

**MINUTES OF THE  
LOMITA CITY COUNCIL  
REGULAR MEETING  
TUESDAY, DECEMBER 5, 2023**

**1. OPENING CEREMONIES**

a. Call Meeting to Order

The regular meeting of the Lomita City Council was called to order by Mayor Waite at 6:02 p.m. on Tuesday, December 5, 2023, in the Council Chambers at Lomita City Hall, 24300 Narbonne Avenue, Lomita, California.

b. Flag Salute

Mayor Waite led the salute to the flag.

c. Invocation

Mayor Waite gave the invocation.

d. Roll Call

**PRESENT:** Council Members: Segawa, Waronek, Mayor Pro Tem Uphoff, and Mayor Waite

**ABSENT:** Council Member Gazeley

**STAFF PRESENT:** City Manager Smoot, Associate City Attorney Ornelas, Assistant City Manager Sugano, Public Works Director Dillon, Community and Economic Development Director Rindge, Administrative Services Director Kamada, Recreation Manager Kelley, Senior Management Analyst Hernandez, and City Clerk Gregory

**2. APPROVAL OF AGENDA**

Council Member Segawa made a motion, seconded by Mayor Pro Tem Uphoff to approve the agenda.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waronek, Mayor Pro Tem Uphoff, and Mayor Waite

NOES: None

ABSENT: Council Member Gazeley

**3. PRESENTATIONS**

Mayor Pro Tem Uphoff presented Mayor Waite with a plaque honoring his year as Mayor. Mayor Waite spoke of his pride in both the Council and City staff, and thanked his wife for her support.

His fellow Council Members gave brief comments honoring him for his service.

Jennifer LaMarque, South Bay Deputy, Office of Supervisor Janice Hahn, 4th District, presented Mayor Waite with a certificate of recognition.

#### **4. APPOINTMENT OF MAYOR AND MAYOR PRO TEM (No Staff Report)**

Mayor Waite called for nominations for Mayor. Council Member Segawa nominated Mayor Pro Tem Uphoff, and noted that she had spoken with Council Member Gazeley prior to the meeting and that he was supportive of this nomination. Council Member Waronek seconded the nomination.

As there were no additional nominations, Mayor Waite closed the nominations and asked for a vote.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waronek, Mayor Pro Tem Uphoff, and Mayor Waite  
NOES: None  
ABSENT: Council Member Gazeley

Mayor Uphoff called for nominations for Mayor Pro Tem. Council Member Segawa nominated Council Member Waronek, and Council Member Waite seconded the nomination.

As there were no additional nominations, Mayor Uphoff closed the nominations and asked for a vote.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waronek, Mayor Pro Tem Uphoff, and Mayor Waite  
NOES: None  
ABSENT: Council Member Gazeley

City Clerk Gregory presented bouquets to Mrs. Uphoff and Mrs. Waronek. Council Member Waite noted that his wife had received a Handel's ice cream gift card in lieu of flowers.

#### **5. ORAL COMMUNICATIONS**

Mayor Uphoff announced the time for oral communications.

George Kivett, Lomita resident, expressed concerns about City Council meeting video recordings being posted to the City's website in a timely manner.

As there were no further requests to speak, Mayor Uphoff closed oral communications.

**6. ORAL COMMUNICATIONS AND MEETING ATTENDANCE REPORTS FROM THE CITY COUNCIL**

Council Member Waite reported on the following:

- December 4 – Employee Appreciation & Holiday Party

Council Member Segawa reported on the following:

- December 1 – Holiday Tree Lighting
- December 1 – Kiwanis Club's Mayor's Prayer Breakfast
- Announced Santa at the Lomita Railroad Museum on December 9

Mayor Pro Tem Waronek reported on the following:

- November 29 – Lomita Chamber of Commerce Mixer
- December 1 – Holiday Tree Lighting
- December 2 – Kiwanis Club's Breakfast with Santa
- December 4 – Employee Appreciation & Holiday Party
- December 5 – Annual Holiday Open House
- Announced Lomita Chamber of Commerce Toy Drive/Mixer on December 13
- Recent Southern California Association of Governments Economic Development Summit

Mayor Uphoff reported on the following:

- November 27 – League of California Cities New Laws Seminar
- November 30 – South Bay Aerospace Alliance Meeting
- December 1 – Kiwanis Club's Mayor's Prayer Breakfast
- December 1 – Holiday Tree Lighting
- December 4 – Employee Appreciation & Holiday Party

**7. CITY MANAGER'S REPORT (information only)**

City Manager Smoot had nothing to report. Lieutenant Mike White introduced the new Lomita Station CORE Deputy, Daniel Okamoto.

**8. CONSENT AGENDA**

**RECOMMENDED ACTION:** That Consent Agenda Items 7a-d be approved.

Council Member Segawa made a motion, seconded by Mayor Pro Tem Waronek to approve the agenda.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff

NOES: None

ABSENT: Council Member Gazeley

- a. Motion to Waive Full Reading of Ordinances and that They be Read in Title Only

**RECOMMENDED ACTION:** Approve motion.

- b. Minutes of the Special City Council Meeting of November 17, 2023, and the Regular City Council Meeting of November 21, 2023

**RECOMMENDED ACTION:** Approve minutes.

- c. Warrants/Payroll Register

**RECOMMENDED ACTION:** Approve and file Warrants/Payroll Register.

- d. Lomita Local Hazard Mitigation Plan Update

**RECOMMENDED ACTION:** 1) Accept grant funds from the FEMA Hazard Mitigation Grant Program to update the Local Hazard Mitigation Plan in the amount up to \$72,680.85 for project costs and \$3,622.80 for subrecipient grant management costs. Appropriate the 10% required city match of up to \$7,268.08 for the project costs; and 2) Approve a Professional Services Agreement with Risk Management Professionals to provide consultant services related to the preparation of a comprehensive Lomita Local Hazard Mitigation Plan update for \$50,247 plus a 10% contingency of \$5,025, for a total of \$55,272 and authorize the City Manager to execute.

## 9. SCHEDULED ITEMS

- a. **DISCUSSION AND CONSIDERATION OF COUNCIL MEMBERS ASSIGNMENTS TO VARIOUS ORGANIZATIONS FOR CALENDAR YEAR 2024**

**RECOMMENDED ACTION:** Review the Council Member appointments and assignments chart and designate delegates to represent the City at various member organization meetings for the calendar year January through December 2024.

City Manager Smoot opened the item for discussion.

Council reviewed the list and appointed delegates and alternates to each organization. It was Council consensus to dissolve the City Resiliency Ad Hoc Committee.

Mayor Pro Tem Waronek made a motion, seconded by Council Member Waite to make the appointments as designated by the Council and to dissolve the City Resiliency Ad Hoc Committee.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff  
NOES: None  
ABSENT: Council Member Gazeley

**b. DISCUSSION AND CONSIDERATION OF A RESOLUTION APPROVING AN EMPLOYMENT AGREEMENT WITH JOE HOEFGEN TO SERVE AS INTERIM CITY MANAGER**

**RECOMMENDED ACTION:** Adopt Resolution 2023-30 approving an employment agreement with Joe Hoefgen to serve as Interim City Manager.

**RESOLUTION NO. 2023-30 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, APPOINTING JOE HOEFGEN AS INTERIM CITY MANAGER AND APPROVING AN EMPLOYMENT AGREEMENT**

City Manager Smoot presented the staff report per the agenda material. His resignation takes effect January 1, 2024, and Mr. Hoefgen would begin work for the City on January 2, 2024, if the agreement is approved.

Mr. Hoefgen introduced himself and shared his background in municipal government.

Council Member Segawa made a motion, seconded by Mayor Pro Tem Waronek to approve the recommended action.

It was noted that the signature line of the resolution should be changed to show Mayor Uphoff's name.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff  
NOES: None  
ABSENT: Council Member Gazeley

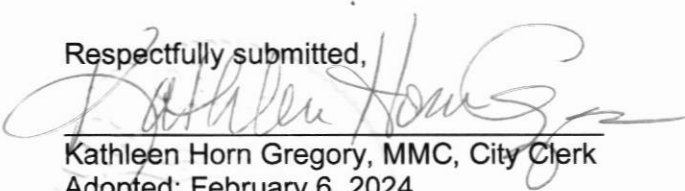
**10. PUBLIC HEARINGS**

None scheduled.

**11. ADJOURNMENT**

There being no further business to discuss, Mayor Uphoff adjourned the meeting at 6:48 p.m.

Respectfully submitted,

  
Kathleen Horn Gregory, MMC, City Clerk  
Adopted: February 6, 2024