

# MINUTES

LA HABRA CIVIC IMPROVEMENT AUTHORITY,

REGULAR MEETING 6:30 P.M.

&

REGULAR JOINT MEETING WITH THE  
CITY COUNCIL OF THE CITY OF LA HABRA,  
LA HABRA UTILITY AUTHORITY,  
CITY OF LA HABRA HOUSING AUTHORITY,  
AND SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY  
OF THE CITY OF LA HABRA

Monday, December 16, 2024

**ADJOURNED REGULAR MEETING 5:30 P.M.:** Cancelled.

**REGULAR MEETING & REGULAR JOINT MEETING 6:30 P.M.:**

**CALL TO ORDER:** Mayor/Director Nigsarian called the Regular Meeting of the City Council of the City of La Habra and Regular Joint Meeting with the Successor Agency to the Redevelopment Agency of the City of La Habra, La Habra Civic Improvement Authority, City of La Habra Housing Authority, and La Habra Utility Authority to order at 6:30 p.m. in the City Council Chamber, located at 100 East La Habra Boulevard, La Habra, California.

**INVOCATION:** Assistant City Attorney/Legal Counsel Collins

**PLEDGE OF ALLEGIANCE:** Councilmember/Director Surich

**COUNCILMEMBERS/DIRECTORS PRESENT:** Mayor/Director Nigsarian  
Mayor Pro Tem/Director Espinoza  
Councilmember/Director Surich  
Councilmember/Director Gomez  
Councilmember/Director Medrano

**COUNCILMEMBERS/DIRECTORS ABSENT:** None

**OTHER OFFICIALS PRESENT:** City Manager/Executive Director Sadro  
Assistant City Attorney/Legal Counsel Collins  
Assistant City Manager Yap  
Management Analyst II Hurt  
City Clerk/Secretary Barone  
Assistant City Clerk Lopez

**CLOSED SESSION ANNOUNCEMENT:** None.

**PROCLAMATIONS/PRESENTATIONS:**

1. RECOGNITION OF THE 2024 HOLIDAY HOME DECORATING "LIGHT UP THE SEASON" AWARD RECIPIENTS

Mayor Nigsarian, City Council, and Community Services Commissioners Annette Guerra Limon and Denise Schmidt presented Certificates of Recognition to the Blumer Family, Knox Family, Pellkofer Family, Pluma Family, and Tobie Flores with State Farm.

2. RECOGNITION OF THE LA HABRA WOMAN'S CLUB FOR DONATION OF NEW COATS TO LA HABRA SCHOOL STUDENTS

Mayor Nigsarian and the City Council invited Gina Whinery and Natalie White to the podium and presented a Certificate of Recognition.

3. RECOGNITION OF THE ROTARY CLUB OF LA HABRA FOR GRANT SUPPORT TO THE LA HABRA WOMAN'S CLUB

Mayor Nigsarian and the City Council invited Chris Kennedy to the podium and presented a Certificate of Recognition.

**RECOGNITION OF COUNCILMEMBER SURICH FOR HER SERVICES FROM APRIL 2024 THROUGH DECEMBER 2024**

Mayor Nigsarian presented a plaque to Councilmember Surich in recognition of her service on City Council, the Planning Commission, and the Community Services Commission.

Councilmember Surich thanked City Council, City staff, and the La Habra community for their support.

The following presented outgoing Councilmember Surich with a Certificate of Recognition:

- Arie Reeves, on behalf of District 64 Assemblymember Blanca Pacheco's Office.
- Alejandra Selia, on behalf of Senator Tom Umberg's Office.
- Brock Chadsey, on behalf of 4<sup>th</sup> District Supervisor Doug Chaffee.

**RECOGNITION OF COUNCILMEMBER NIGSARIAN FOR HIS SERVICES AS MAYOR FROM DECEMBER 2023 THROUGH DECEMBER 2024**

Councilmember Gomez and the City Council presented a gavel plaque to Mayor Nigsarian in recognition of his service as Mayor from December 2023 to December 2024.

The following presented outgoing Mayor Nigsarian with a Certificate of Recognition:

- Alejandra Selia, on behalf of Senator Tom Umberg's Office.
- Arie Reeves, on behalf of District 64 Assembly member Blanca Pacheco's Office.
- Brock Chadsey, on behalf of 4<sup>th</sup> District Supervisor Doug Chaffee.

Mayor Nigsarian thanked the City Council, his wife Carol Nigsarian, and City staff for their support during his term as Mayor.

**SPECIAL ORDER OF BUSINESS:**

**CITY COUNCIL:**

1. APPROVE AND ADOPT A RESOLUTION CERTIFYING THE RESULTS OF THE NOVEMBER 5, 2024, GENERAL MUNICIPAL ELECTION

City Clerk Barone presented the staff report.

City Council discussion was not held.

Mayor Nigsarian invited the public to testify at 7:10 p.m. There was no public testimony.

Moved by Councilmember Surich, seconded by Mayor Pro Tem Espinoza, and CARRIED (5-0) THAT THE CITY COUNCIL APPROVE AND ADOPT **RESOLUTION NO. CC 2024-32** ENTITLED: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA HABRA, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 5, 2024, DECLARING THE RESULTS AND SUCH OTHER MATTERS AS PROVIDED BY LAW.

Said motion CARRIED by the following vote:

AYES: Mayor Nigsarian, Mayor Pro Tem Espinoza,  
Councilmember Gomez, Councilmember Medrano, Councilmember Surich

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

**INSTALLATION OF NEWLY ELECTED COUNCILMEMBERS:**

City Clerk Barone stated that earlier this evening she conducted the official Oaths of Office for newly elected City Councilmembers Daren Nigsarian, Rose Espinoza, and Delwin Lampkin. She indicated that each will be called to the front of the dais on an individual basis, in order of votes received, for the ceremonial Oath of Office to be given by a person of their choosing.

Former City Councilmember Steven Simonian administered the ceremonial Oath of Office to Daren Nigsarian.

City Manager Sadro administered the ceremonial Oath of Office to Rose Espinoza.

Melody Granados administered the ceremonial Oath of Office to Delwin Lampkin.

**PUBLIC COMMENTS:**

Ralph Ornelas, La Habra resident, spoke.

David Peña, La Habra Lions coach, spoke.

Fatima Miles spoke.

**CONSIDERATION ITEMS:**

**CITY COUNCIL:**

City Clerk Barone stated that Consideration Items will be held prior to the Consent Calendar with roll call votes conducted for each item on the agenda..

1. **CONSIDER CITY COUNCIL REORGANIZATION AND APPOINTMENTS TO GOVERNMENTAL AGENCIES AND OUTSIDE BOARDS**

Mayor Nigsarian invited the public to testify at 7:40 p.m. There was no public testimony.

City Clerk Barone acted as presiding officer and conducted roll call votes for Items A through E.

That the City Council consider and elect/appoint:

A. Mayor and Mayor Pro Tem for one-year terms (December 2024 - December 2025).

Moved by Mayor Nigsarian, seconded by Councilmember Medrano, and CARRIED (5-0) TO ELECT ROSE ESPINOZA AS MAYOR FOR A ONE-YEAR TERM (DECEMBER 2024 - DECEMBER 2025).

Said motion CARRIED by the following roll call vote:

AYES: Mayor Nigsarian, Mayor Pro Tem Espinoza,  
Councilmember Gomez, Councilmember Lampkin, Councilmember Medrano

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

Moved by Councilmember Gomez, seconded by Councilmember Nigsarian, and CARRIED (5-0) TO ELECT JOSE MEDRANO AS MAYOR PRO TEM FOR A ONE-YEAR TERM (DECEMBER 2024 - DECEMBER 2025).

Said motion CARRIED by the following roll call vote:

AYES: Mayor Espinoza, Councilmember Gomez, Councilmember Lampkin,  
Councilmember Medrano, Councilmember Nigsarian

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

B. Delegate and Alternate representatives to the Orange County Sanitation District for one-year terms (December 2024-December 2025).

Moved by Mayor Espinoza, seconded by Councilmember Gomez, and CARRIED (5-0) TO APPOINT JOSE MEDRANO AS DELEGATE REPRESENTATIVE TO THE ORANGE COUNTY SANITATION DISTRICT FOR A ONE-YEAR TERM (DECEMBER 2024 - DECEMBER 2025).

Said motion CARRIED by the following roll call vote:

AYES: Mayor Espinoza, Mayor Pro Tem Medrano,  
Councilmember Gomez, Councilmember Lampkin, Councilmember Nigsarian  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

Moved by Mayor Pro Tem Medrano, seconded by Councilmember Gomez, and CARRIED (5-0) TO APPOINT ROSE ESPINOZA AS ALTERNATE REPRESENTATIVE TO THE ORANGE COUNTY SANITATION DISTRICT FOR A ONE-YEAR TERM (DECEMBER 2024 - DECEMBER 2025).

Said motion CARRIED by the following roll call vote:

AYES: Mayor Espinoza, Mayor Pro Tem Medrano,  
Councilmember Gomez, Councilmember Lampkin, Councilmember Nigsarian  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

C. Delegate and Alternate representatives to the Southern California Association of Governments (SCAG) for the purpose of attending and voting at the SCAG General Assembly meetings held in 2025.

Moved by Councilmember Gomez, seconded by Mayor Pro Tem Medrano, and CARRIED (5-0) TO APPOINT ROSE ESPINOZA AS DELEGATE REPRESENTATIVE TO THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) FOR THE PURPOSE OF ATTENDING AND VOTING AT THE SCAG GENERAL ASSEMBLY MEETINGS HELD IN 2025.

Said motion CARRIED by the following roll call vote:

AYES: Mayor Espinoza, Mayor Pro Tem Medrano,  
Councilmember Gomez, Councilmember Lampkin, Councilmember Nigsarian  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

Moved by Mayor Pro Tem Medrano, seconded by Councilmember Nigsarian, and CARRIED (5-0) TO APPOINT JAMES GOMEZ AS ALTERNATE REPRESENTATIVE TO THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) FOR THE PURPOSE OF ATTENDING AND VOTING AT THE SCAG GENERAL ASSEMBLY MEETINGS HELD IN 2025.

Said motion CARRIED by the following roll call vote:

AYES: Mayor Espinoza, Mayor Pro Tem Medrano,  
Councilmember Gomez, Councilmember Lampkin, Councilmember Nigsarian  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

- D. Two Councilmembers to serve on the City's Internal Audit Committee for one-year terms (December 2024 - December 2025).

Moved by Councilmember Gomez, seconded by Councilmember Nigsarian, and CARRIED (5-0) TO APPOINT ROSE ESPINOZA AND JOSE MEDRANO TO SERVE ON THE CITY'S INTERNAL AUDIT COMMITTEE FOR ONE-YEAR TERMS (DECEMBER 2024 - DECEMBER 2025).

Said motion CARRIED by the following roll call vote:

AYES: Mayor Espinoza, Mayor Pro Tem Medrano,  
Councilmember Gomez, Councilmember Lampkin, Councilmember Nigsarian  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

- E. Delegate and Alternate Representative to serve on the Orange County Library Advisory Board for two-year terms (December 2024 - December 2026).

Moved by Councilmember Gomez, seconded by Mayor Pro Tem Medrano, and CARRIED (5-0) TO APPOINT DELWIN LAMPKIN AS DELEGATE REPRESENTATIVE TO THE ORANGE COUNTY LIBRARY ADVISORY BOARD FOR A TWO-YEAR TERM (DECEMBER 2024 - DECEMBER 2026).

Said motion CARRIED by the following roll call vote:

AYES: Mayor Espinoza, Mayor Pro Tem Medrano,  
Councilmember Gomez, Councilmember Lampkin, Councilmember Nigsarian  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

Mayor Pro Tem Medrano nominated Councilmember Gomez to serve as ALTERNATE REPRESENTATIVE TO THE ORANGE COUNTY LIBRARY ADVISORY BOARD FOR A TWO-YEAR TERM. COUNCILMEMBER GOMEZ DECLINED THE NOMINATION DUE TO A SCHEDULING CONFLICT.

Moved by Mayor Pro Tem Medrano, seconded by Councilmember Gomez, and CARRIED (5-0) TO APPOINT DARREN NIGSARIAN AS ALTERNATE REPRESENTATIVE TO THE ORANGE COUNTY LIBRARY ADVISORY BOARD FOR A TWO-YEAR TERM (DECEMBER 2024 - DECEMBER 2026).

Said motion CARRIED by the following vote:

AYES: Mayor Espinoza, Mayor Pro Tem Medrano,  
Councilmember Gomez, Councilmember Lampkin, Councilmember Nigsarian  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

- F. Appointment by the Mayor of one Councilmember to serve on the City's Emergency Preparedness Council as Vice Chair for a one-year term (December 2024 - December 2025).

Mayor Espinoza appointed Councilmember Nigsarian to serve on the Emergency Preparedness Council as Vice Chair for a one-year term (December 2024 – December 2025).

**CONSENT CALENDAR:**

Moved by Councilmember/Director Nigsarian, seconded by Mayor Pro Tem/Vice Chair Medrano, and CARRIED (5-0) TO APPROVE CITY COUNCIL CONSENT CALENDAR ITEMS NO. 1 THROUGH 9; CITY COUNCIL, AGENCY, & AUTHORITIES ITEM 1; SUCCESSOR AGENCY ITEM 1, CIVIC IMPROVEMENT AGENCY ITEM 1, HOUSING AUTHORITY ITEM 1, AND UTILITY AUTHORITY ITEMS 1 AND 2.

Said motion CARRIED by the following roll call vote:

AYES: Mayor/Chair Espinoza, Mayor Pro Tem/Vice Chair Medrano,  
Councilmember/Director Gomez, Councilmember/Director Lampkin,  
Councilmember/Director Nigsarian

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

**CITY COUNCIL:**

1. PROCEDURAL WAIVER: Waive reading in full of resolutions and ordinances and approval and adoption of same by reading title only.

2. APPROVE DENIAL OF LIABILITY CLAIM OF AMERICAN AUTOMOBILE CLUB (AAA)

That the City Council deny the claim of American Automobile Club (AAA) in order to set a definite six-month Statute of Limitations date.

3. APPROVE DENIAL OF LIABILITY CLAIM OF MR. PEDRO PONCE

That the City Council deny the claim of Mr. Pedro Ponce in order to set a definite six-month Statute of Limitations date.

4. APPROVE DENIAL OF LIABILITY CLAIM OF SALMA NASOORDEEN AND HASNI AINI

That the City Council deny the claim of Salma Nasoordeen and Hasni Aini in order to set a definite six-month Statute of Limitations date.

5. TAKE ACTIONS RELATED TO COLLECTION AND ADMINISTRATION OF MEASURE V TAX, AUTHORIZATION OF AGREEMENTS WITH CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION AND WITH HINDERLITER DE LLAMAS & ASSOCIATES, AND AUTHORIZATION OF USE OF STATE TAX RECORDS

That the City Council:

- A. Authorize the City Manager to enter into a Master Services Agreement with Hinderliter de Llamas & Associates (HdL) to provide services in connection with taxes administered by the California Department of Tax and Fee Administration;
  - B. APPROVE AND ADOPT **RESOLUTION NO. CC 2024-33** ENTITLED: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA HABRA, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION FOR IMPLEMENTATION OF A LOCAL TRANSACTIONS AND USE TAX; and,
  - C. APPROVE AND ADOPT **RESOLUTION NO. CC 2024-34** ENTITLED: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA HABRA, CALIFORNIA, AUTHORIZING EXAMINATION OF SALES OR TRANSACTIONS AND USE TAX RECORDS.
6. APPROVE PARCEL MAP NO. 2023-149 AT 310-330 EAST WHITTIER BOULEVARD, AS SUBMITTED, AND ACCEPT THE DEDICATION FOR PUBLIC HIGHWAY AND PUBLIC UTILITY PURPOSES ON WHITTIER BOULEVARD AND CYPRESS STREET

That the City Council approve Parcel Map No. 2023-149 at 310-330 East Whittier Boulevard, as submitted, and accept the dedication for public highway and public utility purposes on Whittier Boulevard and Cypress Street.

7. APPROVE AMENDMENT NO. 1 TO THE LAND LEASE AGREEMENT WITH ORANGE COUNTY HEAD START FOR THE CONTINUED USE OF CITY PROPERTY LOCATED AT 1060 WEST LAMBERT ROAD

That the City Council approve and authorize the City Manager to execute Amendment No. 1 to the Land Lease Agreement with Orange County Head Start to extend the term of the lease for City-owned property at 1060 West Lambert Road through June 30, 2038.

8. APPROVE A RESOLUTION CONCERNING THE ANNUAL MEASURE M2 (M2) EXPENDITURE REPORT

That the City Council APPROVE AND ADOPT **RESOLUTION NO. CC 2024-35** ENTITLED A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA HABRA, CALIFORNIA, CONCERNING THE MEASURE M2 (M2) EXPENDITURE REPORT FOR THE CITY OF LA HABRA.

9. WARRANTS: APPROVE NOS. 00145321 TOTALING \$6,354.25; AND WARRANTS 1636 THROUGH 1880 TOTALING \$2,238,375.93; AND APPROVE WIRE TRANSFERS DATED 11/21/24 AND 12/05/24, TOTALING \$853,393.79

That the City Council approve Nos. 00145321 totaling \$6,354.25 and 1636 through 1880 totaling \$2,238,375.93; and approve Wire Transfer dated 11/21/24 and 12/05/24, totaling \$853,393.79.

**CITY COUNCIL, AGENCY & AUTHORITIES:**

1. APPROVE AND ADOPT THE ANNUAL INVESTMENT POLICY FOR CALENDAR YEAR 2025

That the City Council, Successor Agency to the Redevelopment Agency of the City of La Habra, La Habra Civic Improvement Authority, City of La Habra Housing Authority, and La Habra Utility Authority review, approve and adopt the City's Annual Investment Policy for implementation beginning January 1, 2025.

**SUCCESSOR AGENCY:**

1. APPROVE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF LA HABRA MEETING MINUTES

That the Successor Agency approve the Successor Agency to the Redevelopment Agency of the City of La Habra Meeting Minutes of:

- November 4, 2024
- November 18, 2024
- December 2, 2024

**CIVIC IMPROVEMENT AUTHORITY:**

1. APPROVE LA HABRA CIVIC IMPROVEMENT AUTHORITY MEETING MINUTES

That the Civic Improvement Authority approve the La Habra Civic Improvement Authority Meeting Minutes of:

- November 4, 2024
- November 18, 2024
- December 2, 2024

**HOUSING AUTHORITY:**

1. APPROVE CITY OF LA HABRA HOUSING AUTHORITY MEETING MINUTES

That the Housing Authority approve the City of La Habra Housing Authority Meeting Minutes of December 2, 2024.

**UTILITY AUTHORITY:**

1. APPROVE CITY OF LA HABRA UTILITY AUTHORITY MEETING MINUTES

That the Housing Authority approve the City of La Habra Housing Authority Meeting Minutes of:

- November 18, 2024
- December 2, 2024

2. APPROVE THE INITIATION OF PROCEEDINGS TO REFUND CERTAIN OUTSTANDING OBLIGATIONS OF THE LA HABRA UTILITY AUTHORITY AND APPROVE THE ENGAGEMENT OF PROFESSIONAL SERVICES REQUIRED TO ASSIST THE AUTHORITY TO REFUND OUTSTANDING OBLIGATIONS

That the Utility Authority approve and adopt **RESOLUTION NO. UA 2024-02** ENTITLED: A RESOLUTION OF THE LA HABRA UTILITY AUTHORITY APPROVING THE INITIATION OF PROCEEDINGS TO REFINANCE THE OUTSTANDING LA HABRA UTILITY AUTHORITY WATER REVENUE BONDS, SERIES 2013A AND TO ENGAGE PROFESSIONAL SERVICES.

**CONSENT CALENDAR ITEMS REMOVED FOR SEPARATE DISCUSSION:** None.

**PUBLIC HEARINGS:** None at this time.

**MAYOR'S COMMUNITY CALENDAR:**

Mayor Espinoza announced upcoming community events and activities.

**COMMENTS FROM STAFF:**

City Manager Sadro thanked former Councilmember Surich for her service on City Council, thanked Councilmember Nigsarian for his service as Mayor, and congratulated newly elected Councilmember Lampkin. He wished everyone happy holidays.

**COMMENTS FROM COUNCILMEMBERS/DIRECTORS:**

Each City Councilmember/Director reported on their attendance to current community events and activities.

Councilmember/Director Gomez congratulated Police Captain Daniel Barnes on his retirement and 30 years of service to the City of La Habra, and made a motion that a City tile be purchased in honor of his retirement. Seconded by Mayor Pro Tem/Vice Chair Medrano.

Mayor Pro Tem/Vice Chair Medrano made a motion that a City tile be purchased for Carrie Surich in honor of her service to the La Habra community. Seconded by Councilmember/Director Gomez.

**ADJOURNMENT:** Mayor/Chair Espinoza adjourned the meeting at 8:12 p.m. to Tuesday, January 21, 2025, at 5:30 p.m. in the City Council Closed Session Room 112c, 100 East La Habra Boulevard, followed by the Regular Meeting at 6:30 p.m. in the City Council Chamber.

Respectfully submitted,

Rhonda J. Barone, CMC  
City Clerk/Secretary

These Minutes were approved on \_\_\_\_\_.