

**MINUTES OF THE
LOMITA CITY COUNCIL
REGULAR MEETING
TUESDAY, DECEMBER 19, 2023**

1. OPENING CEREMONIES

a. Call Meeting to Order

The regular meeting of the Lomita City Council was called to order by Mayor Uphoff at 6:00 p.m. on Tuesday, December 19, 2023, in the Council Chambers at Lomita City Hall, 24300 Narbonne Avenue, Lomita, California.

b. Flag Salute

Council Member Waite led the salute to the flag.

c. Invocation

Mayor Pro Tem Waronek gave the invocation.

d. Roll Call

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

ABSENT: Council Member Gazeley

STAFF PRESENT: City Manager Smoot, City Attorney Rusin, Assistant City Manager Sugano, Public Works Director Dillon, Administrative Services Director Kamada, Recreation Manager Kelley, Senior Management Analyst Hernandez, Associate Planner MacMorran, Parking Enforcement Supervisor Campos, and City Clerk Gregory

2. APPROVAL OF AGENDA

Council Member Segawa made a motion, seconded by Mayor Pro Tem Waronek to approve the agenda, with scheduled item no. 8c moved to be presented during the presentation portion of the meeting.

MOTION CARRIED by the following vote:

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

NOES: None

ABSENT: Council Member Gazeley

3. PRESENTATIONS

The City Council honored the first-place football and volleyball teams from Lomita Park's 2023 Youth Sports' program. Players and coaches for each team received certificates of recognition.

Outgoing City Manager Smoot was honored by the Council for his service to the City. He was presented with a plaque of appreciation.

4. ORAL COMMUNICATIONS

Mayor Uphoff announced the time for oral communications. There being no requests from the public to speak, Mayor Uphoff closed oral communications.

5. ORAL COMMUNICATIONS AND MEETING ATTENDANCE REPORTS FROM THE CITY COUNCIL

Council Member Waite reported on the following:

- December 6 – South Bay Cities Council of Governments (SBCCOG) South Bay Energy and Climate Recognition Program
- December 9 – His a cappella group performed beside Salvation Army bell-ringers at Sam's Club
- December 11 – SBCCOG Steering Committee Meeting
- December 14 – Menorah Lighting at City Hall
- December 15 – South Bay Association of Chambers of Commerce (SBACC) Installation

Council member Segawa reported on the following:

- December 12 – Founders Day/60th Anniversary Subcommittee Meeting
- Recent Reception for State Senator Ben Allen
- December 15 – SBACC Installation

Mayor Pro Tem Waronek reported on the following:

- Recent California Contract Cities Association (CCCA) Executive Board Meeting
- December 7 – Southern California Association of Governments Southern California Economic Summit
- Recent Street Racing Kills Scholarship Event
- Recent Joint Powers Insurance Authority Executive Committee Meeting
- December 14 – Lomita Chamber of Commerce Holiday Board Meeting
- December 15 – Lomita Fire Station Visit to Local Schools with Santa and Mrs. Claus
- December 15 – SBACC Installation
- Encouraged others to volunteer for Salvation Army bell-ringing shifts at Sam's Club on December 23

Mayor Uphoff reported on the following:

- December 13 – CCCA Annual All Cities Holiday Reception
- Recent Reception for State Senator Ben Allen
- December 15 – SBACC Installation

6. CITY MANAGER'S REPORT (information only)

City Manager Smoot had nothing to report.

7. CONSENT AGENDA

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

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

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 Regular City Council Meetings of September 5, 2023, and October 3, 2023.

RECOMMENDED ACTION: Approve minutes.

- c. Warrants/Payroll Register

RECOMMENDED ACTION: Approve and file Warrants/Payroll Register.

- d. Monthly Report for the Administrative Services Department

RECOMMENDED ACTION: Receive and file the report.

- e. Monthly Report for the City Manager's Department

RECOMMENDED ACTION: Receive and file the report.

- f. Monthly Report for the Community and Economic Development Department

RECOMMENDED ACTION: Receive and file the report.

- g. Monthly Report for the Recreation and Facilities Division

RECOMMENDED ACTION: Receive and file the report.

- h. Monthly Report for the Public Works Department

RECOMMENDED ACTION: Receive and file the report.

- i. November 2023 Treasury & Investment Report

RECOMMENDED ACTION: Receive and file the report.

- j. Professional Services Agreement with Administrative Services Co-Op for the Dial-A-Ride Program (DAR)

RECOMMENDED ACTION: Authorize the City Manager to execute a one-year contract with Administrative Services Co-Op to provide Dial-a-Ride (DAR) program services.

- k. Agreement with Tripepi Smith Talent Solutions to Provide City Manager Executive Recruitment Services

RECOMMENDED ACTION: Approve the agreement and authorize the City Manager to execute the agreement.

8. SCHEDULED ITEMS

- a. **DISCUSSION AND CONSIDERATION OF CANCELLING THE TUESDAY, JANUARY 2, 2024, REGULAR CITY COUNCIL MEETING** (No staff report)

RECOMMENDED ACTION: Cancel the Tuesday, January 2, 2024, Regular City Council meeting due to the holiday break.

City Manager Smoot opened the item for Council discussion. There being none, Mayor Uphoff invited public comment. There being no requests from the public to speak on this item, Mayor Uphoff brought the item back to the Council for a motion.

Council Member Segawa made a motion, seconded by Council Member Waite, to approve the recommended action.

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 CITY OF LOMITA SPECIAL AND 60TH ANNIVERSARY COMMUNITY EVENTS**

RECOMMENDED ACTION: Approve the City of Lomita's Special Events for 2024-2025.

Recreation Manager Kelley outlined new special events for 2024-2025, including a classic car show as part of National Night Out, a cornhole tournament, and the City's 60th Anniversary event to be held on February 15, which will feature a parade and a ceremony. Additional funding is requested due to the inclusion of the 60th Anniversary event.

Senior Management Analyst Hernandez spoke about other events including the 60th Anniversary art contest, whose winning submissions will be featured in an 18-month calendar which will highlight dates of upcoming special events in Lomita. Other events

slated for this year include special City Council recognition of residents with unique ties to Lomita, and a Red Cross blood drive on February 6.

Brief Council discussion took place relative to a possible tie-in to a food recycling program to interest Athens Services in sponsoring the 60th Anniversary event, and of including other significant dates on the calendar such as Lomita Little League Opening Day.

There being no requests from the public to speak on this item, Mayor Uphoff invited further discussion or a motion.

Brief Council discussion took place relative to whether to continue the annual golf tournament due to its demands on staff time and reduction in proceeds in recent years.

Assistant City Manager Sugano stated that fewer golfers and higher costs have resulted in decreased revenue from the event.

Brief Council discussion took place relative to how staff turnover results in a lack of consistency in planning/holding special events such as the golf tournament, and offering sponsorship packages that include major events for the whole year.

The Council requested that the golf tournament be brought back for further discussion at a future meeting.

Council Member Waite made a motion, seconded by Mayor Pro Tem Waronek to approve the recommended action, and to approve additional funding for the 60th Anniversary event.

MOTION CARRIED by the following vote:

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

NOES: None

ABSENT: Council Member Gazeley

c. **DISCUSSION AND CONSIDERATION OF THE ACCEPTANCE OF THE CITY'S AUDIT REPORT FOR FISCAL YEAR 2022-2023**

RECOMMENDATION: Receive and file the Fiscal Year 2022-2023 Annual Comprehensive Financial Report (ACFR), Fiscal Year 2022-2023 Single Audit Report, and the Measure W Audit Report for Fiscal Years 2020-2021, 2021-2022, and 2022-2023.

Administrative Services Director Kamada introduced Matt Lenton, CPA of Gruber and Lopez, Inc., the City's Auditing Director. He gave a brief presentation outlining the ACFR, Single Audit Report, and the Measure W Audit Report for Fiscal Years 2020-2021, 2021-2022, and 2022-2023. He outlined the process, including reconciling the general ledger to detailed sub-ledgers, objectives, audit products produced, and the results: an unmodified opinion (the highest opinion possible) on the City's financial statements issued on December 13, 2023. He also outlined financial statement highlights, and General Fund budgetary highlights.

The Council noted the City's excellent financial position.

Mayor Uphoff invited additional Council discussion. There being none, Mayor Uphoff invited public comment. There being no requests from the public to speak on this item, Mayor Uphoff brought the item back to the Council for a motion.

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

MOTION CARRIED by the following vote:

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

d. **DISCUSSION AND CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HAZEN AND SAWYER FOR ENGINEERING DESIGN SERVICES FOR THE DOWNTOWN LOMITA MULTI-BENEFIT STORMWATER PROJECT**

RECOMMENDED ACTION: 1) Approve a Professional Services Agreement with Hazen and Sawyer for Engineering Design Services for the Downtown Lomita Multi-Benefit Stormwater Project in the amount of \$853,777 plus a 10% contingency amount of \$85,378, for a total amount of \$939,155; and 2) Authorize the City Manager and City Clerk to execute the Agreement.

Public Works Director Dillon presented the staff report per the agenda material, which included the project overview and objectives. If approved, the detailed design phase would begin in January 2024. She noted prior milestones relative to the project, and spoke of the funding in place, which consists largely of grants. She also outlined the benefits of the project, including promoting socialization in downtown Lomita.

Mayor Uphoff invited Council discussion. There being none, Mayor Uphoff invited public comment. There being no requests from the public to speak on this item, Mayor Uphoff brought the item back to the Council for a motion.

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

MOTION CARRIED by the following vote:

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

9. **PUBLIC HEARINGS**

a. **DISCUSSION AND CONSIDERATION OF AN ORDINANCE TO IMPLEMENT A DEFINED LENGTH OF ONE HUNDRED (100) FEET OF VEHICLE MOVEMENT FOLLOWING NOTICE OF SEVENTY-TWO (72) HOURS OF CONSECUTIVE NON-MOVEMENT (First Reading)**

RECOMMENDED ACTION: After conducting a public hearing, and after the City Attorney reads the title, introduce on first reading an ordinance amending Title VIII (Motor Vehicles and Traffic), Chapter 1 (Traffic and Parking), Article 1. (In General), Section 8-1.05(a) of the Lomita Municipal Code, to implement a defined length of one hundred (100) feet of vehicle movement following notice of seventy-two (72) hours of consecutive non-movement. Also, establishing an exception for vehicles which move across from their location or around the corner of their location, if less than one hundred (100) feet moved.

Senior Management Analyst Hernandez presented the staff report per the agenda material. She gave the background and intent of this law, which is to reduce the number of abandoned vehicles parked on City streets. She introduced Parking Enforcement Supervisor Campos who gave additional information based on his research which resulted in the recommendations behind this ordinance. If vehicles are in non-compliance, they will be towed unless there are certain special circumstances.

Mayor Uphoff invited Council discussion. There being none, Mayor Uphoff opened the public hearing at 7:01 p.m. There being no requests from the public to speak on this item, Mayor Uphoff closed the public hearing at 7:01 p.m. and brought the item back to the Council for a motion.

City Attorney Rusin read the title of the ordinance to be introduced.

Council Member Waite made a motion, seconded by Council Member Segawa, to approve the recommended action.

MOTION CARRIED by the following vote:

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

Introduced the following titled ordinance:

ORDINANCE NO. 859 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, APPROVING AN ORDINANCE AMENDING LOMITA MUNICIPAL CODE TITLE VIII (MOTOR VEHICLES AND TRAFFIC), CHAPTER 1 (TRAFFIC AND PARKING), ARTICLE 1. (IN GENERAL), SECTION 8-1.05(A), TO IMPLEMENT A DEFINED LENGTH OF ONE HUNDRED (100) FEET OF VEHICLE MOVEMENT FOLLOWING NOTICE OF SEVENTY-TWO (72) HOURS OF CONSECUTIVE NON-MOVEMENT

b. DISCUSSION AND CONSIDERATION OF A RESOLUTION APPROVING A ONE-YEAR EXTENSION FOR VESTING TENTATIVE PARCEL MAP NO. 83039

RECOMMENDED ACTION: Adopt Resolution No. 2023-31, approving a one-year extension of VTPM No. 83039 to subdivide a 19,148 square-foot, single-family residential lot into two single-family residential lots and finding the project categorically exempt from the Categorical Environmental Quality Act., subject to the conditions of approval.

Mayor Uphoff recused himself from discussion of this item as he lives within 300 feet of the property. He left the dais and the meeting (as this was the final item) at 7:03 p.m.

Mayor Pro Tem Waronek took over as Chair of the meeting. Associate Planner MacMorran presented the staff report per the agenda material, which included the project background.

There was brief discussion relative to the reason for the extension. Associate Planner MacMorran stated that extra time was necessary for the applicant to meet the conditions, including demolishing the house, which was occupied.

Mayor Pro Tem Waronek invited Council discussion. There being none, Mayor Pro Tem Waronek opened the public hearing at 7:06 p.m. There being no requests from the public to speak on this item, Mayor Pro Tem Waronek closed the public hearing at 7:06 p.m. and brought the item back to the Council for a motion.

Council Member Segawa made a motion, seconded by Council Member Waite, to approve the recommended action.

MOTION CARRIED by the following vote:

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

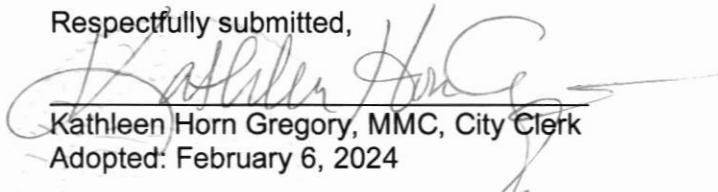
Adopted the following titled resolution:

RESOLUTION NO. 2023-31 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA APPROVING A ONE-YEAR EXTENSION FOR VESTING TENTATIVE PARCEL MAP NO. 83039, A SUBDIVISION OF ONE 19,148 SQUARE-FOOT SINGLE-FAMILY RESIDENTIAL LOT INTO TWO SINGLE-FAMILY RESIDENTIAL LOTS LOCATED AT 25307 OAK STREET, DESIGNATED LOW DENSITY RESIDENTIAL BY THE GENERAL PLAN AND FINDING THE ACTION TO BE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

10. ADJOURNMENT

There being no further business to discuss, Mayor Pro Tem Waronek adjourned the meeting at 7:07 p.m.

Respectfully submitted,


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