



## CITY OF COSTA MESA

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

#### Agenda

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Tuesday, June 20, 2023

6:00 PM

City Council Chambers  
77 Fair Drive

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

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.

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

Please click the link below to join the webinar:

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

Enter Webinar ID: 983 7639 0419/ Password: 905283

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- 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)

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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](mailto: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](mailto: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](mailto: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.

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**CLOSED SESSION - 4:00 P.M.**

Council Member Reynolds will be attending the meeting via Zoom Webinar from:  
Moxy Oakland Downtown Hotel, 2225 Telegraph Ave  
Oakland, CA, 94612

**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  
ANTICIPATED LITIGATION - ONE CASE  
Pursuant to California Government Code Section 54956.9 (d)(2)
2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Pursuant to California Government Code Section 54957, (b)(1)  
Title: City Manager

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

**JUNE 20, 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

Council Member Reynolds will be attending the meeting via Zoom Webinar from:  
Moxy Oakland Downtown Hotel, 2225 Telegraph Ave  
Oakland, CA, 94612

**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. Presentation: Michele Richards, CEO, Orange County Fair & Event Center

**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 Harper
2. Council Member Marr
3. Council Member Reynolds
4. Council Member Chavez
5. Council Member Gameros
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 AL123-1266 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](#) [23-1267](#)

RECOMMENDATION:

City Council receive and file Claims received by the City Clerk: Charlynn Gerber, Jonathan Godinez, Mark Herschthal, Emily Keller, Erica Callahan, Colin Callahan, Erin Callahan, Khosrow Jahanbin, Mercury Insurance (Daniel Vo).

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3. [ADOPTION OF WARRANT RESOLUTION](#) [23-1272](#)

RECOMMENDATION:

City Council approve Warrant Resolution No. 2700.

**Attachments:** [1. Summary Check Register week of 5.29.23](#)  
[2. Summary Check Register week of 6.5.23](#)

4. [MINUTES](#) [23-1268](#)

RECOMMENDATION:

City Council approve the minutes of the regular meeting of June 6, 2023.

**Attachments:** [06-06-2023 Draft Minutes](#)

5. [ACCEPTANCE OF THE 2022 PROPOSITION 69 FUNDS](#) [23-1243](#)

RECOMMENDATION:

Staff recommends City Council:

1. Adopt Proposed Resolution 2023-XX authorizing the acceptance of the 2022 Proposition 69 funds and authorizing the City Manager or designee to accept the funds in the amount of \$122,606.
2. Approve revenue and expense appropriations in the amount of \$122,606 from the Proposition 69 funds.

**Attachments:** [1. Resolution Authorizing Acceptance of Proposition 69 Funds](#)

6. [ORANGE COUNTY TRANSPORTATION AUTHORITY TIER 1 GRANT PROGRAM APPLICATION FOR A HYDRODYNAMIC SEPARATOR \(HDS\) AT COSTA MESA COUNTRY CLUB](#) [23-1244](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Adopt proposed Resolution No. 2023-xx for the submittal of a grant application to the Orange County Transportation Authority (OCTA) Environmental Cleanup Program (ECP), Tier 1 Grant for the procurement and installation of a Hydrodynamic Separator (HDS) at Costa Mesa Country Club.
2. Authorize the Public Works Director or designee as the City's representative.

**Attachments:** [1. Resolution](#)

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7. [RENEWED MEASURE M \(M2\) ELIGIBILITY](#) [23-1246](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the City's Maintenance of Effort (MOE) for Fiscal Year 2023-24 (Attachment 1).
2. Approve the M2 Seven-Year Capital Improvement Program (CIP) comprised of the City's Five-Year and future year CIP for FY 2023-24 through FY 2029-30 (Attachment 2).
3. Adopt Resolution No. 2023-xx, for the Master Plan of Arterial Highways Conformance and Mitigation Fee Program (Attachment 3).
4. Adopt Resolution No. 2023-xx, for the Update of the Local Signal Synchronization Plan (Attachment 4).
5. Authorize staff to submit documents to meet M2 Eligibility requirements.

**Attachments:** [1. Maintenance of Effort \(MOE\) Certification Form](#)  
[2. FY-23-24 Eligibility CIP](#)  
[3. Proposed Resolution \(Measure M Program\)](#)  
[4 Proposed Resolution \(LSSP\)](#)  
[5. Costa Mesa LSSP 2023](#)

8. [SCHOOL CROSSING GUARD SERVICES](#) [23-1247](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Approve proposed Amendment No. 3 to the Professional Services Agreement (PSA) with All City Management Services (ACMS), increasing the maximum compensation by \$25,000 for school crossing guard services for the 2022-23 school year, for a total not-to-exceed amount of \$254,027.63.
2. Authorize the City Manager and the City Clerk to execute the amendment and future authorized amendments to the Professional Services Agreement.

**Attachments:** [1. Proposed Amendment No. 3 to PSA](#)  
[2. PSA and Amendment No. 1](#)  
[3. Amendment No. 2 to PSA](#)



9. **[PROFESSIONAL SERVICES AGREEMENTS FOR ON-CALL PUBLIC WORKS/ ENGINEERING STAFF SUPPORT SERVICES](#)** **[23-1255](#)**

RECOMMENDATION:

Staff recommends the City Council:

1. Award a Professional Services Agreement (PSA) to Kabbara Engineering for a three-year period starting on July 1, 2023, with two one-year renewal periods for a not to exceed amount of \$300,000.
2. Award a Professional Services Agreement (PSA) to Z&K Consultants, Inc. for a three-year period starting on July 1, 2023, with two one-year renewal periods for a not to exceed amount of \$300,000.
3. Authorize the City Manager or designee to execute the agreements and any future authorized amendments to these agreements.

**Attachments:** [1. PSA with Kabbara Engineering](#)  
[2. PSA with Z&K](#)

10. **[AUTHORIZE THE PURCHASE OF FORD FLEET VEHICLES](#)** **[23-1270](#)**

RECOMMENDATION:

Staff recommends the City Council:

1. Authorize by minute action, that compliance with the bidding requirements and procedures is inefficient and not in the best interest of the City, based on identified conditions and supported by substantial evidence.
2. Authorize the purchase of Ford fleet vehicles from local authorized Ford dealerships.
3. Authorize the City Manager or designee to execute the necessary documents for the purchase of new and replacement Ford fleet vehicles as approved in Fiscal Years 2021-22, 2022-23, and 2023-24 annual budgets.

**Attachments:** [1. List of Approved Vehicles](#)

11. [RESOLUTION ADOPTING THE FY 2023-2024 STATEMENT OF INVESTMENT POLICY](#)

RECOMMENDATION:

Staff recommends the City Council Adopt Resolution No. 2023-xx (Attachment 1) approving the Statement of Investment Policy for FY 2023-2024 (Attachment 2).

**Attachments:** [1. Resolution No. 2023-xx Adopting Investment Policy](#)  
[2. FY 2022-23 Costa Mesa Draft Investment Policy](#)

12. [AMENDMENT NUMBER THREE TO PROFESSIONAL SERVICES AGREEMENT WITH LYONS SECURITY SERVICE, INC.](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Approve proposed Amendment No 3 to the Professional Services Agreement (PSA) with Lyons Security Services, Inc., increasing the maximum compensation by \$45,000 for unarmed security guard services for the Lions Park Campus and the Costa Mesa Senior Center, for a total not-to-exceed amount of \$300,000 with a contingency of 10%, or \$30,000, for a total amount of \$330,000.
  
2. Authorize the City Manager and City Clerk to execute the agreement and all future amendments to the Professional Services Agreement.

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

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

**PUBLIC HEARINGS: NONE.**

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

**OLD BUSINESS: NONE.**

**NEW BUSINESS:**

1. **[SMART CAMP MEMORANDUM OF UNDERSTANDING](#)** **[23-1189](#)**

RECOMMENDATION:

Staff recommends the City Council approve the Memorandum of Understanding (MOU) between the City and Newport-Mesa Unified School District to provide SMART Camp to Costa Mesa residents and authorize the City Manager and City Clerk to execute the agreement and future amendments to the agreement.

**Attachments:** [1. SMART Camp MOU Proposal](#)

2. **[COMPENSATION PLAN AND SALARY SCHEDULE REVISIONS FOR 2023-1271 DESIGNATED CLASSIFICATIONS REPRESENTED BY THE COSTA MESA CITY EMPLOYEES ASSOCIATION AND THE COSTA MESA DIVISION MANAGERS ASSOCIATION](#)**

RECOMMENDATION:

Staff recommends the City Council:

1. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications represented by the Costa Mesa City Employees Association.
2. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications represented by the Costa Mesa Division Managers Association.

**Attachments:** [1. CMCEA Resolution](#)  
[2. CMDMA Resolution](#)

3. [FISCAL YEAR 2022-23 PRELIMINARY UNAUDITED YEAR-END 23-1265 FINANCIAL REPORT](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Authorize the City Manager, or her designee, to allocate and appropriate Fiscal Year 2022-23, if available, year-end savings as follows:
  - a. Deposit \$1.5 million into the City's Section 115 Trust to reduce existing pension liabilities;
  - b. Allocate up to \$1.5 million into the Housing Authority Fund for the General Plan Housing Element implementation program; and
  - c. Appropriate \$1.0 million for transfer to the Self Insurance Fund for the Workers' Compensation program.
  
2. Transfer actual amounts needed to cover the remaining COVID-19 and winter storm related costs in the Disaster Fund, from the American Rescue Plan Act Fund (ARPA), currently estimated at \$500,000.

**Attachments:** [1. General Fund Overview](#)

4. **AGREEMENTS FOR HOUSING-RELATED SUPPORTIVE SERVICES 23-1263  
IMPLEMENTING THE PREVIOUSLY-APPROVED HOME-AMERICAN  
RESCUE PLAN (HOME-ARP) FUNDING ALLOCATION PLAN**

RECOMMENDATION:

Staff recommends the City Council:

1. Authorize the City Manager and City Clerk to appropriate and execute an agreement funded by HOME-ARP and ARPA funding with Community Legal Aid of Orange County in the amount of \$250,000 for a one (1) year term with an additional three (3) year renewal options depending on funding, in substantially the same form as attached and in such final form as approved by the City Attorney.
2. Authorize the City Manager and City Clerk to appropriate and execute an agreement funded by HOME-ARP and ARPA funding with Project Hope Alliance in the amount of \$120,000 for a one (1) year term with an additional three (3) year renewal options depending on funding, in substantially the same form as attached and in such final form as approved by the City Attorney.
3. Authorize the City Manager and City Clerk to appropriate and execute an agreement funded by HOME-ARP and ARPA funding with Stand UP for Kids in the amount of \$72,348 for a one (1) year term with an additional three (3) year renewal options depending on funding, in substantially the same form as attached and in such final form as approved by the City Attorney.
4. Authorize the City Manager and City Clerk to appropriate and execute an agreement funded by HOME-ARP and ARPA funding with Trellis in the amount of \$29,640 for a one (1) year term with an additional three (3) year renewal options at \$87,952 depending on funding, in substantially the same form as attached and in such final form as approved by the City Attorney.
5. Authorize the City Manager and the City Clerk to appropriate and execute an amendment to the existing agreement with Mercy House to add ARPA funding allocated to rental assistance in the FY 23-24 Adopted Budget, plus an additional \$750,000 in ARPA funds, to continue to provide rental assistance in the City of Costa Mesa and extend the term of the agreement to December 31, 2024.
6. Authorize the City Manager, or the City Manager's Designee, to amend the HOME-ARP Allocation Plan to re-allocate \$100,000 from Development and Support of Affordable Housing to Supportive Services.

- Attachments:** [1. RFP NO. 23-15](#)  
[2. HOME ARP Proposals](#)  
[3. Community Legal Aid Subrecipient Draft Agreement HOME-ARP](#)  
[4. Project Hope Alliance Subrecipient Draft Agreement HOME-ARP](#)  
[5. Stand UP for Kids Subrecipient Draft Agreement HOME-ARP](#)  
[6. Trellis Subrecipient Draft Agreement HOME-ARP](#)  
[7. Mercy House Rental Assistance Agreement Amendment 4](#)

**5. COSTA MESA BRIDGE SHELTER CAPACITY PROJECT 23-1202**

RECOMMENDATION:

Staff recommends the City Council:

1. Approve Amendment No. One to the Memorandum of Understanding with the City of Newport Beach to increase their annual payment by \$275,000 for an updated annual contribution of \$1,275,000 and a one-time payment of \$50,000 to cover capital costs; and appropriate said funds to the Housing Authority Budget.
2. Approve proposed Amendment No. One to the Subrecipient Agreement with Bracken's Kitchen increasing the compensation by \$73,000 for a new annual not-to-exceed amount of \$400,600.
3. Approve Amendment No. One to the Subrecipient Agreement with Mercy House increasing the compensation by \$185,286 for a new annual not-to-exceed amount of \$2,185,286.
4. Authorize the City Manager and City Clerk to execute all agreements and any amendments to the agreements.

- Attachments:** [1. Amendment No 1 - Mercy House PSA](#)  
[2. Amendment No 1 - Newport Beach MOU](#)  
[3. Amendment No 2 - PSA with Bracken's Kitchen Inc. - 6.1.23](#)

6. [COMMITMENT OF \\$4,000,000 TO AMERICAN FAMILY HOUSING FOR 23-1204  
THE TRAVELODGE NORTH HOUSING PROJECT AS PART OF  
HOMEKEY ROUND 3](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Approve a commitment of \$2,500,000 in Low- and Moderate-Income Housing Asset Funds and \$1,500,000 in ARPA funds to American Family Housing for conversion of the Travelodge North Motel as a Homekey Round 3 permanent housing project.
2. Authorize the City Manager or their designee to execute a Commitment Letter with American Family Housing in the amounts listed above for the Travelodge North Homekey project.
3. Authorize the City Manager to execute all applicable agreements to bring the Travelodge North Homekey project to fruition.

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

**ADJOURNMENT**