



CITY OF COSTA MESA

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

Agenda

Tuesday, September 19, 2023

6:00 PM

**City Council Chambers
77 Fair Drive**

SPECIAL AMENDED AGENDA

**Mayor Stephens will be attending the meeting via Zoom Webinar from:
2004 N Capella Ct., Costa Mesa, CA 92627**

***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.

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.

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.

Mayor Stephens will be attending the meeting via Zoom Webinar from:
2004 N Capella Ct., Costa Mesa, CA 92627

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 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
2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - TWO CASES
Pursuant to California Government Code Section 54956.9 (d)(2)
3. CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to California Government Code Section 54957.6, (a)
Agency Designated Representative: Lori Ann Farrell Harrison, City Manager and Alma Reyes, Deputy City Manager
Name of Employee Organization: Costa Mesa Firefighters Association (CMFA).

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

SEPTEMBER 19, 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 Marr will be attending the meeting via Zoom Webinar from:
The Hyatt Place Arlington/Courthouse Plaza
2401 Wilson Blvd., Arlington, Virginia 22201

Mayor Stephens will be attending the meeting via Zoom Webinar from:
2004 N Capella Ct., Costa Mesa, CA 92627

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. [Costa Mesa Pony 10U Baseball Team 2023 World Series Champions](#)[23-1381](#)
2. [Trauma Intervention Program \(TIP\) - Recognition of Heroes with a](#)[23-1382](#)
[Heart honoree - Costa Mesa Police Officer Orlando Lopez](#)
3. [Proclamation: 2023 Forensic Science Week](#) [23-1378](#)
Attachments: [09-13-2023 Forensic Science Week](#)

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 Gameros
2. Council Member Harper
3. Council Member Marr
4. Council Member Reynolds
5. Council Member Chavez
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 ALI23-1369 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](#) [23-1370](#)

RECOMMENDATION:

City Council receive and file Claims received by the City Clerk: Allstate (Christine Shingleton), Mercedes Brizuela, Jorge Del La Torre, Colette Dunwoody, Jennifer Mair, Brittany Smith.

3. [ADOPTION OF WARRANT RESOLUTION](#) [23-1376](#)

RECOMMENDATION:

City Council approve Warrant Resolution No. 2705.

Attachments: [1. Summary Check Register 8-31-23](#)
[2. Summary Check Register 9-07-23](#)

4. [MINUTES](#) [23-1371](#)

RECOMMENDATION:

City Council approve the minutes of the regular meeting of September 5, 2023.

Attachments: [09-05-2023 Draft Minutes](#)

5. [AUTHORIZE THE USE OF SOURCEWELL'S NATIONAL COOPERATIVE AGREEMENT WITH MUSCO SPORTS LIGHTING, LLC, FOR THE PURCHASE OF LED LIGHTING MATERIALS](#)²³⁻¹³⁶⁰

RECOMMENDATION:

Staff recommends the City Council:

1. Authorize the use of Sourcewell's Cooperative Agreement #041123-MSL with Musco Sports Lighting, LLC, for the purchase of LED lighting equipment and material to retrofit and install lighting at multiple City facilities.
2. Authorize the purchase of LED lighting and equipment material for \$1,894,090 from Musco Sports Lighting, LLC.

Attachments: [Agenda Report](#)

[1. Quote for LED Lighting Upgrades](#)

6. [ACCEPTANCE OF THE WILSON STREET IMPROVEMENT PROJECT](#)²³⁻¹³⁶³
[CITY PROJECT NO. 22-01](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Accept the work performed by All American Asphalt, Inc., 400 East Sixth Street, Corona, California 92879 for the Wilson Street Improvement Project, City Project No. 22-01, and authorize the City Clerk to file the Notice of Completion.
2. Authorize 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.

Attachments: [Agenda Report](#)

[1. Final Costs Summary](#)

7. [AGREEMENT FOR A SCHOOL RESOURCE OFFICER PROGRAM BETWEEN THE CITY OF COSTA MESA AND NEWPORT-MESA UNIFIED SCHOOL DISTRICT FOR FISCAL YEAR 2023-2024](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the agreement for a School Resource Officer (SRO) Program between the City of Costa Mesa and Newport-Mesa Unified School District (NMUSD) for Fiscal Year 2023-2024.
2. Authorize the City Manager to execute the agreement.

Attachments: [Agenda Report](#)

- [1. Costa Mesa SRO Agreement FY23-24](#)
- [2. Exhibit A SRO projected salary 2023-2024](#)

8. [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: [Agenda Report](#)

- [1. OTS STEP Grant Agreement - PT24052](#)
- [2. Resolution No. 2023-XX OTS STEP Grant Resolution](#)

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. [INFORMATION TECHNOLOGY DEPARTMENT OVERVIEW AND SPECIAL PROJECTS UPDATE](#) ~~23-1361~~

RECOMMENDATION:

Presentation to the City Council to provide a general overview of the Information Technology Department with respect to staffing, operating budget, programs, services, and the status of special projects. Staff recommends that the City Council receive and file the report and presentation.

Attachments: [Agenda Report](#)

2. **COMPENSATION PLAN AND SALARY SCHEDULE REVISIONS FOR 2023-1375
DESIGNATED CLASSIFICATIONS REPRESENTED BY THE COSTA
MESA CITY EMPLOYEES ASSOCIATION AND THE COSTA MESA
DIVISION MANAGERS ASSOCIATION AND CLASSIFICATIONS IN
THE CONFIDENTIAL UNIT AND THE PART TIME SALARY
RESOLUTION.**

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. (Attachment I)
2. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in the Confidential Unit. (Attachment II)
3. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications represented by the Costa Mesa Division Managers Association. (Attachment III)
4. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in Part Time Salary Resolution. (Attachment IV)

Attachments: [Agenda Report](#)

[1. CMCEA Resolution](#)

[2. Confidential Resolution](#)

[3. CMDMA Resolution](#)

[4. Part Time Resolution](#)

[5. Summary of CMCEA Updates](#)

[6. Summary of Analyst Police Cadet Updates](#)

3. [STATUS UPDATE REGARDING THE CALIFORNIA OFFICE OF 23-1377
EMERGENCY SERVICES' \(CAL OES\) SOUTHERN CALIFORNIA
REGIONAL EMERGENCY OPERATIONS CENTER PROJECT AT
FAIRVIEW DEVELOPMENTAL CENTER SITE](#)

RECOMMENDATION:

Staff recommends the City Council receive and file this information and provide feedback, as needed.

Attachments: [Agenda Report](#)

[1. Executive Summary and Exhibits](#)

[2. April 17, 2023 Comment Letter](#)

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

ADJOURNMENT



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1381

Meeting Date: 9/19/2023

TITLE:

Costa Mesa Pony 10U Baseball Team 2023 World Series Champions

DEPARTMENT: City Manager's Office



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1382

Meeting Date: 9/19/2023

TITLE:

Trauma Intervention Program (TIP) - Recognition of Heroes with a Heart honoree - Costa Mesa
Police Officer Orlando Lopez

DEPARTMENT: City Manager's Office



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1378

Meeting Date: 9/19/2023

TITLE:

Proclamation: 2023 Forensic Science Week

DEPARTMENT: City Manager's Office



CITY OF COSTA MESA, CALIFORNIA

Proclamation

WHEREAS, forensic science is a vital public service; and

WHEREAS, access to quality forensic analysis is a critical element of intelligence-led policing that can exonerate the innocent, uncover crime trends, identify perpetrators, solve crimes, and enhance public safety; and

WHEREAS, forensic science plays a critical role in public outreach and crime prevention and is evolving in its role as an essential member of the criminal justice community; and

WHEREAS, forensic scientists are responsible for collecting evidence, conducting detailed analyses, communicating results in criminal court proceedings as expert witnesses, and educating stakeholders about forensic science; and

WHEREAS, crime scene investigators, forensic examiners, and forensic scientists provide unbiased, accurate, and reliable analyses of evidence recovered from across the nation; and

WHEREAS, numerous professional organizations have recognized September 17-23, 2023, as National Forensic Science Week, and individuals across the country will be celebrating; and

WHEREAS, the hard-working people who comprise our forensic science organizations deserve universal regard and appreciation for their commitment to proper scientific investigation for the cause of justice; and

WHEREAS, in 2022, the City of Costa Mesa Police Department Crime Scene Specialists processed over 1200 supplemental reports and responded to more than 800 calls for service.

NOW, THEREFORE, I, John B. Stephens, Mayor of the City of Costa Mesa, do hereby proclaim September 18-24, 2023, as National Forensic Science Week in the City of Costa Mesa and invite all residents to celebrate and honor the dedicated work of those in forensic science.

Dated this 19th day of September 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 #: 23-1369

Meeting Date: 9/19/2023

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 #: 23-1370

Meeting Date: 9/19/2023

TITLE:

READING FOLDER

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

RECOMMENDATION:

City Council receive and file Claims received by the City Clerk: Allstate (Christine Shingleton), Mercedes Brizuela, Jorge Del La Torre, Colette Dunwoody, Jennifer Mair, Brittany Smith.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1376

Meeting Date: 9/19/2023

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. 2705.

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. 23-18 On Cycle for \$3,470,166.28 and City operating expenses for \$1,310,806.61.

Bank: DDP1
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
016163	09/01/23	O	US Bank <i>Line Description: Overflow</i>	0000002228	0.00
016164	09/01/23	O	US Bank <i>Line Description: Overflow</i>	0000002228	0.00
016165	09/01/23	O	US Bank <i>Line Description: Overflow</i>	0000002228	0.00
016166	09/01/23	O	US Bank <i>Line Description: Overflow</i>	0000002228	0.00
TOTAL					0.00

amount
20,832.65
234,951.90
337,542.08
3,599.90
0.00
\$596,926.53

Bank: DDP1
Cycle: AEOM

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
016115	08/31/23	P	Alan F Kent	0000006393	2,174.79
			Line Description: 1% Supplemental Pay Sep 23		
016116	08/31/23	P	Beckee Cost	0000016309	946.08
			Line Description: 1% Supplemental Pay Sep 23		
016117	08/31/23	P	Chris Morris	0000007439	2,500.00
			Line Description: Monthly LTD Payment-Sep 23		
016118	08/31/23	P	Danny Hogue	0000006802	1,137.03
			Line Description: 1% Supplemental Pay Sep 23		
016119	08/31/23	P	Darlene Bell	0000005602	580.54
			Line Description: 1% Supplemental Pay Sep 23		
016120	08/31/23	P	David A Dye	0000002065	260.90
			Line Description: 1% Supplemental Pay Sep 23		
016121	08/31/23	P	Edward Dryzmala	0000006686	1,377.28
			Line Description: 1% Supplemental Pay Sep 23		
016122	08/31/23	P	Gale Tuso	0000017460	233.08
			Line Description: 1% Supplemental Pay Sep 23		
016123	08/31/23	P	George J Yezbick Jr	0000005045	1,164.00
			Line Description: 1% Supplemental Pay Sep 23		
016124	08/31/23	P	Harlan Pauley	0000003569	232.12
			Line Description: 1% Supplemental Pay Sep 23		

Bank: DDP1
Cycle: AEOM

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
016125	08/31/23	P	James M Miller	0000007440	2,500.00
		Line Description: Monthly LTD Payemnt-Sep 23			
016126	08/31/23	P	Kathleen Zuorski	0000025225	504.52
		Line Description: 1% Supplemental Pay Sep 23			
016127	08/31/23	P	Linda Boylan	0000023340	57.98
		Line Description: 1% Supplemental Pay Sep 23			
016128	08/31/23	P	Matthew J Collett	0000001720	856.58
		Line Description: 1% Supplemental Pay Sep 23			
016129	08/31/23	P	Paul A Cappuccilli	0000007705	1,214.50
		Line Description: 1% Supplemental Pay Sep 23			
016130	08/31/23	P	Phil Dickens	0000005801	511.76
		Line Description: 1% Supplemental Pay Sep 23			
016131	08/31/23	P	Richard J Johnson	0000005620	1,255.66
		Line Description: 1% Supplemental Pay Sep 23			
016132	08/31/23	P	Thomas J Lazar	0000002925	1,703.25
		Line Description: 1% Supplemental Pay Sep 23			
016133	08/31/23	P	William H Bechtel	0000001224	1,622.58
		Line Description: 1% Supplemental Pay Sep 23			
TOTAL					\$20,832.65

Bank: DDP1

Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
016134	09/01/23	P	Aaron Davis	0000020908	250.00
			<i>Line Description:</i> Paramedic License Renewal		
016135	09/01/23	P	Alberto Lopez	0000009980	16.00
			<i>Line Description:</i> Internal Affairs Investigation		
016136	09/01/23	P	Charles Torres	0000011845	250.00
			<i>Line Description:</i> Paramedic License Renewal		
016137	09/01/23	P	Costa Mesa Employees Association	0000006284	4,126.18
			<i>Line Description:</i> Payroll Deduction 23-18		
016138	09/01/23	P	Costa Mesa Executive Club	0000006286	140.00
			<i>Line Description:</i> Payroll Deduction 23-18		
016139	09/01/23	P	Costa Mesa Firefighters Association	0000001812	8,227.39
			<i>Line Description:</i> Payroll Deduction 23-18		
016140	09/01/23	P	Costa Mesa Police Association	0000001819	7,260.00
			<i>Line Description:</i> Payroll Deduction 23-18		
016141	09/01/23	P	Costa Mesa Police Management Assn	0000005082	315.00
			<i>Line Description:</i> Payroll Deduction 23-18		
016142	09/01/23	P	Crystal Cordero	0000023322	185.00
			<i>Line Description:</i> Women Leaders in Law Enforcmnt		
016143	09/01/23	P	Eloisa Peralta	0000026154	185.00
			<i>Line Description:</i> Women Leaders in Law Enforcmnt		

Bank: DDP1

Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
016144	09/01/23	P	Frank Nguyen	0000025830	4,758.17
		<i>Line Description:</i> Advanced Disability-Sep 2023			
016145	09/01/23	P	Griffin Dooley	0000030016	240.71
		<i>Line Description:</i> Outreach Prog Exp-Jul 2023			
016146	09/01/23	P	Hans Guenther	0000015579	16.00
		<i>Line Description:</i> Internal Affairs Investigatns			
016147	09/01/23	P	Isaiah Ashby	0000027738	24.00
		<i>Line Description:</i> Safe School Conference			
016148	09/01/23	P	Jack R. Sweeney	0000030173	4,160.00
		<i>Line Description:</i> Rent-3190 Airport Loop Sep 23			
016149	09/01/23	P	James A Brown	0000024426	312.48
		<i>Line Description:</i> Flower Delivery to GGPd			
016150	09/01/23	P	Joyce LaPointe	0000006332	185.00
		<i>Line Description:</i> Women Leaders in Law Enforcmnt			
016151	09/01/23	P	Kathleen Sapida	0000029556	199.06
		<i>Line Description:</i> Safe Schools Conference OC School Resource Officers			
016152	09/01/23	P	Kevin M Ruhl II	0000020438	250.00
		<i>Line Description:</i> Paramedic License Renewal			

Bank: DDP1

Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
016153	09/01/23	P	Madison Evans	0000029894	185.00
			Line Description: Women Leaders in Law Enforcmnt		
016154	09/01/23	P	Michelle Bradbury	0000014380	185.00
			Line Description: Women Leaders in Law Enforcmnt		
016155	09/01/23	P	Monique Villasenor	0000029888	690.15
			Line Description: Special Event Supplies		
016156	09/01/23	P	Nicole Brown	0000012358	185.00
			Line Description: Women Leaders in Law Enforcmnt		
016157	09/01/23	P	Omar Amaya	0000027488	200.00
			Line Description: Ethical Leadership4 Instructor		
016158	09/01/23	P	Shane Dean	0000029614	40.00
			Line Description: OC School Resource Officers		
016159	09/01/23	P	Spencer Hibbard	0000029191	444.38
			Line Description: River/Flood Rescue Short Paid		
016160	09/01/23	P	Stephanie Selinske	0000011795	185.00
			Line Description: Women Leaders in Law Enforcmnt		
016161	09/01/23	P	Todd Palombo	0000007100	4,562.50
			Line Description: Advanced Disability-Sep 2023		
016162	09/01/23	P	US Bank	0000002228	196,449.88
			Line Description: Office Supplies		

Bank: DDP1
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
		Line Description:	Monthly Connection Fee		
			Finance Director CM Working Lu		
			Mesa Water		
			1 of Madisi Crayons Bulk Pack		
			100 Pack of Wig T-Pins for Off		
			Business Meeting Code Enforcem		
			Web Sub Software for LMS		
			Cannabis Cloud Base Storage fo		
			Cannabis Software App for Cann		
			Tyler Payment Verification Tes		
			1 Frigidaire Water Air Filter		
			Civil Engineer License Renewal		
			Coffee For Executive/Admin		
			Records Management Working Lun		
			Job Fair (Advertisement)		
			Webinar Training		
			Dues & Membership		
			ID Badge Supplies		
			Training Registration		
			Raters Meals for Oral Intervie		
			Conference Registration		
			Conference Registration KL EM		
			iCloud Storage		
			Prime Membership		
			Client Ride Shares		
			Office Supply Toner		
			Water Bottles for Clients		
			Mileage App for Outreach Drive		
			Mileage App for Tracking Outre		
			Reconnection Client Ka Fe		
			Supplies for Shelter Repair		
			Extra Copies of Shelter Keys		
			Monthly Sub Fees		
			MacBook Accessories		
			CCMF Dues-Deputy City Manager		
			Macbooks for Graphics Team		
			Business Meeting Food		
			Professional Development		
			Lunch&Learn Refreshments		

Bank: DDP1
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i>		
			Beverage Refrigerator Cooler		
			Biodegradable Cups for Lunch&Le		
			Biodegradable Plates for Lunch&		
			City Council Meeting-Meal Prov		
			Logitech Optical Trackball Mou		
			Lunch&Learn Sustainability Pro		
			Office Desk Paticians for Webm		
			Monthly Charge		
			Dais Snacks for Council		
			Annual OCFEC Opening Day		
			Annual Economic Forecast Confe		
			Annual OCFEC Opening Day Lunch		
			Credit Recieved for Overcharge		
			ULI OC Chair's Reception Regis		
			Ice		
			Storage Bins		
			Push Cart Dolly		
			Coffee for CM Office		
			Coffee For CM Office		
			Lapel City Seal Pins		
			Dry Cleaning Services		
			Refreshments for Staff		
			Permit PI 4000 Annual Fee		
			reMarkarkable Monthly Sub		
			July 3rd Event Decorations		
			Refreshments for Meet&Greet		
			Paper Supplies for Central Ser		
			Portable Restrooms for July 3r		
			Refreshments for Employee Picn		
			Workbench		
			Velcro Rolls (2)		
			External Hard Drive		
			5-Tier Heavy Duty Rack (2)		
			5-Tier Heavy Duty Rack (3)		
			VISIO Plan 2 6/10-7/9/23		
			Power BI Premium User On-line		
			MISAC Annual Confreence Regist		
			Ipad Case		
			Laptop Bag		

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>
		<i>Line Description:</i>	Software Subs		
			On-Line Training		
			Headset and Stand Riser		
			Monthly Tablet Sub		
			Microsoft 365 Monthly Sub		
			Microsoft 365 Monthly Subs		
			Monthly Fee for On-Line Queuin		
			Water for Sta 4		
			Water/Supplies-Sta 6		
			Water & Gatorade Sta 1		
			Membership Renewal Amy Ellard		
			Supplies for Station 4 Classro		
			Fuel Vehicle #502		
			OC Fire Chiefs Choc Event		
			Coffee:Command Staff Meeting		
			Bagels and Coffee for Staff Me		
			Parking:OC Fire Chiefs Choc Me		
			Parking;Cal Cities Board Meeti		
			Lodging Rabbit Fire		
			Statin 4 Captains Bunk Room Do		
			Fire Investigation Tools		
			2-Fire Investigation Evidence		
			CERT Conference Bag Fee		
			EMS Section Annual Dues		
			Water for Sta #4 Classroom Dis		
			Membership Renewal		
			Coffee Creamer for Classroom		
			Coffee Supplies for Classroom		
			Cable Ties for Zoll Monitor Pr		
			File Sharing Memberhship		
			Membership for Image Srvs		
			Diagnosis of Sta 6 Dishwasher		
			Annual Sub for Online Flip Boo		
			Kitchen Supplies Coffee Pot Co		
			Throw Line-Johnson for Davis R		
			Lunch;Pierce Truck Training		
			EOC Activation Supplies July 3		
			100- 2"X8 Wooden Tree Stakes		
			Tree Seminar Event		

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>
			<i>Line Description:</i>		
			Phone Charger City Cell Phone		
			2022 Cali Existing Building Co		
			Avaya 6408 Display Plus Phone-		
			Business Meeting-Stormwater Qt		
			Monthly CEAOC Meeting-AUG 2023		
			FD Service Fee		
			Duralast Battery		
			Hose and Adaptor		
			Permanent Trailer ID #759		
			ACChiller Valve 5th Floor CH		
			Ceiling Tiles for WS Police St		
			City Hall Plumbing Repair Supp		
			Wireless Control Transmitter S		
			Seat Covers for Unit 774		
			Material Needed in Manufacturi		
			Phone Cord for Office		
			Case for Remarkable Tablet		
			Note for Tablet Mntnce Mgr.		
			Chair for OSII per HR Reccomen		
			Valve Actuator for City Hall H		
			Valve Actuator		
			Plumbing Supplies		
			CEAOC Luncheon		
			Business Meeting		
			Office Supplies Admin		
			License Renewal for N. Casil		
			Registration for 2 Employees		
			Office Supplies Transportation		
			Business Meeting		
			Open House Supplies/Food		
			Employee Rec Shadow Frames		
			Teen Academy Lunch/Supplies		
			Program Create Presentations		
			Water Conference Room Meeting		
			Employee Recognition-Parchment		
			Logo Die-Cut 70th Anni Gift Bo		
			Prime Membership		
			Monthly Cloud Subs		
			Annual Subscription		

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>
			<i>Line Description:</i>		
			Open House-Supplies/Food BBQ		
			Monthly Membership		
			IACP 2023 Conference		
			Teen Academy		
			Open House Event		
			Open House Churros		
			Keys		
			MCV Supplies		
			Faro Software		
			Traffic Supplies		
			MADD Banquet Reservations		
			Office Supplies-Presentation		
			Trailer/Traffics and OC Fair S		
			Rubmap Subscription		
			Soft Muzzle		
			Bodi Gland Expression		
			Repair for Patrol Done		
			Tactical Drone Lights Required		
			Misc Electronic Parts and Tool		
			Crayons for 911 Community Outr		
			Food for County Wide Meeting		
			Proximity Cars for Police IDs		
			Coffee for County Wide Meeting		
			2 V300 BWC Mounts		
			Teen Academy Luncheon		
			2 Combo Locks for SWAT		
			Uniform for Officers		
			Beverage During PO Testing		
			Breakfast for GVRO Training		
			Duty Belt for Uniform of OFc V		
			Food for Agility and Panel Sta		
			Food for Gun Violence Restrain		
			Lunch for Panel During PO Test		
			Vet Bill for K9 Aran		
			Dental Bill of K9 Aran		
			Refund for Baton Expenses		
			Plaques for Rankin and Dehuff		
			Tuition/Women Leaders Conf/3 F		
			Tuition for Officers		

Bank: DDP1
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
		Line Description:	Tuition for Peer Support		
			Duty for Holster for Lt. Carlo		
			Tuition/Membership		
			18 Tickets to MADD Awards		
			Food for Staff for July 3rd		
			Board Up Service for Deceased		
			Excursion Fees		
			Excursion Parking Fees for Day		
			Food and Supplies for Day Camp		
			ARTventure Ad		
			Office Supplies		
			Fairview Park Events		
			FVP Small Tools		
			WD-40 for Office Chairs		
			Food for Verterans Social Grou		
			Special Event Supplies		
			Certifications Required for Aq		
			Maintenance Equipment for Pool		
			Subs Employee Level Upgrade		
			Supplies for Concert		
			First Aid Kid for the NHCC		
			Craft for Supplies for Movies		
			Laptops for City Clerk Office		
			Arts and Crafts Supplies ROCKS		
			Arts/Crafts Supplies ROCKS		
			Office Supplies for Fields		
			Tool for Supplies for Fields		
			Uniform Equipment Adult Sports		
			Spritz Plates		
			Event Meetings		
			Parks T-Shirt Promo		
			Food for July 3rd Event		
			Food for Independence Day		
			Dessert for Independence Day		
			Supplies for Independence Day		
			Items for Sunroon Water Statio		
			Refreshments for Ice Cream Soc		
			Excursion Fees		
			Excursion Parking Fees		

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>
			<i>Line Description:</i>		
			Office Supplies for DRC		
			Excursion Fes Teen Program		
			Excursion Fees Teen Program		
			Food and Supplies YS Program		
			Bottle Water Youth Sports Prog		
			Excursion Fees Refund Teen Pro		
			Promotional Items Concerts Par		
			Trainig-Teens		
			Concerts Promos		
			Aquatics Training		
			Aquatics Uniforms		
			Training-Balearic		
			July 3rd Trophies/Meals		
			Chain Equipment		
			Concert Supplies		
			Kwik Table Covers		
			Keyboard and Mouse		
			Beverage Bins July 3rd		
			Charging Dock Powerbank		
			Portable Restroom July 3		
			Snack and Beverage Meetings		
			Chain Equipment Parking Signs		
			2 Megaphones 10 Orders ofOrang		
			Charging Cables Work Electroni		
			Food & Beverages July 3rd Even		
			Restricted Parking Signs Walki		
			Credit		
			Rec Equipment		
			Cricut Design Sub		
			Monthly Streaming		
			Supplies for Classes		
			Supplies for Special Events		
			Independence Day Celebration		
			Supplies for Independence Day		
			Refreshments Icecream Social M		
			Supplies for Movies in the Par		
			Reoccurring Monthly Fee		
			2 Storage Racks W/Wheels		
			Dolly to Help Move Equipments		

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>
			<i>Line Description:</i> Organization Bins for Confid F July 3rd Event Event Shirts		
016167	09/01/23	P	Zachary Finkelstein	0000029123	725.00
			<i>Line Description:</i> Fire Op in Urban Interface S-212 Faller III		
TOTAL					\$234,951.90

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244305	09/01/23	P	Atkinson Andelson Loya Ruud & Romo	0000027289	17,199.37
			Line Description: General Legal-Jun 2023		
0244306	09/01/23	P	Bound Tree Medical LLC	0000011695	26,340.61
			Line Description: Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
			Paramedic Supplies		
0244307	09/01/23	P	County of Orange	0000007209	15,682.50
			Line Description: Parking Citation Proces-Jul 23		
0244308	09/01/23	P	Orange County Treasurer Tax Collector	0000003489	16,283.80
			Line Description: FY23-24 LAFCO Mbrshp Dues		
0244309	09/01/23	P	Premier Security Services Inc	0000002633	18,807.44
			Line Description: SECURITY INSTALLATION		
0244310	09/01/23	P	Uline	0000010970	49,951.91
			Line Description: Mobile Storage Shelving		
0244311	09/01/23	P	3SI Security Systems Inc	0000025001	1,440.00
			Line Description: ESO Tracking Svcs per tracker		

SUMMARY CHECK REGISTER

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244312	09/01/23	P	AAA Electric Motor Sales & Service Inc	0000019861	15.79
			<i>Line Description:</i> Belt		
0244313	09/01/23	P	ARC	0000022726	408.20
			<i>Line Description:</i> Movies In the Park Banners		
			PD Ticket Pads		
			PD Ticket Pads		
			Foamboard Signs		
0244314	09/01/23	P	AT & T	0000001107	1,974.48
			<i>Line Description:</i> Balearic Center Fax		
			Senior Center Elevator		
			Senior Center Fire Alarm Syste		
			Local Usage		
			Fire Sta#1 Fire Alarm System		
0244315	09/01/23	P	AT & T	0000001107	74.90
			<i>Line Description:</i> Internet-Fleet Svs		
0244316	09/01/23	P	Aamco Transmissions & Total Car Care	0000029544	3,407.95
			<i>Line Description:</i> Transmission Repair-#709		
0244317	09/01/23	P	Adlerhorst International	0000000906	5,800.00
			<i>Line Description:</i> K9 Onsite Trng 7/1/23-6/30/24		
0244318	09/01/23	P	All City Management Services Inc	0000009480	7,651.84
			<i>Line Description:</i> Schl Crng Guard 7/23-8/5/23		
			Schl Crng Guard 7/9-7/22/23		
			Schl Crng Guard 6/25-7/8/23		
0244319	09/01/23	P	Anderson Art Gallery	0000030315	3,600.00

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Art 4 Civic Center Collection		
0244320	09/01/23	P	Angel Auto Spa LLC	0000027465	2,853.44
			Line Description: City Vehicle Wash-Jul 2023 PD Vehicle Wash-Jul 2023		
0244321	09/01/23	P	Aramark Correctional Services Inc	0000013108	961.15
			Line Description: Jail Meal Svc 7/8-7/19/23		
0244322	09/01/23	P	AssetWorks Inc	0000020210	9,980.00
			Line Description: Fuel Mgmt Training Fuel Mgmt Training		
0244323	09/01/23	P	Bee Busters Inc	0000007572	1,115.00
			Line Description: Bee Colony Abatement Bee Colony Abatement Bee Colony Abatement Bee Colony Abatement Bee Colony Abatement Bee Colony Abatement Bee Colony Abatement Bee Colony Abatement Bee Colony Abatement		
0244324	09/01/23	P	Blue Cosmo	0000026920	1,369.90
			Line Description: Satellite Phone Svcs-Jul 2023 Satellite Phone Svcs-Aug 2023		
0244325	09/01/23	P	CBE	0000015149	275.49
			Line Description: Relocation Fee-3190 Airport Dr Copier Maint 7/20-8/19/23 Copier Maint 6/5-7/4/23		

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244326	09/01/23	P	CDW Government Inc	0000005402	74.99
		Line Description:	USB Extension Cable		
0244327	09/01/23	P	Canon Financial Services Inc	0000023241	892.02
		Line Description:	Copier Lease-Jun 23		
			Copier Lease 5/20-6/19/23		
			Copier Lease 7/20-8/19/23		
			Copier Lease 8/20-9/19/23		
			Copier Lease 6/20-7/19/23		
			Late Fee Credit-Inv #30637264		
0244328	09/01/23	P	Carl Warren & Company	0000001578	4,026.17
		Line Description:	Consulting-Aug 2023		
0244329	09/01/23	P	Costa Mesa Auto Glass	0000010001	1,453.60
		Line Description:	Mirror/Tint-Unit #743		
0244330	09/01/23	P	County of Orange	0000003473	365.76
		Line Description:	Refuse Disposal@CO-Jul 23		
0244331	09/01/23	P	County of Orange	0000003486	1,129.32
		Line Description:	Teletype Svcs-Aug 2023		
0244332	09/01/23	P	Crisp Imaging	0000025539	57.97
		Line Description:	Plotter Supplies		
0244333	09/01/23	P	D & R Office Works Inc	0000029056	1,115.22
		Line Description:	941662 HEPA Air Filter		
			Sales Tax 7.75%		
			9544301 HEPA Air Filter		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244334	09/01/23	P	Daniels Tire Service	0000001922	7,384.31
		<i>Line Description:</i>	Warehouse Stock		
			Tire Disposal		
			Warehouse Stock		
0244335	09/01/23	P	Data Ticket Inc	0000010929	3,150.00
		<i>Line Description:</i>	Handhelds Maint 7/1/23-6/30/24		
0244336	09/01/23	P	Dell Computer Corp	0000001962	1,918.58
		<i>Line Description:</i>	DISCOUNT		
			WARRANTY MAINTENANCE		
0244337	09/01/23	P	Digital Magic Signs	0000012837	1,051.93
		<i>Line Description:</i>	Graphic Svc-Unit #752,723,710		
0244338	09/01/23	P	ECKERSALL LLC	0000025412	1,567.50
		<i>Line Description:</i>	GIS Svc-July 23		
0244339	09/01/23	P	Elizabeth May Feltman	0000030306	4,000.00
		<i>Line Description:</i>	MURAL RESTORATION		
0244340	09/01/23	P	Empower Annuity Insurance Company	0000030305	325.00
		<i>Line Description:</i>	Care/Secure Fee Jan-mar 2023		
0244341	09/01/23	P	Fastenal Company	0000011159	739.76
		<i>Line Description:</i>	Warehouse Stock		
0244342	09/01/23	P	Fed Ex	0000002190	42.34

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Ground Delivery		
0244343	09/01/23	P	Fleet Services Inc	0000002239	146.28
			Line Description: Exhaust		
0244344	09/01/23	P	Ford Fleet Care	0000026262	3,017.79
			Line Description: Ford Parts 4/76/12/23		
0244345	09/01/23	P	Fuel Pros Inc	0000026476	1,629.37
			Line Description: CY DO Inspection-Jun 23		
			PD Fuel Leak Repair		
			CY DO Inspection		
			PD DO Inspection		
			FS #2 DO Inspection		
			FS #6 DO Inspection		
0244346	09/01/23	P	Grainger	0000002393	2,723.98
			Line Description: Hardware Supplies		
			Hardware Supplies		
			Hardware		
			Hardwared Supplies		
			Hardware Supplies		
			Hardware Supplies		
			Hardware Supplies		
0244347	09/01/23	P	Graybar Electric Company Inc	0000002397	536.63
			Line Description: Electrical Supplies		
0244348	09/01/23	P	Integrated Impressions	0000003403	1,794.91
			Line Description: TESSA Promotional Items		
0244349	09/01/23	P	JFK Transportation Co., Inc.	0000030141	6,600.00

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Summer Day Camp Trnasportation Summer Day Camp Trnasportation Summer Day Camp Trnasportation Summer Day Camp Trnasportation Summer Day Camp Trnasportation Summer Day Camp Trnasportation		
0244350	09/01/23	P	James Snordan	0000029974	90.00
			<i>Line Description:</i> Basketball Referee 8/23/23		
0244351	09/01/23	P	Johnson Controls Fire Protection LP	0000026089	7,047.95
			<i>Line Description:</i> FS #3 Fire Alarm 4/1-6/30/23 Cityhal Fire Alarm 4/1-6/30/23 FS #5 Fire Alarm 4/1-6/30/23 NCC Fire Alarm 4/1-6/30/23 DD Libr Fire Alarm 4/1-6/30/23 Telecom Fire Alarm 4/1-6/30/23 DRC Fire Alarm 4/1-6/30/23 Sr Cntr Fire Alarm 4/1-6/30/23 PD Fire Alarm Apr-Jun 23 PD Fire Alarm Apr-Jun 23 FS #6 Fire Alarm 4/1-6/30/23		
0244352	09/01/23	P	Kel Lac Tactical & Outdoor	0000030308	1,443.85
			<i>Line Description:</i> SWAT Jackets		
0244353	09/01/23	P	Kelly Spicers Stores	0000029500	247.98
			<i>Line Description:</i> Paper Supplies		
0244354	09/01/23	P	Kimball Midwest	0000006819	680.64
			<i>Line Description:</i> Shop Supplies		
0244355	09/01/23	P	Knorr Systems Inc	0000005036	3,632.62

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical		
0244356	09/01/23	P	Los Angeles Times	0000003000	1,501.81
			<i>Line Description:</i> Notice Inviting Ad for Adams/P		
0244357	09/01/23	P	Mad Science of West Orange County	0000029437	575.00
			<i>Line Description:</i> Energize & Boinks-7/7/23		
0244358	09/01/23	P	Manufactured Home Inspection, INC.	0000030219	6,250.00
			<i>Line Description:</i> HCD Rehab Grant-Joel French 19		
0244359	09/01/23	P	Mouse Graphics	0000001170	957.90
			<i>Line Description:</i> Print & Install of the decals		
0244360	09/01/23	P	Norwood Management LLC	0000029243	13,261.00
			<i>Line Description:</i> Lease Agreement		
0244361	09/01/23	P	Orange County Health Care Agency	0000000492	521.00
			<i>Line Description:</i> Haz Mat Disclosure-City Hall Haz Mat Fees-City Hall Hazmat Fees-FS5		
0244362	09/01/23	P	Pacific Medical Waste	0000029793	183.20
			<i>Line Description:</i> Biohazard Disposal Augt 23		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244363	09/01/23	P	Priority Landscape Services LLC	0000026592	4,160.00
			Line Description: Lndcpe Tree&Plant Care Jly23		
0244364	09/01/23	P	Quadient Inc	0000028798	431.97
			Line Description: POSTAGE MACHINE SUPPLIES		
0244365	09/01/23	P	Robert M Hogue	0000030121	3,500.00
			Line Description: Art 4 Civic Center Collection		
0244366	09/01/23	P	SC Commercial LLC	0000026844	10,547.92
			Line Description: Oils and Lubricants		
0244367	09/01/23	P	Sharon Hurd	0000030314	470.00
			Line Description: Art 4 Civic Center Collection		
0244368	09/01/23	P	South Coast Emergency Vehicle Services	0000003643	411.79
			Line Description: Stock-Door Handle		
0244369	09/01/23	P	Southern California Edison Company	0000004088	4,802.01
			Line Description: 2948 Bristol 7/1-8/14/23		
			2301 Harbor 7/25-8/22/23		
			1952 Newport #P 7/27-8/24/23		
			348 E 17th 7/26-8/23/23		
			3351 Sakioka 7/26-8/23/23		
			FS #1 7/21-8/20/23		
			2704 Harbor 7/21-8/20/23		
			3120 Manistee 7/24-8/21/23		
			867 Prospect 7/24-8/21/23		
			735 Baker 7/21-8/20/23		
			555 1/2 Paularino 7/24-8/21/23		
			189 Irvine 6/29-7/31/23		
			3349 Sakioka 7/26-8/23/23		

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244370	09/01/23	P	Southern California Gas Company	0000004092	3,003.52
		Line Description:	BCC 7/25-8/23/23 DRC 7/20-8/18/23 Sr Cntr 7/20-8/18/23 FS #2 7/24-8/22/23 FS #5 7/21-8/21/23 567 W 18th 7/20-8/18/23 DRC Pool 7/20-8/18/23 NHCC 7/20-8/18/23 FS #3 7/20-8/18/23 FS #4 7/21-8/21/23 PD 7/21-8/21/23 2300 Placentia 7/21-8/21/23 2310 Placentia 7/21-8/21/23 Telecomm 7/21-8/21/23 FS #1 7/25-8/23/23 721 James 7/20-8/18/23 717 James 7/20-8/15/23		
0244371	09/01/23	P	Stantec Consulting Services Inc	0000008310	4,430.00
		Line Description:	Raising Cane Parking Study		
0244372	09/01/23	P	Talimar Systems Inc	0000025939	681.50
		Line Description:	Sales Tax 7.75% Shipping Fee Black Chairs		
0244373	09/01/23	P	The Code Group Inc	0000025073	5,240.00
		Line Description:	Consulting Plan Check Srvs Consulting Staff		
0244374	09/01/23	P	The Home Depot Credit Services	0000002560	12,185.14
		Line Description:	Maint Equip-Graffiti Abtmt		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Plumbing Supp-Equip Maint Maint Equip-PD Tech/Maint Hardware Supp-Equip Maint Gen Supp-Signs/Markings Tools-Park Maint Maint Equip-Signs/Markings Gen Supplies-Graffiti Abatemen Electrical Supplies-Park Maint Auto Parts/Supp-Equip Maint Electrical Supp-Equip Maint General Supplies-Bldg Maint Hardware Supplies-Bldg Maint Hardware Supplies-Park Maint Plumbing Supplies-Bldg Maint Maint Equip-Storm Drain Maint Electrical Supplies-Bldg Maint		
0244375	09/01/23	P	Time Warner Cable	0000011202	94.98
			<i>Line Description:</i> 3175 Airway Ave Internet		
0244376	09/01/23	P	Ultimate Auto Recon, Inc	0000030183	500.00
			<i>Line Description:</i> 091-Repair		
0244377	09/01/23	P	Verizon Wireless	0000008717	1,737.91
			<i>Line Description:</i> CalNet Broadband		
0244378	09/01/23	P	Verizon Wireless	0000008717	10,965.01
			<i>Line Description:</i> Broadband 5/18-6/17/2023 Broadband Srvs 5/24-6/23/23 WIRELESS PHONE WIRELESS PHONE		
0244379	09/01/23	P	Vulcan Materials Company	0000007403	700.73
			<i>Line Description:</i> Asphalt		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Asphalt		
0244380	09/01/23	P	Ware Disposal Inc	0000000255	5,552.44
			Line Description: James St Removal		
			James St Trash Srvs June 23		
			James St Trash Srvs July 23		
0244381	09/01/23	P	Waterline Technologies Inc	0000014520	707.01
			Line Description: DRC-Pool Chemicals		
0244382	09/01/23	P	Zaidy Torres	0000030312	90.00
			Line Description: Basketball Referee-8/23/23		
TOTAL					\$337,542.08

Bank: CITY

Cycle: APAY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244383	09/01/23	P	CHC: Creating Healthier Communities	0000008015	10.00
			<i>Line Description:</i> Payroll Deduction 23-18		
0244384	09/01/23	P	CalPERS Long-Term Care Program	0000006287	184.27
			<i>Line Description:</i> Payroll Deduction 23-18		
0244385	09/01/23	P	Pamela Lilly	0000025324	750.00
			<i>Line Description:</i> Payroll Deduction		
0244386	09/01/23	P	State of California	0000001546	1,325.91
			<i>Line Description:</i> Payment Deduction 23-18		
0244387	09/01/23	P	State of California	0000001546	1,329.72
			<i>Line Description:</i> Payment Deduction 23-18		
TOTAL					\$3,599.90

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
016168	09/08/23	P	Elizabeth Duesund	0000020538	407.00
		Line Description: CCUG Annual Training-Oxnard			
016169	09/08/23	P	Justin Homer	0000017579	320.00
		Line Description: Intermediate Wildland Behavior			
016170	09/08/23	P	Khalid Sebai	0000030317	202.09
		Line Description: Safety Shoes			
016171	09/08/23	P	Lori Karaguezian	0000029616	48.00
		Line Description: OCCMA Networking/Speed Coachin			
016172	09/08/23	P	Matthew Chavez	0000026212	550.00
		Line Description: Crew Boss Engine Boss			
016173	09/08/23	P	Omar Amaya	0000027488	400.00
		Line Description: Instructor 2			
016174	09/08/23	P	Ramon Hernandez	0000024528	500.00
		Line Description: Clothing Allowance 23-24			
016175	09/08/23	P	Troy Hinrichs	0000024428	407.00
		Line Description: CCUG Annual Training-Oxnard			

TOTAL

\$2,834.09

amount

2,834.09

711,045.99

713,880.08

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244388	09/08/23	P	All American Asphalt	0000000971	170,995.46
		<i>Line Description:</i>	Wilson St Proj 22-01/400015 Retention Payable Proj 22-01		
0244389	09/08/23	P	Bracken's Kitchen Inc	0000029468	50,458.32
		<i>Line Description:</i>	CMBS Food/Kitchen Svs 7/3-14/2 CMBS Food/Kitchen Svs 7/17-31/ CMBS Food/Kitchen Svs7/31-8/13 CMBS Food/Kitchen Svs 8/14-28/		
0244390	09/08/23	P	City of Huntington Beach	0000002599	29,232.00
		<i>Line Description:</i>	Helicopter Svcs-Jul 23		
0244391	09/08/23	P	County Of Orange Treasurer-Tax Collector	0000007209	85,277.25
		<i>Line Description:</i>	800 MHz Cost ALC 7/1-9/30/23		
0244392	09/08/23	P	Lyons Security Service Inc	0000027168	40,608.04
		<i>Line Description:</i>	24 Hr Lyons Security of Lions 24 Hr Lyons Park Security of L		
0244393	09/08/23	P	Merrimac Energy Group	0000021566	25,246.12
		<i>Line Description:</i>	Diesel Fuel-Fire Staiton #5 Diesel Fuel-Fire Station 2 Diesel Fuel-Corp Yard Diesel Fuel-FS 1 Diesel Fuel-Fire Station #6		
0244394	09/08/23	P	Pinnacle Petroleum, Inc	0000029315	49,162.15
		<i>Line Description:</i>	Unleaded Fuel-Corp Yard Unleaded Fuel-PD		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244395	09/08/23	P	SHI International Corp	0000016007	53,510.41
		<i>Line Description:</i>	ADOBE PHOTOSHOP ACROBAT STANDARD DC ACROBAT PRO DC NETMOTION PREMIUM ACROBAT CREATIVE CLOUD		
0244396	09/08/23	P	South Coast Emergency Vehicle Services	0000003643	15,197.17
		<i>Line Description:</i>	526-Engine Repair		
0244397	09/08/23	P	Time Warner Cable	0000011202	16,896.19
		<i>Line Description:</i>	Internet Fiber Svs-City Hall		
0244398	09/08/23	P	West Coast Arborists Inc	0000004498	58,013.85
		<i>Line Description:</i>	Tree Maint. 8/1-8/15/23		
0244399	09/08/23	P	AT & T	0000001107	85.60
		<i>Line Description:</i>	Internet-Skate Park Camera		
0244400	09/08/23	P	AT & T Teleconference Services	0000001107	503.07
		<i>Line Description:</i>	Teleconference Svs July 23		
0244401	09/08/23	P	Adam Ereth	0000029232	400.00
		<i>Line Description:</i>	Planning Comm Mtn-Aug 2023		
0244402	09/08/23	P	Adrian Aguilar	0000030325	1,017.42
		<i>Line Description:</i>	Vehicle Damage Stlmnt-1/6/23		
0244403	09/08/23	P	Angely Vallarta	0000029193	400.00
		<i>Line Description:</i>	Planning Comm Mtn-Aug 2023		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244404	09/08/23	P	Bound Tree Medical LLC	0000011695	521.27
		Line Description:	Paremedic Supplies Paremedic Supplies Paremedic Supplies Paremedic Supplies		
0244405	09/08/23	P	CBE	0000015149	175.88
		Line Description:	COPIER MAINTENANCE 7/5-8/4/23 COPIER MAINTENANCE 7/5-8/4/23		
0244406	09/08/23	P	CDW Government Inc	0000005402	6,264.59
		Line Description:	Printer w/sales tax		
0244407	09/08/23	P	Canon Financial Services Inc	0000023241	283.26
		Line Description:	COPIER LEASE Aug 2023		
0244408	09/08/23	P	Chandlers Air Conditioning &	0000001640	713.56
		Line Description:	Freezer Repair-Property		
0244409	09/08/23	P	Clearview AI Inc	0000029702	5,495.00
		Line Description:	Facial Recognition Software-In		
0244410	09/08/23	P	Computer Protection Technology	0000029956	4,114.00
		Line Description:	Annual Preventive Maint		
0244411	09/08/23	P	Costa Mesa Lock & Key	0000001817	289.34
		Line Description:	Duplicate Keys Padlocks Cylinders Replacement		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244412	09/08/23	P	Cron & Associates Transcription Inc	0000016871	616.25
			Line Description: Transcription Svc-Jun 23		
0244413	09/08/23	P	Entenmann Rovin Company	0000002130	465.24
			Line Description: Flat Badges		
0244414	09/08/23	P	Enterprise Rent A Car	0000002131	1,501.90
			Line Description: Undercover Car Rental		
0244415	09/08/23	P	Federal Technology Solutions Inc	0000024174	3,504.38
			Line Description: Installation in Deputy' Chief		
			Sales Tax (7.75%)		
			Cable Installation + Materials		
0244416	09/08/23	P	Ferguson Enterprises Inc #1350	0000007785	236.55
			Line Description: Plumbing Supplies		
0244417	09/08/23	P	Galls LLC	0000002297	150.00
			Line Description: Uniform-OFC J Osborn		
0244418	09/08/23	P	GameTime	0000009097	1,993.52
			Line Description: Playground Parts-Tanager Park		
0244419	09/08/23	P	Grainger	0000002393	2,940.01
			Line Description: Hardware Supplies		
			Cooling Towel, Face Shield...		
			.Cooling-Bulkhead Tank Fitting		
			Bulk Head Tank Fitting Port		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244420	09/08/23	P	Hirsch Pipe & Supply Company Inc	0000026475	1,275.94
			<i>Line Description:</i> Plumbing Supplies on an as-nee		
0244421	09/08/23	P	IAM Pacific Wellness Inc.	0000029833	476.52
			<i>Line Description:</i> PREVENTATIVE MAINTENANCE		
0244422	09/08/23	P	INCA The Peruvian Music & Dance Ensemble	0000030311	1,800.00
			<i>Line Description:</i> Deposit-Music/Dance Performanc		
0244423	09/08/23	P	Interwest Consulting Group Inc	0000021505	1,415.52
			<i>Line Description:</i> PROFESSIONAL SERVICES June 23		
0244424	09/08/23	P	James Snordan	0000029974	90.00
			<i>Line Description:</i> Basketball Referee		
0244425	09/08/23	P	Jimmy Vivar	0000029412	400.00
			<i>Line Description:</i> Planning Comm Mtn-Aug 23		
0244426	09/08/23	P	Jonathan Zich	0000026312	400.00
			<i>Line Description:</i> Planning Comm Mtn-Aug 2023		
0244427	09/08/23	P	Jose Alejandro Mascorro	0000030310	500.00
			<i>Line Description:</i> Deposit-Mariachi Performance		
0244428	09/08/23	P	Jose Rojas	0000029411	400.00
			<i>Line Description:</i> Planning Comm Mtn-Aug 2023		
0244429	09/08/23	P	Karen Klepack	0000030322	400.00
			<i>Line Description:</i> Planning Comm Mtn-Aug 2023		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244430	09/08/23	P	LA Testing	0000015572	55.00
		Line Description: Testing for Hazardous Material			
0244431	09/08/23	P	Laura Fautua	0000030324	250.00
		Line Description: 2023 City Mgr Leadership Award			
0244432	09/08/23	P	LineGear Fire & Rescue Equipment	0000026007	1,635.65
		Line Description: Workrite Uniforms			
		Workrite Uniforms			
0244433	09/08/23	P	Linscott Law & Greenspan Engineers Inc	0000010877	2,035.00
		Line Description: Traffic Engr On-Call Svc-Jul23			
0244434	09/08/23	P	Manufactured Home Inspection, INC.	0000030219	12,425.00
		Line Description: Rehab Grant-Joel French			
		Rehab Grant-Suzanne Robinson			
0244435	09/08/23	P	Mark Taylor	0000029715	90.00
		Line Description: Basketball Referee			
0244436	09/08/23	P	National Community Development	0000003287	1,545.00
		Line Description: Professional Membership			
0244437	09/08/23	P	Office Depot	0000003394	9,546.19
		Line Description: Supplies-Planning Credit			
		Supplies-Police Training			
		Supplies-Public Services			
		Supplies-Police Field Ops			
		Supplies-Telecom Operations			
		Supplies-Police Admin CR Prev			

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> <div> Supplies-Police Admin Support Supplies-Police Investigation Supplies-Admin Srvs Recreation Supplies-Police Animal Control Supplies-Comms&Marketing Supplies-Police Records Supplies-Maint Services Supplies-Senior Center Supplies-Finance Admin Supplies-Police Investigations Supplies-City Manager Supplies-Fire&Rescue Supplies-Engineering Supplies-City Clerk Supplies-Building Supplies-Police Admin </div>		
0244438	09/08/23	P	Omari Smith	0000029906	90.00
			<i>Line Description:</i> <div> Basketball Referee </div>		
0244439	09/08/23	P	Orange County Health Care Agency	0000000492	5,694.00
			<i>Line Description:</i> <div> Annual USI Fees-PD Annual ASI Fees-PD Annual Hazmat Disclosure-FS6 CY-Annual Hazmat Fee Disclosur Annual Hazmat Disclosure-FS2 Annual USI Fee-FS2 CY-Annual UST Fees Annual AST Fees-CY Annual Hazmat Disclosure-PD Annual USI Fees- FS6 </div>		
0244440	09/08/23	P	Orange County Museum of Art	0000017995	7,293.75
			<i>Line Description:</i> <div> VENUE RENTAL </div>		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0244441	09/08/23	P	Paul's Pet Food Express	0000026626	239.61
		Line Description:	Food Supplies for PSD Bodi Food for PSD Aran		
0244442	09/08/23	P	Post Alarm Systems Inc	0000026907	327.45
		Line Description:	Fire Alarm System Monitoring Fire Alarm System Monitoring Fire Alarm System Monitoring		
0244443	09/08/23	P	Premier Security Services Inc	0000002633	1,080.00
		Line Description:	Alarm Monitoring Corp Yard		
0244444	09/08/23	P	Priority Landscape Services LLC	0000026592	4,764.00
		Line Description:	Landscape Maintenance FVP Wetl Tree Care/Planting June 2023		
0244445	09/08/23	P	RPW Services Inc	0000012440	5,760.00
		Line Description:	Citywide Pest & Weed Control		
0244446	09/08/23	P	Russell Toler	0000029127	400.00
		Line Description:	Planning Comm Mtn-Aug 2023		
0244447	09/08/23	P	Sean Simon	0000029869	90.00
		Line Description:	Basketball Referee		
0244448	09/08/23	P	Shaw HR Consulting Inc	0000021706	800.00
		Line Description:	Reasonable Accommodation		
0244449	09/08/23	P	Southern California Fleet Services Inc	0000030072	839.08
		Line Description:	517-Service Call		

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>
0244450	09/08/23	P	Southern California Gas Company	0000004092	158.42
			<i>Line Description:</i> FS #6 7/27-8/25/23		
0244451	09/08/23	P	Sparkletts	0000015725	120.40
			<i>Line Description:</i> Water Delivery Svcs - Fire		
0244452	09/08/23	P	Spectrum Gas Products	0000012653	1,208.17
			<i>Line Description:</i> Oxygen Medical		
			Oxygen Medical		
			Medical Lg Cyl Rent		
			Medical Lg Cyl Rent		
			Medical Cyl Rent		
			Medical Lg Cyl Rent		
			Pick Up Fee		
			Hydrotect SCBA		
			Oxygen Medical		
			Oxygen Medical		
			Medical Cyl Rent		
			Medical Lg Cyl Rent		
			Medical Cyl Rent		
			Medical Cyl Rent		
			Medical Lg Cyl Rent		
0244453	09/08/23	P	Tecta America	0000003718	1,444.00
			<i>Line Description:</i> Roof Repair		
0244454	09/08/23	P	Teleflex LLC	0000027253	3,582.69
			<i>Line Description:</i> SALES TAX (7.75%)		
			EZ-IO 25MM NEEDLE SET + STABLI		
0244455	09/08/23	P	Turnout Maintenance Company LLC	0000020182	823.00
			<i>Line Description:</i> Cleaned Fire Apparel		

Bank: CITY
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Cleaned Fire Apparel		
0244456	09/08/23	P	Verizon Wireless	0000008717	5,646.93
			Line Description: WIRELESS PHONE 7/18-8/17/23		
			Broadband Srvs 6/24-7/23/23		
			WIRELESS PHONE 7/18-8/17/23		
			WIRELESS PHONE 7/18-8/17/23		
0244457	09/08/23	P	Vulcan Materials Company	0000007403	406.85
			Line Description: Asphalt Potholes Sidewalk Ramp		
0244458	09/08/23	P	Waterline Technologies Inc	0000014520	498.40
			Line Description: DRC-Pool Treatment		
0244459	09/08/23	P	Waxie Sanitary Supply	0000004480	8,257.57
			Line Description: Warehouse Floor Stock		
0244460	09/08/23	P	Williams Data Management	0000018803	514.05
			Line Description: DATA STORAGE		
TOTAL					\$711,045.99



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1371

Meeting Date: 9/19/2023

TITLE:

MINUTES

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

RECOMMENDATION:

City Council approve the minutes of the regular meeting of September 5, 2023.



**REGULAR CITY COUNCIL AND SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY, AND HOUSING AUTHORITY*
SEPTEMBER 5, 2023 - MINUTES**

CALL TO ORDER –The Closed Session meeting was called to order by Mayor Stephens at 5:00 p.m.

ROLL CALL

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

Absent: Council Member Harper.

PUBLIC COMMENTS – NONE.

CLOSED SESSION ITEMS:

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to California Government Code Section 54956.9 (d)(1)

Name of Case: Carrin A. Leaman vs. City of Costa Mesa Orange County

Superior Courts Case No. 30-2021-01196302-CU-OR-CJC

City Council recessed at 5:02 p.m. for Closed Session.

Closed Session adjourned at 5:52 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 Mayor Stephens.

ROLL CALL

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

Present via Zoom Webinar: Council Member Harper.

Absent: None.

CITY ATTORNEY CLOSED SESSION REPORT – No Reportable Action.

PRESENTATIONS:

Mayor Stephens recognized Newport-Mesa Girls Softball 10U and 12U All-Star USA Softball So Cal C District 2023 Tournament Champions.

Mayor Stephens recognized September 2023 as Hunger Action Month.

Mayor Stephens recognized September 2023 as National Hispanic Heritage Month.

PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA

Speaker, spoke on a Chuck Marohn workshop and spoke on Strong Towns.

Speaker, thanked the Public Works Department for improvements on Placentia Avenue and for bus stops getting repainted.

TJ Kelly and Megan Robinson spoke on the care of abandoned cats and spoke in support of trap and release.

Cynthia McDonald, Costa Mesa, spoke on the Environmental Impact Report for the proposed Emergency Operation Center at the Fairview Development Center property and spoke on the Fairview Park Master Plan Outreach meeting.

Alex Frank, attorney representing homeowners on the Eastside, spoke on cannabis businesses in the city.

Speaker, spoke on the rents being raised at mobile home parks.

Juana Trejo, Costa Mesa, spoke on issues associated with homeless individuals living in the neighborhood, requested neighborhood clean ups, and spoke on stopping graffiti.

Carmen Ramirez, Costa Mesa, spoke on wrongful evictions, attendance at the Fair Housing Workshop and families needing assistance.

Speaker, spoke on wrongful evictions.

Heather Wilson, Los Angeles, spoke against using animals at rodeos.

Unity Cole spoke on gentrification, wrongful evictions, and high rents.

Speaker, spoke on the Fairview Park Master Plan Outreach meeting.

Kim Hendricks spoke on issues associated with the fly field at Fairview Park.

Mat Garcia, President Harbor Soaring Society, spoke on working with the City on the reopening of the fly field at Fairview Park, and spoke on activities in the community.

Written communication received from Priscilla Rocco.

COUNCIL MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS

Council Member Chavez spoke on the Back to School event at Shalimar, spoke on proper permitting for street vendors and not blocking the sidewalks, spoke on the cats and the house on W. 20th St., spoke on Assemblymember Petrie-Norris hosting another bulky item drop off day on September 9th at the Costa Mesa Senior Center, spoke on addressing homeless issues, and spoke on the high cost of housing.

Council Member Gameros spoke on open green space and parks, spoke on the moving of boulders at Paularino Park, and spoke on a Community Resources and Outreach Event on Wednesday, September 6th at Paularino Park.

Council Member Marr spoke on addressing issues such as housing and evictions, requested an update on Project Homekey, spoke on homelessness, spoke on contacting Network for Homeless Solutions at 714-754-5346 and costamesanhs@costamesaca.gov, spoke on funding available for a project in the Mesa Del Mar community, and spoke on addressing rodeos.

Council Member Reynolds spoke on addressing housing issues, requested status on inclusionary housing and eviction ordinances, spoke on addressing barriers to resources, spoke on rental assistance programs and legal assistance programs for wrongful evictions, spoke on addressing Trap & Release for cats, spoke on the Fairview Park Master Plan outreach meeting, spoke on street improvements and proactive communication with the public, and spoke on addressing the special event permit process.

Mayor Pro Tem Harlan spoke on the Fairview Park Master Plan outreach meeting and regrouping with the consultant to hold additional meetings, requested an update on Project Homekey, thanked staff for fixing potholes, spoke on the new business Napa Valley Pizza, and spoke on the Police Department addressing the queuing problems at Micro Dose.

Mayor Stephens spoke on his visits to other countries and witnessing other projects such as housing for the disabled and sustainability and climate goals, spoke on the street improvements on Placentia Avenue and 19th Street, spoke on addressing rodeos at the Orange County Fair, spoke on the cats at the house on W. 20th St., spoke on the Animal Services Committee addressing Trap & Release, requested a briefing on the Fairview Park Master Plan meeting and holding an additional meeting, spoke on speaking at the Italian Catholic Federation Group event, spoke on being on a panel with Supervisor Sarmiento and Supervisor Foley on Sustainability, spoke on the State of the City on September 14th, and spoke in remembrance of Norma Hertzog and adjourning the meeting in her honor.

REPORT – CITY MANAGER – Ms. Farrell Harrison spoke on bringing back updates on Project Homekey and other housing programs, and spoke on the Fairview Park Master Plan meeting.

REPORT – CITY ATTORNEY – Ms. Hall Barlow spoke on her 30-year anniversary with Jones & Mayer, and wished a happy Hispanic Heritage month.

CONSENT CALENDAR

MOVED/SECOND: Council Member Chavez/Mayor Stephens

MOTION: Approve recommended actions for consent calendar items 1-6 except for item number 6.

The motion carried by the following roll call vote:

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: Council Member Gameros recused himself on item 3 the Warrant Resolution due to his wife's employment at Priceless Pets.

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: Paul Breithaudt, Jeremiah Anthony Duran, Dulce Escutia, Frank Gruber, Nancy Gruber, Monterey Management, Maria Pimentel, Rinaldo Porcile, Ellen Sandler, Christine Shingleton.

3. **ADOPTION OF WARRANT RESOLUTION**

Council Member Gameros recused himself on this item due to his wife's employment at Priceless Pets

ACTION:

City Council approved Warrant Resolution No. 2704.

4. **MINUTES**

ACTION:

City Council approved the minutes of the regular meetings of July 18, 2023 and August 1, 2023 and the Special Joint Study Session minutes of July 26, 2023.

5. **AWARD OF THE INFORMATION TECHNOLOGY DEPARTMENT REMODELING PROJECT, CITY PROJECT NO. 22-09**

ACTION:

1. City Council adopted plans, specifications, and working details for the Information Technology Department Remodeling Project, City Project No. 22-09.

2. Authorized the City Manager and City Clerk to execute a Public Works Agreement (PWA) for construction to Buittall, 4712 East 2nd Street, #520, Long Beach, California 90803 in the amount of \$255,020, plus a ten percent (10%) contingency for the PWA and also contracts referenced below for a total contingency of \$42,279, and authorize a budget appropriation from available fund balances in the amount of \$250,000.
3. Authorized the City Manager or designee to execute the agreements and any future amendments to the agreements including increases to the not-to-exceed amount within City Council authority.

ITEMS PULLED FROM THE CONSENT CALENDAR

6. PROFESSIONAL SERVICES AGREEMENT WITH WETLANDS WILDLIFE CARE CENTER

Council Member Marr spoke on the agreement.

Public Comments: None.

MOVED/SECOND: Council Member Marr/Council Member Chavez

MOTION: Approve staff recommendation.

The motion carried by the following roll call vote:

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

ACTION:

1. City Council approved and authorized the City Manager to execute the Professional Services Agreement (PSA) with Wetlands Wildlife Care Center (WWCC) to provide full-service trauma care, shelter services, rehabilitation and release of rehabilitated wildlife for a two-year period, with up to three one-year extensions, for a not to exceed amount of \$57,000 annually.
2. Authorized a ten percent (10%) contingency annually for other unforeseen costs.
3. Authorized the City Manager or designee to execute the agreement and any future authorized amendments to the agreement.

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

PUBLIC HEARINGS: NONE

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

City Council recessed into a break at 8:01 p.m.

City Council reconvened at 8:16 p.m.

OLD BUSINESS:

1. RECOMMENDATIONS FROM CITY COUNCIL COMMITTEE LIAISONS REGARDING CITY COMMITTEES

Presentation by Ms. Green, City Clerk.

Council Member Reynolds spoke on the Active Transportation Committee and requested updating the scope to support the implementation of the City's Active Transportation Program.

Spoke on the Fairview Park Steering Committee and recommended no alternates, no ex-officio members, and to keep meetings every other month.

Spoke on the Mobile Home Park Advisory Committee and recommended clarification on the membership:

- Three Costa Mesa mobile home park owners or their representative.
- Four mobile home park residents.
- Two independent Costa Mesa residents at-large with no affiliation or relationship with mobile home parks.

Mayor Stephens spoke on his and Council Member Harpers recommendations on the Finance and Pension Advisory Committee and accepted Council Member Harpers changes except requested to keep the following language:

- No subcommittee of the Finance and Pension Advisory Committee will be formed without the approval of the City Council Liaison and the City Attorney.

Public Comments:

Speaker, spoke on the Active Transportation Committee creating the Active Transportation Plan, spoke in support of 9 members for the Active Transportation Committee, and requested if a member misses two consecutive meetings they are automatically dismissed.

Cynthia McDonald spoke on better active transportation facilities, spoke on ad hoc committees and the work they do, and spoke on an ethics policy.

Speaker, spoke in support of Council Member Reynolds recommendations for the Active Transportation Committee, recommended 4-year terms for the Finance and Pension Advisory Committee, spoke on an attendance policy, spoke on keeping meeting dates flexible per committee, suggested having consistent public comment times for all committees, suggested that committee minutes be published within 25 days after they are approved, spoke on annual reports from every committee, and spoke on subcommittees/ad hoc committees productivity.

Speaker, spoke on flexibility for each committee, spoke on workplans being adjusted as they go along, spoke on the work being done by subcommittees, and spoke on each committee making their own recommendations on size and meeting times.

Becca Walls, spoke on the start time of the Animal Services Committee at 5:30 p.m., spoke on the need for an attendance policy, and spoke on consistent speaker times.

Mat Garcia, spoke in support of Council Members Chavez and Reynolds recommendations for the Fairview Park Steering Committee.

Hank Castignetti, spoke on a committee handbook, and in favor of meeting monthly for the Fairview Park Steering Committee.

Speaker, spoke on abolishing all committees.

MOVED/SECOND: Council Member Chavez/Mayor Stephens

MOTION: Approve staff recommendation with the council liaison recommendations and add 2 ex-officio/non-voting members to the Fairview Park Steering Committee, the Orange County Model Engineers and the Harbor Soaring Society.

Council Member Harper requested the amendment of 4-year appointment terms to the Finance and Pension Advisory Committee.

Council Member Chavez (1st) and Mayor Stephens (2nd) agreed to the amendment.

Council Member Reynolds requested to remove all ex-officio/non-voting members including the Orange County Model Engineers and Harbor Soaring Society.

Council Member Chavez (1st) did not agree to the change.

SUBSTITUTE MOTION/SECOND: Council Member Reynolds

SUBSTITUTE MOTION: Approve staff recommendation with council liaison recommendations and remove all ex-officio/non-voting members including the Orange County Model Engineers and Harbor Soaring Society from the Fairview Park Steering Committee.

Discussion ensued on the Orange County Model Engineers and Harbor Soaring Society and the roles of ex-officio members on committees.

Council Member Reynolds withdrew her substitute motion and requested the amendment to keep only the Orange County Model Engineers as ex-officio/non-voting member of the Fairview Park Steering Committee.

Council Member Chavez (1st) and Mayor Stephens (2nd) agreed to the amendment.

Council Member Reynolds requested to change the Mobile Home Park Advisory Committee terms from 2-year terms to 4-year terms.

Council Member Chavez (1st) and Mayor Stephens (2nd) agreed to the amendment.

ORIGINAL MOTION/SECOND: Council Member Chavez/Mayor Stephens

ORIGINAL MOTION: Approve staff's recommendation with council liaison recommendations, change the Finance and Pension Advisory Committee appointment terms to 4-years, keep only the Orange County Model Engineers as the ex-officio/non-voting members to the Fairview Park Steering Committee, change the Mobile Home Park Advisory Committee appointments to 4-year terms, and clarified membership language.

The motion carried by the following roll call vote:

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

ACTION:

City Council approved the recommendations of the City Council Committee Liaisons as follows:

1. Approved the City Council Liaisons recommendations on the Committees' Scopes of Work, including updating the scope to support the implementation of the City's the Active Transportation program, and for the Mobile Home Park Advisory Committee clarification on the membership.
2. Streamlined all Committees to seven (7) members, through attrition as terms expire, except for the Active Transportation Committee, Mobile Home Park Advisory Committee and the Traffic Impact Fee Committee.
3. Consented to the formation of an Ad Hoc Committee (e.g. standing committees, subcommittees, working groups) upon approval of the City Council Liaison and City Attorney.
4. Requested staff to meet with the Costa Mesa Historical Society on a potential merger of the Society and the Historical Preservation Committee.
5. Approved revised Council Policy 000.2, with City Council's recommendations to be incorporated.
6. Changed the Finance and Pension Advisory Committee appointment terms to 4-years.
7. Approved only the Orange County Model Engineers as the ex-officio/non-voting member to the Fairview Park Steering Committee, removed alternates, and kept meetings dates to once every other month.
8. Changed the Mobile Home Park Advisory Committee appointment terms to 4-years and clarified the memberships as follows:
 - Three Costa Mesa mobile home park owners or their representative.
 - Four mobile home park residents.

- Two independent Costa Mesa residents at-large with no affiliation or relationship with mobile home parks.

NEW BUSINESS:

1. AUTHORIZATION OF AN ADDITIONAL PARK RANGER FOR HARPER PARK SCHOOL FIELD ACCESS AND UPDATE REGARDING ENHANCED SECURITY AT FOUR NEWPORT MESA UNIFIED SCHOOL DISTRICT FIELDS ON THE WESTSIDE

Presentation by Ms. Reyes, Deputy City Manager.

Discussion ensued on flexibility in the contract to allow for additional security if needed, criteria to evaluate the program, and the timing and on boarding of the security guards.

Public Comments:

Speaker, spoke on security during school hours and after school hours, and if the city is funding.

Jenn Tanaka thanked staff for being receptive and helpful during the process and spoke on better communication.

Speaker, spoke on the benefits of getting outdoors, spoke in support of the item, suggested the Council look at other parts of the city, and spoke on Paularino Park and the lack of restrooms.

Written communication received from Jennifer Tanaka.

MOVED/SECOND: Council Member Reynolds/Mayor Pro Tem Harlan

MOTION: Approve staff recommendation and provide staff the authority to increase security at all school sites within the 6-month pilot period if needed.

Discussion ensued on education, signage, and access to open space.

MOVED/SECOND: Council Member Reynolds/Mayor Pro Tem Harlan

MOTION: Approve staff recommendation and provided staff the authority to increase security at all school sites within the 6-month pilot period if needed.

The motion carried by the following roll call vote:

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

ACTION:

1. City Council authorized an increase to the City's Table of Organization by one full-time Park Ranger position in the Police Department and increased the Fiscal Year 2023-24 Adopted Budget accordingly.
2. Received and filed an update on upcoming amendments to the existing Lyons Security Services agreement to increase access to open space at up to four elementary school sites on the Westside (Rea, Wilson, Whittier, and potentially Pomona) for open space during off-school hours, as previously approved by the City Council.
3. Provided staff the authority to increase security at all school sites within the 6-month pilot period if needed.

2. COMPENSATION PLAN AND SALARY SCHEDULE REVISIONS FOR THE PARKS AND COMMUNITY SERVICES DIRECTOR CLASSIFICATION

Presentation by Ms. Lee, Human Resources Manager.

Public Comments: None.

MOVED/SECOND: Council Member Gameros/Council Member Chavez

MOTION: Approve staff recommendation.

The motion carried by the following roll call vote:

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

ACTION:

City Council adopted Resolution Number 2023-44 revising the pay ranges for the Parks and Community Services Director.

3. REQUEST FOR CITY COUNCIL DIRECTION REGARDING THE RESEARCH FOR AND POTENTIAL DEVELOPMENT OF AMENDMENTS TO THE CITY'S CANNABIS ORDINANCES

Presentation by Ms. Le, Economic and Development Services Director.

Discussion ensued on the length of the application process, location of the stores, stores that are currently operating, how many applications are in process and a saturation point on the number of stores, researching statistics at other cities that allow retail cannabis stores, the application process and the timing of the issuance of notice to proceed, the number of delivery applications, the over concentration of alcohol permits, separation requirements, the process and payment of fees, denial of applications, refunding application fees, signage requirements, and clear direction to the Planning Commission.

Public Comments:

Alex Frank spoke on the cannabis businesses at Broadway and Newport Blvd. and spoke against the overconcentration of stores near homes on the eastside of Costa Mesa.

Speaker, spoke in support of amending the cannabis ordinance, spoke on zoning, spoke in support of separation requirements to residential areas, and spoke on restricting the number of licenses and permits.

Erik Weigand, Newport Beach City Council Member, expressed concerns on overconcentration, spoke on examining distance requirements, and spoke on the Newport Mesa Unified School District adopted resolution submitted to the City Council.

Elizabeth Mosher, Costa Mesa, spoke on guidance to the Planning Commission, expressed concern on overconcentration, and spoke on clustering affecting residential areas and potential long-term effects.

Speaker, spoke on her home facing a cannabis store on Cabrillo Street, indicated residential areas should be considered as a sensitive area and have separation requirements, and expressed concern on clustering.

Speaker, spoke on economics and allowing the sale of cannabis, and adopting controls.

Speaker, spoke on separation requirements and a 1000 ft. buffer for established residential areas, spoke on including all parks along with playgrounds, spoke on examining statistics from other cities, supports council direction on reviewing the ordinance, and spoke on oversaturation on Newport Blvd and Harbor Blvd corridors and the Broadway area.

Written communications received from Cynthia McDonald and Ashley Anderson.

MOVED/SECOND: Mayor Stephens/Mayor Pro Tem Harlan

MOTION: To consider amendments to the cannabis ordinance.

The motion carried by the following roll call vote:

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

ACTION:

City Council considered amendments to the cannabis ordinance.

MOVED/SECOND: Mayor Stephens/Council Member Marr

MOTION: Direct the Planning Commission to consider a buffer zone between stores.

The motion carried by the following roll call vote:

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

ACTION:

City Council directed the Planning Commission to consider a buffer zone between stores.

MOVED/SECOND: Mayor Stephens

MOTION: To consider the cost and procedure for issuing employee badges.

Ms. Farrell Harrison, City Manager, clarified that the request does not need to go before the Commission as it is separate from the ordinance.

Mayor Stephens withdrew the motion.

MOVED/SECOND: Council Member Marr/Council Member Reynolds

MOTION: Direct the Planning Commission to consider a buffer zone adjacent to youth centers to be consistent with K-12 schools.

Discussion ensued on the definition of a youth center.

MOVED/SECOND: Council Member Marr/Council Member Reynolds

MOTION: Direct the Planning Commission to consider a buffer zone adjacent to youth centers to be consistent with K-12 schools.

The motion carried by the following roll call vote:

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

ACTION:

City Council directed the Planning Commission to consider a buffer zone adjacent to youth centers to be consistent with K-12 schools.

MOVED/SECOND: Council Member Chavez/Council Member Marr

MOTION: Direct the Planning Commission to review signage requirements and allowing the word cannabis on signage.

The motion carried by the following roll call vote:

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

ACTION:

City Council directed the Planning Commission to review signage requirements and allowing the word cannabis on signage.

MOVED/SECOND: Council Member Chavez

MOTION: Direct the Planning Commission to consider reducing security guard hours to only hours of operation.

The motion failed for lack of a second.

MOVED/SECOND: Council Member Marr/Council Member Harper

MOTION: Direct the Planning Commission to consider a buffer zone adjacent to residential areas.

The motion carried by the following roll call vote:

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

Nays: Council Member Chavez.

Absent: None.

Abstain: None.

Motion carried: 6-1

ACTION:

City Council directed the Planning Commission to consider a buffer zone adjacent to residential areas.

MOVED/SECOND: Council Member Reynolds/Council Member Chavez

MOTION: Direct the Planning Commission to consider health warnings posted in the store and to limit packaging and marketing attractive to youth.

Discussion ensued on clarifying the motion.

Ms. Farrell Harrison, City Manager, clarified to explore language that prohibits the direct marketing to youth.

Council Member Chavez withdrew his second.

Council Member Marr requested to broadly consider policy recommendations and best practices as described in the 2023 California Local Cannabis scorecard.

Council Member Reynolds restated her motion: Direct the Planning Commission to consider the recommended best practices to protect youth, reduce problem cannabis, and promote social equity as described in the Public Health Institute Cannabis scorecard.

Discussion ensued on tabling the item until the next meeting.

Council Member Reynolds restated her motion.

MOVED/SECOND: Council Member Reynolds/Council Member Marr

MOTION: Direct the Planning Commission to consider a policy and best practices to prohibit the direct marketing to minors.

The motion carried by the following roll call vote:

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

ACTION:

City Council directed the Planning Commission to consider a policy and best practices to prohibit the direct marketing to minors.

Mayor Pro Tem Harlan requested the following information be available to the Planning Commission when making recommendations: revenue numbers, number of calls for service, and the number of code enforcement complaints for each storefront location, and number of employees per store.

Mayor Stephens agreed and clarified there is no need for a vote, and also to add the statistics on concentration of liquor stores, vape stores, and any legal ramifications of any of the amendments.

MOVED/SECOND: Council Member Harper

MOTION: Direct the Planning Commission to consider a buffer zone near businesses with a high concentration of youth, including karate studios, arts shops, and pediatric dental.

The motion failed for lack of a second.

MOVED/SECOND: Council Member Harper/Council Member Reynolds

MOTION: Direct the Planning Commission to consider a cap on the number of stores based on data from other cities that have a longer history of allowing cannabis sales.

The motion carried by the following roll call vote:

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

ACTION:

City Council directed the Planning Commission to consider a cap on the number of stores based on data from other cities that have a longer history of allowing cannabis stores.

MOVED/SECOND: Council Member Reynolds

MOTION: Direct the Planning Commission to consider a cap based on concentration similar to ABC licenses.

The motion failed for lack of a second.

MOVED/SECOND: Council Member Gameros/Mayor Stephens

MOTION: Direct the Planning Commission to consider an enforceable labor peace agreement.

The motion carried by the following roll call vote:

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

ACTION:

City Council directed the Planning Commission to consider an enforceable labor peace agreement.

Council Member Gameros spoke on clarifying when and where the potential changes would apply to the applicants in the process.

MOVED/SECOND: Council Member Marr/Council Member Gameros

MOTION: Direct the Planning Commission to consider a prohibition of displacement of existing businesses, how they are notified, and whether relocation fees are required.

The motion carried by the following roll call vote:

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

ACTION:

City Council directed the Planning Commission to consider a prohibition of displacement of existing businesses, how they are notified, and whether relocation fees are required.

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

ADJOURNMENT –The Mayor adjourned the meeting at 11:14 p.m. in memory of Norma Hertzog.

Minutes adopted on this 19th day of September, 2023.

John Stephens, Mayor

ATTEST:

Brenda Green, City Clerk

DRAFT



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1360

Meeting Date: 9/19/2023

TITLE:

AUTHORIZE THE USE OF SOURCEWELL'S NATIONAL COOPERATIVE AGREEMENT WITH MUSCO SPORTS LIGHTING, LLC, FOR THE PURCHASE OF LED LIGHTING MATERIALS

DEPARTMENT: PUBLIC WORKS DEPARTMENT/MAINTENANCE SERVICES DIVISION

PRESENTED BY: RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

CONTACT INFORMATION: ROBERT RYAN, MAINTENANCE SERVICES MANAGER,
(714) 327-7499

RECOMMENDATION:

Staff recommends the City Council:

1. Authorize the use of Sourcewell's Cooperative Agreement #041123-MSL with Musco Sports Lighting, LLC, for the purchase of LED lighting equipment and material to retrofit and install lighting at multiple City facilities.
2. Authorize the purchase of LED lighting and equipment material for \$1,894,090 from Musco Sports Lighting, LLC.

BACKGROUND:

The use of sports fields and park lighting has been a continued necessity for the City to program sporting and recreational activities throughout the year. The Public Works Department is responsible for maintaining the lighting at various locations, including Jack Hammett Sports Complex, TeWinkle Athletic Complex, the Costa Mesa Tennis Center and Bark Park. All of the lighting at the aforementioned sites utilize outdated metal halide lighting. All of the sites, except the Tennis Center, currently utilize Musco Sports Lighting Systems. New poles that support the upgraded Musco Lighting System lighting will need to be installed at the Costa Mesa Tennis Center.

In 2022, State Senator David Min earmarked funding for the City of Costa Mesa in the amount of \$10 million. City Council approved the appropriation of \$2.5 million to upgrade the existing lighting at the Jack Hammett Sports Complex, the TeWinkle Athletic Complex, the Costa Mesa Tennis Center and the adjacent Bark Park to LED lighting as well as other improvements to the TeWinkle Athletic Complex. The funding for these projects has been allocated in the adopted FY 2023-24 City Capital Improvement Program (CIP) budget.

ANALYSIS:

A majority of these lights were installed eighteen years ago and have exceeded their warranty and useful life. All of the existing lighting at the aforementioned sites utilize outdated metal halide lighting systems. The bulbs in these systems are subject to failure and require regular maintenance and replacement. The replacement of the bulbs requires the use of costly, specialty equipment capable of reaching the top of the poles.

The upgrading of these Musco lighting systems to LED will increase efficiency and can reduce energy and maintenance costs by 50% to 85%. The use of LED lighting will minimize downtime for lighting issues. Musco Sports Lighting guarantees appropriate light levels for playability. The lighting is specifically designed per location to reduce light spill, the amount of light pollution that affects off-target areas such as surrounding homes and habitats for birds and other animals and glare which is essential for sporting activities and the ability for athletes to track the ball and play. Also included is their proprietary Control-Link System for remote on/off control and monitoring with 24/7 customer support. Musco Lighting also provides a warranty that includes materials and onsite labor which would eliminate maintenance costs for 25 years.

Purchasing the lighting and equipment material through Sourcewell meets all requirements set forth in the City of Costa Mesa's Purchasing Policy and all requirements set forth by the State of California in regards to regional cooperative purchasing agreements. This process confirms that the City still receives the lowest available pricing, and meets the competitive bid process requirements. The City has utilized Sourcewell successfully for several previous related purchases.

The Sourcewell quotes are included as Attachment 1 and total \$1,894,090, which includes all parts, equipment, plans and delivery. A separate construction contract will be executed for the installation of the lighting equipment.

ALTERNATIVES:

The City Council could choose not to authorize the use of the national cooperative agreement with Musco Sports Lighting, LLC. This will require staff to initiate a formal bidding process, which will take significantly more time to complete. In addition, formal bidding may not result in lower prices than the proposed Sourcewell pricing.

FISCAL REVIEW:

Funding for these projects is available through State Senator David Min's office and is included in the Fiscal Year 2023-24 Capital Improvement Program Adopted Budget.

LEGAL REVIEW:

The City Attorney's Office has reviewed this report and approves it 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:

Staff recommends the City Council:

1. Authorize the use of Sourcewell's Cooperative Agreement #041123-MSL with Musco Sports Lighting, LLC, for the purchase of LED lighting equipment and material to retrofit and install lighting at multiple City facilities.
2. Authorize the purchase of LED lighting and equipment material for \$1,894,090 from Musco Sports Lighting, LLC.



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1360

Meeting Date: 9/19/2023

TITLE:

AUTHORIZE THE USE OF SOURCEWELL'S NATIONAL COOPERATIVE AGREEMENT WITH MUSCO SPORTS LIGHTING, LLC, FOR THE PURCHASE OF LED LIGHTING MATERIALS

DEPARTMENT: PUBLIC WORKS DEPARTMENT/MAINTENANCE SERVICES DIVISION

PRESENTED BY: RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

CONTACT INFORMATION: ROBERT RYAN, MAINTENANCE SERVICES MANAGER,
(714) 327-7499

RECOMMENDATION:

Staff recommends the City Council:

1. Authorize the use of Sourcewell's Cooperative Agreement #041123-MSL with Musco Sports Lighting, LLC, for the purchase of LED lighting equipment and material to retrofit and install lighting at multiple City facilities.
2. Authorize the purchase of LED lighting and equipment material for \$1,894,090 from Musco Sports Lighting, LLC.

BACKGROUND:

The use of sports fields and park lighting has been a continued necessity for the City to program sporting and recreational activities throughout the year. The Public Works Department is responsible for maintaining the lighting at various locations, including Jack Hammett Sports Complex, TeWinkle Athletic Complex, the Costa Mesa Tennis Center and Bark Park. All of the lighting at the aforementioned sites utilize outdated metal halide lighting. All of the sites, except the Tennis Center, currently utilize Musco Sports Lighting Systems. New poles that support the upgraded Musco Lighting System lighting will need to be installed at the Costa Mesa Tennis Center.

In 2022, State Senator David Min earmarked funding for the City of Costa Mesa in the amount of \$10 million. City Council approved the appropriation of \$2.5 million to upgrade the existing lighting at the Jack Hammett Sports Complex, the TeWinkle Athletic Complex, the Costa Mesa Tennis Center and the adjacent Bark Park to LED lighting as well as other improvements to the TeWinkle Athletic Complex. The funding for these projects has been allocated in the adopted FY 2023-24 City Capital Improvement Program (CIP) budget.

ANALYSIS:

A majority of these lights were installed eighteen years ago and have exceeded their warranty and useful life. All of the existing lighting at the aforementioned sites utilize outdated metal halide lighting systems. The bulbs in these systems are subject to failure and require regular maintenance and replacement. The replacement of the bulbs requires the use of costly, specialty equipment capable of reaching the top of the poles.

The upgrading of these Musco lighting systems to LED will increase efficiency and can reduce energy and maintenance costs by 50% to 85%. The use of LED lighting will minimize downtime for lighting issues. Musco Sports Lighting guarantees appropriate light levels for playability. The lighting is specifically designed per location to reduce light spill, the amount of light pollution that affects off-target areas such as surrounding homes and habitats for birds and other animals and glare which is essential for sporting activities and the ability for athletes to track the ball and play. Also included is their proprietary Control-Link System for remote on/off control and monitoring with 24/7 customer support. Musco Lighting also provides a warranty that includes materials and onsite labor which would eliminate maintenance costs for 25 years.

Purchasing the lighting and equipment material through Sourcewell meets all requirements set forth in the City of Costa Mesa's Purchasing Policy and all requirements set forth by the State of California in regards to regional cooperative purchasing agreements. This process confirms that the City still receives the lowest available pricing, and meets the competitive bid process requirements. The City has utilized Sourcewell successfully for several previous related purchases.

The Sourcewell quotes are included as Attachment 1 and total \$1,894,090, which includes all parts, equipment, plans and delivery. A separate construction contract will be executed for the installation of the lighting equipment.

ALTERNATIVES:

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FISCAL REVIEW:

Funding for these projects is available through State Senator David Min's office and is included in the Fiscal Year 2023-24 Capital Improvement Program Adopted Budget.

LEGAL REVIEW:

The City Attorney's Office has reviewed this report and approves it 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:

Staff recommends the City Council:

1. Authorize the use of Sourcewell's Cooperative Agreement #041123-MSL with Musco Sports Lighting, LLC, for the purchase of LED lighting equipment and material to retrofit and install lighting at multiple City facilities.
2. Authorize the purchase of LED lighting and equipment material for \$1,894,090 from Musco Sports Lighting, LLC.

Materials Quote

Date: August 28, 2023
To: City of Costa Mesa, Robert Ryan

Project: Jack Hammett Sports Complex LED Retrofit
Costa Mesa, CA

Sourcewell

Master Project: 199030, Contract Number: 041123-MSL, Expiration: 06/16/2027
Category: Sports lighting with related supplies and services

All purchase orders should note the following:
Sourcewell purchase – contract number: 041123-MSL

Materials Quotation – Musco Materials

Musco Materials: LED Retrofit for Soccer Fields 1-6:	\$638,000
Estimated Sales Tax (based on 7.75% and delivery to the job site):	\$ 49,500
Project Total:	\$687,500.

Installation and Bonding are not included. Pricing and lead times are effective for 120 days.

Light-Structure System™ Retrofit with Total Light Control – TLC for LED™ Technology

Guaranteed Lighting Performance

- Guaranteed light levels of 30fc

System Description

- (112) Factory aimed and assembled luminaires
- Pole length factory assembled wire harnesses
- Factory wired and tested remote electrical component enclosures
- Mounting hardware for poletop luminaire assemblies and electrical components enclosures
- Disconnects
- UL listed assemblies

Control Systems and Warranty Services

- Control-Link® control and monitoring system to provide remote on/off and dimming (high/medium/low) control and performance monitoring with 24/7 customer support
- 25 Year Warranty that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years

Payment Terms

Final payment terms are subject to approval by Musco credit department. Final payment shall not be withheld by Buyer on account of delays beyond the control of Musco.
Email a copy of the Purchase Order to Musco Sports Lighting, LLC:

Musco Sports Lighting, LLC
Karin Anderson
858-232-1620
Email: Karin.anderson@musco.com

All purchase orders should note the following:
Sourcewell purchase – contract number: 041123-MSL

Delivery Timing

10 - 12 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole/luminaire locations.



Materials Quote

Notes

Quote is based on following conditions:

- Shipment of entire project together to one location.
- 480 Volt, 3 phase electrical system requirement
- Structural code and wind speed = 2022 CBC, 95 mph, Exposure C
- Product assurance and warranty program is contingent upon site review and compatibility with Musco's lighting system.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Karin Anderson
Field Sales Representative
Musco Sports Lighting, LLC
Phone: 858-232-1620
E-mail: karin.anderson@musco.com



Quote

Date: August 31, 2023
To: City of Costa Mesa, Robert Ryan

Project: Tewinkle Park Baseball Softball LED Relight
Costa Mesa, CA
Musco Project Number: 215836

Sourcewell
Master Project: 199030, Contract Number: 041123-MSL, Expiration: 06/16/2027
Category: Sports lighting with related supplies and services

All purchase orders should note the following:
Sourcewell purchase – contract number: 041123-MSL

Quote-Musco Materials

Musco's Light-Structure Retro-fit™ System with TLC for LED® as described below, and delivered:

Tewinkle Park Baseball/Softball

Musco Materials LED Retrofit (106 LED Fixtures):	\$665,000.
Estimated Sales Tax on Musco materials, based on 7.75% rate:	\$ 51,540.
Project Total:	\$716,540.

OPTIONAL ADDER:

32 Cree Security LED Lighting to replace Security fixtures on poles:	\$52,000.
Estimated Sales Tax based on 7.75% rate:	\$ 4,000.
ADDER TOTAL:	\$56,000.

Installation and Bonding are not included. Pricing and lead times effective for 90 days.

System Description - Light-Structure Retro-fit™ System

- (130) Factory aimed and assembled luminaires
- Pole length factory assembled wire harnesses
- Factory wired and tested remote electrical component enclosures
- Mounting hardware for poletop luminaire assemblies and electrical components enclosures
- Disconnects
- UL listed assemblies

Also Included:

- Unmatched Superior Spill and Glare Control
- Reduction of energy & maintenance costs by 50% to 85% over typical 1500w HID
- Guaranteed light levels
- Control-Link® System for remote on/off control & monitoring with 24/7 customer support
- 25 Year All Parts and All Labor Included Warranty: Unmatched warranty that includes materials and onsite labor, eliminating 100% of your maintenance costs for 25 years for existing Musco equipment.
- Freight is Included
- Structural Engineering is Included

Payment Terms

Final payment terms are subject to approval by Musco credit department. Final payment shall not be withheld by Buyer on account of delays beyond the control of Musco.

Email a copy of the Purchase Order to Musco Sports Lighting, LLC:



Quote

Musco Sports Lighting, LLC
Karin Anderson
858-232-1620
Email: Karin.anderson@musco.com

All purchase orders should note the following:
Sourcewell purchase – contract number: 041123-MSL

Delivery Timing

10 - 12 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole/luminaire locations.

Notes:

- Shipment of entire project together to one location
- Structural code and wind speed = 2022 CBC, 95 MPH, Importance Factor C
- Existing Voltage and Phase electrical system
- Assumes existing electrical infrastructure is adequate, should electrical infrastructure be inadequate this would increase the cost of estimated installation
- Quote is based on Musco design File # 215836B:
 - ***(1) Baseball Field of 320'/400'/320' Radius lit to 50 foot-candles infield and 30 foot-candles outfield***
 - ***(1) Softball Field of 250' Radius lit to 30 foot-candles infield and 20 foot-candles outfield***
 - ***(1) Softball Field of 260'/270'/250' Radius lit to 30 foot-candles infield and 20 foot-candles outfield***
 - ***(1) Softball Field of 240'/270'/240' Radius lit to 30 foot-candles infield and 20 foot-candles outfield***
- The LED Retrofit includes new TLC for LED® fixtures to be mounted on the existing Musco Light-Structure System™. This option would be contingent on the existing poles passing a structural evaluation, and having the capability to handle the EPA of the new fixtures

Thank you for considering Musco for your sports lighting needs. Please feel free to contact me with any questions.

Karin Anderson

Field Sales Representative
Musco Sports Lighting, LLC
Phone: 858-232-1620
E-mail: karin.anderson@musco.com



Quote

Date: August 28, 2023
To: City of Costa Mesa, Robert Ryan

Project: Tewinkle Park Tennis Center
Costa Mesa, CA
Musco Project Number: 215837

Sourcewell

Master Project: 199030, Contract Number: 041123-MSL, Expiration: 06/16/2027
Category: Sports lighting with related supplies and services

All purchase orders should note the following:
Sourcewell purchase – contract number: 041123-MSL

Quote – Materials only

Musco's Light-Structure System™ as described below, and delivered to the job site:

(12) Tennis Courts – 30 Foot-candles

Musco Materials Light-Structure System™ with 48 LED Fixtures:	\$318,000.
Estimated Sales Tax on Musco materials, based on 7.75% rate:	\$ 24,650.
Total Costs:	\$342,650.

*Installation, bonding, contractor mark-up and unloading of the equipment are not included.
Quote is confidential. Pricing and lead times are effective for 90 days only.*

Light-Structure System™ with Total Light Control – TLC for LED® Technology

Factory build, wired, aimed and tested lighting system includes:

- (14) Pre-cast concrete bases with integrated grounding
- (14) Galvanized steel poles
- (48) Factory aimed and assembled luminaires
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- UL listed as a system

Also Included:

- Unmatched Superior Spill and Glare Control
- Reduction of energy & maintenance costs by 50% to 85% over typical 1500w HID
- Control-Link includes Control-Link® control and monitoring system for remote on/off control, dimming (high/med/low), and monitoring with 24/7
- Guaranteed light levels of 30 foot-candles
- 25 Year All Parts and All Labor Included Warranty: 25 year warranty that includes materials and onsite labor, eliminating 100% of your maintenance costs for 25 years
- Freight is Included
- Structural Engineering is included

Quote is based on:

- Shipment of entire project together to one location.
- Based on re-use of existing site service: (240v/1 Phase)
- ***(12) Tennis Courts lit to 30 foot-candles utilizing 14 NEW Musco POLES and common poles in between courts where possible.***
- Structural code and wind speed = 2022 CBC, 95 mi/h, and exposure: C, Importance Factor 1.0.
- Standard soil conditions – rock, bottomless, wet, or unsuitable soil may require additional engineering, special installation methods and additional cost.



Payment Terms

Musco's Credit Department will provide payment terms.

Email a copy of the Purchase Order to Musco Sports Lighting, LLC:

Musco Sports Lighting, LLC
Karin Anderson
Email: Karin.anderson@musco.com

**All purchase orders should note the following:
Sourcewell purchase – contract number: 041123-MSL**

Delivery Timing

10- 12 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole/luminaire locations.

Thank you for considering our Team for your sports lighting needs. Please contact me with any questions.

Karin Anderson
Field Sales Representative
Musco Sports Lighting, LLC
Phone: 858-232-1620
E-mail: Karin.anderson@musco.com

Project # 215837



Quote

Date: August 28, 2023
To: City of Costa Mesa, Robert Ryan

Project: Tewinkle Park Bark Park
Costa Mesa, CA
Musco Project Number: 215837

Sourcewell

Master Project: 199030, Contract Number: 041123-MSL, Expiration: 06/16/2027
Category: Sports lighting with related supplies and services

All purchase orders should note the following:
Sourcewell purchase – contract number: 041123-MSL

Materials Quotation – Musco Materials

Musco Materials: LED Retrofit Bark Park existing poles:	\$67,000
Estimated Sales Tax (based on 7.75% and delivery to the job site):	\$ 5,200

Project Total: \$72,200.

OPTIONAL ADDER:

Musco Materials:	\$17,800.
Adder for new poles/fixtures for back area (poles P12 and P13)	
Estimated Sales Tax on Materials, based on 7.75% rate:	\$ 1,400.

Total Project Cost (ADDER): \$19,200.

Installation, contractor mark up, and unloading of the equipment and bonding are not included. Pricing and lead times are effective for 90 days. Quote is considered confidential.

Cree LED Lighting Source

- Reduction of energy costs by over 70% compared to typical system
- (33) Cree OSQ LED Fixtures-Base price
- Fixtures have dimming capability down to 10% of light output
- 10 years Cree/Musco parts & labor warranty

ADDER Equipment Description:

- (2) 27' Valmont Soft Squared Poles (Poles P12-P13)
- Baseplate Foundations
- (4) Cree OSQ LED Fixtures

Guaranteed Lighting Performance

- Guaranteed light levels of 3fc average across dog park

Payment Terms

Final payment terms are subject to approval by Musco credit department. Final payment shall not be withheld by Buyer on account of delays beyond the control of Musco.
Email a copy of the Purchase Order to Musco Sports Lighting, LLC:

Musco Sports Lighting, LLC



Quote

Karin Anderson
858-232-1620
Email: Karin.anderson@musco.com

All purchase orders should note the following:
Sourcewell purchase – contract number: 041123-MSL

Delivery Timing

10- 12 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole/luminaire locations.

Notes

Quote is based on following conditions:

- Shipment of entire project together to one location.
- Voltage and phase system requirements to be confirmed.
- Structural code and wind speed = 2022 CBC, 95 mi/h, Exposure C, Importance Factor 1.
- Based on re-use of existing 11 non-Musco poles on-site. Musco's warranty is contingent upon site review and compatibility with Musco's lighting system.
- Owner is responsible for the structural integrity of the existing poles.
- Based on re-use of existing Musco controller on-site (no new controls)

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Karin Anderson

Field Sales Representative
Musco Sports Lighting, LLC
Phone: 858-232-1620
E-mail: Karin.anderson@musco.com





CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1363

Meeting Date: 9/19/2023

TITLE:

ACCEPTANCE OF THE WILSON STREET IMPROVEMENT PROJECT, CITY PROJECT NO. 22-01

DEPARTMENT: PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION

PRESENTED BY: RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

CONTACT INFORMATION: SEUNG YANG, P.E., CITY ENGINEER, (714) 754-5633

RECOMMENDATION:

Staff recommends the City Council:

1. Accept the work performed by All American Asphalt, Inc., 400 East Sixth Street, Corona, California 92879 for the Wilson Street Improvement Project, City Project No. 22-01, and authorize the City Clerk to file the Notice of Completion.
2. Authorize 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.

BACKGROUND:

On May 3, 2022, the City Council awarded a construction contract to All American Asphalt for the Wilson Street Improvement Project, City Project No. 22-01.

The scope of work for the project consisted of street rehabilitation; active transportation improvements including curb extensions, bicycle facility markings, bike lanes and enhanced crosswalks; parkway improvements consisting of new concrete curb and gutter, curb ramps, driveways, and sidewalks; new striping and markings; and utility cover adjustments. The newly installed bicycle lanes as part of this project are consistent with the City's Active Transportation Plan (ATP).

ANALYSIS:

The work required by the contract documents was completed on August 15, 2023, to the satisfaction of the City Engineer. The final contract cost amounted to \$1,582,318.39. Included below is a project cost breakdown.

A summary of the costs is as follows:

Original Contract Amount:	\$1,795,390.50
Final Quantity Adjustments:	<u>(\$ 213,072.11)</u>
Final Contract Cost:	\$1,582,318.39

Quantity adjustments in the amount of \$213,072.11 were due to cost saving changes to the construction scope. The final contract cost summary is shown as Attachment 1.

As of this date, there are no stop notices filed against the monies due to All American Asphalt, Inc.

Newly Constructed and Striped Wilson Street



ALTERNATIVES:

This item is administrative in nature, and there are no alternatives to be considered.

FISCAL REVIEW:

This project was funded by the federal Community Development Block Grant Fund (Fund 207), Capital Improvement Fund (Fund 401), and Gas Tax Fund (Fund 201).

LEGAL REVIEW:

The City Attorney's Office has reviewed this agenda report and approves it as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This project worked toward achieving the following City Council Goal:

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

CONCLUSION:

Staff recommends the City Council:

1. Accept the work performed by All American Asphalt, Inc., 400 East Sixth Street, Corona, California 92879 for the Wilson Street Improvement Project, City Project No. 22-01, and authorize the City Clerk to file the Notice of Completion.
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CITY OF COSTA MESA

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DEPARTMENT: PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION

PRESENTED BY: RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

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CITY OF COSTA MESA
Wilson Street Improvement Project (CDBG)
City Project No. 22-01

ATTACHMENT 1

ITEM NO	BID QUANTITY		DESCRIPTION	UNIT PRICE	PREVIOUS QUANTITY		QUANTITY THIS ESTIMATE		TOTAL QUANTITY TO DATE	PREVIOUS AMOUNT	AMOUNT THIS EST	TOTAL TO DATE	CONTRACT PRICE	
BASE BID														
1	1	LS	Mobilization & Demobilization	\$89,263.00	100.00	%	0.00	%	100.00	%	\$89,263.00	\$0.00	\$89,263.00	\$89,263.00
2	1	F.A.	Additional Work Items: 1. Cold Mill 1/10-ft Header Cut, 7' from C&G and Overlay Street with 1/10-foot (Wilson St. from Placentia Ave. to Fairview Rd.).	\$100,000.00	0.75	F.A.	0.00	F.A.	0.75	F.A.	\$75,000.00	\$0.00	\$75,000.00	\$100,000.00
SITE WORK (Harbor Blvd. To Newport Blvd.)														
3A	30	E.L.T.	Procure and Apply Slurry Seal Type II with 2.5% latex Street Surfacing	\$838.00	0.00	E.L.T.	0.00	E.L.T.	0.00	E.L.T.	\$0.00	\$0.00	\$0.00	\$25,140.00
4A	1	LS	Procure and Apply Crack Seal Prior to Slurry Seal	\$5,197.00	0.00	%	0.00	%	0.00	%	\$0.00	\$0.00	\$0.00	\$5,197.00
5A	140	TONS	Remove & Reconstruct Asphalt Concrete (AC) [6" Minimum Depth, Including Excavation] and Replace with 6" AC Over 6" Crushed Miscellaneous Base (CMB) (12,910.75 sf)	\$197.00	105.00	TONS	0.00	TONS	105.00	TONS	\$20,685.00	\$0.00	\$20,685.00	\$27,580.00
6A	660	TONS	Type "C3" Asphalt Concrete Leveling (Paving Machine)	\$97.00	0.00	TONS	0.00	TONS	0.00	TONS	\$0.00	\$0.00	\$0.00	\$64,020.00
7A	2,000	TONS	Type "GG-C" Asphalt Rubber Hot Mix (AHRM-G) Surface Course	\$97.00	1,727.00	TONS	0.00	TONS	1,727.00	TONS	\$167,519.00	\$0.00	\$167,519.00	\$194,000.00
8A	6	EA	Remove Existing and Reconstruct ADA Curb Ramps with Truncated Domes per CALTRANS STD. Plan A88A	\$6,595.00	6.00	EA	0.00	EA	6.00	EA	\$39,570.00	\$0.00	\$39,570.00	\$39,570.00
9A	820	S.F.	Remove Existing and Reconstruct Portland Cement Concrete (PCC) Cross-Gutter, Spandrel, Local Depression, and PCC Pad (8" PCC over 8" CMB)	\$43.60	742.00	S.F.	0.00	S.F.	742.00	S.F.	\$32,351.20	\$0.00	\$32,351.20	\$35,752.00
10A	1,240	L.F.	Remove and Reconstruct Portland Cement Concrete (PCC) C-6 Curb & Gutter [Include 2' Asphalt Concrete (AC) Slot Pave]	\$61.00	1,089.00	L.F.	0.00	L.F.	1,089.00	L.F.	\$66,429.00	\$0.00	\$66,429.00	\$75,640.00
11A	330	L.F.	Remove and Reconstruct Portland Cement Concrete (PCC) C-8 Curb & Gutter [Include 2' Asphalt Concrete (AC) Slot Pave]	\$67.50	308.00	L.F.	0.00	L.F.	308.00	L.F.	\$20,790.00	\$0.00	\$20,790.00	\$22,275.00
12A	1,660	S.F.	Install Portland Cement Concrete (PCC) Sidewalk [4" PCC over 4" Crushed Miscellaneous Base (CMB)]	\$11.70	1,011.00	S.F.	0.00	S.F.	1,011.00	S.F.	\$11,828.70	\$0.00	\$11,828.70	\$19,422.00
13A	2,850	S.F.	Remove and Reconstruct Portland Cement Concrete (PCC) Driveway Approach [6" PCC over 6" Crushed Miscellaneous Base (CMB)]	\$26.80	3,028.00	S.F.	0.00	S.F.	3,028.00	S.F.	\$81,150.40	\$0.00	\$81,150.40	\$76,380.00
14A	1	LS	Remove Existing and Install New Lane Markings, Striping, Pavement Legends, and Raised Pavement Markers (RPMs) per Approved Plan	\$12,566.00	50.00	%	50.00	%	100.00	%	\$6,283.00	\$6,283.00	\$12,566.00	\$12,566.00
15A	10	EA	Install New Blue Raised Pavement Markers (BRPMs)	\$20.90	0.00	EA	13.00	EA	13.00	EA	\$0.00	\$271.70	\$271.70	\$209.00
16A	1	LS	Remove Existing and Install New Thermoplastic Pavement Markings, Including Continental Crosswalk and Green Lanes or Conflict Zones	\$37,795.00	100.00	%	0.00	%	100.00	%	\$37,795.00	\$0.00	\$37,795.00	\$37,795.00
17A	14	EA	Adjust and Reset Existing Survey Monuments and Ties	\$516.00	0.00	EA	12.00	EA	12.00	EA	\$0.00	\$6,192.00	\$6,192.00	\$7,224.00
18A1	55	EA	Adjust Manhole Covers to Grade	\$991.00	32.00	EA	0.00	EA	32.00	EA	\$31,712.00	\$0.00	\$31,712.00	\$54,505.00
18A2	5	EA	Adjust Orange County Sanitation District (OCSD) Manhole Covers to Grade	\$1,460.00	1.00	EA	-1.00	EA	0.00	EA	\$1,460.00	-\$1,460.00	\$0.00	\$7,300.00
19A	75	EA	Adjust Water Valves to Grade	\$782.00	0.00	EA	39.00	EA	39.00	EA	\$0.00	\$30,498.00	\$30,498.00	\$58,650.00
20A	163,000	S.F.	Cold Mill (2" Minimum Depth)	\$0.29	177,771.00	S.F.	0.00	S.F.	177,771.00	S.F.	\$51,553.59	\$0.00	\$51,553.59	\$47,270.00
21A	1	LS	Implement Temporary Traffic Control	\$40,469.00	100.00	%	0.00	%	100.00	%	\$40,469.00	\$0.00	\$40,469.00	\$40,469.00
22A	35	EA	Remove Existing and Install New Type "D" Traffic Signal Loop Detectors	\$318.00	14.00	EA	0.00	EA	14.00	EA	\$4,452.00	\$0.00	\$4,452.00	\$11,130.00
23A	30	EA	Remove Existing and Install New Type "E" Traffic Signal Loop Detectors	\$292.00	31.00	EA	0.00	EA	31.00	EA	\$9,052.00	\$0.00	\$9,052.00	\$8,760.00
21A	745	L.F.	Paint Red Curb	\$1.40	0.00	L.F.	866.00	L.F.	866.00	L.F.	\$0.00	\$1,212.40	\$1,212.40	\$1,043.00
SUBTOTAL (PAGE 1) :										\$787,362.89	\$42,997.10	\$830,359.99	\$1,061,160.00	
ADDITIVE BID (B) ITEMS (Placentia Ave. to Harbor Blvd.)														
3B	70	E.L.T.	Procure and Apply Slurry Seal Type II with 2.5% latex Street Surfacing	\$617.00	0.00	E.L.T.	0.00	E.L.T.	0.00	E.L.T.	\$0.00	\$0.00	\$0.00	\$43,190.00
4B	1	LS	Procure and Apply Crack Seal Prior to Slurry Seal	\$1,929.00	0.00	%	0.00	%	0.00	%	\$0.00	\$0.00	\$0.00	\$1,929.00
5B	580	TONS	Remove & Reconstruct Asphalt Concrete (AC) [6" Minimum Depth, Including Excavation] and Replace with 6" AC Over 6" Crushed Miscellaneous Base (CMB) (2,180 sf)	\$210.00	619.15	TONS	0.00	TONS	619.15	TONS	\$130,021.50	\$0.00	\$130,021.50	\$121,800.00
6B	380	TONS	Type "C3" Asphalt Concrete Leveling (Paving Machine)	\$97.00	0.00	TONS	0.00	TONS	0.00	TONS	\$0.00	\$0.00	\$0.00	\$36,860.00
7B	1,300	TONS	Type "GG-C" Asphalt Rubber Hot Mix (AHRM-G) Surface Course	\$97.00	1,898.00	TONS	0.00	TONS	1,898.00	TONS	\$184,106.00	\$0.00	\$184,106.00	\$126,100.00
8B	2	EA	Remove Existing and reconstruct ADA Curb Ramps with Truncated Domes per CALTRANS STD. Plan A88A	\$7,081.00	1.00	EA	0.00	EA	1.00	EA	\$7,081.00	\$0.00	\$7,081.00	\$14,162.00
9B	1,100	SF	Remove Existing and Reconstruct Portland Cement Concrete (PCC) Cross-Gutter, Spandrel, Local Depression, and PCC Pad (8" PCC over 8" CMB)	\$27.20	989.00	SF	0.00	SF	989.00	SF	\$26,900.80	\$0.00	\$26,900.80	\$29,920.00

CITY OF COSTA MESA
Wilson Street Improvement Project (CDBG)
City Project No. 22-01

ITEM NO	BID QUANTITY		DESCRIPTION	UNIT PRICE	PREVIOUS QUANTITY		QUANTITY THIS ESTIMATE	TOTAL QUANTITY TO DATE		PREVIOUS AMOUNT	AMOUNT THIS EST	TOTAL TO DATE	CONTRACT PRICE
10B	120	LF	Remove and Reconstruct Portland Cement Concrete (PCC) C-6 Curb & Gutter [Include 2' Asphalt Concrete (AC) Slot Pave]	\$88.80	99.00	LF	0.00 LF	99.00 LF	\$8,791.20	\$0.00	\$8,791.20	\$10,656.00	
11B	800	LF	Remove and Reconstruct Portland Cement Concrete (PCC) C-8 Curb & Gutter [Include 2' Asphalt Concrete (AC) Slot Pave]	\$69.80	639.00	LF	0.00 LF	639.00 LF	\$44,602.20	\$0.00	\$44,602.20	\$55,840.00	
12B	3,140	SF	Install Portland Cement Concrete (PCC) Sidewalk [4" PCC over 4" Crushed Miscellaneous Base (CMB)]	\$11.10	2,579.00	SF	0.00 SF	2,579.00 SF	\$28,626.90	\$0.00	\$28,626.90	\$34,854.00	
13B	1,730	SF	Remove and Reconstruct Portland Cement Concrete (PCC) Driveway Approach [6" PCC over 6" Crushed Miscellaneous Base (CMB)]	\$19.30	1,529.00	SF	0.00 SF	1,529.00 SF	\$29,509.70	\$0.00	\$29,509.70	\$33,389.00	
14B	1	LS	Remove Existing and Install New Lane Markings, Striping, Pavement Legends, and Raised Pavement Markers (RPMs) per Approved Plan	\$18,021.00	50.00	%	50.00 %	100.00 %	\$9,010.50	\$9,010.50	\$18,021.00	\$18,021.00	
15B	7	EA	Install New Blue Raised Pavement Markers (BRPMs)	\$20.50	0.00	EA	6.00 EA	6.00 EA	\$0.00	\$123.00	\$123.00	\$143.50	
16B	1	LS	Remove Existing and Install New Thermoplastic Pavement Markings, Including Continental Crosswalk and Green Lanes or Conflict Zones	\$38,975.00	100.00	%	0.00 %	100.00 %	\$38,975.00	\$0.00	\$38,975.00	\$38,975.00	
17B	12	EA	Adjust and Reset Existing Survey Monuments and Ties	\$507.00	0.00	EA	5.00 EA	5.00 EA	\$0.00	\$2,535.00	\$2,535.00	\$6,084.00	
18B	28	EA	Adjust Manhole Covers to Grade	\$972.00	44.00	EA	-1.00 EA	43.00 EA	\$42,768.00	-\$972.00	\$41,796.00	\$27,216.00	
19B	40	EA	Adjust Water Valves to Grade	\$767.00	0.00	EA	35.00 EA	35.00 EA	\$0.00	\$26,845.00	\$26,845.00	\$30,680.00	
20B	105,000	SF	Cold Mill (2" Minimum Depth)	\$0.29	158,196.00	SF	0.00 SF	158,196.00 SF	\$45,876.84	\$0.00	\$45,876.84	\$30,450.00	
21B	1	LS	Implement Temporary Traffic Control	\$9,692.00	100.00	%	0.00 %	100.00 %	\$9,692.00	\$0.00	\$9,692.00	\$9,692.00	
22B	5	EA	Remove Existing and Install New Type "D" Traffic Signal Loop Detectors	\$312.00	12.00	EA	0.00 EA	12.00 EA	\$3,744.00	\$0.00	\$3,744.00	\$1,560.00	
23B	45	EA	Remove Existing and Install New Type "E" Traffic Signal Loop Detectors	\$287.00	22.00	EA	0.00 EA	22.00 EA	\$6,314.00	\$0.00	\$6,314.00	\$12,915.00	
24B	460	LF	Paint Red Curb	\$1.40	0.00	LF	464.00 LF	464.00 LF	\$0.00	\$649.60	\$649.60	\$644.00	
SUBTOTAL ADDITIVE BID ITEMS :									\$616,019.64	\$38,191.10	\$654,210.74	\$685,080.50	
ADDITIVE BID (C) ITEMS													
C1	120	LF	Construct 8" High PCC, Type "B" Curb per City Standard Drawing No. 311	\$55.00	0.00	LF	0.00 LF	0.00 LF	\$0.00	\$0.00	\$0.00	\$6,600.00	
C2	10	CY	Install 8" Depth Decomposed Granite (DG) at Pedestriand Refuge Island	\$650.00	0.00	CY	0.00 CY	0.00 CY	\$0.00	\$0.00	\$0.00	\$6,500.00	
C3	90	SF	Remove Existing and Reconstruct Concrete Sidewalk (4" Concrete Over 4" CMB)	\$35.00	0.00	SF	0.00 SF	0.00 SF	\$0.00	\$0.00	\$0.00	\$3,150.00	
C4	2	EA	Install Truncated Domes (3' X 10')	\$450.00	0.00	EA	0.00 EA	0.00 EA	\$0.00	\$0.00	\$0.00	\$900.00	
C5	2	EA	Remove Existing and Install ADA Curb Ramps with Truncated Domes per Caltrans Standard Pland A88A	\$16,000.00	0.00	EA	0.00 EA	0.00 EA	\$0.00	\$0.00	\$0.00	\$32,000.00	
SUBTOTAL ADDITIVE BID ITEMS :									\$0.00	\$0.00	\$0.00	\$49,150.00	
CHANGE ORDERS													
CO 1.1	1	LS	T&M work for the installation of Conduit & Signal Crossing at Wilson Street and Fordham Ave for the future HWAK	\$24,727.02	0.00	%	100.00 %	100.00 %	\$0.00	\$24,727.02	\$24,727.02		
CO 1.2	1	LS	Dig-Out Load and Haul off Faild Subgrade and Install Ashalt at Intersections: Fordham, Cornell, Rutgers, Avalon, Columbia and College Ave and Wilson Street	\$19,974.30	0.00	%	100.00 %	100.00 %	\$0.00	\$19,974.30	\$19,974.30		
CO 1.3	1	LS	Modified Bolb-Out on Wilson Street and Fordham Ave in lue of Additive Bid Item C	\$54,105.70	0.00	%	100.00 %	100.00 %	\$0.00	\$54,105.70	\$54,105.70		
CO 1.4	1	EA	Material Damage For CMSD Manhole Cover (Bid Item No. 18A1)	-\$1,059.36	1.00	EA	0.00 EA	1.00 EA	-\$1,059.36	\$0.00	-\$1,059.36		
SUBTOTAL CHANGE ORDERS :									-\$1,059.36	\$98,807.02	\$97,747.66	\$0.00	
SUBTOTAL (PAGE 2) :									\$614,960.28	\$136,998.12	\$751,958.40	\$734,230.50	
TOTAL (PAGE 1+PAGE 2) :									\$1,402,323.17	\$179,995.22	\$1,582,318.39	\$1,795,390.50	



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1362

Meeting Date: 9/19/2023

TITLE:

AGREEMENT FOR A SCHOOL RESOURCE OFFICER PROGRAM BETWEEN THE CITY OF COSTA MESA AND NEWPORT-MESA UNIFIED SCHOOL DISTRICT FOR FISCAL YEAR 2023-2024

DEPARTMENT: POLICE DEPARTMENT

PRESENTED BY: SCOTT STAFFORD, LIEUTENANT

CONTACT INFORMATION: SCOTT STAFFORD, LIEUTENANT, 714-754-5395

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the agreement for a School Resource Officer (SRO) Program between the City of Costa Mesa and Newport-Mesa Unified School District (NMUSD) for Fiscal Year 2023-2024.
2. Authorize the City Manager to execute the agreement.

BACKGROUND:

In 2001, the Costa Mesa Police Department began an SRO Program with NMUSD. The program consisted of two full-time police officers to staff two high schools and one intermediate school in Costa Mesa. The program was viewed as a tremendous success and a benefit to all parties involved.

Since then, the City and NMUSD have entered into annual agreements in connection with the SRO Program. In September 2022, the Department committed a third officer to the SRO Program, which was outlined in the SRO Program agreement for FY 2023-2024.

ANALYSIS:

Since the inception of the SRO Program, the primary mission of the SROs has been to prevent and deter school violence before it strikes. SROs help mitigate problems that might otherwise result in an emergency call for police services, thereby reducing the burden on Patrol Services. SROs accomplish this by their presence on campus and regular interaction with school staff and students. In addition, SROs are a resource for students to advise of potential issues, which the SROs can proactively address and mitigate.

SROs are present on school campuses to ensure the safety and security of our students and schools. SROs respond to and handle all criminal acts occurring on school campuses or in the immediate vicinity. In this respect, SROs conduct the initial investigation on a variety of crimes such as child abuse, assaults, thefts, graffiti, and narcotics related crimes. They also provide immediate

and direct support to the school administration and security staff.

Pursuant to the proposed agreement between the City and NMUSD, the City will assign three full-time CMPD officers to serve as SROs at Costa Mesa High School, Estancia High School, and Back Bay Continuation School, and to provide assistance, as needed, at other schools throughout the City. NMUSD will reimburse the City for fifty percent (50%) of the total compensation paid to each of the three SRO's, including salary and benefits.

ALTERNATIVES:

No other alternatives have been considered. If the SRO Program were discontinued, the Police Department would have to utilize staffing from Patrol Services to handle any campus-related calls for service. This alternative would draw upon the resources in the field and render them temporarily unavailable in other parts of the community. There would also be no consistency in the services provided to the school district.

FISCAL REVIEW:

The combined annual salaries and benefits expense for three officers amounts to \$970,027. NMUSD's share of this cost, which is \$485,014, covers fifty percent (50%) of the total salaries and benefits. The remaining portion of the officers' salaries and benefits, is included in the Police Department's FY 2023-2024 personnel budget.

LEGAL REVIEW:

The City Attorney's Office has reviewed this report and the agreement and approved them 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:

Staff recommends the City Council:

1. Approve the agreement for a School Resource Officer (SRO) Program between the City of Costa Mesa and Newport-Mesa Unified School District (NMUSD) for Fiscal Year 2023-2024.
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CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1362

Meeting Date: 9/19/2023

TITLE:

AGREEMENT FOR A SCHOOL RESOURCE OFFICER PROGRAM BETWEEN THE CITY OF COSTA MESA AND NEWPORT-MESA UNIFIED SCHOOL DISTRICT FOR FISCAL YEAR 2023-2024

DEPARTMENT: POLICE DEPARTMENT

PRESENTED BY: SCOTT STAFFORD, LIEUTENANT

CONTACT INFORMATION: SCOTT STAFFORD, LIEUTENANT, 714-754-5395

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Since then, the City and NMUSD have entered into annual agreements in connection with the SRO Program. In September 2022, the Department committed a third officer to the SRO Program, which was outlined in the SRO Program agreement for FY 2023-2024.

ANALYSIS:

Since the inception of the SRO Program, the primary mission of the SROs has been to prevent and deter school violence before it strikes. SROs help mitigate problems that might otherwise result in an emergency call for police services, thereby reducing the burden on Patrol Services. SROs accomplish this by their presence on campus and regular interaction with school staff and students. In addition, SROs are a resource for students to advise of potential issues, which the SROs can proactively address and mitigate.

SROs are present on school campuses to ensure the safety and security of our students and schools. SROs respond to and handle all criminal acts occurring on school campuses or in the immediate vicinity. In this respect, SROs conduct the initial investigation on a variety of crimes such as child abuse, assaults, thefts, graffiti, and narcotics related crimes. They also provide immediate

and direct support to the school administration and security staff.

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ALTERNATIVES:

No other alternatives have been considered. If the SRO Program were discontinued, the Police Department would have to utilize staffing from Patrol Services to handle any campus-related calls for service. This alternative would draw upon the resources in the field and render them temporarily unavailable in other parts of the community. There would also be no consistency in the services provided to the school district.

FISCAL REVIEW:

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LEGAL REVIEW:

The City Attorney's Office has reviewed this report and the agreement and approved them 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:

Staff recommends the City Council:

1. Approve the agreement for a School Resource Officer (SRO) Program between the City of Costa Mesa and Newport-Mesa Unified School District (NMUSD) for Fiscal Year 2023-2024.
2. Authorize the City Manager to execute the agreement.

**SCHOOL RESOURCE OFFICER SERVICES AGREEMENT
BETWEEN THE CITY OF COSTA MESA
AND THE NEWPORT-MESA UNIFIED SCHOOL DISTRICT
FOR THE 2023-2024 FISCAL YEAR**

THIS SCHOOL RESOURCE OFFICER SERVICES AGREEMENT ("Agreement") is entered into as of the 1st day of July, 2023 ("Effective Date") by and between the CITY OF COSTA MESA, a municipal corporation ("City"), and the NEWPORT-MESA UNIFIED SCHOOL DISTRICT, a political subdivision of the State of California ("District").

RECITALS

- A. City is a municipal corporation duly organized and validly existing under the Constitution and the laws of the State of California.
- B. District is a political subdivision of the State of California located in Orange County, California, and is organized and exists pursuant to the laws of the State of California.
- C. District is in need of services as part of the School Resource Officer Program ("SRO Program"), as more fully described herein (the "Services").
- D. District is authorized to enter into this Agreement pursuant to the laws of the State of California.
- E. City employs sworn peace officers specially trained, experienced and competent to provide the Services and City is willing to provide the Services to District on the terms and in the manner provided in this Agreement.
- F. This Agreement is not intended to modify any program or service provided by City to District as of the Effective Date except as expressly provided herein.
- G. City and District are joining together in a collaborative effort to provide School Resource Officers ("SROs") to work with the school communities to help provide a safe and secure environment for all.
- H. It is the stated goal of this Agreement to have a working partnership between the City and the District so as to provide a safe and secure learning environment for all students and to encourage a positive learning experience.

NOW THEREFORE, for and in consideration of the mutual covenants and conditions set forth herein, City and District agree as follows:

1.0. TERM

The term of this Agreement shall commence on the Effective Date and continue for a period of one (1) year, ending on June 30, 2024, unless previously terminated as provided herein.

2.0. CITY'S DUTIES

2.1. Scope of Services. The Services shall include the following required and discretionary services designed to promote safety in the learning environment, which shall be provided at District schools located within the City, including Costa Mesa High School ("CMHS"), Estancia High School ("EHS"), Early College High School, Back Bay High School ("BBHS"), Tewinkle Middle School, and any elementary schools in need of SRO presence, as requested by District.

(a) **Required Services.** City shall perform the following services:

- (i) Assign three (3) full-time sworn officers employed by the Costa Mesa Police Department ("CMPD") to the function of SROs.
- (ii) Establish and maintain a liaison between District personnel, CMPD personnel, and stakeholders in the juvenile justice system.
- (iii) Serve as a resource to District employees, such as administrators, faculty and security personnel, as well as students and their guardian(s) on law enforcement-related issues including crime prevention and investigations.
- (iv) Assign one SRO to CMHS, one SRO to EHS, and one SRO to BBHS. As needed, the SROs will share the responsibility of providing Services to the other District schools in the City, subject to the discretion of the Costa Mesa Chief of Police ("Chief of Police") to make assignment changes.

(b) **Discretionary Services.** City may, in the sole discretion of the SRO and/or the Chief of Police, perform the following services:

- (i) Conduct patrol activities in and around the designated campuses.
- (ii) Conduct preliminary and follow-up investigations of crimes that occur on or near the designated campuses.

2.2. Selection and Supervision of SROs. The Chief of Police will determine those individuals best suited for the assignment to the SRO Program in accordance with City's employment procedures and conditions and advise the District of the eligible candidates. The Chief of Police will consider input from the District representative as to the selection of the SROs, but the Chief of Police shall have the sole discretion in the

selection of the SROs. The Chief of Police's selections shall be final. The SROs shall perform the Services under the supervision and control of the Chief of Police.

2.3. Vehicles, Equipment, and Uniforms. Except as otherwise provided in this Agreement, City shall furnish all vehicles, equipment, and uniforms as may be required to support the SROs assigned to the District pursuant to this Agreement. City agrees that each SRO will perform his/her duties in full police uniform. The uniform will include safety equipment designated for use by sworn field personnel pursuant to CMPD policies and practices.

2.4. Schedule of Services; SRO Assignment. City shall schedule each SRO such that each SRO provides services four (4) days a week for ten (10) hours each day ("Normal Work Week"). The SROs will spend a minimum of seventy-five percent (75%) of their time allocated in this Agreement in and around the assigned schools. City shall use its best efforts to ensure that the same person provides Services to the same campus except when he/she is on paid leave or otherwise absent. Subject to provisions of relevant City personnel policies or labor agreements, City shall use its best efforts to schedule SROs so that at least one (1) SRO is on duty each day that school is in session and that each SRO can be present during special school activities. On the days that there is only one (1) SRO on duty during the week, he/she shall serve as the SRO for both CMHS, EHS, and BBHS and will also be available to assist, if needed, any other District school in the City.

2.5. District Security. The Services performed by SROs pursuant to this Agreement are not intended to supplant those provided by existing District security personnel. District may request security services from City pursuant to other provisions of this Agreement.

3.0. DISTRICT'S DUTIES

3.1. Compensation. District shall compensate City for the Services as set forth herein.

3.2. Access to Student Records. District shall designate the SROs as designated school officials for student records purposes. SROs shall have access to students' education records when there is a legitimate educational interest in the records. Pursuant to the Family Educational Rights and Privacy Act of 1974 (FERPA), the SROs may only use the personally identifiable information contained in a student's record for the purposes for which the disclosure is made, such as for promoting school safety and the physical security of students. SROs shall not redisclose personally identifiable information from a student's educational record to any other outside sources, including the CMPD, without consent, unless the redisclosure meets an exception to consent in FERPA.

3.3. Staff Liaison. District designates its Director of Student and Community Services, or an alternate as designated by the Superintendent, as a liaison to the CMPD

to facilitate communication between District personnel and the SROs and to coordinate the SROs' activities with District activities and events.

3.4. Cooperation. District personnel shall cooperate with the SROs to facilitate the performance of Services pursuant to this Agreement.

3.5. Special Events; Supplemental Services. The SRO Program shall not supplant or alter the existing District practice of hiring CMPD personnel for the purpose of policing special events. District may request in writing that City provide additional services beyond the Normal Work Week by a SRO during evening or weekend events, such as Parent-Teacher Association (PTA) meetings, Back-to-School Night(s), Open House(s), sporting event(s), dance(s), prom(s) or other District-sponsored events. City shall use its best efforts to provide the requested services by the SRO assigned to the campus at which the event or activity is scheduled. If the District has requested an SRO's presence at an event, or requested supplemental services to be provided by an SRO, District agrees that District shall compensate City for such supplemental services in accordance with this Agreement.

4.0. COMPENSATION

4.1. Compensation. For Services provided during the Normal Work Week, District shall pay City fifty percent (50%) of the total compensation paid each SRO under this Agreement, as invoiced by City to District. The term "total compensation" includes salary and benefits as those exist on the Effective Date and as set forth in Exhibit "A," attached hereto and incorporated herein by this reference, and as such salary and benefits are modified from time to time during the term of this Agreement.

4.2. Supplemental Services. If District requests additional services beyond the Normal Work Week for special events, District shall pay City one hundred percent (100%) of the costs that City incurs in providing the additional services as requested by the District, with the understanding that City is generally required to pay SROs at least one and one-half (1.5) times their regular rate of pay for overtime.

4.3. Method of Billing. At the end of each quarter, City will invoice District for the SRO costs incurred during that quarter. District shall pay City's invoice within thirty (30) days of receipt of the invoice. If City provides supplemental services as provided herein, City will invoice District for such supplemental services following the provision of such services and District shall pay such invoice within thirty (30) days of receipt of an invoice from City.

4.4. Extended Closure of Schools. Should there be an extended closure of District schools (longer than 30 days) due to an unforeseen event that diminishes the need of SRO's on school campuses and allows City to redeploy SROs to other agency duties, City will assume 80% of the costs of SRO's after the 30th consecutive day of such a closure while the District will continue to be responsible for 20% of the such costs. Equally shared costs of SRO's between the District and the City would resume

once the District begins normal operations that includes the re-entry of students onto District campuses.

5.0. GRANT ADMINISTRATIVE REQUIREMENTS

City and District will be responsible for their own respective grant monies received, if any, in connection with the SRO Program, including all administrative duties and responsibilities. This includes receipt and disbursement of funds, financial reporting and grant management issues.

6.0. TERMINATION

District or City may terminate this Agreement without cause any time, by giving thirty (30) days' written notice to the other party. In the event of termination, District shall compensate City for Services performed through the effective date of the termination. City shall continue to provide Services after notice to terminate and during the thirty (30) day notice period, unless District, in the notice, requests that City not perform Services.

7.0. INDEMNIFICATION

7.1. District Obligations. District agrees to defend, indemnify and hold harmless City, its elected and appointed officials, officers, agents, employees, and volunteers from and against any and all losses, claims, actions, damages, expenses or liabilities, including reasonable attorneys' fees, arising out of or in any way connected with the District's negligent performance of this Agreement. District assumes workers' compensation liability for injury or death of its officers, agents, employees and volunteers, and, except as provided herein, assumes no workers' compensation responsibility for the elected and appointed officials, officers, and employees of the City.

7.2. City Obligations. City agrees to defend, indemnify and hold harmless District, its officers, agents, employees and volunteers harmless from and against any and all losses, claims, actions, damages, expenses or liabilities, including reasonable attorneys' fees, arising out of or in any way connected with City's negligent performance of this Agreement. Except as provided herein, City assumes workers' compensation liability for injury or death of its elected and appointed officials, officers, and employees, and assumes no workers' compensation responsibility for the officers, agents, employees and volunteers of the District.

8.0. ASSIGNMENT

This Agreement may not be assigned or transferred by either party without the express written consent of the other party.

9.0. NOTICE / REPRESENTATIVES

City and District have designated the following representatives to receive notices and act on their agency's behalf in the administration of this Agreement. Notices shall be deemed given when personally delivered to the District or City representative or three (3) days after the date the notice is deposited in the United States mail, first-class postage prepaid, and addressed as set forth below.

CITY: Chief of Police
Costa Mesa Police Department
99 Fair Drive
Costa Mesa, CA 92626

DISTRICT: Superintendent of Schools
Newport-Mesa Unified School District
2985 Bear Street
Costa Mesa, CA 92626

10.0. NO THIRD-PARTY BENEFICIARIES

This Agreement is entered into for the sole benefit of City and District and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

11.0. INDEPENDENT CONTRACTOR

The parties understand and agree that in performing the Services under this Agreement, City, and any person employed by or contracted with City to furnish labor and/or materials under this Agreement, shall act as and be an independent contractor and not an agent or employee of the District.

12.0. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

13.0. ATTORNEYS' FEES

In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

14.0. GOVERNING LAW

This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California.

15.0. AMENDMENTS

Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

16.0. COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

[Signatures appear on following page.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by and through their respective authorized officers, as of the date first written above.

CITY OF COSTA MESA

Lori Ann Farrell Harrison
City Manager

Date: _____

ATTEST:

APPROVED AS TO FORM:

Brenda Green
City Clerk

Kimberly Hall Barlow
City Attorney

NEWPORT-MESA UNIFIED SCHOOL DISTRICT

Sara Jocham, Ed.D.
Assistant Superintendent of Student Support Services

Date: _____

APPROVED AS TO FORM:

General Counsel

EXHIBIT A

SCHOOL RESOURCE OFFICER SALARIES FOR 2023-2024

**City of Costa Mesa
School Resource Officer Program
Fiscal Year 2023-2024**

	<u>Amount per Officer</u>
Salaries	\$ 127,777
Special Pays (POST/Uniform/Liason/Bilingual)	27,684
Medicare Tax	2,623
Health Insurance Benefit	25,428
Retirement Benefit	124,535
Insurance (Worker's Comp/Liability/Unemployment)	<u>15,295</u>
	323,342
	<u> x 3</u>
Total Costs for Three Officers	<u><u>\$ 970,027</u></u>
	<u> x 50%</u>
NMUSD share at 50%	<u><u>\$ 485,014</u></u>



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1364

Meeting Date: 9/19/2023

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 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. 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 targeting bicycle and pedestrian safety, as well as other educational programs. The Police Department has historically utilized this support to focus these efforts on educating school age children and young adults. In May of this year, the Police Department conducted a bicycle safety presentation at Tewinkle School for over five hundred students and the second grant funded bicycle safety presentation is scheduled for this month (September) at College Park School. These presentations include bicycle safety education related to rules of the road and helmet safety. Furthermore, in April, the Traffic Safety Bureau assisted at a bike safety assembly and rodeo at Victoria 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.

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 expires 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 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 targeting red light, excessive speed; 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 targeting red light, 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 enforcement 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.

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 City Council to:

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.



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1364

Meeting Date: 9/19/2023

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 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. 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.

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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 expires 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 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 targeting red light, excessive speed; distracted driving violations; traffic enforcement at high collision intersections; and sobriety/driver license checkpoints.

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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.

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 City Council to:

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**PT24052**

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			
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: <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			
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 <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>(Signature)</i> </div> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>(Date)</i> </div> </div>		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 <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>(Signature)</i> </div> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>(Date)</i> </div> </div>	
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 <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>(Signature)</i> </div> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>(Date)</i> </div> </div>		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 <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>(Signature)</i> </div> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>(Date)</i> </div> </div>	

E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758	9. SAM INFORMATION SAM #: VLGSYJVFJ4M7 REGISTERED ADDRESS: 77 Fair Drive CITY: Costa Mesa ZIP+4: 92627-6520
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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:

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.
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.
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.

Target Number

1

2

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
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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 19th day of September, 2023.

John Stephens, Mayor

Attachment 2

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 19th day of September, 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 19th day of September, 2023.

Brenda Green, City Clerk



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1361

Meeting Date: 9/19/2023

TITLE:

INFORMATION TECHNOLOGY DEPARTMENT OVERVIEW AND SPECIAL PROJECTS UPDATE

DEPARTMENT: INFORMATION TECHNOLOGY DEPARTMENT

PRESENTED BY: STEVE ELY, DIRECTOR, INFORMATION TECHNOLOGY DEPARTMENT

CONTACT INFORMATION: STEVE ELY, DIRECTOR, INFORMATION TECHNOLOGY DEPARTMENT, (714) 754-4891

RECOMMENDATION:

Presentation to the City Council to provide a general overview of the Information Technology Department with respect to staffing, operating budget, programs, services, and the status of special projects. Staff recommends that the City Council receive and file the report and presentation.

BACKGROUND:

The Information Technology (IT) Department is responsible for network administration, software development and installation, cyber security, hardware and software maintenance for all City Departments. The Department has 22 full-time staff members composed of three management, two supervisory, fifteen professional, and two administrative clerical support. The Department has three divisions:

- Administration
- Computer Operations and Networking
- Systems and Programming

ANALYSIS:

The IT Department divisions ensure investments and strategic business technologies are customer-focused, sound, and deliver the highest possible value to the City and its constituents. The Department is dedicated to achieving its goals and objectives aligning with the following four City Council Goals and Priorities:

1. Recruit and Retain High Quality Staff
2. Achieve Long-Term Fiscal sustainability.
3. Strengthen public safety and keep community safe.
4. Maintain and enhance the City's infrastructure, facilities, equipment and technology.

Hiring an additional seven highly qualified staff, which accomplished the objective in the Information Technology Strategic Plan (ITSP), and combined with the Department's existing employees, has allowed for staff to manage a variety of projects and services such as Cybersecurity, GIS Systems Analysis, and Workflow Automation, to support the aforementioned City Council Goals. Additionally, ITs operational and procurement processes are administered with the highest standards of integrity and transparency by engaging in a timely and efficient manner.

With a robust team and added support from the ITSP, the IT Department has been engaged in tasks to significantly improve the City's Networks, Systems, and Applications to enhance overall operational efficiency and network security, especially for the Public Safety and Public facing departments.

The Department's overall budget in FY 2023-24 is \$8.8 million in General Fund plus an additional \$9.6 million in restricted funds such as the Information Technology Replacement Fund (ITRF).

DEPARTMENT FUNCTIONS AND DAY-TO-DAY OPERATIONS

The Department consists of three divisions further described below:

IT Department Administration Division:

The Administration Division, consisting of six full-time staff members, provides overall coordination, direction, and oversight for all Department activities. Responsibilities include the development of the Department's operational budget, financial analysis, personnel management, contract administration, leasing administration, and general office support.

IT Department Computer Operations and Networking Division:

The Computer Operations and Networking Division, consisting of seven full-time staff members, provides 24/7 operating and monitoring for computer systems for all City Departments. The Division also manages the infrastructure systems and maintains hardware, software, and cyber security systems in a network client-server environment. Some of the Division's accomplishments include:

- Created a remote network environment
- Implemented Forcepoint for Web content Security
- Implemented KnowBe4 for Web Security Training
- Conducted Telephone System assessment to convert to Voice over Internet Protocol (VoIP)
- Upgraded Operating System to Windows 11 and deployed Office 2019
- Upgraded OneSolution CAD Client for the Police and Fire Departments
- Installed network for Police body-worn cameras
- Completed mobile data computer upgrade for Police and Fire vehicles
- M365 Pilot Group Project
- Fiber Optics Audit for City Hall Campus
- Replacement of WiFi equipment for City Hall and Police Department
- Completed server implementation for new Land Management System (LMS)
- Completed 3-year plan for desktop replacement
- Replaced SonicWall Firewalls for increased network security
- Replacement of security cameras at DRC and City Hall

- Installation of Verizon Extender at Police, Fire, and City Hall facilities

IT Department Systems and Programming Division:

The Systems and Programming Division, consisting of nine full-time staff members, provides programming development, database administration, reporting application development and support, and systems training. Some of the Division's accomplishments include upgrade of systems and applications, as follows:

- Upgrade to SQL Server 2019
- Laserfiche Enterprise document imaging system
- New design of City Intranet, resulting in more intuitive and user-friendly
- Manual phone directory to a dynamic web application.
- Restructured WaitWhile Application to provide a more user-friendly appointment setting interface for the public
- Implementation of Land Management System (LMS)
- Provided Peoplesoft HR/Payroll support for implementation of MOUs, troubleshooting, tax updates, and Open Enrollment
- Created additional workflow forms in SeamlessDocs
- New Police Department Intranet
- Added new features in Homeless Web Application
- New GIS enterprise environment and created additional online map applications

Information Technology Strategic Plan (ITSP):

In 2019, ThirdWave Corporation conducted studies within City Hall for all Departments, gathering data regarding current business processes and workflow. They provided assessments to establish a roadmap for improvements with solutions and initiatives. Needs, weaknesses, and any resources lacking in its systems were identified and addressed.

In 2020, a 5-year ITSP Initiatives and Roadmap was presented to City Council, highlighting the objectives, projects, and goals for improving systems supporting the business processes of City Departments. Thirty-eight (38) initiatives were introduced to enhance the organization and service delivery environment at the City of Costa Mesa over a five-year period, dividing and prioritizing the initiatives based on available resources and needs. Staff's presentation will provide an update to the City Council and the public on the progress of these initiatives.

DEPARTMENT CHALLENGES AND OPPORTUNITIES

Challenges:

While the Information Technology team is a high-performing Department, it has several ongoing challenges.

- Department vacancies: IT Project Manager, Cybersecurity Analyst, Programmer Analyst II, and Office Specialist II
- Outdated regulations, business processes, and systems

- Lack of space for workstations for the Department's increased staff

Opportunities:

- City Council support to hire additional staff outlined in the ITSP
- Increase in IT budget to meet needs of technological growth and required Systems improvements for City Departments
- Council approved IT Department Remodel to add workstations

ALTERNATIVES:

This agenda report and the corresponding presentation are informational only and therefore, there are no alternatives for this item.

FISCAL REVIEW:

There are no fiscal impacts for this Department overview. This information is being provided so that the City Council has a more in depth knowledge base regarding the IT Department and its role, mission and responsibilities heading into the next budget cycle.

LEGAL REVIEW:

The City Attorney's Office has reviewed this staff report and approved it as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the following City Council Goals:

- Strengthen the Public's Safety and Improve the Quality of Life
- Recruit and Retain High Quality Staff
- Advance Environmental Sustainability and Climate Resiliency

CONCLUSION:

Staff presented a broad overview of the staffing, operations, responsibilities, services, and accomplishments of the Information Technology Department. Staff recommends that the City Council receive and file the report and presentation.



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1361

Meeting Date: 9/19/2023

TITLE:

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CONTACT INFORMATION: STEVE ELY, DIRECTOR, INFORMATION TECHNOLOGY DEPARTMENT, (714) 754-4891

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ALTERNATIVES:

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FISCAL REVIEW:

There are no fiscal impacts for this Department overview. This information is being provided so that the City Council has a more in depth knowledge base regarding the IT Department and its role, mission and responsibilities heading into the next budget cycle.

LEGAL REVIEW:

The City Attorney's Office has reviewed this staff report and approved it as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the following City Council Goals:

- Strengthen the Public's Safety and Improve the Quality of Life
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- Advance Environmental Sustainability and Climate Resiliency

CONCLUSION:

Staff presented a broad overview of the staffing, operations, responsibilities, services, and accomplishments of the Information Technology Department. Staff recommends that the City Council receive and file the report and presentation.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1375

Meeting Date: 9/19/2023

TITLE:

COMPENSATION PLAN AND SALARY SCHEDULE REVISIONS FOR DESIGNATED CLASSIFICATIONS REPRESENTED BY THE COSTA MESA CITY EMPLOYEES ASSOCIATION AND THE COSTA MESA DIVISION MANAGERS ASSOCIATION AND CLASSIFICATIONS IN THE CONFIDENTIAL UNIT AND THE PART TIME SALARY RESOLUTION.

DEPARTMENT: CITY MANAGER'S OFFICE - HUMAN RESOURCES DIVISION

PRESENTED BY: KASAMA LEE, HUMAN RESOURCES MANAGER

CONTACT INFORMATION: KASAMA LEE, HUMAN RESOURCES MANAGER, (714) 754-5169

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. (Attachment I)
2. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in the Confidential Unit. (Attachment II)
3. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications represented by the Costa Mesa Division Managers Association. (Attachment III)
4. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in Part Time Salary Resolution. (Attachment IV)

BACKGROUND:

The Costa Mesa City Employees Association (CMCEA) MOU contains a provision for CMCEA to request up to five compensation inequity studies each year. This allows for at least five positions in this particular bargaining group to be analyzed by Human Resources to identify whether there is a discrepancy in that position's compensation relative to the prevailing market.

The Human Resources Division also makes recommendations to the City Manager regarding positions that may require compensation adjustments based on input from City departments and labor associations along with recruitment and retention trends. Hard-to-fill positions include positions that are currently vacant, positions that are not currently vacant but are traditionally hard to fill, and positions which are currently filled but are expected to be difficult to fill in the future or retain for long

term due to their relative position in the marketplace as being well under market compensation. Further, certain positions would adversely impact City operations if the position were to become vacant, and would be difficult to fill at the current salary levels.

ANALYSIS:

CMCEA

For 2023, CMCEA requested compensation inequity studies for the following five classifications:

- Construction Inspector
- Code Enforcement Officer
- Fairview Park Administrator
- Maintenance Worker
- Police Records Technician

As done previously, the market analysis includes an analysis of the average total compensation of comparable classifications in the five cities that border the City of Costa Mesa. These cities include the Cities of Fountain Valley, Huntington Beach, Irvine, Santa Ana and Newport Beach. The total compensation for each classification includes: the classifications' base salary, PERS retirement benefit formulas, employee retirement contributions, and City contribution(s) to medical and dental plans or cafeteria plans. This framework is similar to the framework that has been used for market compensation studies in the past.

The market analysis revealed that the CMCEA identified positions are 8.5% - 12.63% below market. The salary ranges for the designated positions are recommended for adjustments to align them closer to the market. Adjustments are also recommended for the other positions in the series for the identified CMCEA classifications to maintain internal alignment or to address compaction issues with supervisory classifications.

CMCEA also requested a classification study for the Code Enforcement Officer position to create an entry level Code Enforcement Officer position which would be distinguished from the more experienced Code Enforcement Officers. The Human Resources Division is recommending that both an entry level Code Enforcement Officer I position and an experienced Code Enforcement Officer II position be created. This would create a similar structure to the Economic and Development Services Department's Building Inspection series. A summary of the market analysis and proposed updates is in Attachment V. In addition, the compensation for one position in the Costa Mesa Division Manager's Association (CMDMA) is also recommended for adjustment, the Community Improvement Manager, who oversees the Code Enforcement Officer series of positions, in order to maintain internal alignment among all positions and avoid compaction.

Part-Time Positions

The Police Department has requested a compensation update and title change to the part-time Police Aide classification. The current Police Aide classification is paid at the current State minimum wage of \$15.50 per hour. Police Aides perform a variety of technical and field assignments and activities in support of the Police Department including enforcing parking ordinances and issuing parking citations, taking reports, assisting with traffic control, assisting with community programs and

transporting and maintaining equipment in police vehicles. The position is currently 24.60% below the market. The Department has also requested a title change from “Police Aide” to “Police Cadet” to better align with the industry and a title change from “Animal Services Supervisor” to “Animal Control Supervisor” to better align with the industry and the municipal code.

Citywide Analyst Series Classifications

The Human Resources Division is also recommending adjustments to the Management Analyst and other specialized Analyst classifications. The Senior Management Analyst classification is currently 15.95% below the prevailing market. It has been difficult to attract and retain high quality and experienced applicants to fill vacancies in many of the Analyst classifications throughout multiple departments. In some cases, Analyst positions have been vacant for over a year, greatly impacting workloads and operational needs.

Adjustments are also recommended for the other positions in the series for the Analyst classifications, such as the most entry level classification, Management Aide, to maintain internal alignment or to address compaction issues with supervisory classifications. A summary of the market analysis and proposed updates is attached (Attachment VI).

ALTERNATIVES:

Do not approve the recommendation action(s) and direct staff accordingly.

FISCAL REVIEW:

The Fiscal Impact Analysis includes the fully burdened impact of the salary adjustments. The current Fiscal Year 2023-24 pro-rated increase is estimated at \$767,048 for the full-time classifications, and will take effect during the payroll cycle inclusive of September 24, 2023. The part-time adjustments will impact FY 2023-24 by \$38,348.

The total estimated annual fiscal impact of these adjustments in future budgets is \$949,678 for the full-time positions, and \$47,478 for part-time positions.

Staff is requesting budget appropriations in the respective departments for these adjustments. General Fund revenues are tracking higher than pre-pandemic levels, and can cover the financial impact this fiscal year. Funding for future fiscal years will be included as part of that respective year’s budget process.

LEGAL REVIEW:

The City Attorney’s Office has reviewed this report and the attached resolutions and approved them as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the following City Council Goal:

- Recruit and Retain High Quality Staff

CONCLUSION:

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. (Attachment I)
2. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in the Confidential Unit. (Attachment II)
3. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications represented by the Costa Mesa Division Managers Association. (Attachment III)
4. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in Part Time Salary Resolution. (Attachment IV)



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1375

Meeting Date: 9/19/2023

TITLE:

COMPENSATION PLAN AND SALARY SCHEDULE REVISIONS FOR DESIGNATED CLASSIFICATIONS REPRESENTED BY THE COSTA MESA CITY EMPLOYEES ASSOCIATION AND THE COSTA MESA DIVISION MANAGERS ASSOCIATION AND CLASSIFICATIONS IN THE CONFIDENTIAL UNIT AND THE PART TIME SALARY RESOLUTION.

DEPARTMENT: CITY MANAGER'S OFFICE - HUMAN RESOURCES DIVISION

PRESENTED BY: KASAMA LEE, HUMAN RESOURCES MANAGER

CONTACT INFORMATION: KASAMA LEE, HUMAN RESOURCES MANAGER, (714) 754-5169

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. (Attachment I)
2. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in the Confidential Unit. (Attachment II)
3. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications represented by the Costa Mesa Division Managers Association. (Attachment III)
4. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in Part Time Salary Resolution. (Attachment IV)

BACKGROUND:

The Costa Mesa City Employees Association (CMCEA) MOU contains a provision for CMCEA to request up to five compensation inequity studies each year. This allows for at least five positions in this particular bargaining group to be analyzed by Human Resources to identify whether there is a discrepancy in that position's compensation relative to the prevailing market.

The Human Resources Division also makes recommendations to the City Manager regarding positions that may require compensation adjustments based on input from City departments and labor associations along with recruitment and retention trends. Hard-to-fill positions include positions that are currently vacant, positions that are not currently vacant but are traditionally hard to fill, and positions which are currently filled but are expected to be difficult to fill in the future or retain for long

term due to their relative position in the marketplace as being well under market compensation. Further, certain positions would adversely impact City operations if the position were to become vacant, and would be difficult to fill at the current salary levels.

ANALYSIS:

CMCEA

For 2023, CMCEA requested compensation inequity studies for the following five classifications:

- Construction Inspector
- Code Enforcement Officer
- Fairview Park Administrator
- Maintenance Worker
- Police Records Technician

As done previously, the market analysis includes an analysis of the average total compensation of comparable classifications in the five cities that border the City of Costa Mesa. These cities include the Cities of Fountain Valley, Huntington Beach, Irvine, Santa Ana and Newport Beach. The total compensation for each classification includes: the classifications' base salary, PERS retirement benefit formulas, employee retirement contributions, and City contribution(s) to medical and dental plans or cafeteria plans. This framework is similar to the framework that has been used for market compensation studies in the past.

The market analysis revealed that the CMCEA identified positions are 8.5% - 12.63% below market. The salary ranges for the designated positions are recommended for adjustments to align them closer to the market. Adjustments are also recommended for the other positions in the series for the identified CMCEA classifications to maintain internal alignment or to address compaction issues with supervisory classifications.

CMCEA also requested a classification study for the Code Enforcement Officer position to create an entry level Code Enforcement Officer position which would be distinguished from the more experienced Code Enforcement Officers. The Human Resources Division is recommending that both an entry level Code Enforcement Officer I position and an experienced Code Enforcement Officer II position be created. This would create a similar structure to the Economic and Development Services Department's Building Inspection series. A summary of the market analysis and proposed updates is in Attachment V. In addition, the compensation for one position in the Costa Mesa Division Manager's Association (CMDMA) is also recommended for adjustment, the Community Improvement Manager, who oversees the Code Enforcement Officer series of positions, in order to maintain internal alignment among all positions and avoid compaction.

Part-Time Positions

The Police Department has requested a compensation update and title change to the part-time Police Aide classification. The current Police Aide classification is paid at the current State minimum wage of \$15.50 per hour. Police Aides perform a variety of technical and field assignments and activities in support of the Police Department including enforcing parking ordinances and issuing parking citations, taking reports, assisting with traffic control, assisting with community programs and

transporting and maintaining equipment in police vehicles. The position is currently 24.60% below the market. The Department has also requested a title change from “Police Aide” to “Police Cadet” to better align with the industry and a title change from “Animal Services Supervisor” to “Animal Control Supervisor” to better align with the industry and the municipal code.

Citywide Analyst Series Classifications

The Human Resources Division is also recommending adjustments to the Management Analyst and other specialized Analyst classifications. The Senior Management Analyst classification is currently 15.95% below the prevailing market. It has been difficult to attract and retain high quality and experienced applicants to fill vacancies in many of the Analyst classifications throughout multiple departments. In some cases, Analyst positions have been vacant for over a year, greatly impacting workloads and operational needs.

Adjustments are also recommended for the other positions in the series for the Analyst classifications, such as the most entry level classification, Management Aide, to maintain internal alignment or to address compaction issues with supervisory classifications. A summary of the market analysis and proposed updates is attached (Attachment VI).

ALTERNATIVES:

Do not approve the recommendation action(s) and direct staff accordingly.

FISCAL REVIEW:

The Fiscal Impact Analysis includes the fully burdened impact of the salary adjustments. The current Fiscal Year 2023-24 pro-rated increase is estimated at \$767,048 for the full-time classifications, and will take effect during the payroll cycle inclusive of September 24, 2023. The part-time adjustments will impact FY 2023-24 by \$38,348.

The total estimated annual fiscal impact of these adjustments in future budgets is \$949,678 for the full-time positions, and \$47,478 for part-time positions.

Staff is requesting budget appropriations in the respective departments for these adjustments. General Fund revenues are tracking higher than pre-pandemic levels, and can cover the financial impact this fiscal year. Funding for future fiscal years will be included as part of that respective year’s budget process.

LEGAL REVIEW:

The City Attorney’s Office has reviewed this report and the attached resolutions and approved them as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the following City Council Goal:

- Recruit and Retain High Quality Staff

CONCLUSION:

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. (Attachment I)
2. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in the Confidential Unit. (Attachment II)
3. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications represented by the Costa Mesa Division Managers Association. (Attachment III)
4. Adopt Resolution Number 2023-XX revising the pay ranges for designated classifications in Part Time Salary Resolution. (Attachment IV)

RESOLUTION NO. 2023-XX**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AMENDING RESOLUTIONS NO. 2022-70 AND 2022-71 TO REVISE THE PAY RANGES FOR VARIOUS CLASSIFICATIONS OF EMPLOYEES REPRESENTED BY THE COSTA MESA CITY EMPLOYEES ASSOCIATION.**

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

WHEREAS, on November 15, 2022, the City Council adopted Resolutions No. 2022-69, 2022-70, and 2022-71 revising the pay ranges for job classifications represented by the Costa Mesa City Employees Association; and

WHEREAS, on March 21, 2023, the City Council adopted Resolution 2023-15 amending Resolutions No. 2022-69, 2022-70, and 2022-71 approving updates to various classifications; and

WHEREAS, on June 6, 2023, the City Council adopted Resolution 2023-27 to establish the new job classifications of Animal Services Supervisor and Cyber Security Analyst and to establish the pay ranges for the new classifications; and

WHEREAS, on June 20, 2023, the City Council adopted Resolution 2023-37 approving updates to various classifications; and

WHEREAS, the City Council desires to amend Resolutions 2022-70 and 2022-71 to establish the new job classification of Code Enforcement Officer I and to establish the pay ranges for the new classification; and

WHEREAS, the City Council further desires to rename the existing “Code Enforcement Officer” as the “Code Enforcement Officer II” classification; and

WHEREAS, the City Council further desires to rename the existing “Animal Services Supervisor” as the “Animal Control Supervisor” classification; and

WHEREAS, the City Council further desires to amend Resolutions 2022-70 and 2022-71 to revise the pay ranges for the classifications specified herein.

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

SECTION 1. The existing “Code Enforcement Officer” classification is hereby renamed as the “Code Enforcement Officer II” classification.

SECTION 2. The existing “Animal Services Supervisor” classification is hereby renamed as the “Animal Control Supervisor” classification.

SECTION 3. The following pay ranges and monthly rates of pay for the identified

job classifications are hereby established and placed under the Basic Salary Administration Plan effective the pay period that includes September 24, 2023. The monthly rate of pay may also be in increments between the monthly minimum and maximum pay step.

Class Code	Class Title	Salary Plan	Grade	Step							
				1	2	3	4	5	6	7	
0126	Chief of Code Enforcement	CMC	664	\$7,514	\$7,890	\$8,284	\$8,698	\$9,133	\$9,590	\$10,069	Monthly
				\$90,168	\$94,680	\$99,408	\$104,376	\$109,596	\$115,080	\$120,828	Annual
				\$43.35	\$45.52	\$47.79	\$50.18	\$52.69	\$55.33	\$58.09	Hourly
0125	Code Enforcement Officer	CMC	449	\$5,522	\$5,798	\$6,088	\$6,392	\$6,712	\$7,048	\$7,400	Monthly
				\$66,264	\$69,576	\$73,056	\$76,704	\$80,544	\$84,576	\$88,800	Annual
				\$31.86	\$33.45	\$35.12	\$36.88	\$38.72	\$40.66	\$42.69	Hourly
0120	Code Enforcement Officer II	CMC	626	\$6,219	\$6,530	\$6,857	\$7,200	\$7,560	\$7,938	\$8,335	Monthly
				\$74,628	\$78,360	\$82,284	\$86,400	\$90,720	\$95,256	\$100,020	Annual
				\$35.88	\$37.67	\$39.56	\$41.54	\$43.62	\$45.80	\$48.09	Hourly
0121	Construction Inspector	CMC	867	\$6,750	\$7,087	\$7,441	\$7,813	\$8,204	\$8,614	\$9,045	Monthly
				\$81,000	\$85,044	\$89,292	\$93,756	\$98,448	\$103,368	\$108,540	Annual
				\$38.94	\$40.89	\$42.93	\$45.08	\$47.33	\$49.70	\$52.18	Hourly
0099	Crime Analyst	CMC	859	\$6,574	\$6,903	\$7,248	\$7,610	\$7,990	\$8,389	\$8,808	Monthly
				\$78,888	\$82,836	\$86,976	\$91,320	\$95,880	\$100,668	\$105,696	Annual
				\$37.93	\$39.83	\$41.82	\$43.90	\$46.10	\$48.40	\$50.82	Hourly
0304	Fairview Park Administrator	CMC	887	\$8,862	\$9,305	\$9,770	\$10,258	\$10,771	\$11,310	\$11,876	Monthly
				\$106,344	\$111,660	\$117,240	\$123,096	\$129,252	\$135,720	\$142,512	Annual
				\$51.13	\$53.68	\$56.37	\$59.18	\$62.14	\$65.25	\$68.52	Hourly
0057	Financial Analyst	CMC	899	\$8,298	\$8,713	\$9,149	\$9,606	\$10,086	\$10,590	\$11,120	Monthly
				\$99,576	\$104,556	\$109,788	\$115,272	\$121,032	\$127,080	\$133,440	Annual
				\$47.87	\$50.27	\$52.78	\$55.42	\$58.19	\$61.10	\$64.15	Hourly
0405	Lead Maintenance Worker	CMC	864	\$6,200	\$6,510	\$6,836	\$7,178	\$7,537	\$7,914	\$8,310	Monthly
				\$74,400	\$78,120	\$82,032	\$86,136	\$90,444	\$94,968	\$99,720	Annual
				\$35.77	\$37.56	\$39.44	\$41.41	\$43.48	\$45.66	\$47.94	Hourly

0402	Maintenance Assistant	CMC	550	\$4,244	\$4,456	\$4,679	\$4,913	\$5,159	\$5,417	\$5,688	Monthly
				\$50,928	\$53,472	\$56,148	\$58,956	\$61,908	\$65,004	\$68,256	Annual
				\$24.48	\$25.71	\$26.99	\$28.34	\$29.76	\$31.25	\$32.82	Hourly
0403	Maintenance Worker	CMC	846	\$4,690	\$4,925	\$5,171	\$5,430	\$5,701	\$5,986	\$6,285	Monthly
				\$56,280	\$59,100	\$62,052	\$65,160	\$68,412	\$71,832	\$75,420	Annual
				\$27.06	\$28.41	\$29.83	\$31.33	\$32.89	\$34.53	\$36.26	Hourly
0243	Management Aide	CMC	892	\$6,205	\$6,515	\$6,841	\$7,183	\$7,542	\$7,919	\$8,315	Monthly
				\$74,460	\$78,180	\$82,092	\$86,196	\$90,504	\$95,028	\$99,780	Annual
				\$35.80	\$37.59	\$39.47	\$41.44	\$43.51	\$45.69	\$47.97	Hourly
0074	Management Analyst	CMC	872	\$7,134	\$7,491	\$7,866	\$8,259	\$8,672	\$9,106	\$9,561	Monthly
				\$85,608	\$89,892	\$94,392	\$99,108	\$104,064	\$109,272	\$114,732	Annual
				\$41.16	\$43.22	\$45.38	\$47.65	\$50.03	\$52.53	\$55.16	Hourly
0012	Police Records Shift Supervisor	CMC	594	\$5,660	\$5,943	\$6,240	\$6,552	\$6,880	\$7,224	\$7,585	Monthly
				\$67,920	\$71,316	\$74,880	\$78,624	\$82,560	\$86,688	\$91,020	Annual
				\$32.65	\$34.29	\$36.00	\$37.80	\$39.69	\$41.68	\$43.76	Hourly
0010	Police Records Technician	CMC	546	\$4,455	\$4,678	\$4,912	\$5,158	\$5,416	\$5,687	\$5,971	Monthly
				\$53,460	\$56,136	\$58,944	\$61,896	\$64,992	\$68,244	\$71,652	Annual
				\$25.70	\$26.99	\$28.34	\$29.76	\$31.25	\$32.81	\$34.45	Hourly
0119	Senior Code Enforcement Officer	CMC	896	\$6,684	\$7,018	\$7,369	\$7,737	\$8,124	\$8,530	\$8,956	Monthly
				\$80,208	\$84,216	\$88,428	\$92,844	\$97,488	\$102,360	\$107,472	Annual
				\$38.56	\$40.49	\$42.51	\$44.64	\$46.87	\$49.21	\$51.67	Hourly
0432	Senior Lead Maintenance Worker	CMC	871	\$6,753	\$7,091	\$7,446	\$7,818	\$8,209	\$8,619	\$9,050	Monthly
				\$81,036	\$85,092	\$89,352	\$93,816	\$98,508	\$103,428	\$108,600	Annual
				\$38.96	\$40.91	\$42.96	\$45.10	\$47.36	\$49.73	\$52.21	Hourly
0404	Senior Maintenance Worker	CMC	587	\$5,105	\$5,360	\$5,628	\$5,909	\$6,204	\$6,514	\$6,840	Monthly
				\$61,260	\$64,320	\$67,536	\$70,908	\$74,448	\$78,168	\$82,080	Annual
				\$29.45	\$30.92	\$32.47	\$34.09	\$35.79	\$37.58	\$39.46	Hourly
0244	Senior Management Analyst	CMC	895	\$7,975	\$8,374	\$8,793	\$9,233	\$9,695	\$10,180	\$10,689	Monthly
				\$95,700	\$100,488	\$105,516	\$110,796	\$116,340	\$122,160	\$128,268	Annual
				\$46.01	\$48.31	\$50.73	\$53.27	\$55.93	\$58.73	\$61.67	Hourly
0011	Senior Police Records Technician	CMC	561	\$4,799	\$5,039	\$5,291	\$5,556	\$5,834	\$6,126	\$6,432	Monthly
				\$57,588	\$60,468	\$63,492	\$66,672	\$70,008	\$73,512	\$77,184	Annual
				\$27.69	\$29.07	\$30.53	\$32.05	\$33.66	\$35.34	\$37.11	Hourly

SECTION 4. The following pay ranges and monthly rates of pay for the identified job classifications are hereby established and placed under the Basic Salary Administration Plan effective the pay period that includes July 1, 2024. The monthly rate of pay may also be in increments between the monthly minimum and maximum pay step.

Class Code	Class Title	Salary Plan	Grade	Step							
				1	2	3	4	5	6	7	
0126	Chief of Code Enforcement	CMC	664	\$7,739	\$8,126	\$8,532	\$8,959	\$9,407	\$9,877	\$10,371	Monthly
				\$92,868	\$97,512	\$102,384	\$107,508	\$112,884	\$118,524	\$124,452	Annual
				\$44.65	\$46.88	\$49.22	\$51.69	\$54.27	\$56.98	\$59.83	Hourly
0125	Code Enforcement Officer	CMC	449	\$5,687	\$5,971	\$6,270	\$6,584	\$6,913	\$7,259	\$7,622	Monthly
				\$68,244	\$71,652	\$75,240	\$79,008	\$82,956	\$87,108	\$91,464	Annual
				\$32.81	\$34.45	\$36.17	\$37.98	\$39.88	\$41.88	\$43.97	Hourly
0120	Code Enforcement Officer II	CMC	626	\$6,407	\$6,727	\$7,063	\$7,416	\$7,787	\$8,176	\$8,585	Monthly
				\$76,884	\$80,724	\$84,756	\$88,992	\$93,444	\$98,112	\$103,020	Annual
				\$36.96	\$38.81	\$40.75	\$42.78	\$44.93	\$47.17	\$49.53	Hourly
0121	Construction Inspector	CMC	867	\$6,952	\$7,300	\$7,665	\$8,048	\$8,450	\$8,872	\$9,316	Monthly
				\$83,424	\$87,600	\$91,980	\$96,576	\$101,400	\$106,464	\$111,792	Annual
				\$40.11	\$42.12	\$44.22	\$46.43	\$48.75	\$51.18	\$53.75	Hourly
0099	Crime Analyst	CMC	859	\$6,770	\$7,109	\$7,464	\$7,837	\$8,229	\$8,640	\$9,072	Monthly
				\$81,240	\$85,308	\$89,568	\$94,044	\$98,748	\$103,680	\$108,864	Annual
				\$39.06	\$41.01	\$43.06	\$45.21	\$47.48	\$49.85	\$52.34	Hourly
0304	Fairview Park Administrator	CMC	887	\$9,129	\$9,585	\$10,064	\$10,567	\$11,095	\$11,650	\$12,232	Monthly
				\$109,548	\$115,020	\$120,768	\$126,804	\$133,140	\$139,800	\$146,784	Annual
				\$52.67	\$55.30	\$58.06	\$60.96	\$64.01	\$67.21	\$70.57	Hourly
0057	Financial Analyst	CMC	899	\$8,548	\$8,975	\$9,424	\$9,895	\$10,390	\$10,909	\$11,454	Monthly
				\$102,576	\$107,700	\$113,088	\$118,740	\$124,680	\$130,908	\$137,448	Annual
				\$49.32	\$51.78	\$54.37	\$57.09	\$59.94	\$62.94	\$66.08	Hourly
0405	Lead Maintenance Worker	CMC	864	\$6,387	\$6,706	\$7,041	\$7,393	\$7,763	\$8,151	\$8,559	Monthly
				\$76,644	\$80,472	\$84,492	\$88,716	\$93,156	\$97,812	\$102,708	Annual
				\$36.85	\$38.69	\$40.62	\$42.65	\$44.79	\$47.03	\$49.38	Hourly

0402	Maintenance Assistant	CMC	550	\$4,371	\$4,590	\$4,820	\$5,061	\$5,314	\$5,580	\$5,859	Monthly
				\$52,452	\$55,080	\$57,840	\$60,732	\$63,768	\$66,960	\$70,308	Annual
				\$25.22	\$26.48	\$27.81	\$29.20	\$30.66	\$32.19	\$33.80	Hourly
0403	Maintenance Worker	CMC	846	\$4,830	\$5,072	\$5,326	\$5,592	\$5,872	\$6,166	\$6,474	Monthly
				\$57,960	\$60,864	\$63,912	\$67,104	\$70,464	\$73,992	\$77,688	Annual
				\$27.87	\$29.26	\$30.73	\$32.26	\$33.88	\$35.57	\$37.35	Hourly
0243	Management Aide	CMC	892	\$6,390	\$6,710	\$7,046	\$7,398	\$7,768	\$8,156	\$8,564	Monthly
				\$76,680	\$80,520	\$84,552	\$88,776	\$93,216	\$97,872	\$102,768	Annual
				\$36.87	\$38.71	\$40.65	\$42.68	\$44.82	\$47.05	\$49.41	Hourly
0074	Management Analyst	CMC	872	\$7,349	\$7,716	\$8,102	\$8,507	\$8,932	\$9,379	\$9,848	Monthly
				\$88,188	\$92,592	\$97,224	\$102,084	\$107,184	\$112,548	\$118,176	Annual
				\$42.40	\$44.52	\$46.74	\$49.08	\$51.53	\$54.11	\$56.82	Hourly
0012	Police Records Shift Supervisor	CMC	594	\$5,831	\$6,123	\$6,429	\$6,750	\$7,087	\$7,441	\$7,813	Monthly
				\$69,972	\$73,476	\$77,148	\$81,000	\$85,044	\$89,292	\$93,756	Annual
				\$33.64	\$35.33	\$37.09	\$38.94	\$40.89	\$42.93	\$45.08	Hourly
0010	Police Records Technician	CMC	546	\$4,589	\$4,818	\$5,059	\$5,312	\$5,578	\$5,857	\$6,150	Monthly
				\$55,068	\$57,816	\$60,708	\$63,744	\$66,936	\$70,284	\$73,800	Annual
				\$26.48	\$27.80	\$29.19	\$30.65	\$32.18	\$33.79	\$35.48	Hourly
0119	Senior Code Enforcement Officer	CMC	896	\$6,885	\$7,229	\$7,590	\$7,970	\$8,368	\$8,786	\$9,225	Monthly
				\$82,620	\$86,748	\$91,080	\$95,640	\$100,416	\$105,432	\$110,700	Annual
				\$39.72	\$41.71	\$43.79	\$45.98	\$48.28	\$50.69	\$53.22	Hourly
0432	Senior Lead Maintenance Worker	CMC	871	\$6,956	\$7,304	\$7,669	\$8,052	\$8,455	\$8,878	\$9,322	Monthly
				\$83,472	\$87,648	\$92,028	\$96,624	\$101,460	\$106,536	\$111,864	Annual
				\$40.13	\$42.14	\$44.24	\$46.45	\$48.78	\$51.22	\$53.78	Hourly
0404	Senior Maintenance Worker	CMC	587	\$5,257	\$5,520	\$5,796	\$6,086	\$6,390	\$6,710	\$7,045	Monthly
				\$63,084	\$66,240	\$69,552	\$73,032	\$76,680	\$80,520	\$84,540	Annual
				\$30.33	\$31.85	\$33.44	\$35.11	\$36.87	\$38.71	\$40.64	Hourly
0244	Senior Management Analyst	CMC	895	\$8,216	\$8,627	\$9,058	\$9,511	\$9,987	\$10,486	\$11,010	Monthly
				\$98,592	\$103,524	\$108,696	\$114,132	\$119,844	\$125,832	\$132,120	Annual
				\$47.40	\$49.77	\$52.26	\$54.87	\$57.62	\$60.50	\$63.52	Hourly

0011	Senior Police Records	CMC	561	\$4,944	\$5,191	\$5,451	\$5,724	\$6,010	\$6,310	\$6,625	Monthly
	Technician			\$59,328	\$62,292	\$65,412	\$68,688	\$72,120	\$75,720	\$79,500	Annual
				\$28.52	\$29.95	\$31.45	\$33.02	\$34.67	\$36.40	\$38.22	Hourly

SECTION 5. Except as modified by this Resolution, Resolutions No. 2022-69, 2022-70, 2022-71, 2023-15, 2023-27 and 2023-37 shall remain in full force and effect.

PASSED AND ADOPTED this 19th day of September, 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 19th day of September, 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 20th day of September, 2023.

Brenda Green, City Clerk

(SEAL)

RESOLUTION NO. 2023-XX**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AMENDING RESOLUTIONS NO. 2022-73 AND 2022-74 TO REVISE THE PAY RANGES FOR VARIOUS CLASSIFICATIONS OF EMPLOYEES IN THE CONFIDENTIAL UNIT.**

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

WHEREAS, on November 15, 2022, the City Council adopted Resolutions No. 2022-72, 2022-73, and 2022-74 revising the pay ranges for job classifications in the Confidential Unit; and

WHEREAS, the City Council desires to amend Resolutions 2022-73 and 2022-74 to revise the pay ranges for the classifications specified herein.

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

SECTION 1. The following pay ranges and monthly rates of pay for the identified job classifications are hereby established and placed under the Confidential Unit Salary Schedule effective the pay period that includes September 24, 2023. The monthly rate of pay may also be in increments between the monthly minimum and maximum pay step.

Class Code	Class Title	Salary Plan	Grade	1	2	3	Step 4	5	6	7	
0063	Budget Analyst	CON	679	\$8,298 \$99,576 \$47.87	\$8,713 \$104,556 \$50.27	\$9,149 \$109,788 \$52.78	\$9,606 \$115,272 \$55.42	\$10,086 \$121,032 \$58.19	\$10,590 \$127,080 \$61.10	\$11,120 \$133,440 \$64.15	Monthly Annual Hourly
0087	Human Resources Administrator	CON	697	\$9,541 \$114,492 \$55.04	\$10,018 \$120,216 \$57.80	\$10,519 \$126,228 \$60.69	\$11,045 \$132,540 \$63.72	\$11,597 \$139,164 \$66.91	\$12,177 \$146,124 \$70.25	\$12,786 \$153,432 \$73.77	Monthly Annual Hourly
0079	Human Resources Analyst	CON	659	\$7,386 \$88,632 \$42.61	\$7,755 \$93,060 \$44.74	\$8,143 \$97,716 \$46.98	\$8,550 \$102,600 \$49.33	\$8,978 \$107,736 \$51.80	\$9,427 \$113,124 \$54.39	\$9,898 \$118,776 \$57.10	Monthly Annual Hourly
0072	Human Resources Technician	CON	627	\$6,479 \$77,748 \$37.38	\$6,803 \$81,636 \$39.25	\$7,143 \$85,716 \$41.21	\$7,500 \$90,000 \$43.27	\$7,875 \$94,500 \$45.43	\$8,269 \$99,228 \$47.71	\$8,682 \$104,184 \$50.09	Monthly Annual Hourly
0245	Management Aide (Confidential)	CON	892	\$6,297 \$75,564 \$36.33	\$6,612 \$79,344 \$38.15	\$6,943 \$83,316 \$40.06	\$7,290 \$87,480 \$42.06	\$7,654 \$91,848 \$44.16	\$8,037 \$96,444 \$46.37	\$8,439 \$101,268 \$48.69	Monthly Annual Hourly
0084	Management Analyst (Confidential)	CON	872	\$7,243 \$86,916 \$41.79	\$7,605 \$91,260 \$43.88	\$7,985 \$95,820 \$46.07	\$8,384 \$100,608 \$48.37	\$8,803 \$105,636 \$50.79	\$9,243 \$110,916 \$53.33	\$9,705 \$116,460 \$55.99	Monthly Annual Hourly
0078	Principal Human Resources Analyst	CON	669	\$8,298 \$99,576 \$47.87	\$8,713 \$104,556 \$50.27	\$9,149 \$109,788 \$52.78	\$9,606 \$115,272 \$55.42	\$10,086 \$121,032 \$58.19	\$10,590 \$127,080 \$61.10	\$11,120 \$133,440 \$64.15	Monthly Annual Hourly

0054	Senior Budget Analyst (Confidential)	CON	680	\$9,129 \$109,548 \$52.67	\$9,585 \$115,020 \$55.30	\$10,064 \$120,768 \$58.06	\$10,567 \$126,804 \$60.96	\$11,095 \$133,140 \$64.01	\$11,650 \$139,800 \$67.21	\$12,233 \$146,796 \$70.58	Monthly Annual Hourly
0246	Senior Management Analyst (Confidential)	CON	895	\$8,096 \$97,152 \$46.71	\$8,501 \$102,012 \$49.04	\$8,926 \$107,112 \$51.50	\$9,372 \$112,464 \$54.07	\$9,841 \$118,092 \$56.78	\$10,333 \$123,996 \$59.61	\$10,850 \$130,200 \$62.60	Monthly Annual Hourly

SECTION 2. The following pay ranges and monthly rates of pay for the identified job classifications are hereby established and placed under the Confidential Unit Salary Schedule effective the pay period that includes July 1, 2024. The monthly rate of pay may also be in increments between the monthly minimum and maximum pay step.

Class Code	Class Title	Salary Plan	Grade	Step							
				1	2	3	4	5	6	7	
0063	Budget Analyst	CON	679	\$8,548 \$102,576 \$49.32	\$8,975 \$107,700 \$51.78	\$9,424 \$113,088 \$54.37	\$9,895 \$118,740 \$57.09	\$10,390 \$124,680 \$59.94	\$10,909 \$130,908 \$62.94	\$11,454 \$137,448 \$66.08	Monthly Annual Hourly
0087	Human Resources Administrator	CON	697	\$9,828 \$117,936 \$56.70	\$10,319 \$123,828 \$59.53	\$10,835 \$130,020 \$62.51	\$11,377 \$136,524 \$65.64	\$11,946 \$143,352 \$68.92	\$12,543 \$150,516 \$72.36	\$13,170 \$158,040 \$75.98	Monthly Annual Hourly
0079	Human Resources Analyst	CON	659	\$7,610 \$91,320 \$43.90	\$7,990 \$95,880 \$46.10	\$8,389 \$100,668 \$48.40	\$8,808 \$105,696 \$50.82	\$9,248 \$110,976 \$53.35	\$9,710 \$116,520 \$56.02	\$10,195 \$122,340 \$58.82	Monthly Annual Hourly
0072	Human Resources Technician	CON	627	\$6,672 \$80,064 \$38.49	\$7,006 \$84,072 \$40.42	\$7,356 \$88,272 \$42.44	\$7,724 \$92,688 \$44.56	\$8,110 \$97,320 \$46.79	\$8,516 \$102,192 \$49.13	\$8,942 \$107,304 \$51.59	Monthly Annual Hourly
0245	Management Aide (Confidential)	CON	892	\$6,486 \$77,832 \$37.42	\$6,810 \$81,720 \$39.29	\$7,151 \$85,812 \$41.26	\$7,509 \$90,108 \$43.32	\$7,884 \$94,608 \$45.48	\$8,278 \$99,336 \$47.76	\$8,692 \$104,304 \$50.15	Monthly Annual Hourly
0084	Management Analyst (Confidential)	CON	872	\$7,459 \$89,508 \$43.03	\$7,832 \$93,984 \$45.18	\$8,224 \$98,688 \$47.45	\$8,635 \$103,620 \$49.82	\$9,067 \$108,804 \$52.31	\$9,520 \$114,240 \$54.92	\$9,996 \$119,952 \$57.67	Monthly Annual Hourly
0078	Principal Human Resources Analyst	CON	669	\$8,548 \$102,576 \$49.32	\$8,975 \$107,700 \$51.78	\$9,424 \$113,088 \$54.37	\$9,895 \$118,740 \$57.09	\$10,390 \$124,680 \$59.94	\$10,909 \$130,908 \$62.94	\$11,454 \$137,448 \$66.08	Monthly Annual Hourly

0054	Senior Budget Analyst (Confidential)	CON	680	\$9,403	\$9,873	\$10,367	\$10,885	\$11,429	\$12,000	\$12,600	Monthly
				\$112,836	\$118,476	\$124,404	\$130,620	\$137,148	\$144,000	\$151,200	Annual
				\$54.25	\$56.96	\$59.81	\$62.80	\$65.94	\$69.23	\$72.69	Hourly
0246	Senior Management Analyst (Confidential)	CON	895	\$8,339	\$8,756	\$9,194	\$9,654	\$10,137	\$10,644	\$11,176	Monthly
				\$100,068	\$105,072	\$110,328	\$115,848	\$121,644	\$127,728	\$134,112	Annual
				\$48.11	\$50.52	\$53.04	\$55.70	\$58.48	\$61.41	\$64.48	Hourly

SECTION 3. Except as modified by this Resolution, Resolutions No. 2022-72, 2022-73, and 2022-74 shall remain in full force and effect.

PASSED AND ADOPTED this 19th day of September, 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 19th day of September, 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 20th day of September, 2023.

Brenda Green, City Clerk

(SEAL)

RESOLUTION NO. 2023-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AMENDING RESOLUTION NO. 2023-10 ESTABLISHING NEW CLASSIFICATIONS AND REVISING THE PAY RANGES FOR THE COMMUNITY IMPROVEMENT MANAGER CLASSIFICATION REPRESENTED BY THE COSTA MESA DIVISION MANAGERS ASSOCIATION.

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

WHEREAS, on March 21, 2023, the City Council adopted Resolution No. 2023-10 revising the pay ranges for job classifications represented by the Costa Mesa City Division Managers Association; and

WHEREAS, on March 21, 2023, the City Council adopted Resolution No. 2023-14 establishing the new classifications of and salary ranges for Deputy Director of Public Works and Planning and Sustainable Development Manager; and

WHEREAS, on June 20, 2023, the City Council adopted Resolution No. 2023-38 revising the pay ranges for Maintenance Services Manager; and

WHEREAS, the City Council desires to revise the pay ranges for Community Improvement Manager; and

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

SECTION 1. The following pay ranges and monthly rates of pay for the identified job classifications are hereby established and placed under the Basic Salary Administration Plan effective the pay period that includes September 24, 2023. The monthly rate of pay may also be in increments between the monthly minimum and maximum pay step.

Class Code	Class Title	Grade	Step							
			1	2	3	4	5	6	7	
0161	Community Improvement Manager	895	\$9,429	\$9,900	\$10,395	\$10,915	\$11,461	\$12,034	\$12,636	Monthly
			\$113,148	\$118,800	\$124,740	\$130,980	\$137,532	\$144,408	\$151,632	Annual
			\$54.40	\$57.12	\$59.97	\$62.97	\$66.12	\$69.43	\$72.90	Hourly

SECTION 3. Except as modified by this Resolution, Resolutions No. 2023-10, 2023-14 and 2023-38 shall remain in full force and effect.

PASSED AND ADOPTED this 19th day of September, 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 19th day of September, 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 20th day of September, 2023.

Brenda Green, City Clerk

(SEAL)

RESOLUTION NO. 2023-XX**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AMENDING RESOLUTIONS NO. 19-33 TO REVISE THE PAY RANGES FOR DESIGNATED PART TIME CLASSIFICATIONS.**

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

WHEREAS, on June 18, 2019, the City Council adopted Resolution No. 19-33 revising the pay ranges for part-time job classifications; and

WEHREAS, on December 7, 2021, the City Council adopted Resolution No. 2021-52 revising salary ranges in the Community Services Leader and Lifeguard series; and

WHEREAS, on March 21, 2023, the City Council repealed and replaced Resolution No. 2021-52 with Resolution 2023-16 further revising salary ranges in the Community Services Leader and Lifeguard series; and

WHEREAS, the City Council desires to rename the existing “Police Aide” as the “Police Cadet” classification; and

WHEREAS, the City Council desires to amend Resolution No. 19-33 to revise the pay ranges for the classifications specified herein.

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

SECTION 1. The existing “Police Aide” classification is hereby renamed as the “Police Cadet” classification.

SECTION 2. The following pay ranges and hourly rates of pay for the identified job classifications are hereby established and placed under the Part Time Salary Schedule effective the pay period that includes September 24, 2023. The hourly rate of pay may also be in increments between the hourly minimum and maximum pay step.

Class Code	Class Title	Grade	1	2	3	4	5	
702	Police Cadet	420	\$20.00	\$21.00	\$22.05	\$23.15	\$24.31	Hourly

SECTION 3. Employees in the listed classification, who are employed by the City as of September 23, 2023 will be placed at Step 1 within the salary range. Employees hired into the listed classifications as of September 24, 2023 may be placed on any step within the range based on a review of their experience and qualifications.

SECTION 4. Except as modified by this Resolution, Resolutions No. 19-33 and 2023-16 shall remain in full force and effect.

PASSED AND ADOPTED this 19th day of September, 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 19th day of September, 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 20th day of September, 2023.

Brenda Green, City Clerk

(SEAL)

SUMMARY OF PROPOSED CMCEA UPDATES

Classification	Current Monthly Max Salary	% Below Market	Proposed Monthly Max Salary*
Code Enforcement			
Code Enforcement Officer I (New classification)	N/A	Based on internal alignment	7,400
Code Enforcement Officer II (Former Code Enforcement Officer)	7,400	-12.63%	8,335
Senior Code Enforcement Officer	7,952	Based on internal alignment	8,956
Chief of Code Enforcement	8,940	Based on internal alignment	10,069
Community Improvement Manager	11,349	Based on internal alignment	12,636
Police Records			
Police Records Technician	5,320	-12.24%	5,971
Senior Police Records Technician	5,731	Based on internal alignment	6,432
Police Records Shift Supervisor	6,758	Based on internal alignment	7,585
Maintenance			
Maintenance Assistant	5,245	Based on internal alignment	5,688
Maintenance Worker	5,796	-8.44%	6,285
Senior Maintenance Worker	6,308	Based on internal alignment	6,840
Lead Maintenance Worker	7,663	Based on internal alignment	8,310
Senior Lead Maintenance Worker	8,346	Based on internal alignment	9,050
Construction Inspection			
Construction Inspector	8,055	-12.29%	9,045
Fairview Park			
Fairview Park Administrator	11,208	N/C**	11,876

*Proposed monthly salary based on combination market survey results and internal alignment

**No or minimal comparable positions in survey market. Proposed adjustment based on internal alignment to the Associate Engineer classification as has historically been the case.

SUMMARY OF PROPOSED ANALYST AND PART TIME UPDATES

Classification	Current Monthly Max Salary	% Below Market	Proposed Monthly Max Salary*
Analyst			
Management Aide	7,699	Based on internal alignment	8,315
Management Analyst	8,853	-8.07%	9,561
Senior Management Analyst	9,295	-15.95%	10,689
Management Aide (Confidential)	7,814	Based on internal alignment	8,439
Management Analyst (Confidential)	8,986	Based on internal alignment	9,705
Senior Management Analyst (Confidential)	9,435	Based on internal alignment	10,850
Budget Analyst	9,929	Based on internal alignment	11,120
Senior Budget Analyst	10,922	Based on internal alignment	12,233
Financial Analyst	9,929	Based on internal alignment	11,120
Crime Analyst	7,864	Based on internal alignment	8,808
Human Resources Technician	8,039	Based on internal alignment	8,682
Human Resources Analyst	9,427	Based on internal alignment	9,898
Principal Human Resources Analyst	9,913	Based on internal alignment	11,120
Human Resources Administrator	11,398	Based on internal alignment	12,786

*Proposed monthly salary based on combination market survey results and internal alignment

Classification	Current Hourly Max Salary	% Below Market	Proposed Hourly Max Salary*
Part-Time Police Cadet			
Police Cadet (formerly Police Aide)	\$15.50	-24.60%	\$24.31

*Proposed hourly salary based on combination market survey results and internal alignment



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1377

Meeting Date: 9/19/2023

TITLE:

STATUS UPDATE REGARDING THE CALIFORNIA OFFICE OF EMERGENCY SERVICES' (CAL OES) SOUTHERN CALIFORNIA REGIONAL EMERGENCY OPERATIONS CENTER PROJECT AT 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 receive and file this information and provide feedback, as needed.



Agenda Report

Item #: 23-1377

Meeting Date: 9/19/2023

TITLE:

STATUS UPDATE REGARDING THE CALIFORNIA OFFICE OF EMERGENCY SERVICES' (CAL OES) SOUTHERN CALIFORNIA REGIONAL EMERGENCY OPERATIONS CENTER PROJECT AT 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 receive and file this information and provide feedback, as needed.

BACKGROUND:

The Fairview Developmental Center (FDC) site is a 109-acre property owned by the State of California located at 2501 Harbor Boulevard in the City of Costa Mesa. The site was developed and previously operated by the State as a residence for developmentally disabled persons, but is now largely vacant and in the process of being repurposed for a potential mixed-use project at the site.

The State is proposing to locate the California Office of Emergency Services (Cal OES) headquarters for southern California on a 15-acre portion of the FDC site. As a separate effort, the remainder of the site would be master planned by the City of Costa Mesa for housing pursuant to Government Code Section 14670.31 and sold or leased for redevelopment subject to the State's disposition process.

On March 1, the State released a Notice of Preparation of an Environmental Impact Report (EIR) for the OES Project and accepted comments regarding the scope of the Draft EIR for period of 30 days. The State held a scoping meeting on March 13, 2023. The comment deadline was subsequently extended to April 17, 2023. The City submitted a comment letter dated April 17, 2023 which is provided as Attachment 2.

The City's April 17, 2023 comment letter included specific questions and concerns regarding the proposed project which the City requested be further studied and disclosed in the Draft EIR. Comments included a request for a comprehensive project description; ongoing land use planning coordination with the remainder of the FDC site; clear project objectives which included facilitating housing on the remainder of the FDC site; evaluating a reasonable range of alternatives including offsite and other onsite locations for the facility; visual compatibility of the proposed communications tower with existing and future adjacent residential uses; noise; hazards and safety; transportation/traffic including a

request to study specific intersections and incorporating active transportation systems; impacts to public services and recreation (e.g., the onsite soccer fields and adjacent community golf course); utilities; cumulative impacts; and other issues.

ANALYSIS:

The proposed OES project is the establishment of a Cal OES Emergency Operations Center (EOC) for the southern region of California. Cal OES provides disaster planning, readiness, and response of state resources for various emergencies and threats of emergency facing California. Currently, Cal OES operates the State Operations Center in the City of Mather in Northern California. The proposed project would develop another 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 Southern Region covers 11 counties within two mutual aid regions (Mutual Aid Region 1: Los Angeles, Orange, San Luis Obispo, Santa Ana, and Ventura Counties; Mutual Aid Region 2: Imperial, Inyo, Mono, Riverside, San Bernardino, and San Diego Counties). The proposed Southern Region EOC would support full-time staff and establish a regional center to serve as a hub for critical emergency management planning and training programs.

The Southern Region EOC facility would include 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 warehouse building that would contain a vehicle maintenance bay and space for storage of life-sustaining commodities. The proposed facility would also include a helipad and a 100-foot-tall lattice tower with 20-foot-tall microwave dishes and antennas on top. Other site improvements are also proposed such as fencing, landscaping, internal roads, parking for approximately 250 vehicles, and solar shade canopies. The proposed project would replace the temporary Regional EOC, currently operating approximately 11 miles northwest of the project site in the City of Los Alamitos, and would also act as a backup State Operations Center for the Mather facility. Construction is anticipated to begin in September 2024 and last approximately 37 months.

State Draft EIR Released

On September 5, 2023, the State released its Draft EIR for the OES project. An EIR is a study and evaluation of the potential environmental impacts of a project which is required for compliance with the California Environmental Quality Act (CEQA). CEQA requires a public agency to review and consider the information provided in an EIR before making a decision to approve or deny a project. The EIRs executive summary is provided as Attachment 1; the full EIR is posted online on the State's website at <https://oesregionsouthec.org/library/>.

In summary, the draft EIR concludes that all project impacts are "less than significant". Mitigation measures are identified in the areas of air quality, biological resources, cultural resources, hazards and hazardous materials, paleontological resources, and tribal cultural resources.

Comments are due regarding the Draft EIR by October 20, 2023 at 6 p.m. In addition, the State will hold a community meeting on September 28, 2023 at 6PM in the Fairview Developmental Center Auditorium (2501 Harbor in Costa Mesa).

Staff is reviewing the Draft EIR and will be preparing a comment letter to submit to the State.

ALTERNATIVES:

There are no alternative actions because the item is to receive and file information.

FISCAL REVIEW:

There are no fiscal impacts to the City from this informational item.

LEGAL REVIEW:

The City Attorney's Office has reviewed this staff report and approved 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:

The State has released a Draft EIR for its OES project proposed on a 15-acre portion of the Fairview Developmental Center site in Costa Mesa. City staff are preparing a comment letter; comment letters are due October 20, 2023 by 6 p.m. The State is hosting a community meeting on September 28, 2023 at the project site. Staff recommends that the City Council provide feedback and receive and file this information.

DRAFT ENVIRONMENTAL IMPACT REPORT

Southern Region Emergency Operations Center Project

SCH No. 2023030046
September 2023



Prepared for:

California Governor's Office of
Emergency Services

With assistance from:

Department of General Services
707 Third Street, 4th Floor
West Sacramento, CA 95605

CONTACT:

Terry Ash
DGS Senior Environmental Planner

Prepared by:

DUDEK

27372 Calle Arroyo
San Juan Capistrano,
California 92675

CONTACT:

Laura Masterson
Project Manager

1 Executive Summary

This chapter provides a summary of the draft environmental impact report (EIR) for the proposed Southern Region Emergency Operations Center (SREOC) Project (project or proposed project). The California Environmental Quality Act (CEQA) requires EIRs to contain a brief summary of the proposed project and its consequences. The summary must include each significant effect with proposed mitigation measures and alternatives that would reduce or avoid that effect; areas of controversy known to the lead agency including issues raised by agencies and the public; and issues to be resolved including the choice among alternatives and whether or how to mitigate the significant effects (CEQA Guidelines Section 15123). In accordance with these requirements, this chapter provides a summary of the proposed project and of project impacts, lists mitigation measures and alternatives, describes areas of known controversy, and discusses issues to be resolved.

1.1 Introduction

This EIR has been prepared by the California Governor's Office of Emergency Services (Cal OES), with assistance from the Department of General Services (DGS) Real Estate Services Division, to evaluate potential environmental effects that would result from development of the proposed project. This EIR has been prepared in conformance with CEQA statutes (California Public Resources Code, Section 21000 et. seq., as amended) and implementing guidelines (14 CCR 15000 et. seq.). Cal OES is the lead agency under CEQA.

1.2 Project Location and Setting

The proposed project site is located at the Fairview Developmental Center (FDC) in the City of Costa Mesa (City), California. The FDC is located directly west of Harbor Boulevard in Costa Mesa, within Orange County (County) (see Figure 3-1, Project Location). The project site and FDC are located approximately 1.8 miles to the south of Interstate 405, 1.3 miles of north State Route (SR) 55 (Newport Boulevard), 2.8 miles north of SR-1, and 2.3 miles southwest of SR-73. John Wayne Airport is approximately 3 miles northeast of the FDC.

The project is located on an approximately 15-acre site in the southwest corner of the FDC property (main project site), along with a narrow strip of the undeveloped area to the east of the main project site, where a roadway segment would be constructed. The FDC occupies approximately 113 acres at 2501 Harbor Boulevard. The Assessor's Parcel Number for the project site is 420-012-16. The State of California owns the FDC property, which is under the jurisdiction of the Department of Developmental Services, under the California Health and Human Services Agency. The state will retain fee title of the project site and transfer jurisdiction from DDS to Cal OES via an internal agency transfer. 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). The project site is zoned by the City as Institutional & Recreational Multi-Use (I&R - MLT) and has a land use designation of Multi-Use Center, with a 6- to 40-dwelling-units-per-acre density, according to 2015-2035 General Plan (City of Costa Mesa n.d.).

1.3 Project Summary

Cal OES, with assistance from DGS, is proposing to build an SREOC of approximately 55,000 gross square feet across approximately 15 acres within the state-owned FDC property in Costa Mesa, California.

Cal OES provides disaster planning, readiness, and response of state resources for the various emergencies and threats of emergency facing California, including earthquakes, floods, significant wildfires, prolonged drought impacts, public health emergencies, cybersecurity attacks, agricultural and animal disasters, and threats to homeland security (Cal OES 2022a). Currently, Cal OES operates the State Operations Center in the City of Mather in Northern California. The 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 act as a backup EOC in the event that operations at Mather are interrupted. It would also provide more effective state emergency support to local governments within the Southern Region. The Southern Region covers 11 counties within two mutual aid regions (Mutual Aid Region 1: Los Angeles, Orange, San Luis Obispo, Santa Ana, and Ventura Counties; Mutual Aid Region 2: Imperial, Inyo, Mono, Riverside, San Bernardino, and San Diego Counties) and includes 226 incorporated cities with a total population of 22.9 million people (Cal OES 2022b).

The proposed SREOC would support full-time staff and establish a regional center to serve as a hub for critical emergency management planning and emergency preparedness services in support of local agencies. The Southern Region is charged with supporting a large area that is a major contributor to the nation's gross domestic product, with a population density centered on some of the state's highest risk earthquake faults. In order to successfully meet its mission, the SREOC would include an EOC, specialized training rooms, conference rooms, executive offices, and warehouse space to support vehicles and equipment and to store emergency-response commodities and supplies. The proposed project would replace the small temporary Regional EOC, which is currently operating approximately 11 miles northwest of the project site in the City of Los Alamitos.

- 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, an approximately 20,000-square-foot support warehouse building, a 100-foot-tall tower built with four steel tubular legs and steel lattice bracing with 20-foot whip antennas on top, microwave dishes and antennas bringing the total height to about 120 feet, a helicopter pad, and parking that includes photovoltaic shade canopies. Other improvements include fencing and landscaping, utilities and utility redundancy, battery storage, a microgrid, and various internal roadway additions and improvements. Construction of the project would last approximately 37 months beginning in September 2024.

1.4 Project Objectives

The underlying purpose of the project is to ensure that Cal OES meets its obligations to the State of California by providing modernized facilities to ensure enhanced emergency operational support throughout the state. The SREOC facility would mirror operations (at a smaller scale) of the State Operations Center located in Mather, California. The project will meet the requirements of the Essential Services Buildings Seismic Safety Act, which should be capable of providing essential services to the public after a disaster. This will allow Cal OES to coordinate state resources more effectively in the Southern California region, support local governments during disasters; provide training facilities; and accommodate local governmental agencies in disaster preparation coordination, training, and exercises. The project will be designed to meet Net Zero Energy and target LEED Gold Certification. The proposed project's specific objectives are as follows:

- Establish a regional EOC to act as a backup for the State Operations Center in Mather, California, in any circumstance when the State Operations Center becomes inoperable.
- Establish a regional EOC in Southern California to serve as a hub for critical emergency management planning and training programs within Cal OES's Southern Region, which covers 11 counties and a population of approximately 22.9 million people.
- Meet Cal OES's mission and program needs as outlined in the January 2022 Budget Package (DGS 2022) by developing a new EOC with a helipad, specialized training rooms, conference rooms, executive offices, and warehouse space to support vehicles and equipment and store emergency response commodities and supplies.
- Meet the requirements of the Essential Services Buildings Seismic Safety Act by providing a facility that is capable of providing essential services to the public after a disaster, including the capability to operate 24 hours a day, 7 days a week, 365 days a year, and which adheres to the California Essential Services Building Seismic Safety Act, which states that buildings providing essential services "will be designed and constructed to minimize fire hazards and to resist, insofar as practical, the forces generated by earthquakes and high winds" (California Health and Safety Code Section 16001).
- Provide emergency preparedness educational opportunities in support of local and regional emergency management agencies and professionals.
- Strategically locate the new EOC within a metropolitan area/population center and within the vicinity of readily available major surface transportation system (e.g., arterials, freeway and interchanges, waterways, etc.) and a major airport.
- 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.
- Design and operate a sustainable facility through the following critical success factors:
 - Design and implement project development to maximize the ongoing comfort, health, equity, and positive satisfaction of the staff and visitor to the facility.
 - Deliver energy efficient systems and building components that adhere to and achieve State of California reduced energy consumption and greenhouse gas emissions goals and high performance building design with emphasis on Zero Net Energy, while providing an enhanced occupant experience design that is fully responsive to several overlapping state regulations and guidelines, such as Executive Orders S-3-05 and B-30-15 and Assembly Bill 32.
 - Incorporate many material items that contribute to sustainability and particularly indoor air quality and occupant comfort and satisfaction.
 - Install solar photovoltaic systems in parking areas as shade structures connected to the local utility provider using a Net Energy Metering approach. The system is intended to remain functional when the power grid is down to increase building capacity for resilience to unforeseen events. On-site renewable energy generated will directly connect to on-site battery storage and be used as emergency backup and to offset peak energy demand. On-site renewable energy generation will be designed and sized to offset the maximum yearly energy use as required to achieve a Zero Net Energy result.
- Effectively use state-owned land not currently used or underutilized for any existing or ongoing state programs.

1.5 Areas of Controversy/Issues to be Resolved

Cal OES issued a Notice of Preparation (NOP) to prepare an EIR for the proposed project. Issuance of the NOP began the scoping process for proposed project. The scoping period was initially scheduled from March 1, 2023, through March 31, 2023. The purpose of scoping is to seek input from public agencies and the general public regarding the environmental issues and concerns that may potentially result from the proposed project. During the scoping period, a public scoping meeting was held at the Balearic Community Center in Costa Mesa on March 13, 2023. Approximately 24 people attended the scoping meeting. In response to input from the public, the scoping period was subsequently extended through April 17, 2023. During the scoping process, 12 comment letters were received in response to the NOP. Copies of the comment letters and the NOP and NOP extension notice are provided in Appendix A. The primary areas of controversy identified by the public and agencies included the following potential issues (the EIR section that addresses the issue raised is provided in parentheses):

- Helicopter activity and noise (Section 4.10, Noise)
- Communication tower aesthetics (Section 4.1, Aesthetics)
- Future development of the rest of FDC/City Housing Element (Section 4.9, Land Use and Planning)
- Alternative project sites (Chapter 7, Alternatives)

Issues to be resolved by lead agency decision makers include whether to approve the proposed project or one of the proposed alternatives.

1.6 Summary of Environmental Impacts

The project's potential environmental impacts are summarized in Table 1-1 (provided at the end of the chapter). This table contains a summary of the impacts described in this EIR. Table 1-1 also includes a list of the proposed mitigation measures that are recommended in response to the project's potentially significant impacts, as well as a determination of the level of significance of the impacts after implementation of the recommended mitigation measures.

1.7 Alternatives to the Proposed Project

The CEQA Guidelines Section 15126.6 requires consideration and discussion of alternatives to the proposed project in an EIR. Several alternatives, including alternate project locations, were considered but rejected from consideration in this EIR. A review of those alternatives and the reasons for rejecting them is provided in Chapter 7 of this document. Three alternatives, including the No Project Alternative, are reviewed in detail in Chapter 7 of this document. This chapter summarizes the three alternatives to the project that were analyzed in detail as required under CEQA.

Alternative 1: No Project

Section 15126.6(e) of the CEQA Guidelines requires that an EIR evaluate the specific alternative of “no project” along with its impact. As stated in this section of the CEQA Guidelines, the purpose of describing and analyzing a no project alternative is to allow decision makers to compare the impacts of approving the proposed project with the impacts of not approving the proposed project. As specified in Section 15126.6(e)(3)(B) of the CEQA Guidelines, the no project alternative for a development project consists of the circumstance under which a

proposed project does not proceed. Section 15126.6(e)(3)(B) further states that “in certain instances, the no project alternative means ‘no build’ wherein the existing environmental setting is maintained.” Accordingly, Alternative 1 assumes the proposed project would not proceed, no new permanent development or land uses would be introduced within the project site, and the existing environment would be maintained.

Alternative 2: Reduced Project

Alternative 2 would include half the building square feet of the proposed project (17,500-square-foot EOC/office building and 10,000-square-foot warehouse). The reduction in building square footage would not result in a decrease in program-required parking spaces, because the number of spaces is tied to the requirements for emergency operations and not normal operations. However, the parking area on the western edge of the project site is designated for non-program overflow parking (approximately 78 spaces). The reduced building square footage would allow some of the overflow parking (approximately 25 to 30 spaces) to be moved to the east of the helipad and for the overflow parking area to be removed from the development footprint. This would reduce the overall development acreage by approximately 1.75 acres. All other project elements would remain the same or similar to the proposed project.

Alternative 3: Alternative Site in Tustin, California

Alternative 3 would involve development of the SREOC at a site in Tustin that met the initial screening criteria for siting of the SREOC (see Chapter 7 for a detailed discussion of the screening process). The property is a 24-acre site located at 15666 Red Hill Avenue and Victory Road in Tustin, Orange County (APNs 430-283-22, 430-283-23 and 430-283-29). The property is approximately 2.5 miles from SR-55, 3.8 miles from Interstate 5, and 5.3 miles from John Wayne Airport. The property is privately owned. Alternative 3 would develop the same program as the proposed project.

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Aesthetics			
Would the project have a substantial adverse effect on a scenic vista?	Less than significant	No mitigation measures are required.	Not applicable
Would the project substantially damage scenic resources including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	No impact	No mitigation measures are required.	Not applicable
In non-urbanized areas, would the project substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?	Less than significant	No mitigation measures are required.	Not applicable
Would the project create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	Less than significant	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect on aesthetics?	Less than significant	No mitigation measures are required.	Not applicable
Agriculture and Forestry Resources¹			
Would the project convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	No impact	No mitigation measures are required.	Not applicable

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Would the project conflict with existing zoning for agricultural use, or a Williamson Act contract?	No impact	No mitigation measures are required.	Not applicable
Would the project conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?	No impact	No mitigation measures are required.	Not applicable
Would the project result in the loss of forest land or conversion of forest land to non-forest use?	No impact	No mitigation measures are required.	Not applicable
Would the project involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	No impact	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect on agriculture and forestry resources?	No impact	No mitigation measures are required.	Not applicable
Air Quality			
Would the project conflict with or obstruct implementation of the applicable air quality plan?	Potentially significant	MM-AQ-1: Tier 4 Final Emergency Generators. The project shall ensure that the design contract for the project includes a requirement to source and install Tier 4 Final emergency backup generators. The project operations shall be conditioned to operate with Tier 4 Final certified emergency generators.	Less than significant
Would the project result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?	Potentially significant	MM-AQ-1	Less than significant

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Would the project expose sensitive receptors to substantial pollutant concentrations?	Potentially significant	MM-AQ-1	Less than significant
Would the project result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?	Less than significant	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect on air quality?	Potentially significant	MM-AQ-1	Less than significant
Biological Resources			
Would the project have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	Potentially significant	<p>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. 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.</p> <p>MM-BIO-2: Pre-Construction Surveys for Special-Status Species. One pre-construction clearance survey shall be conducted no more than 14 days prior to initiation of site preparation and grading activities.</p>	Less than significant

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
		<p>A qualified biologist shall walk the entire study area to determine if any special-status wildlife species are observed or detected, particularly white-tailed kite and California horned lark. Additional measures may be required for observed species on site, such as establishing a buffer around known locations and/or conducting monitoring during construction near occupied areas to ensure no project activities result in loss of an active nest and incidental take does not occur.</p> <p>MM-BIO-3: Avian Nesting Season Avoidance/Pre-Construction Nesting Bird Survey. Construction activities shall avoid the migratory bird nesting season (typically February 1 through August 31) to reduce any potential significant impact to birds that may be nesting in the study area. To maintain compliance with the Migratory Bird Treaty Act and California Fish and Game Code, if construction activities must occur during the migratory bird nesting season, an avian nesting survey of the project site and contiguous habitat within 500 feet of all impact areas must be conducted for protected migratory birds and active nests. The avian nesting survey shall be performed by a qualified wildlife biologist within 72 hours prior to the start of construction in accordance with the Migratory Bird Treaty Act (16 USC 703–712) and California Fish and Game Code Sections 3503, 3503.5, and 3513. If an active bird nest is found, the nest shall be flagged and mapped on the construction plans, along with an appropriate no disturbance buffer, which shall be determined by the biologist based on the species' sensitivity to disturbance (typically up to 300 feet for passerines and up to 500 feet for raptors and special-status</p>	

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Would the project have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	No impact	species). The nest area shall be avoided until the nest is vacated and the juveniles have fledged. The nest area shall be demarcated in the field with flagging and stakes or construction fencing.	Not applicable
Would the project have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	No impact	No mitigation measures are required.	Not applicable
Would the project interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	Less than significant	No mitigation measures are required.	Not applicable
Would the project conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	No impact	No mitigation measures are required.	Not applicable
Would the project conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	No impact	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect on biological resources?	Potentially significant	MM-BIO-1, MM-BIO-2, and MM-BIO-3	Less than significant

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Cultural Resources Would the project cause a substantial adverse change in the significance of a historical resource pursuant to §15064.5?	Potentially significant	MM-CUL-1: Enhanced Recordation. The adversely impacted contributing elements of the Fairview State Hospital Historic District shall be the subject of an enhanced recordation effort that generally follows the Historic American Buildings Survey (HABS) guidelines, a program administered by the National Park Service (NPS). Because the documentation package will not be submitted to that program, neither NPS review nor preparation of every element of a standard HABS dataset would be required. Instead, the recordation package would serve as an archivally stable record of the Historic District before any changes, could contribute to other mitigation measures, would be retained by the state (or subsequent land-owning agency), and would also be offered to the Costa Mesa Historical Society. The enhanced recordation package would address the adverse impacts of the project by recording the current appearance of the impacted contributing elements. The recordation package would consist of one summary overview report for the historic district as a whole based on the 2019 recordation, as well as an individual report for the contributing landscape elements of the district and individual reports for the two contributing buildings that would be subject to demolition under the project. The photographs for the enhanced recordation package would be taken digitally and include contextual overviews of the historic district, landscape elements, and two contributing buildings (Building J and Building M). The contextual views of the district and landscaping would also include aerial	Less than significant

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Would the project cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?	Potentially significant	<p>photography. The views would be selected to capture the character-defining features of the impacted built environment resources. The views would depict building exteriors and relevant architectural details, as well as typical views of publicly accessible interior spaces.</p> <p>Each of the final recordation package submittals would include print photographs and historic context and narrative descriptions that utilize content from the previous evaluation document. The Historic District recordation would include contextual views and selected historic photographs and site plans that would be reproduced digitally on archival quality paper. The record of the two individual buildings would include reproduced original construction drawings or plans of the buildings dating to the period of significance, if available.</p> <p>MM-CUL-2: Cultural Resources Monitoring and Discovery Plan and Workers Environmental Awareness Program. Prior to the start of construction activities, a qualified cultural resources specialist shall prepare a Cultural Resources Monitoring and Discovery Plan (CRMDP). This plan shall define monitoring methods, duration, inadvertent discovery protocols, and reporting requirements for archaeological and Native American monitoring. The plan shall require a post-construction monitoring report, documenting compliance with the project-approved mitigation, be prepared for review by the lead agency and submitted to the South Central Coastal Information Center. The CRMDP shall summarize approved mitigation, be subject to the monitoring Native American tribal review, and approved by the CEQA lead agency and/or designated</p>	Less than significant

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
		<p>representative prior to the commencement of construction.</p> <p>The CRM DP shall require that personnel and monitors who are not trained archaeologists shall be trained regarding identification and treatment protocol for inadvertent discoveries of cultural and tribal cultural resources and human remains. A basic presentation and handout or pamphlet shall be developed by a qualified archaeologist meeting the Secretary of the Interior's Professional Qualification Standards, in coordination with interested California Native American Tribes (maintained by the Native American Heritage Commission) and that are traditionally and culturally affiliated with the geographic area of the project site, in order to ensure proper identification and treatment of inadvertent discoveries of cultural and tribal cultural resources and human remains. The purpose of the Workers Environmental Awareness Program (WEAP) training is to provide specific details on the kinds of materials that may be identified during ground-disturbing activities and explain the importance of and legal basis for the protection of human remains and significant cultural and tribal cultural resources. Each worker shall also be trained in the proper procedures to follow in the event that cultural and tribal cultural resources or human remains are uncovered during ground-disturbing activities. These procedures include, but are not limited to, work curtailment or redirection, and the immediate contact of the site supervisor, the on-call archaeologist, and if appropriate, Tribal representative. The WEAP will emphasize the requirement for confidentiality and culturally appropriate treatment of any discovery of</p>	

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
		<p>significance to Native Americans and will discuss appropriate behaviors and responsive actions, consistent with Native American tribal values. The WEAP training shall be presented by the qualified archaeologist, in coordination with Tribal Representative(s). Necessity of training attendance shall be stated on all construction plans.</p> <p>MM-CUL-3: Retention of an On-Call Qualified Archaeologist and On-Call Archaeological Monitoring. In consideration of the general sensitivity of the project site for cultural resources, a qualified archaeologist shall be retained by the state and/or subsequent responsible parties to conduct spot monitoring as well as on call response in the case of an inadvertent discovery of archaeological resources. A qualified archaeologist, meeting the Secretary of the Interior's Professional Qualification Standards, shall oversee and adjust monitoring efforts as needed (increase, decrease, or discontinue monitoring frequency) based on the observed potential for construction activities to encounter cultural deposits. The archaeologist shall be responsible for maintaining monitoring logs. Following the completion of construction, the qualified archaeologist shall provide an archaeological monitoring report to the lead agency and the South Central Coastal Information Center with the results of the cultural monitoring program.</p> <p>MM-CUL-4: Inadvertent Discovery Clause. In the event that potential cultural resources (sites, features, or artifacts) or human remains or remains that are potentially human are exposed during construction activities for the project, all construction work occurring within 100 feet of the find shall</p>	

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
		<p>immediately stop, and the qualified archaeologist shall be immediately notified to assess the significance of the find and determine whether or not additional study is warranted. Depending upon the significance of the find, the archaeologist may simply record the find and allow work to continue. If the resource is suspected to be Native American in origin and/or association, the consulting and or coordinating tribes shall be contacted. If the discovery proves significant under CEQA, additional work such as preparation of an archaeological treatment plan prepared in coordination with consulting tribes, testing, data recovery, or monitoring may be warranted, if the resource cannot be feasibly avoided.</p> <p>Procedures of conduct following the discovery of human remains are mandated by California Health and Safety Code Section 7050.5, California Public Resources Code Section 5097.98, and the California Code of Regulations Section 15064.5(e). According to the provisions in CEQA, should human remains or remains that are potentially human be encountered, all work in the immediate vicinity of the burial must cease, and any necessary steps to ensure the integrity of the immediate area must be taken. The County Coroner must then be immediately notified. The Coroner determines whether the remains are Native American. If the Coroner determines the remains are Native American, the Coroner has 24 hours to notify the Native American Heritage Commission (NAHC), who will, in turn, notify the person they identify as the most likely descendant (MLD) of any human remains. Further actions are determined, in part, by the desires of the MLD. The</p>	

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
		MLD has 48 hours from the time of being provided access to the project site to make recommendations regarding the disposition of the remains following notification from the NAHC of the discovery. If the MLD does not make recommendations within 48 hours, the owner, in this case, the state, shall, with appropriate dignity, reinter the remains in an area of the property secure from further disturbance. Alternatively, if the state does not accept the MLD's recommendations, the state or the descendant may request mediation by the NAHC. If no agreement is reached, the state must rebury the remains where they will not be further disturbed (Section 5097.98 of the California Public Resources Code). This shall also include either recording the site with the NAHC or the appropriate Information Center. Work cannot resume within the no-work radius until the lead agencies, through consultation as appropriate, determine that the treatment measures have been completed to their satisfaction.	
Would the project disturb any human remains, including those interred outside of dedicated cemeteries?	Potentially significant	MM-CUL-4	Less than significant
Would the project have a cumulative effect on cultural resources?	Potentially significant	MM-CUL-1 through MM-CUL-4	Less than significant
Energy			
Would the project result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?	Less than significant	No mitigation measures are required.	Not applicable
Would the project conflict with or obstruct a state or local plan for renewable energy or	Less than significant	No mitigation measures are required.	Not applicable

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
energy efficiency?			
Would the project have a cumulative effect on energy?	Less than significant	No mitigation measures are required.	Not applicable
Geology and Soils¹			
Would the project directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:			
A. Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42?	No impact	No mitigation measures are required.	Not applicable
B. Strong seismic ground shaking?	Less than significant	No mitigation measures are required.	Not applicable
C. Seismic related ground failure including liquefaction?	No impact	No mitigation measures are required.	Not applicable
D. Landslides?	No impact	No mitigation measures are required.	Not applicable
Would the project result in substantial soil erosion or the loss of topsoil?	Less than significant	No mitigation measures are required.	Not applicable
Would the project be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	Less than significant	No mitigation measures are required.	Not applicable
Would the project be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?	Less than significant	No mitigation measures are required.	Not applicable
Would the project have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the	No impact	No mitigation measures are required.	Not applicable

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
disposal of waste water?			
Would the project have a cumulative effect in the category of geology and soils?	Potentially significant	MM-PAL-1	Less than significant
Greenhouse Gas Emissions			
Would the project generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	Less than significant	No mitigation measures are required.	Not applicable
Would the project conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	Less than significant	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect in the category of greenhouse gas emissions?	Less than significant	No mitigation measures are required.	Not applicable
Hazards and Hazardous Materials			
Would the project create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	Potentially significant	MM-HAZ-1: Pre-Demolition Hazardous Materials Abatement. Demolition or renovation plans and contract specifications shall incorporate abatement procedures for the removal of materials containing asbestos, lead, polychlorinated biphenyls (PCBs), hazardous material, hazardous wastes, and universal waste items, including applicable testing and removal of PCB-contaminated concrete pads and/or soils. All abatement work shall be done in accordance with federal, state, and local regulations, including those of the U.S. Environmental Protection Agency (which regulates disposal), Occupational Safety and Health Administration, U.S. Department of Housing and Urban Development, California Occupational Safety and Health Administration (which regulates employee exposure), and the South Coast Air Quality Management District.	Less than significant

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Would the project create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	Potentially significant	MM-HAZ-1	Less than significant
Would the project emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	No impact	No mitigation measures are required.	Not applicable
Would the project be located on a site that is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	Less than significant	No mitigation measures are required.	Not applicable
For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?	Less than significant	No mitigation measures are required.	Not applicable
Would the project impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	No impact	No mitigation measures are required.	Not applicable
Would the project expose people or structures, either directly or indirectly, to a significant risk of loss, injury, or death involving wildfire fires?	No impact	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect on hazards or hazardous materials?	Less than significant	No mitigation measures are required.	Not applicable

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Hydrology and Water Quality			
Would the project violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?	Less than significant	No mitigation measures are required.	Not applicable
Would the project substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?	Less than significant	No mitigation measures are required.	Not applicable
Would the project substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:			
A. result in substantial erosion or siltation on or off site;	Less than significant	No mitigation measures are required.	Not applicable
B. substantially increase the rate or amount of surface runoff in a manner which would result in flooding on or off site;	Less than significant	No mitigation measures are required.	Not applicable
C. create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or	Less than significant	No mitigation measures are required.	Not applicable
D. impede or redirect flood flows?	Less than significant	No mitigation measures are required.	Not applicable
In flood hazard, tsunami, or seiche zones, would the project risk release of pollutants due to project inundation?	Less than significant	No mitigation measures are required.	Not applicable
Would the project conflict with or obstruct implementation of a water quality control plan	Less than significant	No mitigation measures are required.	Not applicable

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
or sustainable groundwater management plan?			
Would the project have a cumulative effect on hydrology or water quality?	Less than significant	No mitigation measures are required.	Not applicable
Land Use and Planning			
Would the project physically divide an established community?	No impact	No mitigation measures are required.	Not applicable
Would the project cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?	No impact	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect in the category of land use and planning?	Less than significant	No mitigation measures are required.	Not applicable
Mineral Resources¹			
Would the project result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	No impact	No mitigation measures are required.	Not applicable
Would the project result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?	No impact	No mitigation measures are required.	Not applicable
Noise			
Would the project result in generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	Less than significant	No mitigation measures are required.	Not applicable

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Would the project result in generation of excessive groundborne vibration or groundborne noise levels?	Less than significant	No mitigation measures are required.	Not applicable
For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	Less than significant	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect on noise?	Less than significant	No mitigation measures are required.	Not applicable
Paleontological Resources			
Would the project directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	Potentially significant	MM-PAL-1: Paleontological Resources Impact Mitigation Program and Paleontological Monitoring. Prior to commencement of any grading activity on site, the state shall retain a qualified paleontologist per the 2010 Society of Vertebrate Paleontology guidelines. The qualified paleontologist shall prepare a Paleontological Resources Impact Mitigation Program (PRIMP) for the project that shall be consistent with the 2010 Society of Vertebrate Paleontology guidelines and outline requirements for preconstruction meeting attendance and worker environmental awareness training, where paleontological monitoring is required within the project site based on construction plans and/or geotechnical reports, procedures for adequate paleontological monitoring and discoveries treatment, and paleontological methods (including sediment sampling for microinvertebrate and microvertebrate fossils), reporting, and collections management. Costs for laboratory and museum curation fees shall	Less than significant

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
		be the responsibility of the state. A qualified paleontological monitor shall be on site during initial rough grading and other significant ground-disturbing activities, including large diameter (two feet or greater) drilling in areas underlain by Pleistocene old alluvial deposits. No paleontological monitoring is necessary during ground disturbance within artificial fill. In the event that paleontological resources (e.g., fossils) are unearthed during grading, the paleontological monitor will temporarily halt and/or divert grading activity to allow recovery of paleontological resources. The area of discovery will be roped off with a 50-foot radius buffer. Once documentation and collection of the find is completed, the monitor will allow grading to recommence in the area of the find.	
Population and Housing ¹			
Would the project induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	Less than significant	No mitigation measures are required.	Not applicable
Would the project displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?	No impact	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect on housing and/or population?	Less than significant	No mitigation measures are required.	Not applicable
Public Services			
Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times, or other performance objectives for any of the public services:			

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Fire protection?	Less than significant	No mitigation measures are required.	Not applicable
Police protection?	Less than significant	No mitigation measures are required.	Not applicable
Schools?	No impact	No mitigation measures are required.	Not applicable
Parks?	No impact	No mitigation measures are required.	Not applicable
Other public facilities?	No impact	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect on public services resources?	Less than significant	No mitigation measures are required.	Not applicable
Recreation¹			
Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	No impact	No mitigation measures are required.	Not applicable
Does the project include recreational facilities or require the construction or expansion of recreational facilities, which might have an adverse physical effect on the environment?	No impact	No mitigation measures are required.	Not applicable
Transportation			
Would the project conflict with a program, plan, ordinance, or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities?	Less than significant	No mitigation measures are required.	Not applicable
Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?	Less than significant	No mitigation measures are required.	Not applicable
Would the project substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	Less than significant	No mitigation measures are required.	Not applicable
Would the project result in inadequate	Less than significant	No mitigation measures are required.	Not applicable

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
emergency access?			
Would the project have a cumulative effect on transportation resources?	Less than significant	No mitigation measures are required.	Not applicable
Tribal Cultural Resources			
Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:			
A. Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k)?	Potentially significant	<p>MM-CUL-2, MM-CUL-3, MM-CUL-4 [Tribal Cultural Resources mitigation measures are in draft, pending completion of AB 52 consultation.]</p> <p>MM-TCR-1: Native American Monitoring.</p> <p>A. NAHC-listed tribes that responded with requests to be included in Native American monitoring (Consulting Tribes) shall be engaged throughout the period of project construction. Prior to ground disturbance activities, the state shall retain a Native American Monitor from or approved by the Consulting Tribes. The monitor shall be retained prior to the commencement of any "ground-disturbing activity" for the subject project at all project locations (i.e., both on-site and any off-site locations that are included in the project description/definition and/or required in connection with the project, such as public improvement work). "Ground disturbing activity" shall include, but not be limited to, demolition,</p>	Less than significant

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
		<p>pavement removal, potholing, auguring, grubbing, tree removal, boring, grading, excavation, drilling, and trenching.</p> <p>B. A copy of the executed monitoring agreement shall be submitted to the lead agency prior to the earlier of the commencement of any ground-disturbing activity or the issuance of any permit necessary to commence a ground-disturbing activity.</p> <p>C. The monitor will complete daily monitoring logs that will provide descriptions of the relevant ground-disturbing activities, the type of construction activities performed, locations of ground disturbing activities, soil types, cultural-related materials, and any other facts, conditions, materials, or discoveries of significance to the tribe. Monitoring logs will identify and describe any discovered tribal cultural resources (TCRs), including, but not limited to, Native American cultural and historical artifacts, remains, and places of significance, as well as any discovered Native American (ancestral) human remains and burial goods. Copies of monitor logs will be provided to the state upon written request to the tribe.</p> <p>D. On-site tribal monitoring shall conclude upon the latter of the following (1) written confirmation to the Consulting Tribes from a designated point of contact for the state that all ground-disturbing activities and phases that may involve ground-disturbing activities on the project site or in connection with the project are complete or (2) a determination and written notification by the Consulting Tribes to the state that no future</p>	

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
		<p>planned construction activity and/or development/construction phase at the project site possesses the potential to impact Consulting Tribe TCRs.</p> <p>MM-TCR-2: Management strategies stipulated in MM-CUL-2 through MM-CUL-4 shall be implemented in the event that project activities encounter cultural resources or human remains. In addition, the following TCR-specific measures shall be implemented. Upon discovery of any TCRs, all construction activities in the immediate vicinity of the discovery shall cease (i.e., not less than the surrounding 50 feet) and shall not resume until the discovered TCR has been fully assessed by the Consulting Tribes. A resource-specific treatment plan shall be developed in the event that a TCR is identified that also meets the definition of an archaeological site. The plan will be developed by the Project Archaeologist in direct coordination with the Consulting Tribes, as approved by the lead agency. The Consulting Tribes will recover and retain all discovered TCRs in the form and/or manner the Consulting Tribes deems appropriate, in the their sole discretion, and for any purpose the tribes deem appropriate, including for educational, cultural and/or historic purposes. Any dispute with regard to resource management strategies between the Consulting Tribes will be arbitrated by the state for compliance with CEQA and/or designated representatives.</p> <p>MM-TCR-3: Unanticipated Discovery of Tribal Cultural Resource Objects (Non-Funerary/Non-Ceremonial).</p> <p>A. Native American human remains are defined in California Public Resources Code (PRC) Section</p>	

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
F. A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe?	Potentially significant	<p>5097.98 (d)(1) as an inhumation or cremation, and in any state of decomposition or skeletal completeness. Funerary objects, called associated grave goods in PRC Section 5097.98, are also to be treated according to this statute.</p> <p>B. If Native American human remains and/or grave goods are discovered or recognized on the project site, then PRC Section 5097.9 and California Health and Safety Code Section 7050.5 shall be followed.</p> <p>C. Human remains and grave/burial goods shall be treated alike per PRC Sections 5097.98(d)(1) and (2).</p> <p>D. Preservation in place (i.e., avoidance) is the preferred manner of treatment for discovered human remains and/or burial goods.</p> <p>E. Any discovery of human remains/burial goods shall be kept confidential to prevent further disturbance.</p>	Less than significant
Would the project have a cumulative effect on tribal cultural resources?	Potentially significant	MM-CUL-2, MM-CUL-3, MM CUL-4, MM-TCR-1, MM-TCR-2, MM-TCR-3	Less than significant

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
Utilities and Service Systems			
Would the project require or result in the relocation or construction of new or expanded water, wastewater treatment, or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?	Less than significant	No mitigation measures are required.	Not applicable
Would the project have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry, and multiple dry years?	Less than significant	No mitigation measures are required.	Not applicable
Would the project result in a determination by the wastewater treatment provider, which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	Less than significant	No mitigation measures are required.	Not applicable
Would the project generate solid waste in excess of State or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?	Less than significant	No mitigation measures are required.	Not applicable
Would the project comply with federal, state, and local management and reduction statutes and regulations related to solid waste?	Less than significant	No mitigation measures are required.	Not applicable
Would the project have a cumulative effect on utilities and/or service systems?	Less than significant	No mitigation measures are required.	Not applicable
Wildfire¹			
Would the project substantially impair an adopted emergency response plan or	No impact	No mitigation measures are required.	Not applicable

Table 1-1. Summary of Project Impacts

Environmental Topic	Impact?	Mitigation Measure(s)	Level of Significance After Mitigation
emergency evacuation plan?			
Due to slope, prevailing winds, and other factors, would the project exacerbate wildfire risks, and thereby expose project occupants to, pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?	No impact	No mitigation measures are required.	Not applicable.
Would the project require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines, or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?	No impact	No mitigation measures are required.	Not applicable.
Would the project expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?	No impact	No mitigation measures are required.	Not applicable.

Notes:

¹ These issue areas are discussed in Chapter 5, Effects Found Not to be Significant.

1.8 References

Cal OES (Governor's Office of Emergency Services). 2022a. "Office of the Director." Accessed December 13, 2022. <https://www.caloes.ca.gov/office-of-the-director/>.

Cal OES. 2022b. "Southern Region." Accessed November 22, 2022. <https://www.caloes.ca.gov/office-of-the-director/operations/response-operations/regional-operations/southern-region/>.

City of Costa Mesa. n.d. *2015–2035 General Plan*. <https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/planning/approved-plans-for-city/2015-2035-general-plan>.

DGS (Department of General Services). 2022. *Budget Package, Southern Region Emergency Operations Center, Fairview Developmental Center, Costa Mesa, California*. January 31, 2022.

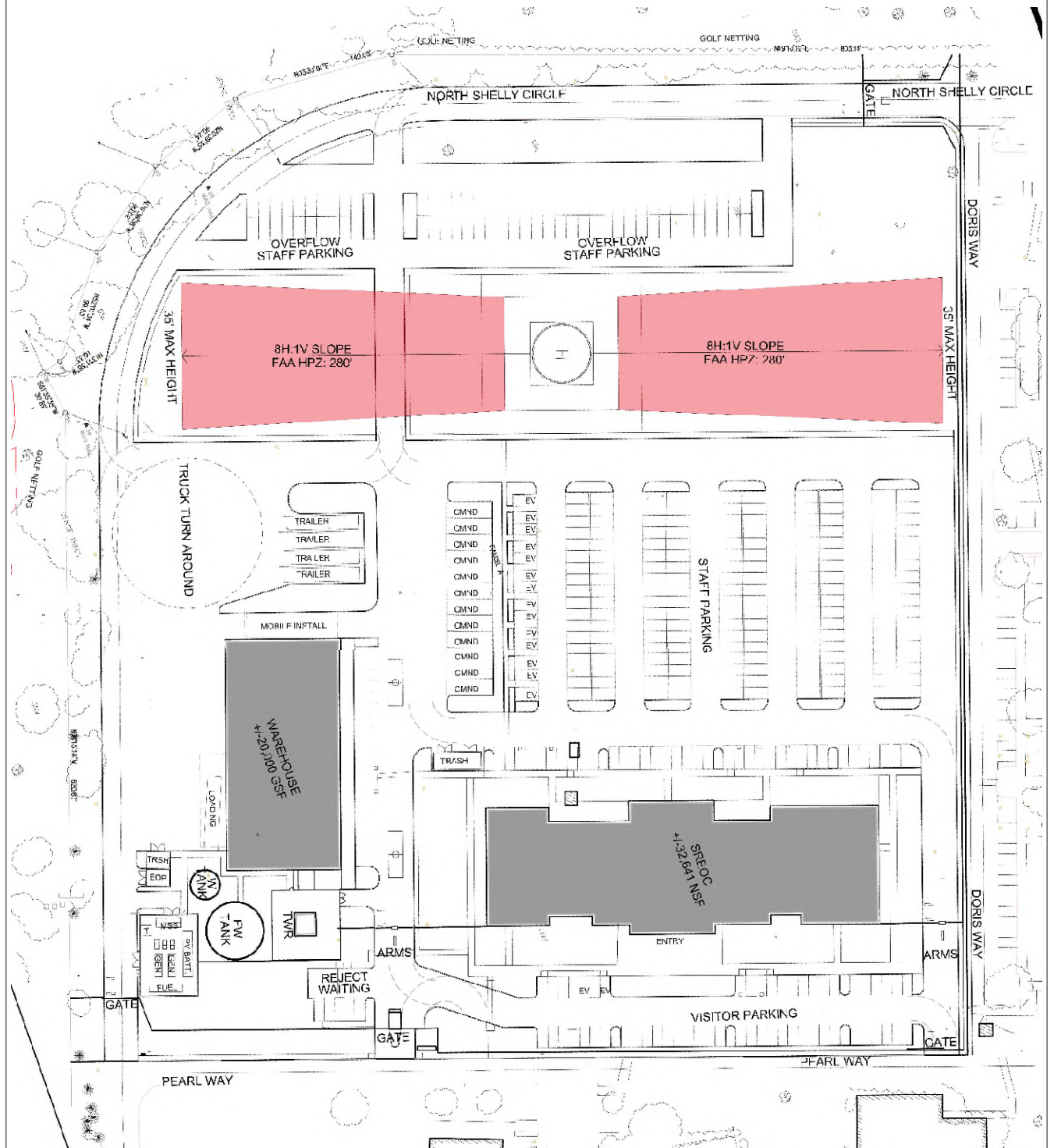
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- ☐ Project Boundary
- ☐ Fairview Developmental Center Boundary
- ☐ New Road (Shelley Circle)

SOURCE: IDS Group 2022

SOURCE: DGS 2023





DEPARTMENT LEGEND

BREAK ROOM/KITCHEN	MOBILE INSTALL	OPEN OFFICES
PT WORK OFFICES	SUPPORT FUNCTIONS	WAREHOUSE

5' 20' 50'

SOURCE: DGS 2023

FIGURE 3-4

Warehouse Plan

Southern Region Emergency Operations Center



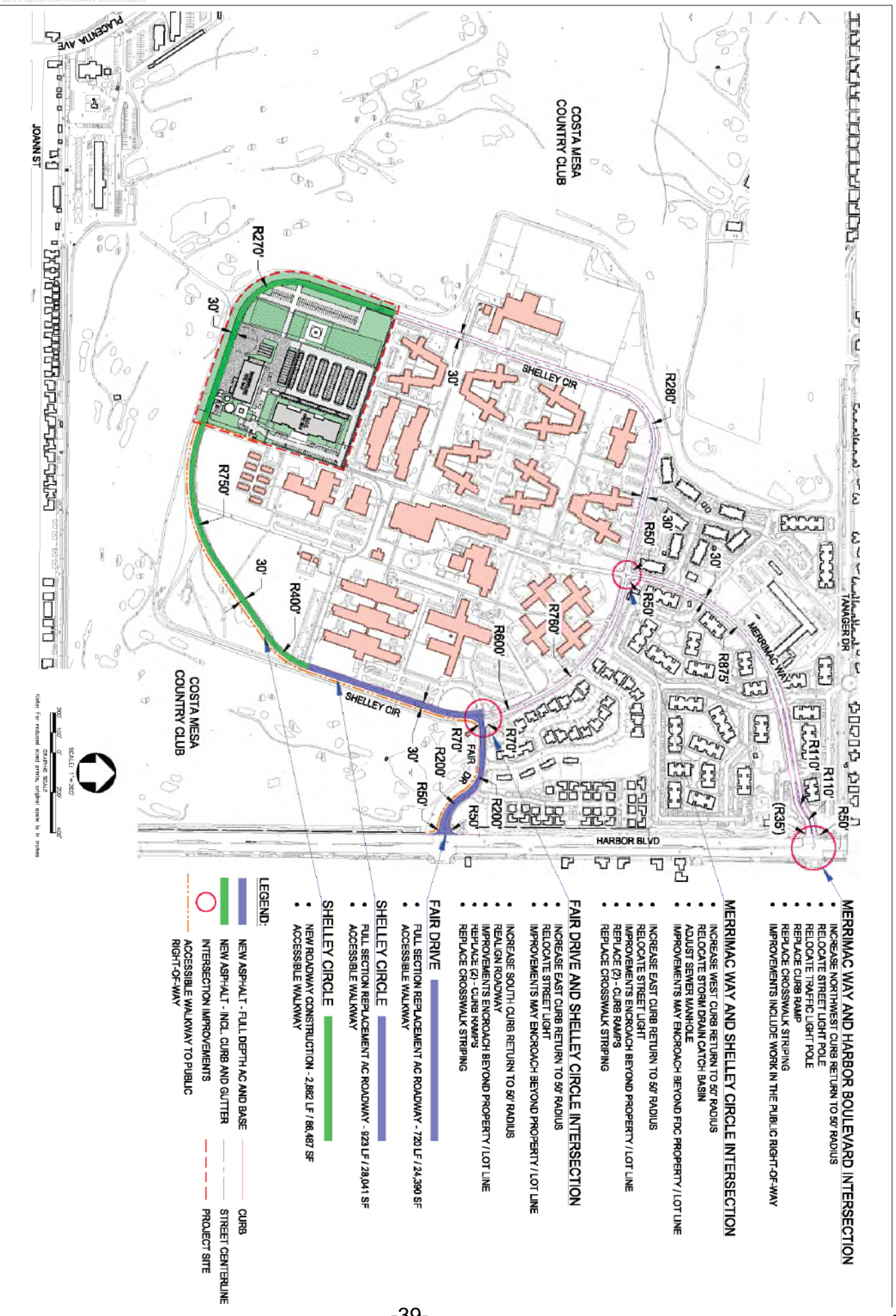
SOURCE: HGA 2023

DUDEK



SOURCE: HGA 2023; DGS 2023

DUDEK



SOURCE: PSOMAS 2023; DGS 2023

FIGURE 3-7

Conceptual Roadway Layout and Improvements

Southern Region Emergency Operations Center



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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Housing & Community Development 714.754.4870 • Planning Division 714.754.5245

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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 with 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:

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Dan Stefano, Chief, Costa Mesa Fire Department
Raja Sethuraman, Public Works Director, City of Costa Mesa