randallrhoppe@gmail.com

Marketing Strategist I Social Media Strategist I Brand Builder

EDUCATION

Bachelor of Science in Communications (Organizational/Professional), Minor in Public Relations
California State Polytechnic University, Pomona, June 2010

Master of Science in Marketing
United States Sports Academy, December 2013

WORK EXPERIENCE

Advertising and Brand Marketing Manager, K1 Speed.
Irvine, CA

Jun 2013-Present

- Develop quarterly and yearly marketing strategy and calendar.
- Plan, create and implement all marketing projects that promote goodwill and enhance sales/promote K1 Speed.
- Develop and main company national brand identity and yearly marketing campaigns.
- Manage annual Marketing and PR budget \$10M.
- Manage paid media buys for all 60 locations worldwide. (TV, radio, billboards, print publications, Google Adwords, Social Media, etc).
- Develop in store sales promotions to increase traffic and drive sales at the local level.
- Oversee the planning, creation, and execution of all Social Media and Influencer Marketing initiatives.
- Oversee and maintain active partnerships with sporting organizations and national brands.
- Create cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiate new media and sponsorship opportunities (i.e. media reviews, event sponsorship, etc.).
- Monitor advertisement-response data.
- Competition research (competitor email campaigns, social media, and digital marketing campaigns).
- Develop graphic elements for digital advertising, print advertising, and web.
- Manage daily relationship with third party vendors and agencies.
- Reconcile overall marketing and location restaurant marketing budgets in relation to the P&L.
- Work with Director of Operations and local Managers to create plans, develop marketing tactics, and execute programs with the goal of increasing sales and guest counts.
- Continue to monitor and uncover local marketing opportunities that align with marketing strategy and objectives

Marketing Director, Rebel Coast Winery
Redondo Beach, CA

Sep 2013-Oct 2014

- Planned, created and implement all marketing projects that promote goodwill and enhance sales/promote Rebel Coast.
- Planned, created, and execute all Media Buy initiatives for Rebel Coast Winery.
- Planned, created, and execute all Social Media initiatives for Rebel Coast Winery.
- Sustained database of all industry contacts and update when necessary.
- Drafted, finalized and distribute press releases based on Rebel Coast Winery's needs.
- Created, built, and retain relationships with all industry magazine and press associates.
- Created cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Monitored advertisement-response data; prepare presentations for the company.
- Competition research (i.e. competitor email campaigns, web development, Social Media).

Adjunct Professor, Pacifica College
Anaheim, CA

Sep 2013-Dec 2014

- Introduction to Sports Marketing and Social Media.

Marketing and PR Director, EVS Sports
Rancho Dominguez, CA

Oct 2012-Jun 2013

- Planned, create and implement all marketing projects that promote goodwill and enhance sales/promote EVS products.
- Managed annual Marketing and PR budget of \$100K.
- Managed EVS' entire social media network.
- Sustained database of all industry contacts and update when necessary.

- Drafted, finalize and distribute press releases based on EVS' needs.
- Created, build and retain relationships with all industry magazine associates.
- Collaborated with the Athlete Marketing Manager and Inside Sales Reps to facilitate and implement specials.
- Created cross promotional marketing objectives with charities, outside industry contacts.
- Developed strategic sales and marketing plans to increase brand awareness and sales by utilizing EVS Athletes.
- Launched sales promotions in a timely manner that coincides with EVS sponsored events, holidays, races, etc.
- Assisted in developing athlete marketing and sales campaigns to achieve company sales goals.
- Managed CRM database and mass email schedule.
- Facilitated new product launches.
- Collected testimonials pertaining to EVS products and use accordingly in marketing plan.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Assist with new and updated product copy from year to year.
- Performed catalog proofing.
- Competition research (i.e. competitor email campaigns, web development, social media).

Marketing Manager, Revgear Sports Co.

Mar 2012-Oct 2012

Van Nuys, CA

- Managed all social media content (Facebook, Twitter, YouTube, and blog).
- Managed Revgear pro and amateur athletes; as well as coaches, gym owners, and Ring Girls.
- Processed and coordinated fulfillment of sponsorship requests and fighter contract obligations.
- Maintained relationship with media.
- Digital and print marketing metric analysis.
- Maintained digital, video, print archives.
- Managed Email and CRM Marketing.
- Provided copy for Quarterly Revgear catalog; in addition to quarterly licensee catalogs.
- Coordinated product filming and photo shoots.
- Created new "outside of the box" marketing programs.

Manager of Marketing and Promotions, Homestead Miami Speedway

Feb 2011-Jan 2012

Homestead, FL

- Assisted VP of Marketing/Sales and Director of Marketing.
- Maintained Speedway's website (content generation, information/ad placement, web design/layout).
- Managed all social media content and blogger outreach.
- Lead development and launch of Speedway's Mobile Application in coordination with third party vendor.
- Oversaw development and continued maintenance of Mobile Website with Speedway's I.T. department.
- Created all graphics and graphic media (tickets, flyers and brochures, ads, signs).
- Created innovative promotions (on-line contests, text-to-win).
- Maintained facility signage, design, and placement.
- Facilitated drivers for press conferences and media appearances.
- Coordinated and documented driver press conferences.
- Draft and finalize press releases when needed (in conjunction with PR dept.)
- Worked efficiently with ad agency.
- Managed entertainment for and during events.
- Managed community outreach and marketing via grassroots marketing events (street teams, show car).
- Photo and written documentation of every in market events.
- Managed yearly promotional budget while reducing expenses and increasing Speedway's market exposure.

Director of Marketing and Promotions, Irwindale Speedway

Jan 2010-Feb 2011

Irwindale, CA

- Assisted General Manager and Corporate Sales Executives
- Maintained social media websites (Twitter, Facebook, and Constant Contact Email Marketing).
- Maintained website updates and content.
- Facilitated drivers for press conferences and media appearances.
- Managed bands and car clubs on event nights.
- Formatted and published monthly Speedway Newsletter. Formatted and published monthly Speedway Newsletter.
- Designed and published weekly promotional flyers, tickets, programs.
- Managed community outreach and marketing.
- Photographed and documented each event.
- Processed and scheduled mascot appearances and event requests.

SKILLS

Proficient in: Microsoft Word, PowerPoint, Excel, Outlook, Calendar and Publisher; Adobe Photoshop; VideoPad Video Editor. Working knowledge of FinalCut; Basic knowledge of HTML

LEADERSHIP EXPERIENCE

Guest Professor, University of Miami Sports Administration Program; Marketing and New Media

October 2011

Panel Member, ISC Marketing Summit 2012-Digital/Social Media

January 2012

Pi Kappa Alpha Fraternity-Kappa Psi Chapter, Public Relations Chair

Dec. 2007-Mar. 2009

#28

COMPLETE

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Started: Wednesday, March 08, 2023 9:13:46 AM
Last Modified: Wednesday, March 08, 2023 9:25:09 AM
Time Spent: 00:11:23
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Deborah ("Debby") Koken

Q2

Fairview Park Steering Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Fairview Park is Costa Mesa's only nature park. My interest in nature has led me to many years of volunteer activities with Fairview Park Alliance, Banning Ranch Conservancy, the Sierra Club, Back To Natives, the California Native Plant Society and many other environmental organizations, and I want to participate in beautifying Fairview Park and educating Costa Mesans about its resources.

I have completed a habitat restoration training course offered jointly by Back To Natives and the U.S. Forest Service, as well as Orange County Parks volunteer training.

Q4

As a Committee member, what ideas or projects are of interest to you?

I am interested in habitat restoration and preservation and in developing volunteer-based habitat restoration programs in Fairview Park.

Q5

Respondent skipped this question

Optional Resume:

#2

COMPLETE

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Started: Tuesday, October 03, 2023 7:12:25 PM
Last Modified: Tuesday, October 03, 2023 7:27:54 PM
Time Spent: 00:15:29
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Jennifer L Thomas

Q2

Fairview Park Steering Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a resident on Canyon Drive, I use Fairview Park walking and hiking trails three to seven days a week. I would like to help steer the future use of the park as a frequent visitor and stakeholder of the park. I participated in the most recent public workshop regarding the potential changes to the Master Plan and I realized I had many ideas regarding park use, and that I was very passionate about protecting the future of the park.

My experience includes planning and hosting charity functions in addition to my professional experience as an accountant and payroll tax professional for over 25 years.

Q4

As a Committee member, what ideas or projects are of interest to you?

My focus is supporting the update to the Fairview Park Master Plan and providing any support, ideas, and feedback to ensure the park keeps providing a safe and enjoyable experience for Costa Mesa residents.

Q5

Respondent skipped this question

Optional Resume:

#6

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Thursday, October 05, 2023 2:22:22 PM
Time Spent: 00:07:37
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Terri Fuqua

Q2

Fairview Park Steering Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have been on this committee for 4 years. We have not yet completed/formulated a complete plan for our park's future. I am very interested in it's completion and future.

Q4

As a Committee member, what ideas or projects are of interest to you?

A nature oriented park that will appeal to all, appeal to wildlife, and a calm and quiet place for respite. Would like to see created some paths where viewing would be easy and harmless to the environment,

Q5

Respondent skipped this question

Optional Resume:

#10

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, October 09, 2023 3:50:56 PM
Last Modified: Monday, October 09, 2023 4:37:08 PM
Time Spent: 00:46:12
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Mathew Martin Garcia

Q2

Fairview Park Steering Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have been a user of the park since the late 1990's to today. A resident of Costa Mesa, just south of the Fairview Park (Continental Ave) since 2012. I voted for Measure AA in 2016 and desire to see the park endure. I continue to support Measure AA. I am a father of two small boys that love Costa Mesa parks, and I especially care for preserving the open space at Fairview Park in a way that balances protecting the sensitive species and environment with our community's ability to access and use the space for recreation. I would like to spend my time supporting this committee to give back to the community with useful recommendations to the City Council.

I have attended Fairview Park Steering Committee meetings since early 2021 and am currently serving as an Alternate Member of the Fairview Park Steering Committee. I regularly attend Costa Mesa City Council meetings and stay up to date with current agenda items. I am a working professional with over 15 years of experience in business operations, including specific focus on the disciplines of engineering, accounting, human resources, quality assurance, information technology, and facilities/maintenance.

Q4

As a Committee member, what ideas or projects are of interest to you?

I am interested in helping support park activities and restoration work. I have participated in over a dozen Fairview Park restoration events in the last 2 years and have encouraged other members of the community to participate as well. I am a big believer in dialogue and understanding the perspectives of others. I would like to support general improvements to the park, especially activities supported by community volunteers. Specifically, supporting kiosk upgrade projects and community events at the park come to mind. By enabling community engagement at the park, the community themselves will help ensure the success of the park, and possibly grow engagement in other city activities. I am interested in pushing forward a monthly event at the park that brings together the community with the goal of building understanding through dialogue about the different uses of the park.

Q5

Optional Resume:

Resume%20-%202023-10-09.pdf (714.9KB)

Q6

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	Mat Garcia
Address:	████████████████████
City/Town:	██████████
ZIP/Postal Code:	██████
Email Address:	████████████████████
Phone (cell):	██████████

Q7

Signature Required:

By checking this box and typing my name below, I am electronically signing my application.

Q8

Full Name:

Mathew Martin Garcia

Summary

Working professional with 15 years of broad experience in a wide variety of engineering, manufacturing, and business disciplines. Advanced educational degrees with a passion for being useful. Dedicated to my family; my wife and two young children. Passion for community engagement. Interested in getting more involved in giving back to others with the goal of leaving things better than I found them.

Experience

January 2020 – current | Head of Business Operations – **Overair, Inc.**

Lead a 16-member team responsible for accounting, information technology, human resources, quality assurance, security, facilities, and facility maintenance at a start-up company working to change urban aerial mobility with an all-electric vertical takeoff and landing 5-passenger aircraft. Member of the Company since day one. Contributed to growing the organization from 5 to 150 employees. Headquartered in Santa Ana, CA. Company has raised \$170M in venture-backed funding through Series-B.

May 2010 – January 2020 | Multiple Positions – **Karem Aircraft, Inc.**

Held engineering, manufacturing, QA, and administrative roles at a small, but extremely ambitious and challenge-seeking company developing next-generation tilt-rotor aircraft and related technologies primarily for the US DoD.



Karem Aircraft, Inc.
9 yrs 9 mos
Lake Forest, CA

- **Head of Administration, Quality Assurance, and Infrastructure**
Jul 2017 - Jan 2020 · 2 yrs 7 mos
- **Quality Assurance Manager**
Jan 2013 - Jul 2017 · 4 yrs 7 mos
- **Mechanical Engineering Manager**
Jan 2015 - Oct 2016 · 1 yr 10 mos
- **Engineering Integration**
May 2010 - Jan 2013 · 2 yrs 9 mos

May 2009 – May 2010 | Flight Test Engineer – **The Boeing Co.**

Worked on a team flight testing a 6,000-pound, 36-foot rotor diameter, advanced autonomous helicopter at multiple sites throughout the US with contracts from DARPA, the US Army, and others.

Education

- *University of California, Irvine* – MS Mechanical and Aerospace Engineering, 2009
 - Specialization in flight control systems
- *University of California, Irvine* – BS Aerospace Engineering, 2007

Hobbies and Organizational Involvement

- Volunteer President of Harbor Soaring Society, a 501(c)(3) non-profit organization
- Currently serving term as a Fairview Park Steering Committee Alternate Member
- Actively involved with Fairview Park issues and have attended Council and Committee meetings since early 2021
- Volunteered at over a dozen restoration events in Fairview Park in the last 2 years
- Volunteer with the Victoria Elementary PTA and coach for variety of youth sports teams
- Passionate about STEAM outreach activities supporting the youth of our community
- Love for the outdoors, nature, and camping with my family

#22

COMPLETE

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Started: Monday, March 06, 2023 5:18:51 PM
Last Modified: Monday, March 06, 2023 7:28:12 PM
Time Spent: 02:09:20
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Ralph W Taboada

Q2

Finance and Pension Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I was a member of both the Finance and Pension committees when they merged to form FiPAC and was Chair from April 2018 - April 2022. Even though I am a long time member I remain very proactive on the committee and want to continue giving back to the City. My work experience provides me the accounting and budgeting knowledge to perform independent analysis, ask pertinent questions and make recommendations through FiPAC to Council/Staff. During my time as Chair I completed an analysis of Capital Projects that I reviewed with Staff. It resulted in improved and more transparent reports on Capital projects. Also, I have been the primary author of several annual budget letters to Council that contained Budget recommendations. I believe I can continue to make worthwhile contributions to FiPAC.

Q4

As a Committee member, what ideas or projects are of interest to you?

FiPAC has covered many topics/issues while I was Chair and been on the committee. I continue to want to improve the forecasting process and transparency of the Budget.

I also want to continue to help improve Capital management since Capital spending amounts to millions of dollars annually. It was recently mentioned that the online feature "Open budget" on the City's website needs to be improved. This is something FiPAC can assist Staff with. Pension expense remains an issue even with the recent reduction in the City's pension liability.

Q5

Respondent skipped this question

Optional Resume:

#18

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, March 01, 2023 9:27:43 PM
Last Modified: Wednesday, March 01, 2023 9:52:40 PM
Time Spent: 00:24:57
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Lydia Joy Chavez

Q2

Finance and Pension Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I would like to serve on this committee because I believe that a big part of every successful, well-functioning city has resources allocated appropriately and city employees that feel taken care of.

In my professional career, I have worked with people who have a variety of backgrounds, ranging from labor unions to private clients to elected officials at federal, state, and local levels. With this experience, I understand how handling budgets and pensions affect their sectors.

I live in Costa Mesa and often work within city limits, which has opened my eyes, in a positive manner, to how the city operates in regards to finance and pensions, piquing my interest in the committee.

Q4

As a Committee member, what ideas or projects are of interest to you?

I want to find the important balance between fair employee compensation and good fiscal stewardship.

Q5

Respondent skipped this question

Optional Resume:

#17

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, March 01, 2023 3:04:17 PM
Last Modified: Wednesday, March 01, 2023 3:41:04 PM
Time Spent: 00:36:47
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Boris Gresely

Q2

Finance and Pension Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Dear Mayor and City Councilmembers,

It would be a great privilege to remain a member of the Finance and Pension Committee and continue making a positive impact on the City's financial management and pension planning. Serving on this committee has given me the chance to gain a deeper understanding of the City's finances and the opportunity to opine on the City's financial future. Moving forward, the committee is undertaking several interesting projects I would like to explore and participate in - if given the chance.

Thank you,
Boris

Q4

As a Committee member, what ideas or projects are of interest to you?

I am interested in helping the Finance Department compare & contrast fee schedules from neighboring cities and look at opportunities to increase revenue sources for the City.

Q5

Respondent skipped this question

Optional Resume:

#19

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, March 03, 2023 9:18:13 AM
Last Modified: Friday, March 03, 2023 9:22:15 AM
Time Spent: 00:04:01
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Randall Hoppe

Q2

Indicate the name of the Committee you are interested in serving on:

- Animal Services Committee ,**
 - Active Transportation Committee ,**
 - Fairview Park Steering Committee ,**
 - Finance and Pension Advisory Committee ,**
 - Historical Preservation Committee ,**
 - Housing and Public Service Grants Committee**
-

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a mid 30's individual and resident of Costa Mesa I think it is important to have additional representation of the community in local government. I have been getting more and more interested in the policies that affect myself and the community in which I reside. Having additional insight and potential input into the local community sounds like a good way to be involved and make a difference in the area in which I live.

Q4

As a Committee member, what ideas or projects are of interest to you?

I wouldnt say that there is a particular area in which I am interested. I am interested in an over arching view of the entire process. To understand better how the policy works and the process in which it happens.



Randall Hoppe

917 W 19th St, B Costa Mesa, CA 92627 · (408) 839-0262 · randallrhoppe@gmail.com

Marketing Strategist I Social Media Strategist I Brand Builder

EDUCATION

Bachelor of Science in Communications (Organizational/Professional), Minor in Public Relations
California State Polytechnic University, Pomona, June 2010

Master of Science in Marketing
United States Sports Academy, December 2013

WORK EXPERIENCE

Advertising and Brand Marketing Manager, K1 Speed.
Irvine, CA

Jun 2013-Present

- Develop quarterly and yearly marketing strategy and calendar.
- Plan, create and implement all marketing projects that promote goodwill and enhance sales/promote K1 Speed.
- Develop and main company national brand identity and yearly marketing campaigns.
- Manage annual Marketing and PR budget \$10M.
- Manage paid media buys for all 60 locations worldwide. (TV, radio, billboards, print publications, Google Adwords, Social Media, etc).
- Develop in store sales promotions to increase traffic and drive sales at the local level.
- Oversee the planning, creation, and execution of all Social Media and Influencer Marketing initiatives.
- Oversee and maintain active partnerships with sporting organizations and national brands.
- Create cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiate new media and sponsorship opportunities (i.e. media reviews, event sponsorship, etc.).
- Monitor advertisement-response data.
- Competition research (competitor email campaigns, social media, and digital marketing campaigns).
- Develop graphic elements for digital advertising, print advertising, and web.
- Manage daily relationship with third party vendors and agencies.
- Reconcile overall marketing and location restaurant marketing budgets in relation to the P&L.
- Work with Director of Operations and local Managers to create plans, develop marketing tactics, and execute programs with the goal of increasing sales and guest counts.
- Continue to monitor and uncover local marketing opportunities that align with marketing strategy and objectives

Marketing Director, Rebel Coast Winery
Redondo Beach, CA

Sep 2013-Oct 2014

- Planned, created and implement all marketing projects that promote goodwill and enhance sales/promote Rebel Coast.
- Planned, created, and execute all Media Buy initiatives for Rebel Coast Winery.
- Planned, created, and execute all Social Media initiatives for Rebel Coast Winery.
- Sustained database of all industry contacts and update when necessary.
- Drafted, finalized and distribute press releases based on Rebel Coast Winery's needs.
- Created, built, and retain relationships with all industry magazine and press associates.
- Created cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Monitored advertisement-response data; prepare presentations for the company.
- Competition research (i.e. competitor email campaigns, web development, Social Media).

Adjunct Professor, Pacifica College
Anaheim, CA

Sep 2013-Dec 2014

- Introduction to Sports Marketing and Social Media.

Marketing and PR Director, EVS Sports
Rancho Dominguez, CA

Oct 2012-Jun 2013

- Planned, create and implement all marketing projects that promote goodwill and enhance sales/promote EVS products.
- Managed annual Marketing and PR budget of \$100K.
- Managed EVS' entire social media network.
- Sustained database of all industry contacts and update when necessary.

- Drafted, finalize and distribute press releases based on EVS' needs.
- Created, build and retain relationships with all industry magazine associates.
- Collaborated with the Athlete Marketing Manager and Inside Sales Reps to facilitate and implement specials.
- Created cross promotional marketing objectives with charities, outside industry contacts.
- Developed strategic sales and marketing plans to increase brand awareness and sales by utilizing EVS Athletes.
- Launched sales promotions in a timely manner that coincides with EVS sponsored events, holidays, races, etc.
- Assisted in developing athlete marketing and sales campaigns to achieve company sales goals.
- Managed CRM database and mass email schedule.
- Facilitated new product launches.
- Collected testimonials pertaining to EVS products and use accordingly in marketing plan.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Assist with new and updated product copy from year to year.
- Performed catalog proofing.
- Competition research (i.e. competitor email campaigns, web development, social media).

Marketing Manager, Revgear Sports Co.

Mar 2012-Oct 2012

Van Nuys, CA

- Managed all social media content (Facebook, Twitter, YouTube, and blog).
- Managed Revgear pro and amateur athletes; as well as coaches, gym owners, and Ring Girls.
- Processed and coordinated fulfillment of sponsorship requests and fighter contract obligations.
- Maintained relationship with media.
- Digital and print marketing metric analysis.
- Maintained digital, video, print archives.
- Managed Email and CRM Marketing.
- Provided copy for Quarterly Revgear catalog; in addition to quarterly licensee catalogs.
- Coordinated product filming and photo shoots.
- Created new "outside of the box" marketing programs.

Manager of Marketing and Promotions, Homestead Miami Speedway

Feb 2011-Jan 2012

Homestead, FL

- Assisted VP of Marketing/Sales and Director of Marketing.
- Maintained Speedway's website (content generation, information/ad placement, web design/layout).
- Managed all social media content and blogger outreach.
- Lead development and launch of Speedway's Mobile Application in coordination with third party vendor.
- Oversaw development and continued maintenance of Mobile Website with Speedway's I.T. department.
- Created all graphics and graphic media (tickets, flyers and brochures, ads, signs).
- Created innovative promotions (on-line contests, text-to-win).
- Maintained facility signage, design, and placement.
- Facilitated drivers for press conferences and media appearances.
- Coordinated and documented driver press conferences.
- Draft and finalize press releases when needed (in conjunction with PR dept.)
- Worked efficiently with ad agency.
- Managed entertainment for and during events.
- Managed community outreach and marketing via grassroots marketing events (street teams, show car).
- Photo and written documentation of every in market events.
- Managed yearly promotional budget while reducing expenses and increasing Speedway's market exposure.

Director of Marketing and Promotions, Irwindale Speedway

Jan 2010-Feb 2011

Irwindale, CA

- Assisted General Manager and Corporate Sales Executives
- Maintained social media websites (Twitter, Facebook, and Constant Contact Email Marketing).
- Maintained website updates and content.
- Facilitated drivers for press conferences and media appearances.
- Managed bands and car clubs on event nights.
- Formatted and published monthly Speedway Newsletter. Formatted and published monthly Speedway Newsletter.
- Designed and published weekly promotional flyers, tickets, programs.
- Managed community outreach and marketing.
- Photographed and documented each event.
- Processed and scheduled mascot appearances and event requests.

SKILLS

Proficient in: Microsoft Word, PowerPoint, Excel, Outlook, Calendar and Publisher; Adobe Photoshop; VideoPad Video Editor. Working knowledge of FinalCut; Basic knowledge of HTML

LEADERSHIP EXPERIENCE

Guest Professor , University of Miami Sports Administration Program; Marketing and New Media	October 2011
Panel Member , ISC Marketing Summit 2012-Digital/Social Media	January 2012
Pi Kappa Alpha Fraternity-Kappa Psi Chapter , Public Relations Chair	Dec. 2007-Mar. 2009

#29

COMPLETE

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Started: Wednesday, March 08, 2023 10:15:50 AM
Last Modified: Wednesday, March 08, 2023 11:01:24 AM
Time Spent: 00:45:34
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Wendy Brooks Leece

Q2

Finance and Pension Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I would like to continue my service on FIPAC. As a 50 year resident of Costa Mesa and former councilwoman, I look forward to adding my "2 cents" to FIPAC discussions and recommendations to the City Council.

Q4

As a Committee member, what ideas or projects are of interest to you?

I would like to continue my participation on the Revenue Sub Committee and the Pension and Investments Sub Committee.

Q5

Respondent skipped this question

Optional Resume:

#9

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 23, 2023 12:41:35 PM
Last Modified: Thursday, February 23, 2023 1:37:01 PM
Time Spent: 00:55:25
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Tom Arnold

Q2

Finance and Pension Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I've been a member of the Finance and Pension Advisory Committee since 2019 and currently serving as the chairperson. I facilitated the development of our subcommittees in order to improve our ability to make quality recommendations to the City Council.

As the Interim Fire Chief for the City of Costa Mesa Fire Department, I developed and managed budgets during financially challenging times. I collaborated with stakeholders and facilitated a restructuring of the Fire Department. The process resulted in reduced costs, increased revenues, and added emergency response units.

During my 15 years as the Deputy Fire Chief of the Newport Beach Fire Department, I managed multi-million dollar budgets during times of expansion and reduction. These experiences inform my perspective on efficient and effective government.

Q4

As a Committee member, what ideas or projects are of interest to you?

Fiscally sound policy decisions are based on accurate and timely information. In addition to the Committee's fundamental scope to review, evaluate, advise, and recommend, I would take advantage of evolving system developments that provide user-friendly access to financial information while reducing the staff time needed to acquire it.

We are fortunate to have very experienced and talented committee members who have volunteered to serve on newly formed subcommittees. I will work with them to develop impactful recommendations for financial policies, including revenue opportunities and expense efficiencies.

#12

COMPLETE

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Started: Friday, February 24, 2023 9:00:36 AM
Last Modified: Friday, February 24, 2023 9:04:26 AM
Time Spent: 00:03:49
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Lisa L Buchanan

Q2

Finance and Pension Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Have previously served and am currently Vice Chair. I am looking to continue my commitment.

Q4

As a Committee member, what ideas or projects are of interest to you?

Currently sitting on the sub-committee responsible for City expenses. I am hoping to continue to advocate for City needs

Q5

Respondent skipped this question

Optional Resume:

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 16, 2023 12:42:07 PM
Last Modified: Thursday, February 16, 2023 1:05:03 PM
Time Spent: 00:22:56
IP Address: ██████████

Page 1

Q1

Full Name:

Syed Zia Hussain

Q2

Indicate the name of the Committee you are interested in serving on:

Active Transportation Committee ,
Fairview Park Steering Committee ,
Historical Preservation Committee ,
Housing and Public Service Grants Committee ,
Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have conducted research on "Effect of New High-Density Housing on Walkability in Costa Mesa" and have presented at the OCC symposium and recently presented to the student of Malmo University Sweden, invited by Director of Transport Management studies Professor Carl Magnus Carlsson. I ran a meetup group called "OC Smart City Developers" that is a group of Architecture, Urban Planning and Landscape Arch. students and professionals. I was the only Costa Mesa resident who stood for first bike lane at Fairview Park and CM school. I remember I was at the bikeway committee meeting and wanted to invite the members to my community event which was on the book Happy City by Charles Montgomery.

I have travelled and visited many parts of Europe especially Denmark (walking street; Stroget), lived in Netherlands for five years, visited Sweden many times and visited several other EU countries and Middle East.

I am in my final semester in my second undergraduate degree. I have management degree from Stenden University Netherlands and in final semester with Urban Planning undergraduate degree from Cal Poly Pomona. I have worked as Planning intern for City of Tustin and Planning Dept Cal Poly Pomona CSU.

I have passion for research (finding issues and trying to find best solutions)- I have people skill and do not shy away if required to do field survey and collect information to make a well informed decision. I am good with presenting.

I am a member of American Planning Association and Young Transportation Planning.

Q4

As a Committee member, what ideas or projects are of interest to you?

My vision is to make Costa Mesa the most sustainable city of Orange County and this the role of increasing walkability, parks and community justice.

I m also conducting research individually on Long Beach parks and see how they are servicing the youth and its community and what needs to be done to make it more accessible to more recreation activities.

Q5

Optional Resume:

URP-CV.docx (19.5KB)

Q6

Contact Information:Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	Syed Zia Hussain
Address:	████████████████████
City/Town:	██████████
ZIP/Postal Code:	████
Email Address:	██
Phone (cell):	██████████

Q7

Signature Required:

By checking this box and typing my name below, I am electronically signing my application.

Q8

Full Name:

Syed Zia Hussain

Syed Zia Hussain

Ziahussain2019@gmail.com. Cell phone: 1-714-280-3730

Education

Cal Poly Pomona, California, United States.

Bachelor of Science in Urban and Regional Planning GPA 3.1

Anticipated Dec'23

Orange Coast College, California, United States.

Associate degree in Architecture

Associate Degree in Event Management

GPA 3.36

Dec 2019

Relevant Coursework

URP 4062 Senior Project – Research on “How Mix-Use Land Contributes to Walkability in 19th Street, Costa Mesa, CA.”

URP 4350 Regional Transportation Policy and Planning - Understanding factors in land use, travel behavior, politics and finance that shape regional transportation policy choices.

URP 4040 Place-making – Field-trips, taking video/photos for land-use research short assignments. And recognize zoning standards applications and districts connectivity. Trip supervised by professor and personal from City office.

City of Costa Mesa Planning Commission - Attend meetings.

Work Experience:

Smart City Developers- Meetup Group

June 2023 - update

Community Enrichment Program – Provide information how build environment effects healthy, economic, and environment.

CivicWell 2023 Adaptation Climate Forum – Support to recruit volunteers.

Presented research work to Malmo University, Sweden.

Videography on “Impact of McBride Park Long Beach on Youth”

[McBride Park Impacts on the Youth Community Long Beach, California. - YouTube](#)

And several field trips. Group page <https://www.meetup.com/oc-smart-city-developers-meetup-group/> details on past Events page.

Volunteer Civic-Well

July '23-Aug'23

Supported in recruit volunteers for “2023 California adaptation Forum”. Supported through “Smart City Developers” meetup group.

Student Connect SoCal Community Outreach: SCAG Project

May '23-June '23

Engage public to fill out surveys, conduct street events, Research and suggest new locations for more survey

Planning Aide Intern:

June '22-July '22

Cal Poly Pomona Facility Planning and Management, CA.

Record keeping, cold calls, drawing figure grounds, site analysis, printout architectural drawing, keeping files, report writing, and administrative work.

Administrative Intern

Oct '21- Feb '22

City of Tustin Department of Community Planning, Tustin, CA.

Review variance, condition permits, and design reviews, Quality control and update code files. Customer service and attend phone calls. Review General Plan, zoning, subdivision, and environmental report review. Work as a team and individually.

Awards and Recognitions:

Researches on Walkability, Presented at OCC Symposium 2019, 2020 Topic: “Effects of New High-Density Residency on Walkability in Costa Mesa, CA”.

Skills: MS office, Sketch up, Rhino, AutoCAD, Adobe Creative Suite, Micro-Station, ArcGIS, InDesign, and some knowledge on HCS, SYNCHRO and the MUTCD.

Administration Skill: Comfortable working in, group and individual setting, research, excellent customer service skills, and marketing and sales experience, organizational skills, general clerical tasks, data managing, data entry, report writing, and event management.

Clubs and Organization:

- Member of OC- American Planning Association.
- Member of Young Transportation Planners, LA, and American Planning Association.
- Member of ITE (Institute of Transportation Engineering Student Chapter CPP).
- Orange Coast College: Scholarship in Architecture, and member Architecture Club.

#4

COMPLETE

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Last Modified: Sunday, February 19, 2023 12:52:14 PM
Time Spent: 00:24:59
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Madison Elizabeth Gibson

Q2

Housing and Public Service Grants Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a Costa Mesa renter and MPA student, I spend a lot time thinking intentionally about our local housing and economic development. As a Committee Member, I hope to use my knowledge and experience in grant writing, public engagement, and housing development policy to communicate effectively with the public and encourage further civic participation.

Q4

As a Committee member, what ideas or projects are of interest to you?

Affordable, low-income, supportive, walkable, sustainable and mixed-use housing developments

Q5

Optional Resume:

Madison%20Gibson%20-%20Resume%20-%20Housing%20and%20Public%20Service%20Grants%20Comittee.pdf (60.2KB)

Madison Gibson

Costa Mesa, CA 92626 | Phone: 949-910-2687 | Email: Madison.Elizabeth.Gibson@Gmail.com

Professional Experience

Sims Law Firm LLP – Irvine, CA

Legal Assistant, December 2019-Present

- Draft and track legal documents for attorney use, proofreading and redlining drafts for high levels of accuracy.
- Attend to reception and office management duties, including the oversight of all mail and deliveries.
- Moderate Zoom depositions and facilitate the exchange of records.

[Skills: Word; Excel; Outlook; Adobe Acrobat; Timeslips; Mail; Office management; IT; Typing; Administration; Reception; Zoom; Data entry; Digital file maintenance; Project management]

Disneyland Resort – Anaheim, CA

Operations Training Coordinator, October 2016-April 2022

- Served as point of contact for an ‘On the Job’ training program which served 150+ Trainees annually.
- Scheduled and oversaw set-up and breakdown of training classes, including: booking rooms; setting up A/V equipment; recording participant progress; and coordinating the delivery and return of company assets.
- Collaborated across training disciplines to design and carry out a unified Train-the-Trainer program.

[Skills: Onboarding; Train-the-Trainer; Publisher; PowerPoint; Documentation; Curriculum; Scheduling; Quality assurance]

Look-Alike Trainer, August 2016-April 2022

- Co-facilitated a range of training programs to assign new and additional job knowledge to employees.
- Conducted performance assessments and submitted documentation to a performance tracking database.

[Skills: Training; Presentation; Facilitation; Training; Performance feedback; Documentation; Leadership; Tour guide]

Look-Alike Character Performer, April 2014-April 2022

- Portrayed world-famous Disney characters while interacting with guests of all ages, backgrounds, and abilities.
- Collaborated with Creative Development to workshop and open multiple new character offerings and events.
- Partnered with Disney Southeast Asia to deliver the *Dream Big Princess* campaign.

[Skills: Public engagement; Storytelling; Improvisation; Customer service; Special events; Global documentation]

Creative Identity – Anaheim, CA

Fine Arts Program Administrator, January 2015-January 2016

- Provided support to clients with moderate to severe intellectual disabilities within an adult day program.
- Ensured record keeping compliance guidelines for Regional Center if Orange County audit.
- Maintained regular communication with clients’ guardians and case workers in order to: keep client files up to date, organize meetings with staff, and provide client updates as needed.

[Skills: File management; Classroom management; Correspondence; Art and music therapy; HIPAA]

Education & Campus Involvement

University of Central Florida *(Currently enrolled)*

Master of Public Administration (MPA)

- 4.0 GPA
- Relevant coursework in: Public organization management; Public budgeting; Housing development and planning

[Skills: Research; Proposals; Change management]

California State University, Fullerton

Bachelor of Science in Human Services, 2016

- Dean’s List Honoree
- Finance Chair - College of Communications Inter-Club Council

[Skills: Casework; Developmental psychology; Grant writing; Budgeting; Finance; Event planning; Fundraising]

Additional Skills & Training

- Completed coursework in: Bystander Intervention in the Workplace and Conflict De-Escalation
- Nature enthusiast, sewist, home cook, avid reader, and proud pet parent to a kitten and bearded dragon.

#21

COMPLETE

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Started: Monday, March 06, 2023 5:36:29 PM
Last Modified: Monday, March 06, 2023 6:19:29 PM
Time Spent: 00:43:00
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Kavin Alvarez

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,

Housing and Public Service Grants Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Having served as a liaison to the County of Orange's Board of Supervisors OC Animal Care Services Department, I believe that joining the City of Costa Mesa's Animal Services Committee would be a great way to continue my involvement in enhancing the well-being of our County's animals and outreach efforts. By joining the committee, I would be able to share my knowledge and experience with other members who are equally passionate about animal care. I'd also be able to stay up to date on the latest developments and issues in our community's animal care, as well as contribute to the creation of policies and programs that promote responsible pet ownership and exciting opportunities for our Dog Park and other animal facilities. As a renter at South Pointe who owns a handsome English Cocker Spaniel, I am always looking for opportunities to enrich my dog's life. I am passionate about helping animals, and joining the Animal Services Committee is a great way for me to stay involved in the field and make a difference in our community.

As a resident of Costa Mesa, I have always been fascinated by the rich history and unique character of our city. I believe that preserving our heritage is essential to maintaining our community's identity and creating a sense of pride and connection among its residents. That's why I am also applying for City of Costa Mesa's Historical Preservation Committee. By serving on this committee, I can actively contribute to preserving the historical landmarks and buildings that make our city so special. I believe that these structures are not only important to our past but also to our future, as they serve as tangible reminders of our shared heritage and help us understand our community. Furthermore, being a part of the Historical Preservation Committee would allow me to work with other dedicated individuals who share my passion for preserving the past. Together, we can identify and protect important historical sites, educate the community about the significance of these structures, and find creative solutions for their preservation. By preserving our past, we can build a stronger and more connected community for generations to come.

Lastly, it is essential that everyone in our community has access to safe, affordable housing and the essential public services they require to thrive. I am excited about the possibility of joining the City of Costa Mesa's Housing and Public Service Grants Committee, as I believe that these issues are essential to building a strong and vibrant community. I have previously served on this committee and am able to actively promote community understanding of activities funded by the U.S. Department of Housing and Urban Development (HUD) and Community Development Block Grants (CDBG). I believe it is crucial for our community members to comprehend how these funds are utilized to support affordable housing and essential public services. We can create a more equitable and just community by identifying and funding programs that provide essential services our community organizations in need. Despite the fact that this committee meets as needed, I believe that its work is essential to ensuring that our community members have access to the resources they require to thrive. By serving on this committee, I can contribute to the development of a stronger, better-connected, and more equitable community for all Costa Mesa residents.

Q4

As a Committee member, what ideas or projects are of interest to you?

If I were appointed to the Animal Services Committee, I would be thrilled to have the opportunity to make a positive impact on the well-being of our community's animals. One particular area of interest to me would be improving the City's Dog Park. While the Dog Park is a wonderful resource for our community, I believe that there is still room for improvement. For instance, I would be interested in exploring ways to make the park more accessible to individuals with disabilities, such as making the park's surface more even. This would also reduce the complaints I hear almost every time I visit the park about the degraded field. I would also be interested in exploring ways to make the park more environmentally sustainable, such as by installing solar-powered structures or water-saving features. In addition to improving the Dog Park, I would also be interested in exploring other projects and initiatives that promote the health and well-being of our community's animals. For instance, I would like to explore ways to increase pet adoptions and decrease the number of animals in our local shelters. We can engage a larger audience and bring attention to the necessity of adopting our shelter's animals by partnering with local organizations to conduct more Adoption Drives, similar to those I helped plan for the County. I would also be interested in exploring ways to educate our community about responsible pet ownership and animal welfare, such as by offering workshops or hosting informational events. Overall, I am excited about the possibility of serving on the Animal Services Committee and contributing to projects and initiatives that make a positive difference in the lives of our community's animals.

Q5

Respondent skipped this question

Optional Resume:

Q6

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	Kalvin Alvarez
Address:	[REDACTED]
City/Town:	[REDACTED]
ZIP/Postal Code:	[REDACTED]
Email Address:	[REDACTED]
Phone (cell):	[REDACTED]

Q7

By checking this box and typing my name below, I am electronically signing my application.

Signature Required:

Q8

Full Name:

Kalvin Alvarez

#3

COMPLETE

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Started: Tuesday, October 03, 2023 7:24:51 PM
Last Modified: Tuesday, October 03, 2023 7:28:26 PM
Time Spent: 00:03:35
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Daniel J Baume

Q2

Indicate the name of the Committee you are interested in serving on:

Fairview Park Steering Committee ,
Housing and Public Service Grants Committee ,
Historical Preservation Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I wish to serve on this committee to help serve the residents of Costa.

Q4

As a Committee member, what ideas or projects are of interest to you?

FVP master plan, 50 years and still in Costa Mesa, Proper division of funding & grants.

Q5

Respondent skipped this question

Optional Resume:

#1

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Tuesday, October 03, 2023 7:07:57 PM
Time Spent: 00:54:32
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Becks Heyhoe

Q2

Housing and Public Service Grants Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have been working in the human services sector for over fifteen years and currently work for OC United Way as the Executive Director of United to End Homelessness. I also serve as the Vice Chair of the Continuum of Care Board which is responsible for the oversight and administration of over \$35m of federal funding to address homelessness. As a resident of Costa Mesa I have served on previous city homelessness and neighborhood improvement task forces and would be honored to serve my city in this capacity.

Q4

As a Committee member, what ideas or projects are of interest to you?

I would be most interested in looking into ideas and projects that would support all Costa Mesa residents to have stable, accessible housing and community supports that allow them to thrive.

Q5

Respondent skipped this question

Optional Resume:

#8

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, October 06, 2023 9:46:30 AM
Last Modified: Friday, October 06, 2023 1:27:10 PM
Time Spent: 03:40:40
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Andrea Schmidt

Q2

Housing and Public Service Grants Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

With over 7 years of Public Affairs experience working with local Health Care and Domestic Violence Shelter non-profit organizations, I've had the ability to build strong community relationships that have given me a deeper understanding of the needs, lack of resources, and opportunities for growth in our community.

Now, my partner and I live in Westside Costa Mesa where we plan to build our life together. I hope to bring a unique perspective to the committee as a young, latina who came from a lower middle class household and was the first person in my family to get a Bachelor's Degree.

Q4

As a Committee member, what ideas or projects are of interest to you?

Projects that will help uplift BIPOC communities, provide resources to our young people, and allow growing families to thrive are of extreme interest to me. Specifically, I'd love to help increase housing affordability so young people can afford to live in Costa Mesa and our unhoused population and struggling addicts can have a roof over their head. Costa Mesa is an incredibly diverse and lively city with a rich history that has so much potential for innovative projects and solutions.

Q5

Respondent skipped this question

Optional Resume:

#6

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, February 19, 2023 7:31:29 PM
Last Modified: Sunday, February 19, 2023 7:45:39 PM
Time Spent: 00:14:10
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Jose Gomez

Q2

Indicate the name of the Committee you are interested in serving on:

Active Transportation Committee ,
Housing and Public Service Grants Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I want to serve on both the Active Transportation and the Housing and Public Service Grants committee to help the people of my community. I want to be the voice of the people, and I know what the people want, especially younger voices in the community that get unnoticed. Some of my qualifications would be that I know how to lead due to being a former Boy Scout, Senior Patrol Leader position, and being an intern for City Councilmen Manuel Chavez. I am also on Estancia's Honor Roll and a Lyceum member. Nevertheless, some of my experience comes in the form of listening to my community and knowing what the people want. As mentioned before, I also believe that my leadership skills would be a beneficial addition to the committee.

Q4

As a Committee member, what ideas or projects are of interest to you?

As an Active Transportation committee member, I would strive for safer, clear, and better bike lanes and sidewalks. I would also try to make the streets safer by regulating the speed at which cars go, especially in certain places. And as a Housing and Public Service Grants committee member, I would want to make sure that the public is aware that there are resources for them, especially for those who may not understand as well due to language barriers. Not to mention that I would also like to gain the trust of those people, as the saying goes "There is nothing scarier than the government coming and saying 'Don't worry! I'm here from the government and I'm here to help'".

Q5

Respondent skipped this question

Optional Resume:

#19

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, March 03, 2023 9:18:13 AM
Last Modified: Friday, March 03, 2023 9:22:15 AM
Time Spent: 00:04:01
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Randall Hoppe

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,
Active Transportation Committee ,
Fairview Park Steering Committee ,
Finance and Pension Advisory Committee ,
Historical Preservation Committee ,
Housing and Public Service Grants Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a mid 30's individual and resident of Costa Mesa I think it is important to have additional representation of the community in local government. I have been getting more and more interested in the policies that affect myself and the community in which I reside. Having additional insight and potential input into the local community sounds like a good way to be involved and make a difference in the area in which I live.

Q4

As a Committee member, what ideas or projects are of interest to you?

I wouldnt say that there is a particular area in which I am interested. I am interested in an over arching view of the entire process. To understand better how the policy works and the process in which it happens.



Randall Hoppe

917 W 19th St, B Costa Mesa, CA 92627 · (408) 839-0262 · randallrhoppe@gmail.com

Marketing Strategist I Social Media Strategist I Brand Builder

EDUCATION

Bachelor of Science in Communications (Organizational/Professional), Minor in Public Relations
California State Polytechnic University, Pomona, June 2010

Master of Science in Marketing
United States Sports Academy, December 2013

WORK EXPERIENCE

Advertising and Brand Marketing Manager, K1 Speed.
Irvine, CA

Jun 2013-Present

- Develop quarterly and yearly marketing strategy and calendar.
- Plan, create and implement all marketing projects that promote goodwill and enhance sales/promote K1 Speed.
- Develop and main company national brand identity and yearly marketing campaigns.
- Manage annual Marketing and PR budget \$10M.
- Manage paid media buys for all 60 locations worldwide. (TV, radio, billboards, print publications, Google Adwords, Social Media, etc).
- Develop in store sales promotions to increase traffic and drive sales at the local level.
- Oversee the planning, creation, and execution of all Social Media and Influencer Marketing initiatives.
- Oversee and maintain active partnerships with sporting organizations and national brands.
- Create cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiate new media and sponsorship opportunities (i.e. media reviews, event sponsorship, etc.).
- Monitor advertisement-response data.
- Competition research (competitor email campaigns, social media, and digital marketing campaigns).
- Develop graphic elements for digital advertising, print advertising, and web.
- Manage daily relationship with third party vendors and agencies.
- Reconcile overall marketing and location restaurant marketing budgets in relation to the P&L.
- Work with Director of Operations and local Managers to create plans, develop marketing tactics, and execute programs with the goal of increasing sales and guest counts.
- Continue to monitor and uncover local marketing opportunities that align with marketing strategy and objectives

Marketing Director, Rebel Coast Winery
Redondo Beach, CA

Sep 2013-Oct 2014

- Planned, created and implement all marketing projects that promote goodwill and enhance sales/promote Rebel Coast.
- Planned, created, and execute all Media Buy initiatives for Rebel Coast Winery.
- Planned, created, and execute all Social Media initiatives for Rebel Coast Winery.
- Sustained database of all industry contacts and update when necessary.
- Drafted, finalized and distribute press releases based on Rebel Coast Winery's needs.
- Created, built, and retain relationships with all industry magazine and press associates.
- Created cross promotional marketing objectives with charities, outside industry contacts, and partners.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Monitored advertisement-response data; prepare presentations for the company.
- Competition research (i.e. competitor email campaigns, web development, Social Media).

Adjunct Professor, Pacifica College
Anaheim, CA

Sep 2013-Dec 2014

- Introduction to Sports Marketing and Social Media.

Marketing and PR Director, EVS Sports
Rancho Dominguez, CA

Oct 2012-Jun 2013

- Planned, create and implement all marketing projects that promote goodwill and enhance sales/promote EVS products.
- Managed annual Marketing and PR budget of \$100K.
- Managed EVS' entire social media network.
- Sustained database of all industry contacts and update when necessary.

- Drafted, finalize and distribute press releases based on EVS' needs.
- Created, build and retain relationships with all industry magazine associates.
- Collaborated with the Athlete Marketing Manager and Inside Sales Reps to facilitate and implement specials.
- Created cross promotional marketing objectives with charities, outside industry contacts.
- Developed strategic sales and marketing plans to increase brand awareness and sales by utilizing EVS Athletes.
- Launched sales promotions in a timely manner that coincides with EVS sponsored events, holidays, races, etc.
- Assisted in developing athlete marketing and sales campaigns to achieve company sales goals.
- Managed CRM database and mass email schedule.
- Facilitated new product launches.
- Collected testimonials pertaining to EVS products and use accordingly in marketing plan.
- Initiated new media and sponsorship opportunities (i.e. magazine product reviews, event sponsorship, etc.).
- Assist with new and updated product copy from year to year.
- Performed catalog proofing.
- Competition research (i.e. competitor email campaigns, web development, social media).

Marketing Manager, Revgear Sports Co.

Mar 2012-Oct 2012

Van Nuys, CA

- Managed all social media content (Facebook, Twitter, YouTube, and blog).
- Managed Revgear pro and amateur athletes; as well as coaches, gym owners, and Ring Girls.
- Processed and coordinated fulfillment of sponsorship requests and fighter contract obligations.
- Maintained relationship with media.
- Digital and print marketing metric analysis.
- Maintained digital, video, print archives.
- Managed Email and CRM Marketing.
- Provided copy for Quarterly Revgear catalog; in addition to quarterly licensee catalogs.
- Coordinated product filming and photo shoots.
- Created new "outside of the box" marketing programs.

Manager of Marketing and Promotions, Homestead Miami Speedway

Feb 2011-Jan 2012

Homestead, FL

- Assisted VP of Marketing/Sales and Director of Marketing.
- Maintained Speedway's website (content generation, information/ad placement, web design/layout).
- Managed all social media content and blogger outreach.
- Lead development and launch of Speedway's Mobile Application in coordination with third party vendor.
- Oversaw development and continued maintenance of Mobile Website with Speedway's I.T. department.
- Created all graphics and graphic media (tickets, flyers and brochures, ads, signs).
- Created innovative promotions (on-line contests, text-to-win).
- Maintained facility signage, design, and placement.
- Facilitated drivers for press conferences and media appearances.
- Coordinated and documented driver press conferences.
- Draft and finalize press releases when needed (in conjunction with PR dept.)
- Worked efficiently with ad agency.
- Managed entertainment for and during events.
- Managed community outreach and marketing via grassroots marketing events (street teams, show car).
- Photo and written documentation of every in market events.
- Managed yearly promotional budget while reducing expenses and increasing Speedway's market exposure.

Director of Marketing and Promotions, Irwindale Speedway

Jan 2010-Feb 2011

Irwindale, CA

- Assisted General Manager and Corporate Sales Executives
- Maintained social media websites (Twitter, Facebook, and Constant Contact Email Marketing).
- Maintained website updates and content.
- Facilitated drivers for press conferences and media appearances.
- Managed bands and car clubs on event nights.
- Formatted and published monthly Speedway Newsletter. Formatted and published monthly Speedway Newsletter.
- Designed and published weekly promotional flyers, tickets, programs.
- Managed community outreach and marketing.
- Photographed and documented each event.
- Processed and scheduled mascot appearances and event requests.

SKILLS

Proficient in: Microsoft Word, PowerPoint, Excel, Outlook, Calendar and Publisher; Adobe Photoshop; VideoPad Video Editor. Working knowledge of FinalCut; Basic knowledge of HTML

LEADERSHIP EXPERIENCE

Guest Professor, University of Miami Sports Administration Program; Marketing and New Media

October 2011

Panel Member, ISC Marketing Summit 2012-Digital/Social Media

January 2012

Pi Kappa Alpha Fraternity-Kappa Psi Chapter, Public Relations Chair

Dec. 2007-Mar. 2009

#31

COMPLETE

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Started: Wednesday, March 08, 2023 4:35:40 PM
Last Modified: Wednesday, March 08, 2023 4:44:10 PM
Time Spent: 00:08:29
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Dianne Louise Russell

Q2

Housing and Public Service Grants Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have served on the committee several times. Last year as a member of the Planning Commission I was appointed as the Commission liaison to the HPSG Committee. I believe my experience as a committee member and former non-profit service provider will be useful in the process.

Q4

As a Committee member, what ideas or projects are of interest to you?

One of my main interests in in housing and homelessness, along with supportive services. As a senior citizen I am interested in issues related to senior services. The future relies on having youth that have services that support their health and mental development.

Q5

Respondent skipped this question

Optional Resume:

#7

COMPLETE

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Last Modified: Thursday, October 05, 2023 10:02:25 PM
Time Spent: 00:05:32
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Aaron McCall Craddolph

Q2

Housing and Public Service Grants Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have had the honor and privilege to serve on this committee for 2 terms, and I am now in a place where I see the opportunities to further empower this committee to aid City Staff and Council to expand potential applicants and develop processes that will address community needs in a holistic way that align with the current priorities of the community and council. We have a real opportunity to push for changes that will open up funding for new projects while conserving past priorities.

Q4

As a Committee member, what ideas or projects are of interest to you?

I'm very interested in developing programs so neighborhoods can have microgrants for neighborhood beautification, park improvement etc. There are many projects which could be served by CBDG funding now that we are out of austerity management. Additionally, I enjoy working on refining the application process so that we can review other projects - while creating mechanisms to continue funding longstanding projects like meals on wheels.

Q5

Respondent skipped this question

Optional Resume:

#23

COMPLETE

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Last Modified: Monday, March 06, 2023 9:06:04 PM
Time Spent: 00:18:20
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Kevin Kott

Q2

Housing and Public Service Grants Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I wish to serve to help the community and have a greater understanding of how things work in respect to housing and why they work that way.

I have a large amount of experience in leasing out residential and commercial property in the City of Costa Mesa and Orange County. I work for a family owned and operated real estate brokerage named Paul Kott Realtors, Inc.. My father is the one who founded the company. We just celebrated 40 fantastic years in serving others. I received my license in August of 2019. Since then I have been fascinated by the multifamily space. I have personally listed multifamily properties in Costa Mesa. It has been a dream of mine to own such a property. I am not far away from making that dream a reality.

Before I worked in real estate I worked at farmers insurance. It started as a summer job. I ended up getting my license and working at an office here in Costa Mesa. I saved my money and purchased a small book of business 2015. During which time I learned about the exposures that drivers, tenants, landlords, and homeowners face day to day. I sold my practice to Dan Kitajima in 2018.

Q4

As a Committee member, what ideas or projects are of interest to you?

Development, ADUs, Rent Assistance Programs, Zoning, Sober Living Programs, Senior Housing Programs, State of California Low Income Housing Quotas, Opportunity Zones, and community educational programs for tenants and landlords.

#4

COMPLETE

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Last Modified: Thursday, October 05, 2023 11:25:03 AM
Time Spent: 00:19:02
IP Address: [REDACTED]

Page 1

Q1

Full Name:

MICHAEL JOHN GANCAR

Q2

Housing and Public Service Grants Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have a developmentally disabled adult daughter and have long been interested in low cost housing.

Q4

As a Committee member, what ideas or projects are of interest to you?

Low cost housing for the disabled.

Q5

Optional Resume:

MJG%20Resume%2010-2023.pdf (110.8KB)

Michael J. Gancar
253 Flower St
Costa Mesa, CA 92627
Cell: 714-323-7612
mikegancar@sbcglobal.net

MAJOR ACCOMPLISHMENTS:

Headed the start-up US subsidiary of an international manufacturer of control valves increasing revenues 10-fold while attaining and sustaining profitable operation.

Directed the world-wide marketing and sales functions of a major severe service control valve manufacturer through turn-around, growth and profitability phases.

Planned and managed the successful introduction of new engineered products resulting in increased market share, revenues and profitability.

Initiated and established alliances and partnerships resulting in increased market penetration.

Played a major role in the successful divesting of a \$20 million dollar division to a foreign entity.

Developed and implemented sales compensation and incentive programs designed to attract and retain technical sales staff.

PROFESSIONAL EXPERIENCE:

Retired

Jan 2016 - Current

President

MJG Consulting, Newport Beach, CA

Feb 2009 – Dec 2016

Provided management, marketing and sales consultation to client experiencing significant financial and sales difficulties. Actively participated in the successful sale of the company.

Developed and implemented the international marketing and sales strategy of an engineered products manufacturer.

Active member of the Board of Directors of engineered products manufacturing client

Researched and recommended potential markets and product requirements for a client developing a unique automatic hands-free faucet for both industrial and residential markets.

President

Bermad, Inc. Anaheim, CA

Oct 1985 – Feb 2009

Directed all operating, marketing, financial, purchasing, compliance, human resources and administrative functions of this US subsidiary serving the municipal water, agricultural irrigation and fire protection markets.

Planned and implemented business development and marketing plans that resulted in a 10-fold increase in revenues while attaining and sustaining profitability.

Hired, trained, developed, mentored, and managed a staff responsible for sales, application engineering, inventory control, assembly, customer service, accounting and office management.

Established and engrained a culture of technical and commercial customer service excellence that resulted in increased market penetration and company recognition as a highly reputable and respected supplier.

Initiated and negotiated marketing partnerships and private label agreements increasing market penetration and share.

Planned and implemented the US introduction of two new product lines that now represent 50% of revenues.

Proposed and participated in relocating the company to a more business friendly location that provided better access to existing and potential markets and increased the availability of qualified staff and labor.

Vice President, Sales & Marketing

Babcock & Wilcox / IMI – Control Components Inc., Irvine, CA

May 1979 - Oct 1985

Managed world-wide marketing, sales, service, parts, and contract administration functions of this \$20 million severe service control valve manufacturer serving the power, petro-chemical and refining industries.

Developed strategic and tactical marketing and sales plans in concert with company plans that quickly returned company to profitability and then to revenue and profit growth. Led the department through this turnaround and subsequent growth phase.

Actively participated in task force charged with divesting now profitable division that resulted in successful sale of the company to IMI in 1981. Retained by IMI.

Planned and directed the successful introduction of two IMI product lines to the US market resulting in increased revenues of over \$3 million within two years.

Assisted in negotiations that established a US partnership with foreign valve manufacturer that greatly broadened product offering. Led the marketing portion of new product development activities.

National Sales Manager

Babcock & Wilcox – Bailey Controls Company, Wickliffe, OH

August 1977 – May 1979

Re-focused the direct sales force of 125 salespeople, 22 district and 8 regional offices for this \$150 million manufacturer of instrumentation and control products and systems for the power, petrochemical and refinery industries by:

Implemented a compensation and incentive plan to attract/retain qualified salespeople and provide incentive toward generating sales rather than do application engineering.

Directed the development and implementation of training programs and reporting systems that emphasized the sales side of the process.

Manager, Industrial Marketing & Sales

Lord Kinematics, Erie, PA

April 1969 - August 1977

Progressed from New Jersey based Sales Engineer to corporate based Director, Industrial Marketing and Sales for this \$125 million manufacturer of vibration, shock, and noise control products.

EDUCATION:

B.S. - Business Administration/Marketing - Gannon University, Erie, PA

Newark College of Engineering, Newark, NJ - 2 ½ years – Mechanical Engineering

#11

COMPLETE

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Last Modified: Monday, October 09, 2023 4:55:50 PM
Time Spent: 00:37:33
IP Address: [REDACTED]

Page 1

Q1

Full Name:

MARSHA A WOOD

Q2

Indicate the name of the Committee you are interested in serving on:

**Housing and Public Service Grants Committee ,
Historical Preservation Committee**

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have a great appreciation of good architectural design.

I am an Architectural Color Consultant with @ 30 years working in the Home Building Industry. I have experience in Land planning and architectural firms. I started out in fine art then commercial art and eventually studied architectural design. I love Costa Mesa and would like to contribute with my skills and experience.

Q4

As a Committee member, what ideas or projects are of interest to you?

I'm not aware of specific any specific Historical projects.

Q5

Respondent skipped this question

Optional Resume:

***To submit form via e-mail, please save application, fill in, and send to cityclerk@costamesaca.gov. Upon receipt, a confirmation will be sent.

If you **DO NOT** receive a confirmation, please contact our office as soon as possible at (714) 754-5225.

City of Costa Mesa Application for Committee Appointment

All information on this page only, is considered public information and will be released to the public, including being posted on the City's website.

Name: Eileen J. Cirillo

Indicate the name of the committee you are interested in serving on:
Mobile Home Advisory Board



City of Costa Mesa
77 Fair Drive, Costa Mesa, CA 92626

1. Indicate why you wish to serve on this committee. Provide any experience or qualifications you may possess that you think would be beneficial to this committee. A resume (optional) may be attached. (Note: All information contained on the resume is public information, will be distributed to the public and posted on the City's website).

I have been a resident of Costa Mesa since 2009.

I have been an owner of mobile home parks for over forty years. One of the parks is located in Orange County.

I have been involved in day to day park operations on the local level.

I have been involved with improving and upgrading our community facilities including major renovations to the park clubhouse.

I have assisted on-site managers in presenting community events for our residents to inform and educate our residents on various local issues and/or services that might impact them.

I have been involved in our park owners' associations both locally and on the state level.

2. As a committee member, what ideas or projects would you like to review or propose?

As a member of the mobile home advisory board, I would like to help facilitate positive and ongoing communications between mobile home park owners and mobile home residents. If issues and concerns are brought to the board in a calm, reasonable manner, I would strive to find a solution and resolve the issue to the benefit of all parties. As a mobile home park owner, I am aware that we provide affordable housing, but we also need to be able to maintain our mobile home parks for the safety and well-being of our residents.

Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

3. Contact Information:

Name: _____
 Street: _____
 City: _____ Zip: _____
 Phone (cell): _____ (home): _____
 E-mail Address: _____

By checking this box and typing my name below, I am electronically signing my application.

Signature: EILEEN J. CIRILLO Date: 4/11/2019

Please submit application by mail, fax, email or bring to City Hall (77 Fair Drive) no later than 5 p.m. on Wednesday, March 6, 2019.

Mailing Address: City Clerk's Office
City of Costa Mesa
P.O. Box 1200
Costa Mesa, CA 92628-1200
Phone: (714) 754-5225
Fax: (714) 754-4942
cityclerk@costamesaca.gov

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 16, 2023 12:42:07 PM
Last Modified: Thursday, February 16, 2023 1:05:03 PM
Time Spent: 00:22:56
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Syed Zia Hussain

Q2

Indicate the name of the Committee you are interested in serving on:

Active Transportation Committee ,
Fairview Park Steering Committee ,
Historical Preservation Committee ,
Housing and Public Service Grants Committee ,
Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have conducted research on "Effect of New High-Density Housing on Walkability in Costa Mesa" and have presented at the OCC symposium and recently presented to the student of Malmo University Sweden, invited by Director of Transport Management studies Professor Carl Magnus Carlsson. I ran a meetup group called "OC Smart City Developers" that is a group of Architecture, Urban Planning and Landscape Arch. students and professionals. I was the only Costa Mesa resident who stood for first bike lane at Fairview Park and CM school. I remember I was at the bikeway committee meeting and wanted to invite the members to my community event which was on the book Happy City by Charles Montgomery.

I have travelled and visited many parts of Europe especially Denmark (walking street; Stroget), lived in Netherlands for five years, visited Sweden many times and visited several other EU countries and Middle East.

I am in my final semester in my second undergraduate degree. I have management degree from Stenden University Netherlands and in final semester with Urban Planning undergraduate degree from Cal Poly Pomona. I have worked as Planning intern for City of Tustin and Planning Dept Cal Poly Pomona CSU.

I have passion for research (finding issues and trying to find best solutions)- I have people skill and do not shy away if required to do field survey and collect information to make a well informed decision. I am good with presenting.

I am a member of American Planning Association and Young Transportation Planning.

Q4

As a Committee member, what ideas or projects are of interest to you?

My vision is to make Costa Mesa the most sustainable city of Orange County and this the role of increasing walkability, parks and community justice.

I m also conducting research individually on Long Beach parks and see how they are servicing the youth and its community and what needs to be done to make it more accessible to more recreation activities.

Q5

Optional Resume:

URP-CV.docx (19.5KB)

Q6

Contact Information:Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: [REDACTED]
Address: [REDACTED]
City/Town: [REDACTED]
ZIP/Postal Code: [REDACTED]
Email Address: [REDACTED]
Phone (cell): [REDACTED]

Q7

Signature Required:

By checking this box and typing my name below, I am electronically signing my application.

Q8

Full Name:

Syed Zia Hussain

Syed Zia Hussain

Ziahussain2019@gmail.com. Cell phone: 1-714-280-3730

Education

Cal Poly Pomona, California, United States.

Bachelor of Science in Urban and Regional Planning GPA 3.1

Anticipated Dec'23

Orange Coast College, California, United States.

Associate degree in Architecture

Associate Degree in Event Management

GPA 3.36

Dec 2019

Relevant Coursework

URP 4062 Senior Project – Research on “How Mix-Use Land Contributes to Walkability in 19th Street, Costa Mesa, CA.”

URP 4350 Regional Transportation Policy and Planning - Understanding factors in land use, travel behavior, politics and finance that shape regional transportation policy choices.

URP 4040 Place-making – Field-trips, taking video/photos for land-use research short assignments. And recognize zoning standards applications and districts connectivity. Trip supervised by professor and personal from City office.

City of Costa Mesa Planning Commission - Attend meetings.

Work Experience:

Smart City Developers- Meetup Group

June 2023 - update

Community Enrichment Program – Provide information how build environment effects healthy, economic, and environment.

CivicWell 2023 Adaptation Climate Forum – Support to recruit volunteers.

Presented research work to Malmo University, Sweden.

Videography on “Impact of McBride Park Long Beach on Youth”

[McBride Park Impacts on the Youth Community Long Beach, California. - YouTube](#)

And several field trips. Group page <https://www.meetup.com/oc-smart-city-developers-meetup-group/> details on past Events page.

Volunteer Civic-Well

July '23-Aug'23

Supported in recruit volunteers for “2023 California adaptation Forum”. Supported through “Smart City Developers” meetup group.

Student Connect SoCal Community Outreach: SCAG Project

May '23-June '23

Engage public to fill out surveys, conduct street events, Research and suggest new locations for more survey

Planning Aide Intern:

June '22-July '22

Cal Poly Pomona Facility Planning and Management, CA.

Record keeping, cold calls, drawing figure grounds, site analysis, printout architectural drawing, keeping files, report writing, and administrative work.

Administrative Intern

Oct '21- Feb '22

City of Tustin Department of Community Planning, Tustin, CA.

Review variance, condition permits, and design reviews, Quality control and update code files. Customer service and attend phone calls. Review General Plan, zoning, subdivision, and environmental report review. Work as a team and individually.

Awards and Recognitions:

Researches on Walkability, Presented at OCC Symposium 2019, 2020 Topic: “*Effects of New High-Density Residency on Walkability in Costa Mesa, CA*”.

Skills: MS office, Sketch up, Rhino, AutoCAD, Adobe Creative Suite, Micro-Station, ArcGIS, InDesign, and some knowledge on HCS, SYNCHRO and the MUTCD.

Administration Skill: Comfortable working in, group and individual setting, research, excellent customer service skills, and marketing and sales experience, organizational skills, general clerical tasks, data managing, data entry, report writing, and event management.

Clubs and Organization:

- Member of OC- American Planning Association.
- Member of Young Transportation Planners, LA, and American Planning Association.
- Member of ITE (Institute of Transportation Engineering Student Chapter CPP).
- Orange Coast College: Scholarship in Architecture, and member Architecture Club.

#8

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 23, 2023 12:34:19 PM
Last Modified: Thursday, February 23, 2023 12:38:03 PM
Time Spent: 00:03:43
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Wyatt Lin

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

My family owns the Orange Coast MHP in Costa Mesa and two other parks in San Diego and I have extensive real estate experience in management different real estate asset classes.

Q4

As a Committee member, what ideas or projects are of interest to you?

Affordable housing.

Q5

Optional Resume:

WL%20Resume%20.doc (54KB)

Wyatt Lin

53 Wilder Street, San Francisco, CA 94131 · (415) 690 6354 · wyatt.lin@alumni.upenn.edu

EXPERIENCE

Fretted Cat Inc.

Costa Mesa, CA

Real Estate Consultant and Licensed California Real Estate Broker

3/2008 to present

- Advised clients on real estate investment opportunities, including property acquisition, leasing and management, and commercial loan financing.
- Conducted market research and analysis to identify value-added real estate opportunities.
- Negotiated and closed deals with property owners, landlords, and tenants.
- Collaborated with property management and leasing teams to ensure maximum returns on investments.
- Conducted financial/fiscal analysis and prepared grant submissions for various SF social equity grant recipients.
- Monitored complex grant programs and ensured compliance with grant requirements.

Sterling Bank & Trust

San Francisco, CA

First Vice-President of Commercial Real Estate

8/2006 to 2/2008

Underwrote and participated commercial real estate loans

- Perform underwriting on commercial real estate and construction loans in Northern and Southern California.
- Maintained and reviewed a portfolio of commercial real estate loans for structural analysis and credit risk rating.
- Developed relationships with a network of Bay Area banks to co-lend on TIC and commercial real estate properties.
- Sold \$20MM of construction real estate loans to smaller banks whereby receiving a 0.25% servicing fee premium.

United Commercial Bank

San Francisco, CA

Vice-President of Commercial Real Estate

1/2004 to 7/2006

Underwrote and participated commercial real estate loans

- Underwrote over \$100MM real estate loans in Northern & Southern California
- Performed cash flow valuation analysis on real estate properties and middle-market companies for debt service coverage ratios and leverage scenarios (LTV) other key financial ratios (A/R).
- Researched California real estate markets and other small manufacturing outsourcing export companies for critical success factors and key revenue growth drivers.

Vista Investments

San Diego, CA

Vice-President of Real Estate Acquisitions

1/1997 to 8/2001

- Responsible for sourcing and executing acquisitions of retail shopping centers and apartment buildings.
- Active in all aspects of investment process including evaluating investment opportunities, conducting due diligence, determining appropriate valuation and capital structure, and preparing internal investment memorandums.
- Acquired \$20MM portfolio of retail shopping centers from a REO division of United National Bank at 40% discount.
- Refinanced \$55MM in multi-family loans from 9.50% to 7.00%, resulting in annual interest savings of \$200K.

Bankers Trust

Los Angeles, CA

Financial Analyst (M&A and Real Estate)

5/1993 to 12/1996

Active Member in numerous transactions ranging from \$20MM to \$300MM for retail and industrial properties.

- Worked on leverage buyouts for financial sponsors considering potential acquisitions. Performed extensive due diligence and financial statement analysis including development of leveraged DCF model analysis, leveraged ratio analysis, and interest coverage ratio analysis.
- Analyzed proposed transactions based on pro forma/ projection modeling, optimal capital structure analysis, comparable mezzanine debt transactions and strategic considerations.
- Conducted demographic research, identified key credit risks and strengths, and drafted internal screening memorandums and capital commitment memorandums for potential transactions.

EDUCATION

University of Southern California, Marshall School of Business

Los Angeles, CA

Master of Business Administration: Real Estate Finance

University of Pennsylvania, Wharton School of Business

Philadelphia, PA

Bachelor of Science, Major: Real Estate Finance & Accounting

#38

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, March 10, 2023 4:30:07 PM
Last Modified: Friday, March 10, 2023 4:34:04 PM
Time Spent: 00:03:57
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Colette McCall Craddolph

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am A Costa Mesa Resident for the Costa Mesa Mobile Estates. I have served as an assistant park manager and am very involved in my local community. As a senior Citizen and Resident of a mobile home park for the last 10 years I offer genuine insight into this important community.

Q4

As a Committee member, what ideas or projects are of interest to you?

I am very interested in exploring Parking and public services equity, Community access to city services and programs, and access to more community green spaces.

Q5

Respondent skipped this question

Optional Resume:

#20

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 06, 2023 11:11:59 AM
Last Modified: Monday, March 06, 2023 11:14:58 AM
Time Spent: 00:02:58
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Joy Young

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I was just appointed to the committee last fall, apparently for an abbreviated term. I would like to continue serving beyond a few months as we were just beginning to make some progress as a committee.

Q4

As a Committee member, what ideas or projects are of interest to you?

The committee is in the process of making changes to the website and have discussed a "knowledge campaign" of sorts to get valuable information out to mobile home residents. The city has a lot of resources, but I don't think many mobile home owners know what is out there.

Q5

Respondent skipped this question

Optional Resume:

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, February 14, 2023 2:12:03 PM
Last Modified: Tuesday, February 14, 2023 2:21:45 PM
Time Spent: 00:09:42
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Maria Horton

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have been a Regional Manager for 21 years and have many certifications for this industry and other residential housing types. I am on the Rent Control Board for the City of Carson and have been since 2009. I also sit on the MHI National Communities Council Board of Governors. This is a nationwide association for the manufactured home industry.

Q4

As a Committee member, what ideas or projects are of interest to you?

It is important for the manufactured home residents in Costa Mesa to be aware of what is occurring in the industry and what new resources are available to them.

Q5

Respondent skipped this question

Optional Resume:



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1412

Meeting Date: 10/17/2023

TITLE:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA AMENDING TITLE 9 (LICENSES AND BUSINESS REGULATIONS) OF THE COSTA MESA MUNICIPAL CODE BY ADDING CHAPTER II (REGULATION OF CERTAIN BUSINESSES, ARTICLE 24 (JUST CAUSE RESIDENTIAL TENANT PROTECTIONS)

DEPARTMENT: CITY MANAGER'S OFFICE

PRESENTED BY: NATE ROBBINS, NEIGHBORHOOD IMPROVEMENT MANAGER

CONTACT INFORMATION: NATE ROBBINS, NEIGHBORHOOD IMPROVEMENT MANAGER, (714) 754-5274

RECOMMENDATION:

Staff recommends the City Council introduce and give first reading, waiving further reading, to Ordinance No. 23-XX Amending Title 9 (Licenses and Business Regulations) of the Costa Mesa Municipal Code by Adding Chapter II (Regulation of Certain Businesses, Article 24 (Just Cause Residential Tenant Protections) to support Costa Mesa renters facing no-fault just cause eviction.

BACKGROUND:

Assembly Bill 1482

On October 8, 2019, the Governor of California signed into law Assembly Bill 1482 (AB1482), otherwise known as the Tenant Protection Act of 2019. In summary, AB1482 prohibits owners of residential real property from evicting a tenant without just cause when said tenant has occupied a residential unit for a minimum of 12 consecutive months. AB 1482 further delineates just cause evictions into two separate categories: At-Fault and No-Fault. As their names imply, just cause at-fault evictions are triggered when a tenant performs or fails to perform specific actions that cause an owner to terminate a lease, whereas no-fault just cause evictions are actions taken by the owner to terminate a lease absent any wrongdoing by the tenant.

AB1482 allows owners to issue an at-fault just cause eviction for any of the following:

- A. Failure to pay rent
- B. Breach of a material term of the lease
- C. Allowing or causing a nuisance

- D. Committing waste
- E. Failure to execute an extension upon expiration of the lease
- F. Criminal activity
- G. Subletting in violation of the lease
- H. Failure to allow the owner to enter the real property
- I. Using the property for an unlawful purpose
- J. An employee or agent of the owner fails to vacate upon being terminated
- K. Failure of tenant to surrender the property after providing written notice of their intent to surrender

Further, AB1482 allows owners to issue a no-fault just cause eviction for any of the following:

- A. Intent to occupy the property by the owner or an immediate family member
- B. Withdrawal of the property from the rental market
- C. Complying with an order from a government agency, court, or ordinance
- D. Intent to demolish or substantially rehabilitate the property
 - i. "Substantially rehabilitate" is defined as the replacement or substantial modification of any structural, electrical, plumbing, or mechanical system that requires a permit from a governmental agency - or the abatement of hazardous materials, including lead-based paint, mold, or asbestos, in accordance with applicable federal, state, and local laws - that cannot be reasonably accomplished in a safe manner while allowing the tenant to remain living in the unit and that requires the tenant to vacate the property for at least 30 consecutive days.

Senate Bill 567

On September 30, 2023, the Governor of California signed into law Senate Bill 567 (SB567), which amends AB1482 to place additional requirements on owners of residential property when issuing no-fault just cause evictions, as well as to prescribe new enforcement mechanisms with respect to the provisions of AB1482 and SB567. Many of the new provisions take effect on April 1, 2024.

Specifically, SB567 will require owners, when issuing a no-fault just cause eviction based on an intent to occupy the property, to move into the property, or have the designated family member do so, within 90 days of the tenant vacating the unit and to maintain occupancy for a minimum period of 12 consecutive months.

Further, SB567 requires owners, when issuing a no-fault just cause eviction for intent to demolish or substantially rehabilitate the property, to provide written notice to tenants informing them of the intent to demolish or substantially rehabilitate the property, a description of the substantial rehabilitation to be completed, an approximate estimated duration of the substantial rehabilitation or expected date the property is to be demolished, and a copy of the permit or permits required to undertake the substantial remodel or demolition.

Lastly, SB567 prescribes new enforcement mechanisms by making an owner who issues a notice of eviction in violation of AB1482 and/or SB567 liable to the tenant in a civil action for damages of up to 3 times the actual damages, in addition to punitive damages.

Both AB1482 and SB567 require owners, when issuing a no-fault just cause eviction for any of the authorized provisions, to notify the tenant in writing of their right to relocation assistance or rent waiver equal to one month of the tenant's current rent. Relocation assistance must be paid directly to the tenant within 15 days of receiving the notice to vacate. An owner's failure to comply with the requirements of either Bill renders a notice of tenancy termination void.

ANALYSIS:

According to the American Community Survey (ACS) of 2018, the City of Costa Mesa has approximately 41,019 total households with roughly 60% (24,611 households) of those as renters. The 2020 Comprehensive Housing Affordability Strategy (CHAS), which derives its data from the ACS, found that 55% (13,536 households) of Costa Mesa renters face at least one of the four "housing problems" identified, which include units with physical defects (i.e., lacking a complete kitchen or bathroom), overcrowded conditions, housing cost burdened (i.e., housing costs exceed 30% of gross income), and severe housing cost burdened (i.e., housing costs exceed 50% of gross income).

Data from the Superior Court of California, County of Orange, lists Costa Mesa as having the fourth highest eviction rate among the 34 incorporated Orange County cities. Per the data, between 2020 and 2022, a total of 258 households had their tenancy terminated.

Current System of Care for Renters

Since 2020, the Costa Mesa City Council has allocated approximately \$2 million for rental assistance to keep households at-risk of eviction in their homes. The City currently funds a short-term rental assistance program providing up to 6 months of financial assistance, as well as a long-term program providing up to 24 months of financial assistance coupled with intensive case management.

The City partners with the Fair Housing Foundation (FHF) and allocates \$30,000 annually in CDBG funds to provide outreach and education regarding landlord/tenant's rights and responsibilities, housing discrimination complaint intake and investigation, landlord/tenant counseling and mediation, and enforcement and "impact litigation" via the filing of lawsuits against landlords, property managers, and other housing providers who have violated fair housing laws. FHF does not provide legal representation to individual tenants in eviction cases. FHF refers those cases to organizations that provide legal services for tenants, such as Legal Aid or the Public Law Center.

The City recently awarded \$250,000 in HOME-ARP funds to Community Legal Aid So Cal (CLA) to provide counseling and in-court representation for Costa Mesa residents facing housing-related challenges, including wrongful evictions. Between July 1 and September 30, CLA closed 92 cases involving Costa Mesa residents; 30 were related to housing issues and 22 of the 30 were related to evictions.

Over the past two years, the Costa Mesa City Council has awarded nearly \$11 million in Federal, State and County funds to produce affordable rental housing for very low and extremely low-income individuals and families through Project Homekey Motel conversions (Motel 6 and Travelodge for a combined total of \$10 million for 164 new affordable housing units to serve veterans, seniors, and other unhoused individuals; and almost \$1 million for the development of another 8 affordable housing units serving 36 families).

Costa Mesa Tenant Protection Ordinance

Despite the efforts of both the State via the Tenant Protection Act and the City with its current system of care, Costa Mesa renters continue to face eviction-related challenges. Many renters that experience evictions are lower income individuals and families who already have a high housing cost burden and limited “extra” funds to pay for moving costs. Renters are also typically given short notice to vacate the residence and limited relocation assistance, which is typically not sufficient to pay first and last month’s rent or the security deposit necessary to secure another place to live. These circumstances when taken together cause housing instability for Costa Mesa families and can lead to homelessness and an overtaking of local services and safety net programs.

In an effort to further enhance the provisions outlined in AB1482 and SB567, as well as augment our own system of care, and pursuant to City Council direction, City staff have prepared a Tenant Protection Ordinance (Ordinance) that would increase protections for, and provide additional support to, renters facing no-fault just cause eviction. The proposed Ordinance is identical to the provisions outlined in AB1482 and SB567 with a few noteworthy enhancements:

1. In addition to the provision requiring owners to notify tenants of their intent to issue a no-fault just cause eviction, the Ordinance would require owners to notify the City within 72 hours after giving notice to their tenant. Failure to properly notify would render a notice to vacate void.
 - Justification- The key to preventing homelessness as a result of eviction is early detection. While existing law provides protection for tenants facing eviction, City involvement will increase owner accountability, ensure tenants are fully aware of their rights, and allow the City to provide additional support to improve outcomes for all.

2. The Ordinance would require owners to pay tenants being issued a no-fault just cause eviction relocation benefits equal to two (2) months of Fair Market Rent (FMR) as determined annually by the U.S. Department of Housing and Urban Development (HUD).
 - Justification- Households occupying a unit for more than 12 months are likely paying substantially less rent than they would for a similar unit on the market at present day. Therefore, upon eviction, housing cost burdened families struggle to find a rental unit of

an equivalent cost and struggle to pay first and last month’s rent and a security deposit when relocation assistance under State law consists only of the current rent for one month. To ensure evicted households have the financial means to secure an alternative housing option, staff recommends that relocation assistance be based on FMR.

The following table represents the relocation assistance rates proposed in the draft Ordinance (i.e., two-times HUD Fair Market Rent):

ZIP Code	Studio	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
92626	\$4,540	\$4,940	\$5,940	\$8,060	\$9,440
92627	\$3,840	\$4,200	\$5,040	\$6,840	\$8,000

ALTERNATIVES:

The City Council can elect to forgo adopting a Tenant Protection Ordinance, which would cause evictions in Costa Mesa to only follow provisions outlined in AB1482 and SB567.

FISCAL REVIEW:

While no additional funding is needed to adopt a Tenant Protection Ordinance, monitoring and enforcement of said ordinance would require staff time and may result in the need for additional staff, contract services and legal services.

If the City Council decides to approve the draft Ordinance, staff will return to the Council concurrently with the second reading of the Ordinance with specific recommendations and cost estimates for augmenting staff and/or contract services necessary to implement and enforce the ordinance.

LEGAL REVIEW:

The City Attorney’s office has reviewed this report and the draft ordinance and approved them as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the following City Council Goal:

- Diversify, Stabilize and Increase Housing to Reflect Community Needs

CONCLUSION:

Staff recommends the City Council introduce and give first reading, waiving further reading, to Ordinance No. 23-XX Amending Title 9 (Licenses and Business Regulations) of the Costa Mesa Municipal Code by Adding Chapter II (Regulation of Certain Businesses, Article 24 (Just Cause Residential Tenant Protections) to support Costa Mesa renters facing no-fault just cause eviction.

ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA AMENDING TITLE 9 (LICENSES AND BUSINESS REGULATIONS) OF THE COSTA MESA MUNICIPAL CODE BY ADDING CHAPTER II (REGULATION OF CERTAIN BUSINESSES, ARTICLE 24 (JUST CAUSE RESIDENTIAL TENANT PROTECTIONS)

WHEREAS, The California Legislature adopted the Tenant Protection Act of 2019 (Civil Code section 1946.2, *et seq.*, the “Act”) which, as of January 1, 2020, provides “just cause” eviction protections to qualifying tenants of certain residential real property, and amended the Act pursuant to SB 567 in 2023 to add additional requirements to take effect on April 1, 2024; and

WHEREAS, The Act, in subsection (g)(1)(B) ((i)(1)(B) of Civil Code Section 1946.2 as amended), states that a local ordinance requiring “just cause” for landlords to terminate a residential tenancy is valid and will prevail over the Act so long as the just cause eviction protections in the local ordinance are consistent with the Act and, so long as the ordinance, as supported by binding legislative findings of the local government, is “more protective” than the Act by: further limiting the reasons for terminating a residential tenancy, providing for higher relocation assistance, or providing additional tenant protections that are not otherwise prohibited by law; and

WHEREAS, The City of Costa Mesa (“City”) is a California General Law city with broad “police powers” vested in municipalities by California’s Constitution, pursuant to which the City may make and enforce laws necessary to protect and preserve the health, safety, and general welfare of its residents; and

WHEREAS, Pursuant to this broad authority and express authorization in the Act, the City Council for the City of Costa Mesa (“City Council”) finds it necessary and appropriate to adopt a local ordinance establishing “just cause” eviction protections that are both consistent with the just cause projections of the Act and “more protective” than the Act in specified circumstances; and

WHEREAS, Based upon all matters presented to it in connection with its consideration of this ordinance, the City Council finds and declares that the legislative findings and declarations made herein are true, correct, and binding, and that all legal prerequisites to the adoption of this ordinance have been duly performed.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COSTA MESA DOES ORDAIN AS FOLLOWS:

SECTION 1. Title 9 (LICENSES AND BUSINESS REGULATIONS) of the Costa Mesa Municipal Code is hereby amended by adding Chapter II (REGULATION OF CERTAIN BUSINESSES, ARTICLE 24 (JUST CAUSE RESIDENTIAL TENANT PROTECTIONS) to read as follows:

CHAPTER II

ARTICLE 24.

JUST CAUSE RESIDENTIAL TENANT PROTECTIONS.

Section 9-400

Findings and Purpose

Section 9-401

Definitions

Section 9-402

Just Cause Required for Terminating a Residential Tenancy; Just Cause Defined

Section 9-403

Notices to Terminate a Tenancy for Curable Lease Violations and No-Fault Just Cause

Section 9-404

Relocation Assistance; Specified Circumstances

Section 9-405

Notice to Tenants of California Limits on Rent Increases

Section 9-406

Exclusions from Article

Section 9-407

Waiver of Rights Ineffective

Section 9-408

Violations and Enforcement

Section 9-400

Findings and Purpose.

In compliance with subdivision (g)(1)(B) of California Civil Code Section 1946.2 ((i)(1)(B) of section 1946.2 of the California Civil Code effective April 1, 2024), the City Council for the City of Costa Mesa finds and declares that:

A. The provisions of this Article requiring “just cause” for termination of a residential tenancy are consistent with Section 1946.2 of the Civil Code; and

B. The provisions of this Article are more protective than Section 1946.2 of the Civil Code by providing for higher relocation assistance and the imposition of civil penalties in specified circumstances, and by including additional tenant protections that are not prohibited by any other provision of law.

Section 9-401

Definitions.

In addition to the terms and phrases otherwise defined in this Article, the following terms shall have the meaning given:

“Fair Market Rent” shall mean the Department of Housing and Urban Development Final Fair Market Rents Documentation System for the Santa Ana-Anaheim-Irvine, CA HUD Metro FMR Area, FMRs for All Bedroom Sizes, for the fiscal year in which the action is taken.

“Owner” includes any person, acting as principal or through an agent, having the right to offer residential real property for rent, and includes a predecessor in interest to the owner, except that this term does not include the owner or operator of a mobile home park, or the owner of a mobile home or his or her agent.

“Residential real property” includes any dwelling or unit that is intended for human habitation.

“Tenancy” means the lawful occupation of residential real property and includes a lease or sublease, and “tenant” means an individual in lawful occupation of residential real property and includes a lease or sublease.

Section 9-402 Just Cause Required for Terminating a Residential Tenancy; Just Cause Defined.

A. Notwithstanding any other law, after a tenant has continuously and lawfully occupied a residential real property for 12 months, the owner of the residential real property shall not terminate the tenancy without just cause, which shall be stated in the written notice to terminate tenancy. If any additional adult tenants are added to the lease before an existing tenant has continuously and lawfully occupied the residential real property for 24 months, then this subdivision shall only apply if either of the following are satisfied:

1. All of the tenants have continuously and lawfully occupied the residential real property for 12 months or more.

2. One or more tenants have continuously and lawfully occupied the residential real property for 24 months or more.

B. For purposes of this Article, "just cause" includes either at-fault just cause or no-fault just cause:

1. "At-fault just cause" includes any of the following:

a. Default in the payment of rent.

b. A breach of a material term of the lease, as described in paragraph (3) of Section 1161 of the California Code of Civil Procedure, including, but not limited to, violation of a provision of the lease after being issued a written notice to correct the violation.

c. Maintaining, committing, or permitting the maintenance or commission of a nuisance as described in paragraph (4) of Section 1161 of the California Code of Civil Procedure.

d. Committing waste as described in paragraph (4) of Section 1161 of the California Code of Civil Procedure.

e. The tenant had a written lease that terminated on or after January 1, 2020, or January 1, 2022, if the lease is for a tenancy in a mobilehome, and after a written request or demand from the owner, the tenant has refused to execute a written extension or renewal of the lease for an additional term of similar duration with similar provisions, provided that those terms do not violate this Article or any other provision of law.

f. Criminal activity by the tenant on the residential real property, including any common areas, or any criminal activity or criminal threat, as defined in subdivision (a) of Section 422 of the California Penal Code, on or off the residential real property, that is directed at any owner or agent of the owner of the residential real property.

g. Assigning or subletting the premises in violation of the tenant's lease, as described in paragraph (4) of Section 1161 of the California Code of Civil Procedure.

h. The tenant's refusal to allow the owner to enter the residential real property as authorized by Sections 1101.5 and 1954 of the California Civil Code, and Sections 13113.7 and 17926.1 of the California Health and Safety Code.

i. Using the premises for an unlawful purpose as described in paragraph (4) of Section 1161 of the California Code of Civil Procedure.

j. The employee, agent, or licensee's failure to vacate after their termination as an employee, agent, or licensee as described in paragraph (1) of Section 1161 of the California Code of Civil Procedure.

k. When the tenant fails to deliver possession of the residential real property after providing the owner written notice as provided in Section 1946 of the California Civil Code of the tenant's intention to terminate the hiring of the real property, or makes a written offer to surrender that is accepted in writing by the landlord, but fails to deliver possession at the time specified in that written notice as described in paragraph (5) of Section 1161 of the California Code of Civil Procedure.

2. "No-fault just cause" includes any of the following:

a.(i) Intent to occupy the residential real property by the owner or their spouse, domestic partner, children, grandchildren, parents, or grandparents for a minimum of 12 continuous months as that person's primary residence.

(ii) For leases entered into on or after July 1, 2020, or July 1, 2022, if the lease is for a tenancy in a mobilehome, clause (i) shall apply only if the tenant agrees, in writing, to the termination, or if a provision of the lease allows the owner to terminate the lease if the owner, or the owner's spouse, domestic partner, children, grandchildren, parents, or grandparents, unilaterally decides to occupy the residential real property. Addition of a provision allowing the owner to terminate the lease as described in this clause to a new or renewed rental agreement or fixed-term lease constitutes a similar provision for the purposes of subparagraph e of paragraph B.1.

(iii) This subparagraph does not apply if the intended occupant occupies a rental unit on the property or if a vacancy of a similar unit already exists at the property.

(iv) The written notice terminating a tenancy for a just cause pursuant to this subparagraph shall contain the name or names and relationship to the owner of the intended occupant. The written notice shall additionally include notification that the tenant may request proof that the intended occupant is an owner or related to the owner as defined in subclause (ii) of clause (viii). The proof shall be provided upon request and may include an operating agreement and other non-public documents.

(v) Clause (i) applies only if the intended occupant moves into the rental unit within 90 days after the tenant vacates and occupies the rental unit as a primary residence for at least 12 consecutive months.

(vi) (I) If the intended occupant fails to occupy the rental unit within 90 days after the tenant vacates or fails to occupy the rental unit as their primary residence for at least 12 consecutive months, the owner shall offer the unit to the tenant who vacated it at the same rent and lease terms in effect at the time the tenant vacated and shall reimburse the tenant for reasonable moving expenses incurred in excess of any relocation assistance that was paid to the tenant in connection with the written notice.

(II) If the intended occupant moves into the rental unit within 90 days after the tenant vacates, but dies before having occupied the rental unit as a primary residence for 12 months, as required by clause (vi), this will not be considered a failure to comply with this section or a material violation of this section by the owner as provided in section 9-408.

(vii) For a new tenancy by someone other than the "intended occupant" commenced during the time periods described in clause (v), the accommodations shall be offered and rented or leased at the lawful rent in effect at the time any notice of termination of tenancy is served.

(viii) As used in this subparagraph B.2.a:

(I) "Intended occupant" means the owner of the residential real property or the owner's spouse, domestic partner, child, grandchild, parent, or grandparent, as described in clause (i).

(II) "Owner" means any of the following:

(a) An owner who is a natural person that has at least a 25-percent recorded ownership interest in the property.

(b) An owner who is a natural person who has any recorded ownership interest in the property if 100 percent of the recorded ownership is divided among owners who are related to each other as sibling, spouse, domestic partner, child, parent, grandparent, or grandchild.

(c) An owner who is a natural person whose recorded interest in the property is owned through a limited liability company or partnership.

(III) For purposes of subclause (II), "natural person" includes any of the following:

(a) A natural person who is a settlor or beneficiary of a family trust.

(b) If the property is owned by a limited liability company or partnership, a natural person with a 25-percent ownership interest in the property.

(IV) "Family trust" means a revocable living trust or irrevocable trust in which the settlors and beneficiaries of the trust are persons who are related to each other as sibling, spouse, domestic partner, child, parent, grandparent, or grandchild.

(V) "Beneficial owner" means a natural person or family trust for whom, directly or indirectly and through any contract arrangement, understanding, relationship, or otherwise, and any of the following applies:

(a) The natural person exercises substantial control over a partnership or limited liability company.

(b) The natural person owns 25 percent or more of the equity interest of a partnership or limited liability company.

(c) The natural person receives substantial economic benefits from the assets of a partnership.

b. Withdrawal of the residential real property from the rental market.

c. The owner complying with any of the following:

(i) An order issued by a government agency or court relating to habitability that necessitates vacating the residential real property.

(ii) An order issued by a government agency or court to vacate the residential real property.

(iii) A local ordinance that necessitates vacating the residential real property.

d.(i) Intent to demolish or to substantially remodel the residential real property.

(ii) For purposes of this subparagraph, "substantially remodel" means either of the following that cannot be reasonably accomplished in a safe manner that allows the tenant to remain living in the place and that requires the tenant to vacate the residential real property for at least 30 consecutive days:

(I) The replacement or substantial modification of any structural, electrical, plumbing, or mechanical system that requires a permit from a governmental agency.

(II) The abatement of hazardous materials, including lead-based paint, mold, or asbestos, in accordance with applicable federal, state, and local laws.

(iii) For purposes of this subparagraph, a tenant is not required to vacate the residential real property on any days where a tenant could continue living in the residential real property without violating health, safety, and habitability codes and laws. Cosmetic improvements alone, including painting, decorating, and minor repairs, or other work that can be performed safely without having the residential real property vacated, do not qualify as substantial remodel.

(iv) A written notice terminating a tenancy for a just cause pursuant to this subparagraph shall include all of the following information:

(I) A statement informing the tenant of the owner's intent to demolish the property or substantially remodel the rental unit property.

(II) The following statement:

"If the substantial remodel of your unit or demolition of the property as described in this notice of termination is not commenced or completed, the owner must offer you the opportunity to re-rent your unit with a rental agreement containing the same terms as your most recent rental agreement with the owner at the rental rate that was in effect at the time you vacated. You must notify the owner within thirty (30) days of receipt of the offer to re-rent of your acceptance or rejection of the offer, and, if accepted, you must reoccupy the unit within thirty (30) days of notifying the owner of your acceptance of the offer."

(III) A description of the substantial remodel to be completed, the approximate expected duration of the substantial remodel, or if the property is to be demolished, the expected date by which the property will be demolished, together with one of the following:

(i) A copy of the permit or permits required to undertake the substantial remodel or demolition.

(ii) Only if a notice is issued pursuant to subclause (II) of clause (ii) and the remodel does not require any permit, a copy of the signed contract with the contractor hired by the owner to complete the substantial remodel, that reasonably details the work that will be undertaken to abate the hazardous materials as described in subclause (II) of clause (ii).

(IV) A notification that if the tenant is interested in reoccupying the rental unit following the substantial remodel, the tenant shall inform the owner of the tenant's interest in reoccupying the rental unit following the substantial remodel and provide to the owner the tenant's address, telephone number, and email address.

C. Before an owner of residential real property issues a notice to terminate a tenancy for no-fault just cause described in paragraph B.2.d of this section, the owner shall have obtained all necessary permits for the demolition or remodeling work from all applicable governmental agencies. In the case of a permit issued by the City, the permit issuance will be conditioned upon the owner providing a complete list of all tenants whose tenancies will be terminated in connection with the permitted work.

D. An owner of residential property who has issued a notice to terminate a tenancy for any no-fault just cause as provided in this Article shall provide notice in writing to the City of Costa Mesa, Neighborhood Improvement Division, at 77 Fair Drive, Post Office Box 1200, Costa Mesa, California 92628-1200 within 72 hours of issuing the notice to terminate the tenancy to the tenant. The notice shall be provided using a form prepared by the City and available on its website.

Section 9-403

Notices to Terminate a Tenancy for Curable Lease Violations and No-Fault Just Cause.

A. Before an owner of residential real property issues a notice to terminate a tenancy for just cause that is a curable lease violation, the owner shall first give notice of the lease violation to the tenant with an opportunity to cure the violation pursuant to paragraph (3) of Section 1161 of the California Code of Civil Procedure. If the violation is not cured within the time period set forth in the notice, a three-day notice to quit without an opportunity to cure may thereafter be served to terminate the tenancy.

B. If an owner issues a notice to terminate a tenancy for no-fault just cause, the owner shall include written notice of the tenant's right to relocation assistance or rent waiver pursuant to Section 9-404 of this Article. If the owner elects to waive the rent for the final month(s) under paragraph A.2. of Section 9-404, the notice shall state the amount of rent waived and that no rent is due for the final month (or months) of the tenancy.

C. An owner's failure to strictly comply with section 9-402 or this section shall render the notice of termination void.

Section 9-404 Relocation Assistance; Specified Circumstances.

A. For a tenancy for which just cause is required to terminate the tenancy under paragraph A. of Section 9-402, if an owner of residential real property issues a termination notice based on a no-fault just cause described in paragraph B.2 of Section 9-402 (no-fault just cause), the owner shall, regardless of the tenant's income, at the owner's option, do one of the following:

1. Assist the tenant to relocate by providing a direct payment to the tenant as described in paragraph C. of this section.

2. Waive in writing the payment of rent in an amount equal to that described in paragraph C. of this section prior to the rent becoming due.

B. If an owner issues a notice to terminate a tenancy for no-fault just cause, the owner shall notify the tenant in the written termination notice of the tenant's right to relocation assistance or rent waiver pursuant to this section. If the owner elects to waive the rent for the final months of the tenancy as provided in subparagraph 2 of paragraph A, the notice shall state the amount of rent waived and that no rent is due for the final months of the tenancy as provided in paragraph C. of this section.

C. The amount of relocation assistance or rent waiver shall be equal to two times the Fair Market Rental rate for a unit of similar size, or two months of the tenant's rent that was in effect when the owner issued the notice to terminate the tenancy, whichever is greater, with any difference owing to the tenant within 15 calendar days of service of the Notice to Terminate the Tenancy.

D. Any relocation assistance required by this section shall be provided within 15 calendar days of service of the notice to terminate the tenancy.

E. If a tenant fails to vacate after the expiration of the notice to terminate the tenancy, the actual amount of any relocation assistance or rent waiver provided pursuant to this section shall be recoverable as damages in an action to recover possession.

F. Notwithstanding the provisions of this section, if it is determined by any government agency or court that the tenant is at fault for the condition or conditions triggering the order or need to vacate under paragraph B.2.c of Section 9-402 (owner compliance with court or government order), the tenant shall not be entitled to relocation assistance or rent waiver.

G. The relocation assistance or rent waiver required by this section shall be credited against any other relocation assistance required by any other law.

H. An owner's failure to strictly comply with paragraphs A., B., C. and D. of this section shall render the notice of termination void.

Section 9-405 Notice to Tenants of California Limits on Rent Increases.

An owner of residential real property that is subject to this Article shall provide notice to the tenant as follows:

A. For any tenancy commenced or renewed on or after July 1, 2020, as an

addendum to the lease or rental agreement, or as a written notice signed by the tenant, with a copy provided to the tenant.

B. For a tenancy existing prior to July 1, 2020, by written notice to the tenant no later than August 1, 2020, or as an addendum to the lease or rental agreement.

C. The notification or lease provision shall be in no less than 12-point type and shall include the following:

"California law limits the amount your rent can be increased. See Section 1947.12 of the Civil Code for more information. California law also provides that after all of the tenants have continuously and lawfully occupied the property for 12 months or more or at least one of the tenants has continuously and lawfully occupied the property for 24 months or more, a landlord must provide a statement of cause in any notice to terminate a tenancy. See Section 1946.2 of the Civil Code for more information."

D. For a tenancy commenced or renewed after December 15, 2023, the final sentence of the written notice tenant or lease provision shall read as follows: "See Section 1946.2 of the Civil Code and Title 9, Chapter II, Article 24 of the Costa Mesa Municipal Code for more information."

E. The provision of the notice shall be subject to Section 1632 of the California Civil Code.

F. An owner's failure to comply with any provision of this section shall render the written termination notice void.

Section 9-406 Exclusions from Article.

This Article shall not apply to the following types of residential real properties or residential circumstances:

A. Transient and tourist hotel occupancy as defined in subdivision (b) of Section 1940 of the California Civil Code.

B. Housing accommodations in a nonprofit hospital, religious facility, extended care facility, licensed residential care facility for the elderly, as defined in Section 1569.2 of the California Health and Safety Code, or an adult residential facility, as defined in Chapter 6 of Division 6 of Title 22 of the Manual of Policies and Procedures published by the California State Department of Social Services.

C. Dormitories owned and operated by an institution of higher education or a kindergarten and grades 1 to 12, inclusive, school.

D. Housing accommodations in which the tenant shares bathroom or kitchen facilities with the owner who maintains their principal residence at the residential real property.

E. Single-family owner-occupied residences, including a residence in which the owner-occupant rents or leases no more than two units or bedrooms, including, but not limited to, an accessory dwelling unit or a junior accessory dwelling unit.

F. A property containing two separate dwelling units within a single structure in which the owner occupied one of the units as the owner's principal place of residence at the beginning of the tenancy, so long as the owner continues in occupancy, and neither unit is an accessory dwelling unit or a junior accessory dwelling unit.

G. Housing that has been issued a certificate of occupancy within the previous 15 years.

H. Residential real property that is alienable separate from the title to any other dwelling unit, provided that both of the following apply:

1. The owner is not any of the following:

(i) A real estate investment trust, as defined in Section 856 of the Internal Revenue Code.

(ii) A corporation.

(iii) A limited liability company in which at least one member is a corporation.

(iv) Management of a mobilehome park, as defined in Section 798.2.

2.(i) The tenants have been provided written notice that the residential property is exempt from this Article using the following statement:

"This property is not subject to the rent limits imposed by Section 1947.12 of the Civil Code and is not subject to the just cause requirements of Section 1946.2 of the Civil Code. This property meets the requirements of Sections 1947.12 (d)(5) and 1946.2 (e)(8) of the Civil Code and the owner is not any of the following: (1) a real estate investment trust, as defined by Section 856 of the Internal Revenue Code; (2) a corporation; or (3) a limited liability company in which at least one member is a corporation."

(ii) (I) Except as provided in subclause (II), for a tenancy existing before July 1, 2020, the notice required under clause (i) may, but is not required to, be provided in the rental agreement.

(II) For a tenancy in a mobile home existing before July 1, 2022, the notice required under clause (i) may, but is not required to, be provided in the rental agreement.

(iii) (I) Except as provided in subclause (II), for any tenancy commenced or renewed on or after July 1, 2020, the notice required under clause (i) must be provided in the rental agreement.

(II) For any tenancy in a mobile home commenced or renewed on or after July 1, 2022, the notice required under clause (i) shall be provided in the rental agreement.

(iv) Addition of a provision containing the notice required under clause (i) to any new or renewed rental agreement or fixed-term lease constitutes a similar provision for the purposes of subparagraph e of paragraph 1 of subdivision B.

I. Housing restricted by deed, regulatory restriction contained in an agreement with a government agency, or other recorded document as affordable housing for persons and families of very low, low, or moderate income, as defined in Section 50093 of the California Health and Safety Code, or subject to an agreement that provides housing subsidies for affordable housing for persons and families of very low, low, or moderate income, as defined in Section 50093 of the California Health and Safety Code or comparable federal statutes.

J. This Article shall not apply to a homeowner of a mobile home, as defined in Section 798.9.

Section 9-407 Waiver of Rights Ineffective.

Any waiver of the rights under this Article shall be void as contrary to public policy.

Section 9-408 Violations and Enforcement.

A. An owner who attempts to recover possession of a rental unit in material violation of this Article shall be liable to the tenant in a civil action for all of the following:

1. Actual damages.

2. In the court's discretion, reasonable attorney's fees and costs.

3. Upon a showing that the owner has acted willfully or with oppression, fraud, or malice, up to three times the actual damages. An award may also be entered for punitive damages for the benefit of the tenant against the owner.

B. The Attorney General, in the name of the people of the State of California, and the city attorney in the name of the city, may seek injunctive relief based on violations of this section.

C. The City may enforce the provisions of this Article pursuant to Title 1, Chapter II of the Costa Mesa Municipal Code.

SECTION 2. CEQA. This ordinance is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines, as it is not a "project" and has no potential to result in a direct or reasonably foreseeable indirect physical change to the environment. (14 Cal. Code Regs. § 15378(a).) Further, the ordinance is exempt from CEQA because there is no possibility that the ordinance or its implementation would have a significant negative effect on the environment. (14 Cal. Code Regs. § 15061(b)(3).) The City Clerk may cause a Notice of Exemption to be filed as authorized by CEQA and the State CEQA Guidelines.

SECTION 3. SEVERABILITY. The City Council declares that should any provision, section; paragraph, sentence or word of this ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction, or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, and words of this ordinance shall remain in full force and effect.

SECTION 4. This ordinance shall take effect 30 days after its passage and adoption pursuant to California Government Code section 36937.

SECTION 5. The City Clerk of the City of Costa Mesa shall certify to the passage of the ordinance and shall cause the same to be posted in the manner required by law.

PASSED AND ADOPTED this ____ day of _____ 2023, by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

Mayor

ATTEST:

City Clerk

I, _____, City Clerk of the City of Costa Mesa, California, do hereby certify that the foregoing ordinance was introduced and passed at a regular meeting of the City Council of the City of Costa Mesa held on the ____ day of _____ 2023.

City Clerk



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1427

Meeting Date: 10/17/2023

TITLE:

STATUS UPDATE REGARDING THE CALIFORNIA OFFICE OF EMERGENCY SERVICES' (CAL OES) SOUTHERN CALIFORNIA REGIONAL EMERGENCY OPERATIONS CENTER (EOC) PROJECT AT THE FAIRVIEW DEVELOPMENTAL CENTER SITE

**DEPARTMENT: ECONOMIC AND DEVELOPMENT SERVICES
DEPARTMENT/PLANNING DIVISION**

PRESENTED BY: JENNIFER LE, DIRECTOR OF ECONOMIC AND DEVELOPMENT SERVICES

CONTACT INFORMATION: JENNIFER LE, DIRECTOR OF ECONOMIC AND DEVELOPMENT SERVICES, (714) 754-5270

RECOMMENDATION:

Staff recommends the City Council:

- Provide feedback, as needed, regarding the City's comment letter on the State's Draft Environmental Impact Report for the Cal OES Southern California Regional EOC Project; and
- Authorize the City Manager or designee to finalize the draft letter incorporating feedback from the City Council and submit it to the State.

**CITY OF COSTA MESA**

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

ECONOMIC AND DEVELOPMENT SERVICES DEPARTMENT

October XX, 2023

Terry Ash, Senior Environmental Planner
Department of General Services, Real Estate Division, Project Management and
Development Branch, Environmental Services, C/O DUDEK,
2635 North First Street, Ste. 149,
San Jose, California CA 95134

**Subject: Southern Region Emergency Operations Center Project Draft
Environmental Impact Report – SCH No. 2023030046**

Dear Terry Ash,

Thank you for the opportunity to provide comments on the Draft Environmental Impact Report (EIR) for the Southern Region Emergency Operations Center (EOC) Project. On April 17, 2023, the City of Costa Mesa provided written comments in response to the State's Notice of Preparation (NOP). In it, the City highlighted potential environmental concerns associated with the proposed project and requested those issues be addressed in the Draft EIR. As you know, the proposed EOC is an important project Statewide as it will serve as "a hub for critical emergency management planning and training programs within California Office of Emergency Services' (Cal OES) Southern Region, which covers 11 counties and a population of approximately 22.9 million people." The project site itself is surrounded by densely populated residential communities and open-space areas. It is also located within the future Fairview Developmental Center (FDC) Specific Plan Area, where the City and State envision the reuse of the site to support mixed income residential development (approximately 2,300 units) with supporting community services and open space.

The City is concerned that the project and its impacts to the community were not reconsidered based on the City's NOP letter and we reiterate the importance of the State and City partnership in planning the future reuse of the site. In terms of land use compatibility, the current project conflicts with the City's and State's mutual goals to accommodate housing opportunities at this site and places undue constraints on future planning and neighbor development efforts.

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Furthermore, the DEIR did not sufficiently address the City's concerns outlined in its NOP letter; specifically, community engagement, project objectives/land use compatibility, project alternatives for the EOC and its helicopter pad, aesthetics, noise and transportation/traffic. Additional comments regarding water quality, recreation, biological resources, and utilities are noted in this letter.

Comment 1: Housing First at FDC

The FDC site was identified as a housing opportunity site in the City's adopted General Plan Housing Element. In addition, the State has acknowledged that the site is intended for housing via the Government Code amendment which provided \$3.5 million in funding to the City for master planning the site for housing.

However, as currently proposed, the project conflicts with the City's and State's mutual goals of accommodating high quality housing at a mix of affordability levels in that locating an EOC at the site reduces the acreage available for residential units and otherwise devalues the property making it less economically feasible and less marketable for sale or lease to a residential community development firm in the future. Further, the combination of reduced land value and reduced acreage will adversely affect the potential for market-rate housing to offset the cost of providing affordable housing at the site, making affordable housing less viable. This is in conflict with both the City's and State's stated goals to prioritize the FDC site for housing.

The City reiterates the importance of continued collaboration between the City and State to plan for the future redevelopment of the site to accommodate housing for people at a variety of income levels, including workforce, veterans, and permanent supportive housing. Decisions regarding FDC's onsite uses should prioritize housing first, by ensuring that any other uses at the site are compatible with providing high quality housing and do not adversely affect the site's existing residents or the potential redevelopment of the site for housing opportunities in the future.

Comment 2: FDC is the wrong site for a State EOC

The City requests the State reconsider other locations for the EOC. The proposed EOC is more compatible with industrial uses and should be sited in industrially zoned areas where possible. The current CAL OES sites located in the City of Mather and City of Los Alamitos are located in industrial areas directly adjacent to airstrips and a significant distance from large residential population centers. As the FDC site redevelops with mixed-use and residential units, it will present a challenge for the EOC to mobilize during an emergency event without significant disruption to residents.

Furthermore, FDC is adjacent to existing State-operated supportive housing and is planned for a high proportion of affordable housing. The State should avoid siting this type of use near low-income communities which presents a social equity issue, as it may burden those who live and work in this area with the EOC's operational impacts including

traffic, noise and helicopter safety hazards. The City, in coordination with the State, has the opportunity to provide equitable access to housing, active transportation, and public/recreational facilities at FDC. Siting the EOC project at this location is a constraint to this mutual goal.

Comment 3: Public Participation

In its NOP letter, the City requested the State engage in outreach to the local community, including local townhall discussions for example, to share information and receive feedback throughout the site planning process.

As noted during the scoping session, the purpose of CEQA is to increase public understanding and participation in the environmental review process, identify ways to avoid reduce potential impacts through feasible mitigation measures or alternatives, and to inform decision-makers and the public of the proposed project's potential environmental effects. As such, it is important to provide the community with multiple opportunities to engage the State throughout the planning process to fully understand the project objectives, components, and its potential impacts from people who live and work near the site.

Unfortunately, opportunities for public participation in the process have been minimal and do not adequately meet the intent of CEQA. The only Public Meeting held by the State was on September 28, 2023 at the FDC auditorium and it provided a challenge for the community to engage in the planning and CEQA process. Approximately 85 community members were present and many shared their concerns about being unable to follow along with the presentation due to the lack of information provided in that meeting and the small screen used to display the presentation.

Regardless, community members provided their feedback and the majority of the commenters expressed opposition to the proposed project's location within the FDC site. The public comments included the following concerns:

- Poor meeting planning including an inadequate meeting location, lack of materials for the public, and the small size of the presentation screen
- Lack of project transparency and insufficient notification of the community regarding the meeting
- Lack of information or presence of the State's lead agency (Cal OES)
- Lack of information about the project included by the presentation
- Lack of information presented regarding the purpose and benefits of a regional Emergency Operations Center to the community
- Community members requested the State reconsider the location of the EOC Project
- Project impacts on the potential for high quality housing at the FDC site
- Environmental impacts of the project on the existing and future housing at FDC, both onsite and in the surrounding neighborhoods

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- Impacts on biological resources – specifically burrowing owls and migratory birds
- Visual impacts and blight as a result of the communications tower
- Impacts to recreational facilities
- Impacts of the proposed helipad
- Traffic impacts
- Coordination of City and State planning efforts

The City requests the State respond to the concerns raised by Costa Mesa community members and we again encourage the State to go beyond minimum regulatory requirements and provide meaningful opportunities for the public participation.

Comment 4: Project Objectives

In its NOP letter, the City requested that the DEIR clearly describe the project and define its objectives. The proposed project is within the City limits and the operations of the EOC project should consider the long-term planning goals the City and State has for the entire FDC site. Notably, the City's NOP letter requests that the project objectives consider the City's long-term goals for housing, open space and multimodal active transportation. Unfortunately, the Project Objectives listed in the DEIR do not consider the long-range planning goals for the overall FDC site or the compatibility of the EOC project with those long-range goals as an objective.

The goals for the overall FDC site are important to note and should be discussed in the cumulative analyses' sections of the DEIR . The Fairview Developmental Specific Plan is a known housing planning effort that is currently underway. The City and State have executed an agreement that the City will plan for the future reuse of the site for approximately 2,300 residential units. Therefore, this potential build-out of the site should be considered and evaluated as part of the Draft EIR's cumulative analysis.

Further, it should be acknowledged in the Draft EIR that as the FDC site builds out and transitions from its institutional nature to a residential neighborhood, the site will no longer meet the following EOC project objective stated in the DEIR page 3-9:

- Site the EOC on a property that is removed from high-traffic public areas and can be completely enclosed by perimeter fencing for security and controlled access.

Per agreement, the FDC will be planned and redeveloped as a walkable residential village and would no longer be secluded. Therefore, this objective for the long-term success of the EOC would either be compromised or it will compromise the build out of the surrounding residential community. The City requests the Project Objectives section of the EIR be revised to add an objective that acknowledges long term land use compatibility between the EOC site and its surrounding environs as an objective of the State.

Comment 5: Land Use/Planning

The Draft EIR notes that “emergency operations is speculative and cannot be quantified.” (DEIR page 3-16). The City partially disagrees with this statement. Although when and how a specific emergency could occur is speculative, there can be reasonable estimates of how frequent the proposed EOC will be used based on how often the CAL OES facilities that are located in the City of Mather and the City of Los Alamitos are mobilized for emergency events. The City requests the Draft EIR be revised to better articulate the magnitude and frequency of projected use of the EOC by the State, so that its potential impacts can be addressed.

In addition, the City notes that existing CAL OES facilities in Mather and Los Alamitos are directly adjacent to industrial and airstrips. Mobilization during emergency events at these sites are not limited by surrounding residential communities as EOC operations at FDC would be. As such, the City requests that the Draft EIR be revised to acknowledge the limited access points to FDC and the future build out of the remainder of the FDC site for housing are land use compatibility issues and necessarily means that those surrounding communities will experience significant disruption due to EOC operations during emergency events.

Further, DEIR page 4.9-6, does not include a discussion on how the proposed EOC project is consistent with General Plan Housing Element. The FDC site is identified in the City’s General Plan Housing Element as a housing opportunity site and is estimated to accommodate 2,300 housing units. The DEIR does not discuss how the proposed EOC, its proposed helipad and communication tower are compatible with the residential development that is planned for the site.

Comment 6. Reasonable Range of Alternatives

In the City’s NOP comment letter, the City requests alternative project design that would relocate uses that would limit future residential uses at the FDC site. The NOP letter requests that the State evaluate other sites for the proposed helipad, as well as other locations within the FDC site. For example, consider locating the EOC and helipad from the SW corner of the FDC site to the SE corner of the FDC site. The DEIR did not consider the noted alternative sites. Rather, it includes a cursory review of alternatives and concludes they are not feasible without meaningful evaluation.

Comment 7. Aesthetics

The DEIR provides photo simulations of the proposed 120 foot communications tower. These simulations are unrealistic and rely on existing landscaping and buildings to screen the tower from view. The reality is that a tower of this height and scale in a viewshed that consists largely of an adjacent golf course and low intensity institutional buildings constitutes a new visual element in the area and will be substantially visible to surrounding residential communities. The tower will become more impactful as the surrounding FDC

site builds out with additional residents. The tower remains a visually unappealing element within a highly populated area and the City requests its impacts be appropriately acknowledged in the Draft EIR.

Comment 8. Noise

The City's NOP comment letter requests that the noise analysis take into consideration operations of the helipad during an emergency event – though infrequent – will create a new source of noise that will be above the existing ambient level.

The discussion regarding potential noise impacts on those who reside and work in this project area is minimal. The analysis does not provide a quantitative analysis of noise and relies on the infrequency of helipad flights as the basis for determining a low level impact, while also not quantifying the frequency of the proposed use. As mentioned above, based on how often the CAL OES facilities that are located in the City of Mather and the City of Los Alamitos is mobilized for emergency events, there can be a reasonable assumption on how often the EOC may be used for an emergency event. based on those assumptions, the City requests the EIR estimate how frequently those who live and work in this area be subject to elevated noise levels due to the helipad and at what intensity.

In addition, on DEIR page 4.7-2.0 and page 4.10-15, please clarify whether a land use entitlement will be requested from the City in order to establish a helipad at this site.

Comment 9. Traffic and Transportation Analysis

The DEIR does not adequately analyze the potential traffic impacts associated with the proposed project. The City's NOP comment letter requests that the Traffic Impact analysis include both Vehicle Miles Travel (VMT) Analysis and Level of Services (LOS) consistent with the City's General Plan. The DEIR analysis did not address these requests.

Comment 9. Figure 3-7, Conceptual Roadway Layout and Improvements:

- Significant impacts to Harbor Boulevard at Merrimac Way intersection – pedestrian and bicycle improvements need to be included.
- Fair at Harbor – intersection improvements are needed for pedestrian and bicycle access and mobility.
- Shelley Circle – please add a Class I multiuse path to circular roadway for pedestrians and bicycles. The figure only shows a proposed accessible walkway to public right of way.
- The City previously commented that “Active Transportation shall be considered for the site including a review of pedestrian and bicycle access and circulation, as well as amenities provided on-site to accommodate bicyclists and pedestrians. The analysis should provide recommendations on improvements for active

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transportation and on/off-site circulation (reference materials – City of Costa Mesa’s Active Transportation Plan/Active Orange County’s Bike and Pedestrian Plan).” In addition, City staff previously commented to “Incorporate bike lanes and multi-use pathways in the road design.” These previous comments were not addressed in the Draft EIR.

- The City requests that the DEIR acknowledge that all proposed off-site design improvements shall be reviewed and approved by the City staff and shall meet City design standards. The curb radius shown on the proposed design needs to be reduced and redesigned to improve pedestrian safety.

9b. Section 4.13.1

- DEIR states that: “Additional Class I paths are proposed to extend along the north and west side of the golf course.” This statement is incorrect. The proposed Class I paths referenced and shown on Figure 4.13-2 are to the west of the golf course and part of Fairview Park trails.

9c. Section 4.13.5 Impact Analysis

- CEQA VMT assessment – The City disagrees that the project is presumed to have a less than significant impact due to project screening criteria. The DEIR identified the proposed Regional EOC as a “Community Institution (local government)” which does not apply to the proposed Regional EOC. The proposed Regional EOC is not serving the local Costa Mesa community and is a regional facility. Therefore, a VMT assessment for CEQA compliance purposes is necessary since a project type screening for local serving uses does not apply. This section states that this project is not considered to be a project of regionwide significance; the City disagrees. The EOC project would serve an 11 County area and is of regionwide significance. Therefore, VMT assessment is required in order to provide for adequate CEQA compliance.
- Appendix H, Transportation Impact Analysis, is incomplete. The Transportation Impact Analysis included only one intersection at Harbor/Fair Drive. City staff previously commented that the “The traffic study area needs to include at a minimum all signalized intersections with project peak hour trips of 50 or more peak hour trips (including both trips to and from the proposed project). In addition, project study area intersections need to include, but not limited to: Harbor/Baker, Harbor/Adams, Harbor/Mesa Verde Drive East, Harbor/Merrimac, Harbor/Fair, and Harbor/Wilson.”
- Regarding Appendix H, Transportation Impact Analysis (TIA) Project Trip Generation, the City does not agree with the trip generation assumptions. The ITE Trip Generation Manual was only used for daily trips for the office component. The TIA assumed that all visitors, media, and deliveries would be outside of the AM

and PM peak hours which the City disagrees with. The ITE rates are higher than the trip rate assumptions in the TIA. Further, for emergency operations, it is unclear why and how the San Bernardino County CMP was used to estimate emergency truck operations for this project. The assumptions for the emergency operations trip generation estimates should be clearly identified and agreed to with City.

Overall, the trip generation estimate in the draft TIA has been under-estimated and should be modified to reflect reasonable assumptions. The City requests the traffic analysis in the TIA include both non-emergency operations and emergency operations. In addition, the City requests the project trip generation be revised for both non-emergency and emergency operations, and the project trip generation assumption and estimates be coordinated and agreed to with City staff.

- Appendix H, TIA – The City requests project site access including gate queuing be revised based on a new project trip generation.
- The TIA states that bicyclist and pedestrian safety would be improved at the intersections noted above; however, specific improvements for bicyclist and pedestrian safety have not been identified. Please identify proposed improvements for bicyclist and pedestrian safety at the intersections and in the project area.
- The DEIR states that driveways, sidewalks, ramps, and parking would be designed per state requirements and reviewed by the State. Driveways, sidewalks, ramps, and parking should be reviewed by City staff and meet City standards.

9d. Section 4.13.6 Mitigation Measures and Section 4.13.7 Level of Significance after Mitigation

- The proposed Mitigation Measures are incomplete. A CEQA VMT analysis and a complete Transportation Impact Analysis is required to determine if mitigation measures are needed.

9e. Section 4.13.8 Cumulative Effects

- CEQA VMT assessment and complete Transportation Impact Analysis is required. See comments for Section 4.13.5.

Comment 10. Hydrology and Water Quality

The City notes that no footnotes or references for data, facts, and figures were provided. Therefore, the City cannot determine the source of the information provided and requests data source footnotes be added to the analysis.

10a. Section 4.8.1 – Environmental Setting

- *Regional Watershed:*

Description of the watershed is very general and does not adequately describe the watershed that is unique to Costa Mesa. Mentions other cities and locales, such as the cities of Huntington Beach and Orange, but Costa Mesa is notably absent [Page 4.8.1].

 - *Topography:* The statement on topography is too general, and again, not specific to Costa Mesa. [Page 4.8-1]
 - *Climate:* The statement on climate is too general, and again, not specific to Costa Mesa. [Page 4.8-1]
 - *Stormwater Drainage:* The description regarding stormwater drainage seems to indicate that drainage around the City is primarily sheet flow. In reality, the drainage is more “dynamic” in the sense that Costa Mesa has contributing flows from County stormwater facilities and regional parks. In addition, this sub-section does not mention the City’s storm drain system master plan, which the City is currently updating. Also, section consists of three sentences and does not adequately. [Pages 4.8-1 and 4.8-2]
 - *Surface Water Quality:* This sub-section attempts to describe pollutants for the City’ stormwater quality program. However, the pollutant situation does not solely center on TMDLs or discharges in general. [Page 4.8-2]
- *Flood Zones:*

The Flood zone description is overly simplistic and not comprehensive. The City requests adding the flood zone map, at minimum. [Page 4.8-2]
- *Groundwater:*

The City requests a discussion regarding the Mesa Water District be added, which receives its water through the groundwater. Mesa Water has detailed information on its aquifers and systems which should be reflected here. [Page 4.8-2]

10b. Section 4.8.2 – Relevant Plans, Policies and Ordinances

- *Federal:*

This section consists of a general description of the Clean Water Act that applies to anywhere in the United States. The section does not detail how the Clean Water Act specifically affects this development and the city of Costa Mesa. [Page 4.8-4]
- *State:*

This section provides a general description of state regulations and the Porter-Cologne Water Quality Control Act that applies to anywhere in California. It does not detail how these state regulations specifically affect the EOC project and the city of Costa Mesa. [Page 4.8-5]

- *Local:*
Please update outdated local information references, such as the DAMP and the MS4 permit renewal, which is ongoing with the Regional Water Quality Control Board. [Pages 4.8-7 and 4.8-8]
- *Green Building Sustainable Development Practices:*
This section only refers to policy sections from the City's General Plan [Page 4.8-9] and does not describe sustainable practices specific to the EOC project.
- *Water Quality and Urban Runoff:*
This section only refers to policy sections from the City's General Plan and does not describe information relevant or specific to the EOC project

10c. Section 4.8.3 – Thresholds of Significance

The size of the project, one acre or more, has determinative value in this case. [Page 4.8-9]

10d. Section 4.8.4 – Methodology

No specific methodology is provided. [Page 4.8-10]

10e. Section 4.8.5 – Impact Analysis

- *Construction:*
The City disagrees with the determination of "Less-than-significant-impact." This is a significant project that will involve considerable ground-disturbing activities. How the stormwater will be diverted or collected for a site this large needs to be investigated. Construction impacts to water quality may require review and approval at the County and/or state level. [Page 4.8-10]
- *Operation:*
The City disagrees with the determination of "Less-than-significant-impact." This project can permanently change and affect the drainage area for this portion of the watershed. The new impervious surfaces will need to be addressed as these impacts will affect the City's storm drain collection and distribution system.

The City disagrees with the determination of "Less-than-significant-impact" for groundwater supplies. The groundwater source is a fixed, limited resource.

The new residences for this entire Fairview Developmental Center site will require significant water for residents and landscape irrigation. Water sources are not numerous as this sub-section indicates, and the primary purveyor of the City's water supply, Mesa Water District, wholly relies on the City's groundwater. [Page 4.8-12]

The City disagrees with the determination of "Less-than-significant-impact" for substantially altering the existing drainage pattern. The proposed new development will make significant changes to the pattern of stormwater flow and can potentially increase erosion in impacted areas. There could be mitigation but this report does not detail this conclusively. [Page 4.8-13]

The City disagrees with the determination of "Less-than-significant-impact" for the rate or amount of surface runoff that could result in flooding. The City of Costa Mesa has significant areas of flooding during a sizeable rainstorm. The increased amount of pervious surfaces and no mitigation of this runoff is a concern. How this added surface runoff is to be mitigated is not covered in this report. [Page 4.8-13]

The City disagrees with the determination of "Less-than-significant-impact" that this project will create or contribute runoff that would exceed the capacity of existing planned storm water drainage systems or provide substantial sources of polluted runoff. There are several areas in the City, notably at W. 17th St. & Pomona Ave., where there is significant flooding due to capacity exceedance of the storm drain system. Merely instituting stormwater control features does not provide the required mitigation. [Page 4.8-14]

The City disagrees with the determination of "Less-than-significant-impact" for impeding or redirecting water flows. Based on past experience, this area can be prone to flooding, and this proposed new development can exacerbate that. Even though this project is not prone to tsunamis, the area can flood during a significant rain event. [Page 4.8-14]

The City disagrees with the determination of "Less-than-significant-impact" that this project will conflict or obstruct implementation of a sustainable groundwater management plan. The groundwater is managed by Mesa Water District, and there is no indication that Mesa Water purchases any significant amount of water supplies from the Metropolitan Water District. [Page 4.8-15]

10f. Section 4.8.6 – Mitigation Measures

The City disagrees that no mitigation is required. [Page 4.8-15]

10g. Section 4.8.7 – Level of Significance after Mitigation

The City disagrees with the assessment of “Less-than-significant-impact” related to the following:

- Violation of water quality standards
- Decrease in groundwater supplies
- Altering the existing drainage pattern
- Contributing runoff water that would exceed the capacity of the existing storm drain system
- Flood hazard risk / inundation
- Impede or redirect flood flows

There is no mitigation identified. Therefore, there is no way to accurately determine if such mitigation efforts will indeed produce a “Less-than-significant-impact” as claimed. [Pages 4.8-15 and 4.8-16]

10h. Section 4.8.8 – Cumulative Effects

- *Water Quality:*

General description of water quality that was already discussed at the beginning of this chapter. However, the conclusion that impacts will be minimized lacks adequate justification since there is no evidence to support this. [Page 4.8-16]

- *Groundwater Supply and Groundwater Recharge:*

Please see comments under Section 4.8.5 – Impact Analysis under *Operation* regarding this. [Page 4.8-17]

- *Stormwater Drainage:*

Please see comments under Section 4.8.5 – Impact Analysis under *Operation* regarding this. [Page 4.8-17]

10i. Section 4.8.9 – References

None of the references listed are footnoted in this chapter. [Page 4.8-18]

Comment 11. Utilities and Service Systems

DEIR Chapter 4.15: No footnotes indicating what references were used to call out data, facts, and figures. Reviewer cannot determine the source of information.

11a. Section 4.15.1 – Environmental Setting

- *Water:*

Correction. Water is supplied by *both* Mesa Water District and the Irvine Ranch Water District in the City of Costa Mesa [Page 4.15-1].

- *Water Demand:*

Request updated data. Data in this sub-section references 2019-20. [Page 4.15-1]

- *Wastewater:*
 - *Wastewater Conveyance:*

Clarification. Wastewater (i.e., sewage) is also conveyed through trunk sewers by Orange County Sanitation District. [Page 4.15-2]

- *Wastewater Treatment:*

Generic statement about wastewater treatment in general. [Page 4.15-2]

- *Stormwater:*

The City requests a discussion of the City's Storm Drain System Master Plan be added. [Page 4.15-2]

- *Electricity:*

Correction. Natural gas is serviced by Southern California Gas Company (Gas Co.), not Southern California Edison (SCE). [Page 4.15-2]

- *Solid Waste:*

This sub-section only discusses with how solid waste is handled at the County-level. The City does implement its own solid waste haul program (although the City does not have landfills), which is not described here. [Page 4.15-3]

11b. Section 4.15.2 – Relevant Plans, Policies, and Ordinances

- *Federal:*

This section only describes the NPDES program in general, which is storm drain related. Please describe the regulatory environment surrounding other utilities like electrical, gas, sewer, etc. Telecommunications, especially, since there are Federal regulations applicable to the EOC. [Page 4.15-3]

- *State:*

Please describe how these statements affect the EOC project and the City of Costa Mesa. [Pages 4.15-3 through 4.15-7]

- *Local:*

Please describe how these statements from the City's General Plan relate to the EOC. [Pages 4.15-7 through 4.15-9]

11c. Section 4.15.4 – Methodology

The methodology described in this section is unclear. How is this methodology related to EOC project? [Pages 4.15-9 and 4.15-10]

11d. Section 4.15.5 – Impact Analysis

The “Less-than-significant-impact” conclusion is unsubstantiated.

- *Water Supply Infrastructure:*
The report states that no mitigation is required for water infrastructure upgrades at this site. Please add information regarding consultations with the Mesa Water District and their conclusions regarding the impacts on infrastructure and infrastructure upgrades [Page 4.15-10]
- *Wastewater Treatment:*
The report states that no mitigation is required for the sewer infrastructure upgrades at this site. Please add information regarding consultations with the Costa Mesa Sanitary District (CMSD) and the Orange County Sanitation District [OCSD] (trunk sewers) regarding impacts to infrastructure and necessary infrastructure upgrades? [Page 4.15-10]
- *Stormwater Drainage Facilities:*
Significant impervious surfaces will be created, which will produce more stormwater volume and pollutants to the City’s storm drains. For a multi-acre site such as this, there will be significant future costs related to maintenance of facilities. Therefore, City requests mitigation to address maintenance responsibility. [Page 4.15-11]
- *Electric Power, Natural Gas, and Telecommunication Facilities:*
The City requests the DEIR describe consultations with SCE, SoCalGas, AT&T, Verizon, etc., as to impacts and whether or not mitigation is needed. [Page 4.15-11]

The City disagrees with the determination of “Less-than-significant-impact” that this project will have sufficient water supplies available for the foreseeable future during normal, dry, and multiple dry years. The projections and conclusions are unsubstantiated and there is no guarantee that Mesa Water can purchase water reserves from the Metropolitan Water District. [Page 4.15-12]

The City disagrees with the determination of “Less-than-significant-impact” that the wastewater treatment provider, OC Sanitary District (OCSD), will have adequate capacity to serve the project’s projected demand, in addition to its existing commitments. Although CMSD does not do wastewater treatment, capacity issues for its infrastructure need to be taken into consideration. [Page 4.15-12]

The City disagrees with the determination of “Less-than-significant-impact” that the project would generate solid waste in excess of State or local standards, or in excess of the capacity of local infrastructure. Just a blanket statement of “Less-than-significant-impact” without any explanation or justification. [Page 4.15-12]

- **Construction:**
This project will produce significant construction waste. The City requests information be added regarding consultations with CALGreen as to waste estimates and the impacts of the project. The nearby landfills and recycling centers may not be able to handle the volume of waste in the amount of time that its being delivered. Therefore, the City disagrees with the assertion that there will be no mitigation required. [Page 4.15-13].
- **Operations:**
Please evaluate the cumulative impact of the EOC project when taken in context of other Orange County development projects affecting landfills. [Page 4.15-13].

The City disagrees with the determination of “Less-than-significant-impact” that the project complies with Federal, state, and local management and reduction statues and regulations related to solid waste. The report states that the proposed project would “contribute to the acceleration of landfill closures” but identifies no mitigation for its impacts [Page 4.15-14]

11f. Section 4.15.6 – Mitigation Measures

This section includes only unsubstantiated statements [Page 4.15-14].

11g. Section 4.15.7 – Level of Significance after Mitigation

This section includes only unsubstantiated statements [Page 4.15-14].

11h. Section 4.15.8 – Cumulative Effects

The cumulative impact are not fully and accurately accounted for. [Pages 4.15-14 and 4.15-15]

11i. Section 4.15.9 – References

None of the references listed are footnoted in this chapter. [Page 4.15-15]

Comment 12. Public Services

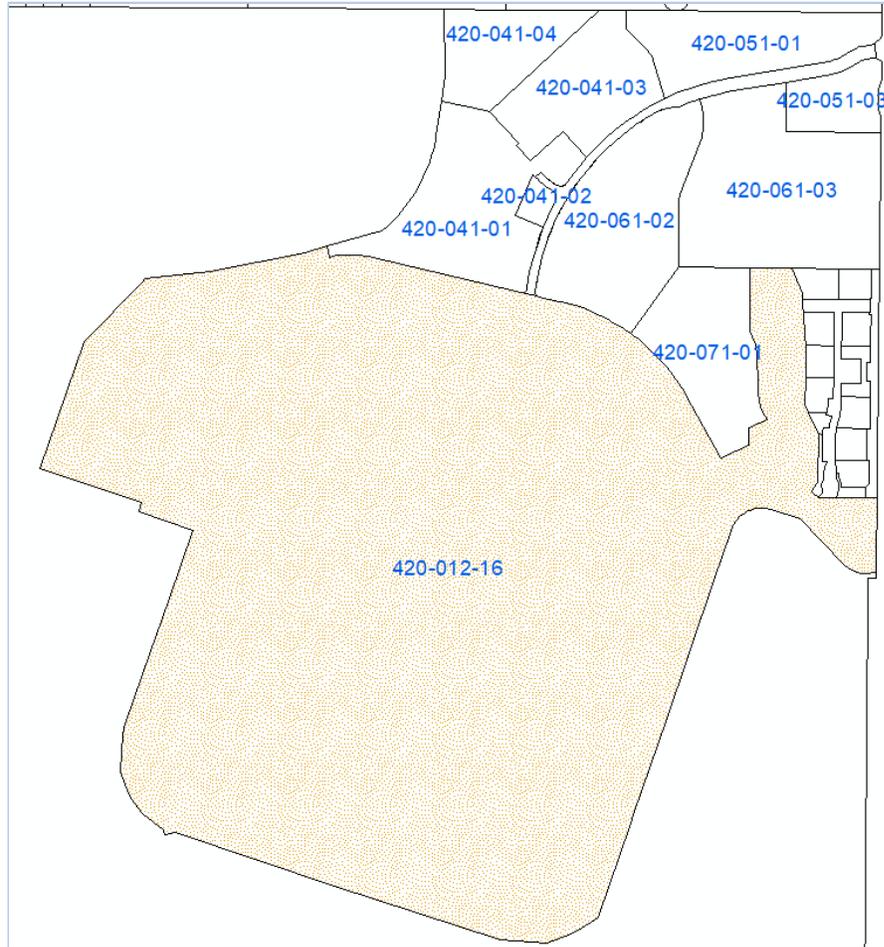
Page 4.12-1 and page 4.12-6. The City concurs with the statement that the California Highway Patrol (CHP) would serve as a chief law enforcement agency for the proposed project. However, please note that it would be likely that the City and CHP will likely enter into an agreement for automatic mutual-aid if/when needed, and Costa Mesa Police Department would be the respondent agency if/when needed.

Page 4.12-1, include the Costa Mesa Golf Course as a City owned park that is adjacent to the project site. Also, note that the City has an existing MOU with the FDC to utilize a portion of the fields for youth soccer events.

The proposed EOC project includes a parking lot that will accommodate approximately 260 parking spaces; the City requests that the project be designed in a manner that would allow dual use of the parking lot when it is not used for emergency events.

Comment 13. Clarify various sections of the DEIR

13a. Page 1-1: “The future planning and disposition of the remaining acreage of the FDC property (approximately 98 acres including the remainder of Assessor’s Parcel Number 420-012-16 along with Assessor’s Parcel Numbers 00420-0041-001, 00420-0041-002, 00420-0041-003, 00420-0041-004, 00420-0041-005, 00420-0051-001, 00420-0051-002, 00420-0051-003, 00420-0061-002, 00420-0061-003 and 00420-0071-001) will follow the terms outlined under Senate Bill (SB) 188 (see Section 3.7 of Chapter 3 for a summary of the SB 188 terms)”.



Please correct the APNs underlined above. Note that Senate Bill 188 only mentions the disposition of parcel 420-012-16. Clarify if it is the intent to the State to also dispose the surrounding parcels from their ownership.

13b. Page 1-2: “The proposed project design and construction would be delivered via the design-build method. Project components include an approximately 32,000-square-foot single-story office building, ...”

Please provide a consistent project description throughout the document. Elsewhere in the DEIR the office building is described as 35,000 Square-foot.

13c. Page 3-19: Table 3-3 lists the City of Costa Mesa City Council as the approving body to build and operate the helipad. Please clarify whether the project would need a land use entitlement approved by the City to operate the helipad. Also, in Table 3-19, please clarify whether the California Department of Fish and Wildlife is required to approve the Focused Burrowing Owl Surveys and Avain Nesting Season Avoidance/Pre-Construction Nesting Bird Survey.

Comment 14: Impacts to Biological Resources – Burrowing Owls

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As indicated in the DEIR, based on database and literature research - there is a moderate potential that burrowing owl may occur at this site. The biological field survey was conducted in January 18, 2023. As noted in the Department of Fish and Game Staff Report on Burrowing Owl Mitigation (March 7, 2012), field surveys for burrowing owls during this time of year [non-breeding season] does not substitute for breeding season surveys because results are typically inconclusive. The DEIR biological assessment did not include a focus burrowing owl survey during the breeding season in order to determine if there are actual burrowing owls onsite and to clearly mitigate impacts below a level of significance. Absent of this, the DEIR Mitigation Measure (MM) Bio-1 calls for focused surveys during breeding season. In order to provide more clarity of how this measure will reduce the potential impacts to burrowing owls, if found on site – the City suggests the following changes to MM BIO-1:

MM BIO -1: Focused Burrowing Owl Surveys. Prior to the start of grading and vegetation clearing activities within suitable habitat areas on the project site, a focused survey for burrowing owl will be conducted in spring 2024 according to survey protocol outlined in the 2012 California Department of Fish and Wildlife Staff Report on Burrowing Owl Mitigation. A minimum of four survey passes shall be conducted within the burrowing owl breeding season of February 1 through August 31. At least one site visit shall be conducted between February 15 and April 15, and a minimum of three survey visits spaced at least three weeks apart shall be conducted between April 15 and July 15, with at least one visit after June 15. If burrowing owl is found on site, additional avoidance and mitigation measures shall be required. CAL OES shall prepare an Impact Assessment and Burrowing Owl Mitigation Plan in accordance with the 2012 California Department of Fish and Wildlife Staff report on Burrowing Owl Mitigation. If burrowing owl occurs in an area that cannot be avoided by the project, additional land conservation and/or relocation may be required, which shall be determined through consultation with the California Department of Fish and Wildlife. There should be no net loss of burrowing owl habitat. If the Project will impact habitat supporting burrowing owls, CAL OES shall offset impacts on habitat supporting burrowing owls at no less than 2:1. CAL OES should set aside replacement habitat. The replacement habitat should be protected in perpetuity under a conservation easement dedicated to a local land conservancy or other appropriate entity, which should include an appropriate endowment to provide for long-term management of mitigation lands.

Conclusion

The DEIR did not fully address the City's environmental concerns outlined in its NOP comment letter. Pursuant to Government Code Section 15088.5, a lead agency is required to recirculate an EIR when significant new information is added to the EIR after public notice is given of the availability of the DEIR for public review under Section 15087 but before circulation. The requested updates to the DEIR would generate significantly

new information that would likely require the recirculation of the EIR. The City suggests the EIR be recirculated to allow for additional public comment.

The City looks forward to receiving the response to comments and notification once the DEIR is ready for recirculation.

Please note public comments that were provided to the City expressing project opposition and environmental concerns are attached to this letter for the administrative record.

If you have any questions, please contact Phayvanh Nanthavongdouangsy, Principal Planner at 714-754-5611 or at phayvanh@costamesaca.gov.

Sincerely,

Jennifer Le

Director of Economic and Development Services

CC:

**CITY OF COSTA MESA**

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

DEVELOPMENT SERVICES DEPARTMENT

Date: April 17, 2023

State of California, Department of General Services
707 Third Street
West Sacramento, California 95605

RE: Notice of Preparation (NOP) – Environmental Impact Report (EIR) for Southern Region Emergency Operations Center Project

Dear Terry Ash,

Thank you for including the City of Costa Mesa in the environmental review process for the above referenced project. We appreciate the opportunity to work with the State of California Department of General Services on the proposed project and the coordinated planning efforts.

As noted in the NOP, the proposed project would develop another Emergency Operations Center (EOC) in Southern California that would mirror the operations of the Mather facility at a smaller scale and provide more effective State emergency support to local governments within the Southern Region. The project site will specifically encompass approximately 15 acres or less of the existing Fairview Development Center. The project component includes an approximately 35,000-square-foot, single-story office building that would contain office space, an EOC, and shared training rooms, as well as an approximately 20,000-square-foot support warehouse building that would contain a vehicle maintenance bay and space for life-sustaining commodities. The facility would also include a helipad and a 100-foot-tall lattice tower with 20-foot whip antennas on top. The proposed project would replace the temporary Regional EOC, which is currently operating approximately 11 miles northwest of the proposed project site in the City of Los Alamitos. The proposed project would also act as a backup State Operations Center for the Mather facility.

The proposed project is within the City of Costa Mesa boundary and is accessible from Harbor Boulevard from Fair Drive and Merrimac Way. The project site is surrounded by the Costa Mesa Country Club golf course, residential uses, and public facilities, including Estancia High School, the City's Corporation Yard and Fire Station 4 off of Placentia Avenue.

After the review of the NOP, the City of Costa Mesa has the following comments regarding the scope and content of the environmental documentation pursuant to the California Environmental Quality Act (CEQA):

Comment 1**Project Description**

The details regarding the project scope in the NOP are very limited and presents a challenge for the City and community members to provide meaningful feedback regarding potential environmental concerns. The City requests that the project description in the EIR is clearly defined and includes the following information:

- For Transportation, Air Quality, Greenhouse Gas, and Noise Analysis, provide the expected trip generation for daily operations, during emergency events, and training events
- Expected number of training events per year and number of participants
- Project timeline for construction and operation
- Describe the day-to-day operation of the facility and how it will function during an emergency event; include number of employees projected onsite for each operational use type
- Include a site and elevation plan that shows the general layout of the proposed use
- Include information on vehicle maintenance and plans for proper disposal of any environmental hazards
- Identify the location of the proposed back-up generators
- Water Quality Management Plan and information on water retention basin
- Provide information regarding on-site and off-site improvements anticipated to support the facility, include roadways and intersection information, as applicable
- Clarify the proposed warehouse/storage use and provide a list of hazardous materials that may be stored onsite

For the permit process (responsible agency) discussion in the EIR, please discuss how land use compatibility will be determined in the future. Provide information regarding whether the helipad would require an Airport Land Use Plan of its own and describe how future land use entitlements will be processed and coordinated for areas within the helipad safety zones.

Comment 2**Land Planning Coordination and Outreach**

The project site has a General Plan Land Use Designation of Multi-Use Center and is within Zoning District of Institutional & Recreational – Multi-Use District (IR-MLT). The Multi-Use Center designation is applicable only to the Fairview Developmental Center (FDC) in anticipation of its future closure. The Multi-Use Center designation refers to the integration of a variety of land uses and intensities. This land use category includes uses which are low to moderate intensity and urban in character. The allowable land uses pursuant to the General Plan and Zoning Code are as follows: 0.25 FAR Institutional and Recreational uses - 25 percent minimum requirement for park and open space purposes (approximately 25.6 acres), the

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maximum cap of 582 dwelling units for the entire site within the limitations. The Multi-Use Center designation is comprised of a variety of residential, open space, and institutional uses. This maximum cap of dwelling units and theoretical build out of the FDC will change in the near future as discussed below.

The FDC was identified as a candidate site to accommodate a portion of the City's Regional Housing Needs Assessment (RHNA) allocation. Each of the candidate sites has a projected residential capacity to accommodate various income levels – as required by State housing laws and assigned through the RHNA process. The number of residential units that is projected for the FDC site is 2,300 units.

The City's adopted its 6th Cycle Housing Element in November 2022; the document and supporting appendices are available online at:

<https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/planning/housing-element-update>.

State and City partnership and coordination is vital to planning the future land use of this site. To assist in this process, Senate Bill (SB) 188 was approved by the State Assembly in June 2022, which authorized the State to enter into an agreement with the City of Costa Mesa for the City to develop a specific plan and other appropriate planning documents for the FDC property. As part of the City/State agreement executed in December 2022, the State provided \$3.5 million in funding to the City and the City will utilize the funds to process an amendment to the City's general plan and updates to any appropriate implementing planning documents conduct and complete environmental review pursuant to CEQA for a mixed-use development at the FDC site, including mixed-income housing. Pursuant to the Senate Bill, the development would include and prioritize affordable housing, including at least 200 units of permanent supportive housing, and open space. The City anticipates releasing a request for proposals for qualified consultants to assist in community outreach and the planning process in Spring 2023.

Given the City and State's mutual goals of housing at the FDC site, coordination between the City and the State is critical to ensuring that the proposed OES project does not unduly limit and in fact proactively facilitates a well-planned residential community at FDC. As such, the City requests ongoing coordination meetings with the State's team regarding land planning decisions. In addition, the City requests the State engage in outreach to the local community, including local townhall discussions for example, to share information and receive feedback throughout the site planning process.

Comment 3

Project Objectives

The City requests that the project's objectives are clearly defined in the EIR to establish a range of reasonable alternatives to the project, or to the location of the project, that would avoid or substantially lessen any of the significant effects of the project. To ensure that the State's and City's planning and housing goals are met, consider including the following statement as one

of the project's objectives:

- 1) Develop a facility that considers and coordinates the reuse of the FDC site to achieve the long-range goals of the State and City, including facilitating housing and open space.
- 2) Develop a facility that will promote and facilitate multimodal active transportation.

Comment 4

Reasonable Range of Alternatives

Specific project alternatives should consider alternative project design that would relocate uses that would limit future residential uses at the FDC site. For example, the proposed helipad at the site poses a significant constraint to the potential development of housing due to its various landing and clearance zones. In addition, a helipad without proper planning, may pose an air safety hazard to existing residential neighborhoods in the area. As such, the City requests the State evaluate alternative off-site locations for the helipad including:

- John Wayne Airport which is located approximately 4 miles from FDC and has existing helipad infrastructure.
- State-owned Fairgrounds property which is located approximately 0.7-mile from the proposed project site and includes large unobstructed areas appropriate for helipad operations.
- Costa Mesa Police Department's Helipad is located approximately 0.8-mile from the proposed project site, or other municipal helipads located in close proximity.

In addition, other onsite locations for the helipad should also be considered which may limit the impact of the helipad to existing and future planned residential neighborhoods at FDC. For example, evaluate locating the helipad at the western edge of the property or the southeastern edge to minimize overlap of the air hazard clearance zones with residential uses. Consider whether a land swap with the City would facilitate better land planning solutions at the FDC site for both the State and the City.

Additionally, the City requests the EIR evaluate alternatives to the proposed 120-foot tall communication tower. Such an installation poses significant visual impacts to the surrounding residential community. At minimum, the City requests an alternative for a reduced height, alternative off-site location, or on-site location away from residential communities, and/or design options that utilize effective visual screening techniques, further described below.

Lastly, the City requests the State consider alternative routes for vehicle access and utilities that avoid disruption to the golf course and other operationally critical City facilities and infrastructure such as its Corporation Yard and Fire Stations.

Comment 5**Aesthetics**

The proposed facility will include a 100-foot-tall lattice microwave communication tower with 20-foot whip antennas on top. The proposed structure far exceeds the height limitation that are typically permitted in the City. In order to fully disclose and mitigate the potential aesthetics impacts to the surrounding recreational open-space and residential neighborhood, analysis should include a photographic simulation of the tower from multiple viewpoints. The photographic simulation should also include any security fencing that may be installed around the project parameter.

The City highly encourages incorporating the following design features to minimize the visual impacts:

- 8' block wall enclosure for the communication tower
- Screen security enclosures with vines, shrubs and trees (photographic simulation should show how landscaping will appear at planting and matured after three to five years)
- Refer to the City's Zoning Code - Landscape provisions; as well as the City's Streetscape and Median Development Standards for future road improvements
- Anticipate future residential/urban uses, provide a landscape buffer between the proposed facility and existing/future urban land uses
- Light fixtures shall be shielded to avoid spillover onto adjacent properties; analysis should include a photometric plan
- Consider, alternative design such as disguised tower, self-rising emergency towers or different location for the communication tower

Comment 6**Land Use/Planning**

The EIR analysis should consider how the proposed project would change or affect the General Plan document, including its adopted 6th Cycle Housing Element, and affect the anticipated future build out of the General Plan relative to the environmental issues. The proposed project includes a helipad for use during emergency events. The land use compatibility analysis should consider, in particular, land restrictions and measures to minimize the public's exposure to excessive noise and safety hazards, as well as identifying compatible and incompatible land uses within the helipad safety zone.

Comment 7**Transportation/Traffic**

Impact analysis shall include both Vehicle Miles Travel (VMT) Analysis and Level of Service (LOS) Analysis, and include potential mitigation, as applicable. Consistent with current State

law, Costa Mesa continues to use LOS as the performance metric for land use and circulation planning, although the City supports policies that would reduce VMTs primarily through the implementation of a transportation demand management and the active transportation and transit strategies.

The City requests that the Transportation/Traffic Impact Analysis include LOS analysis to ensure that improvements to the circulation systems are in place to accommodate the proposed project.

Prior to initiating the Transportation/Traffic Impact Analysis (TIA), work with City Transportation staff to define the scope of the TIA.

- The traffic study area needs to include at a minimum all signalized intersections with project peak hour trips of 50 or more peak hour trips (including both trips to and from the proposed project). In addition, project study area intersections need to include, but not limited to: Harbor/Baker, Harbor/Adams, Harbor/Mesa Verde Drive East, Harbor/Merrimac, Harbor/Fair, and Harbor/Wilson.
- Active Transportation shall be considered for the site including a review of pedestrian and bicycle access and circulation, as well as amenities provided on-site to accommodate bicyclists and pedestrians. The analysis should provide recommendations on improvements for active transportation and on/off-site circulation (reference materials – City of Costa Mesa’s Active Transportation Plan/Active Orange County’s Bike and Pedestrian Plan)
- A discussion of on/off-site circulation shall be included in this section complete with descriptions of the proposed access points, line of sight at driveways, turn prohibitions, number of lanes proposed, proposed bus stop locations, deceleration or acceleration lanes provided, turn pocket requirements, vehicle storage length requirements, and circulation, and any other applicable circulation issues.

The proposed project’s main access from Harbor Boulevard is through Merrimac Way and Fair Drive. City of Costa Mesa General Plan Circulation Elements classifies Harbor Boulevard as a Major Arterial and Merrimac Way and Fair Drive as Primary Arterials. Provide cross-section of the proposed roadways that connects to the main access roads to the site. Incorporate bike lanes and multi-use pathways in the road design.

Comment 8

Noise

The project proposes to include a helipad that would be utilized during an emergency event – though infrequent – will create a new source of noise that above the existing ambient level. The project-specific noise impact analysis shall consider aircraft noise impacts to the existing and future residents, employees and visitors. Noise analysis shall consider noise generated during

an emergency events, such as backup generator, increase of traffic and media presence, and noise generated by outdoor training events.

Comment 9

Hazardous Materials and Safety

The proposed project site is located near existing and future residential development; as such disclose any potential hazards or hazardous materials stored on site and address safety concerns.

The City has an approved Local Hazardous Mitigation Plan (LHMP) that allows the City to better plan for future emergencies. It provides strategies to reduce instances of property damage, injury, and loss of life from disasters. The LHMP includes an assessment of the natural and human-caused hazards and provides policy recommendations to help reduce the community's threat from hazard events. Include in the analysis whether the operations of the proposed project pose any hazardous event (including potential aircraft incident) and provide mitigation to reduce its potential impacts. Include a discussion on coordinating efforts with local police, fire stations, hospitals, and roads during emergency events.

Comment 10

Cultural/Tribal Cultural Resources

The proposed project may require grading of the property. Cultural and Tribal Cultural Resources may be unearthed during the grading process. Therefore, the City requests a Cultural Resources Assessment and include archaeological records search. Any potential impacts to Cultural/Tribal Cultural Resources should be avoided or mitigated.

Comment 11

Historic Resources

As noted in the NOP, the site is considered a historical district known as the "Fairview State Hospital District." The proposed project will require demolition of the existing facilities. Analyze potential impacts to the historical district and provide mitigation as appropriate.

Comment 12

Air Quality

Include Air Quality analysis the impacts associated with construction and operation of the proposed project, provide mitigation as appropriate. Address fugitive dust during grading and construction activities and provide an analysis that determines if the project is consistent with the regional Air Quality Management Plan. Determine and disclose if the project has potential to expose sensitive receptors, which are located within one mile of the project site, to

substantial pollutant concentration. The project site is within a mile sensitive receptor including residences, schools, playgrounds, and athletic facilities.

Comment 13

Greenhouse Gas (GHG)

The City does not have a local Climate Action Plan that addresses greenhouse gas emissions. The GHG analysis should address the potential of the project to affect global climate change. The analysis shall address short term construction and long-term operational emissions of the principal GHGs. The emissions should be quantified and their significance relative to the South Coast Air Quality Management District GHG tiered thresholds is discussed.

Comment 14

Recreational and Public Service

Refer to the City General Plan Open Space and Recreational Element adopted in 2016: <https://www.costamesaca.gov/home/showpublisheddocument/34706/636740022584770000>. The Open Space and Recreational Element provides a discussion on existing park level of service. There is very limited land available for new parkland within the City's boundary. As such it is important to ensure that park facilities that are located near the project site and surrounding areas are not impacted. Specifically, the Costa Mesa Golf Course is owned by the City and managed by a private operator and the City currently leases approximately five (5) acres of the Fairview Development Center for youth recreational activities.

The Public Service and Recreational analysis of the EIR should analyze, disclose and if appropriate, mitigate any potential impacts to these park sites and other surrounding park sites. Analyze whether the access routes to the project site or other project components impacts to the City's ability to provide fire and police protection within the Public Service Section of the EIR.

Comment 15

Utilities

The Project EIR should analyze on-site and off-site improvements to extend and/or expand utilities and service systems, and provide mitigation as appropriate.

Comment 16

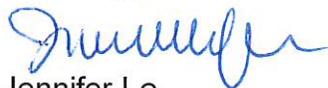
Cumulative Impacts

A list of projects that are in process within the City of Costa Mesa will be provided in a separate communication. The project list includes the initiation of the FDC Specific Plan, community planning efforts to revitalize key commercial and industrial corridors, and Housing Element

implementation. Cumulative impact analysis should address the buildout of the FDC pursuant to the City of Costa Mesa Housing Element and the Agreement with the State. The forthcoming FDC Specific Plan will provide guidance for future mixed-use residential/commercial development, including 2,300 residential units for varying income level households. The development of the Southern Region Emergency Operations Center should be coordinated with the development of the FDC Specific Plan.

The City looks forward to receiving the draft EIR once the document is available for review. If you have any questions, please contact Phayvanh Nanthavongdouangsy, Principal Planner at 714-754-5611 or at phayvanh@costamesaca.gov.

Sincerely,



Jennifer Le
Director of Economic and Development Services
City of Costa Mesa

CC:

Lori Ann Farrell Harrison, City Manager, City of Costa Mesa
Ronald Lawrence, Chief, Costa Mesa Police Department
Dan Stefano, Chief, Costa Mesa Fire Department
Raja Sethuraman, Public Works Director, City of Costa Mesa

From: Mary Howard <mghoward08@gmail.com>
Sent: Friday, September 22, 2023 12:19 AM
To: CITY COUNCIL
Cc: CITY CLERK
Subject: STRONGLY OPPOSE State Emergency Operations Center (EOC) at Fairview Development Center Location

City Council Members,

I was totally surprised to learn about the Emergency Operations Center that the state wants to build at the Fairview Development Center location. I strongly oppose this project and know there are other locations more suited for the Emergency Operations Center. The 15 acres that will house two communications towers one being 120 ft. (10 floors) with red flashing lights, a helipad, approximately 50,000 sq ft of building sites, and an estimated 37+ months to build... will all contribute to more noise, air, and traffic pollution. The fact that the EOC would back up to one of the most beautiful areas in Costa Mesa...Fairview Park Train Station and the Golf Course...is appalling! Please tell the state that this location should be used for housing development which will have an amazing park and golf course in their backyard.

Also, please make sure the citizens of Costa Mesa are aware of this project. From what I can tell, most do not know about this project.

Thank you, Mary Howard

Mary Howard
1909 Whittier Ave
Costa Mesa, CA 92627
mghoward08@gmail.com
949.402.9927

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From: Gary Bennett <benn0529@sbcglobal.net>
Sent: Saturday, September 23, 2023 8:45 PM
To: CITY CLERK
Subject: State Emergency Operations Center

Hello.

I would like to ask that the City of Costa Mesa request the state reconsider it's plan and location for the State Emergency Operations Center as well as provide us with the information needed to completely assess the environmental and social impact on the surrounding area. This is the first I have learned of this plan and I am a 40 year resident of this city.

Sincerely,
Gary Bennett
868 Presidio Dr
Costa Mesa CA 92626

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