

**TRI TA**  
Mayor

**CARLOS MANZO**  
Vice Mayor, District 2

**TAI DO**  
Council Member

**KIMBERLY HO**  
Council Member, District 3

**CHI CHARLIE NGUYEN**  
Council Member



## **AGENDA**

### **CITY COUNCIL/SUCCESSOR AGENCY TO THE WESTMINSTER REDEVELOPMENT AGENCY**

#### **REGULAR MEETING**

**MARCH 23, 2022**

**CLOSED SESSION - 6:00 p.m. | OPEN SESSION - 7:00 p.m.**

**Public Access Via Teleconference/Web Conference Only**  
**8200 WESTMINSTER BOULEVARD**  
**WESTMINSTER, CALIFORNIA 92683**

In an effort to protect public health and prevent the spread of coronavirus (COVID-19), the City of Westminster encourages the public to view this City Council meeting on television or online. The Council Chambers will be closed to adhere to guidelines for practicing safe social distancing and within the guidelines for gatherings.

If you need special assistance to participate in this meeting, including interpretation, please contact the City Clerk's office at (714) 548-3237. Notification of 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 American Disabilities Act Title II)

Documents provided to a majority of the City Council regarding any item on this agenda are available for public inspection on the City's website at [www.westminster-ca.gov](http://www.westminster-ca.gov).

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**SPECIAL NOTICE REGARDING CORONAVIRUS (COVID-19) AND ATTENDANCE AT PUBLIC MEETINGS**

On March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On September 17, 2021, Governor Newsom signed AB 361 related to the Brown Act and remote meetings during the state of emergency. AB 361 allows local agencies to continue to conduct remote or “Zoom” meetings during a declared State of Emergency. The City Council adopted *Resolution No. 5102 on February 23, 2022*, determining as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees. The City Council shall make this determination every 30 days. Pursuant to AB 361, please be advised that some or all of the Westminster City Council Members will participate in meetings via teleconference/web conference.

**MEETINGS**

Regular meetings of the City Council are held the second and fourth Wednesday of each month at the hour of 6:00 p.m. (5:00 p.m. if deemed necessary) for Closed Session matters, if required. **The public session of the meeting shall commence at 7:00 p.m.** or as soon thereafter as possible.

**AGENDA INFORMATION**

The agenda contains a brief general description of each item to be considered. The agenda and supporting documentation are available for public review no later than 72 hours prior to the meeting. The agenda can be accessed on the City's web site at [www.westminster-ca.gov](http://www.westminster-ca.gov). Live video streaming of regular meetings and an archive of agendas and minutes are also available on the City's website. Visit [https://westminsterca.granicus.com/ViewPublisher.php?view\\_id=2](https://westminsterca.granicus.com/ViewPublisher.php?view_id=2) to subscribe to agenda notifications.

**ATTENDANCE AND PARTICIPATION BY THE PUBLIC**

**IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19, IN LIEU OF ATTENDING THE MEETING, MEMBERS OF THE PUBLIC MAY VIEW THE MEETING LIVE IN ONE OF THE FOLLOWING WAYS:**

- City of Westminster YouTube Channel
- City of Westminster Streaming Video Online
- Westminster WTV: Spectrum Channel 3, Frontier FiOS Channel 42, and AT&T U-Verse Channel 99
- Zoom (see instructions on next page)

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**To view the meeting via Zoom, please visit:** <https://us02web.zoom.us/j/85380062415>

Or One tap mobile:

US: +16699009128,,85380062415# or +13462487799,,85380062415#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

**Webinar ID:** **853 8006 2415**

International numbers available: <https://us02web.zoom.us/j/85380062415>

**MEMBERS OF THE PUBLIC WHO WISH TO ADDRESS THE CITY COUNCIL MAY SUBMIT COMMENTS IN WRITING UP TO 24 HOURS PRIOR TO THE MEETING:**

- E-mail your comments to [eComments@westminster-ca.gov](mailto:eComments@westminster-ca.gov).
- Comments received via e-mail will be provided to the City Council and be reflected in the minutes, and will be read in full or in summary during Oral Communications or Public Hearings (if applicable).
- Profanity, obscenity, or discriminatory language will not be read.
- Your comments will become part of the official meeting record. You must provide your full name, but please do not provide any other personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published.

**IN LIEU OF WRITTEN COMMENTS, MEMBERS OF THE PUBLIC WHO WISH TO VERBALLY ADDRESS THE CITY COUNCIL DURING ORAL COMMUNICATIONS MAY SPEAK VIA ZOOM IN ONE OF TWO WAYS:**

- **TO REQUEST TO SPEAK IN ADVANCE:**
  - E-mail your request to speak at the meeting along with your name to [eComments@westminster-ca.gov](mailto:eComments@westminster-ca.gov).
  - Make sure you are logged into Zoom prior to the start of Oral Communications or Public Hearings (if applicable).
  - Those who request to speak in advance will be called first and in the order in which the requests were received by the City Clerk's Office. Please raise your hand by clicking on the option or pressing \*9 on your phone.
  - When your name is called, the City Clerk will enable your microphone and you must press the "unmute" button to unmute yourself. If calling from a telephone or cell phone, press \*6 on your dial pad to mute and unmute.
  - Please state your name and city of residence for the record.
  - Your microphone will be muted if you begin to use profane, obscene, or discriminatory language.

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• **TO SPEAK WITHOUT AN ADVANCED REQUEST:**

- Speakers who have already submitted an e-Comment (see previous page) will not be permitted to speak during Oral Communications or Public Hearings (if applicable).
- Speakers must attend the Council meeting via Zoom in order to speak to the Council.
- The City Clerk will announce the start of Oral Communications or comments for the Public Hearing item and ask speakers to press the “Raise Your Hand” button. If you are using a telephone and have dialed in, press \*9 to raise your hand.
- When your name is called, the City Clerk will enable your microphone and you must press the “unmute” button to unmute yourself. If calling from a telephone or cell phone, press \*6 on your dial pad to mute and unmute.
- Please state your name and city of residence for the record.
- Your microphone will be muted if you begin to use profane, obscene, or discriminatory language.

Except as specifically provided by law for closed sessions, all meetings of the City Council Agency shall be open and public. Agendas for the City Council meetings provide the public an opportunity to directly address the City Council on items of interest to the public that are within the subject matter jurisdiction of the City Council on any agenda items. NO action may be taken on items not listed on the agenda unless authorized by law.

**WEBSITE/TELEVISED MEETING SCHEDULE**

Regular City Council meetings are broadcast live on Westminster Cable Channel 3 and REBROADCAST on Monday at 5:00 p.m., Wednesday at 7:00 p.m., Friday at 7:00 a.m. and Sunday at 8:30 a.m. The City's website ([www.westminster-ca.gov](http://www.westminster-ca.gov)) provides information about viewing live and archived City Council meetings. If you have internet access, you can follow the meeting live with a video stream on your computer. You will also have access to an archive of recent City Council meeting agendas, videos and minutes.

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**6:00 P.M.**  
**CLOSED SESSION**

**PUBLIC COMMENTS MAY BE RECEIVED BY THE CITY COUNCIL PRIOR TO ANY ITEM TO BE CONSIDERED IN CLOSED SESSION.**

**CALL TO ORDER**

**ROLL CALL**

MAYOR TRI TA  
VICE MAYOR MANZO  
COUNCIL MEMBER DO  
COUNCIL MEMBER HO  
COUNCIL MEMBER NGUYEN

**CLOSED SESSION**

The City Council will recess to a Closed Session for the following purpose:

1. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(2): Potential Litigation  
Number of Cases: Two (2).

**RECESS**

[SECTION INTENTIONALLY LEFT BLANK]

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7:00 P.M.

**CALL TO ORDER CITY COUNCIL/SUCCESSOR AGENCY TO THE WESTMINSTER REDEVELOPMENT AGENCY MEETING:**

**CALL TO ORDER**

**ROLL CALL**

MAYOR TRI TA  
VICE MAYOR MANZO  
COUNCIL MEMBER DO  
COUNCIL MEMBER HO  
COUNCIL MEMBER NGUYEN

**SALUTE TO FLAG**

Council Member Ho

**INVOCATION**

**CITY ATTORNEY/CLOSED SESSION REPORT**

**EX PARTE COMMUNICATIONS**

**CITY CLERK REPORT**

- A. COVID-19 Updates.

**CITY MANAGER REPORT**

**1. SPECIAL PRESENTATIONS - None.**

**2. ORAL COMMUNICATIONS**

- **E-Comments**

THIS IS THE TIME OF THE MEETING THAT MEMBERS OF THE PUBLIC MAY ADDRESS THE CITY COUNCIL REGARDING ANY ITEMS ON THE AGENDA OR NON-AGENDA ITEMS THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION. UNLESS OTHERWISE EXTENDED BY A MAJORITY VOTE OF THE CITY COUNCIL, COMMENTS SHALL BE LIMITED TO FIVE (5) MINUTES PER SPEAKER.

PLEASE SEE PAGES 2-3 FOR INSTRUCTIONS ON HOW TO SPEAK VIA ZOOM OR HOW TO SUBMIT YOUR COMMENTS TO BE READ DURING ORAL COMMUNICATIONS.

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**3. CONSENT CALENDAR**

ALL MATTERS LISTED UNDER THE CONSENT CALENDAR ARE CONSIDERED ROUTINE AND MAY BE APPROVED BY A SINGLE MOTION FOLLOWED BY A ROLL CALL VOTE. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS MEMBERS OF THE CITY COUNCIL OR STAFF REQUEST THAT SPECIFIC ITEMS BE REMOVED FROM THE CONSENT CALENDAR FOR SEPARATE ACTION OR DISCUSSION.

**MINUTES**

**3.1 [Minutes of the City Council/Successor Agency to the Westminster Redevelopment Agency for Approval.](#)**

RECOMMENDATION: Staff recommends that the Mayor and City Council approve the Minutes of the City Council/Successor Agency as presented for the date listed below:

- A. March 14, 2022 - Special Meeting (Regular Session).

**RESOLUTIONS**

**3.2 [Resolution to Continue Authorizing the Conduct of Remote “Telephonic” Meetings During the State of Emergency.](#)**

RECOMMENDATION: Staff recommends that the Mayor and City Council adopt a Resolution entitled, “A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER MAKING THE LEGALLY REQUIRED FINDINGS TO CONTINUE TO AUTHORIZE THE CONDUCT OF REMOTE ‘TELEPHONIC’ MEETINGS DURING THE STATE OF EMERGENCY.”

**3.3 [Approve Resolutions Updating Signing and Safekeeping Authority for the City of Westminster and the Successor Agency to the Westminster Redevelopment Agency.](#)**

RECOMMENDATION: Staff recommends that the Mayor/Chair and City Council/Agency Members:

- A. Adopt a Resolution entitled “A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER AUTHORIZING OFFICIAL SIGNATURES ON BEHALF OF THE CITY FOR SAFEKEEPING CITY PROPERTY AND AUTHORIZING FACSIMILE SIGNATURES FOR INSTRUMENT OF PAYMENT”; and
- B. Adopt a Resolution entitled, " A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER UPDATING AUTHORIZED SIGNERS FOR INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND (LAIF)"; and

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- C. Adopt a Resolution entitled, "A RESOLUTION OF THE SUCCESSOR AGENCY TO THE WESTMINSTER REDEVELOPMENT AGENCY AUTHORIZING OFFICIAL SIGNATURES ON BEHALF OF THE AGENCY FOR SAFEKEEPING AGENCY PROPERTY AND AUTHORIZING FACSIMILE SIGNATURES FOR INSTRUMENT OF PAYMENT"; and
- D. Adopt a Resolution entitled, "A RESOLUTION OF THE SUCCESSOR AGENCY TO THE WESTMINSTER REDEVELOPMENT AGENCY UPDATING AUTHORIZED SIGNERS FOR INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND (LAIF)."

**ORDINANCES**

- 3.4 [Adoption of Ordinance No. 2585 to Conduct Second Reading and Adopt 4-District Map \(402\) and Establish Council District Boundaries, and Ordinance No. 2584 to Conduct Second Reading and Adopt 5-District Map \(507\) and Establish Council District Boundaries and Election Sequence.](#)

**RECOMMENDATION: Staff recommends that the Mayor and City Council:**

- A. Conduct second reading, read by title only, waive further reading, and adopt Ordinance No. 2585, entitled: " AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER, ESTABLISHING THE REDISTRICTING BOUNDARIES OF EACH ELECTORAL DISTRICT – FOUR DISTRICTS," thereby adopting Map 402, the Election Sequence, and 4-District Boundaries; and
- B. Conduct second reading, read by title only, waive further reading, and adopt Ordinance No. 2584, entitled: "AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER, ESTABLISHING THE REDISTRICTING BOUNDARIES OF EACH ELECTORAL DISTRICT – FIVE DISTRICTS," thereby adopting Map 507, the Election Sequence, and 5-District Boundaries.

**ADMINISTRATIVE ACTIONS**

- 3.5 [2021 Edward Byrne Justice Assistance Grant \(JAG\) Memorandum of Understanding in Fiscal Year 2021-2022.](#)

**RECOMMENDATION: Staff recommends that the Mayor and City Council:**

- A. Approve the Memorandum of Understanding (MOU) for the 2021 Edward Byrne Memorial Justice Assistance Grant (JAG) Program and authorize the Interim City Manager to execute the related 2021 JAG grant documents;



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- B. Approve a revenue estimate of \$18,000 to the 2021 Justice Assistance Grant (JAG) Program, Grant Revenue Account for the Fiscal Year 2021-22 budget; and
- C. Approve an appropriation of \$18,000 to the 2021 Justice Assistance Grant (JAG) Program Grant expenditures budget for the Fiscal Year 2021-22 for part-time wages.

**3.6 [Special Event Permit Application from the Vietnamese American Federation of Southern California, the Coalition of Vietnamese Veteran Association, and Central Coordinator-Republic of Vietnam Armed Forces in Southwestern USA; to hold a Black April Memorial on Saturday, April 30, 2022 at Sid Goldstein Freedom Park, 14180 All American Way.](#)**

RECOMMENDATION: Staff recommends that the Mayor and City Council approve the Special Event Permit application for a Black April Memorial at Sid Goldstein Freedom Park on April 30, 2022, subject to the conditions.

**3.7 [West Orange County Water Board \(WOCWB\) Annual Operational Budget for FY 2022/23.](#)**

RECOMMENDATION: Staff recommends that the Mayor and City Council approve the West Orange County Water Board's FY 2022/23 budget shared among Westminster, Huntington Beach, Seal Beach, and Garden Grove, approving Westminster's contribution of \$279,908.

**WARRANT REGISTER**

**3.8 [\(City Council and Successor Agency\) Warrant Register dated March 3, 2022 through March 16, 2022.](#)**

RECOMMENDATION: Receive and file.

**REPORTS**

**3.9 [Treasurer's Report for February 2022.](#)**

RECOMMENDATION: Receive and file.

**3.10 [Housing Element Annual Progress Report for Calendar Year 2021.](#)**

RECOMMENDATION: Staff recommends that the Mayor and City Council receive and file the report, and direct staff to submit the report to the State Department of Housing and Community Development and Governor's Office of Planning and Research.

**END OF CONSENT CALENDAR**

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**4. PUBLIC HEARINGS**

**DUE TO COVID-19 RESTRICTIONS, CHANGES HAVE BEEN MADE TO THE PUBLIC HEARING PROCESS IN ORDER TO ENSURE MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY.**

**MEMBERS OF THE PUBLIC WHO WISH TO ADDRESS THE CITY COUNCIL MAY SUBMIT COMMENTS IN WRITING UP TO 24 HOURS PRIOR TO THE MEETING:**

- E-mail your comments to [eComments@westminster-ca.gov](mailto:eComments@westminster-ca.gov).
- Speakers dialing in must make an advance request to speak in order for the City Clerk to identify the speaker and phone number.

**IN LIEU OF WRITTEN COMMENTS, MEMBERS OF THE PUBLIC WHO WISH TO VERBALLY ADDRESS THE CITY COUNCIL DURING THE PUBLIC HEARING MAY SPEAK VIA ZOOM IN ONE OF TWO WAYS:**

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- **TO SPEAK WITHOUT AN ADVANCED REQUEST:**
  - The Mayor will open the public hearing and the City Clerk will ask speakers to press the “Raise Your Hand” button (press \*9 on the telephone) and “unmute” button (press \*6 on the telephone).

**PLEASE SEE PAGES 2-3 FOR FULL INSTRUCTIONS ON HOW TO SPEAK VIA ZOOM OR HOW TO SUBMIT YOUR COMMENTS TO BE READ DURING THE PUBLIC HEARING. SPEAKERS DURING PUBLIC HEARING COMMENTS WILL EACH HAVE FIVE (5) MINUTES TO SPEAK ON EACH PUBLIC HEARING ITEM.**

**4.1 [Continued from February 23, 2022 Meeting - Public Hearing - Resolution to Authorize Participation in the Statewide Community Infrastructure Program \(SCIP\).](#)**

- Staff Report
- Mayor and City Council Questions for Staff
- Public Comments
- Mayor and Council Member Discussion
- Council Action

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- 4.1** RECOMMENDATION: Staff recommends that the Mayor and City Council adopt a Resolution entitled, "A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER AUTHORIZING THE CITY TO JOIN THE STATEWIDE COMMUNITY INFRASTRUCTURE PROGRAM; AUTHORIZING THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT SPECIAL ASSESSMENT PROCEEDINGS AND LEVY ASSESSMENTS AND SPECIAL TAXES AND TO FORM ASSESSMENT DISTRICTS AND COMMUNITY FACILITIES DISTRICTS WITHIN THE TERRITORY OF THE CITY OF WESTMINSTER; EMBODYING A JOINT COMMUNITY FACILITIES AGREEMENT SETTING FORTH THE TERMS AND CONDITIONS OF COMMUNITY FACILITIES DISTRICT FINANCINGS; APPROVING FORM OF ACQUISITION AGREEMENT FOR USE WHEN APPLICABLE; AND AUTHORIZING RELATED ACTIONS."

**5. REGULAR BUSINESS**

- 5.1** [Authorization to Increase Vehicle Fuel Purchase Order for FY 2021/22 from \\$330,000 to \\$430,000 and Increase the Motor Pool Supplies Budget by \\$100,000.00 to Cover Higher Fuel Cost for FY 2021/22.](#)

RECOMMENDATION: Staff recommends that the Mayor and City Council:

- A. Approve an increase of \$100,000.00 to Purchase Order No. 20220163 to SC Fuels for Gasoline and Diesel Fuel; and
- B. Approve a budget adjustment of \$100,000 to Motor Pool-Supplies Account No. 58000-44000 from Equipment Replacement Fund 700 fund balance.

- 5.2** [Authorization to Transfer Funds for the Repair of City Vehicle.](#)

RECOMMENDATION: Staff recommends that the Mayor and City Council:

- A. Increase the Revenue Budget of Account Number 58000-39069 (Motor Pool Fund-Reimbs-Other) by \$39,345; and
- B. Increase the Expenditure Budget of Account Number 58000-43090 (Motor Pool-Contractual-Other) by \$39,345.

- 5.3** [Resolution in Support of Divestment from Russia and Providing a Statement of Solidarity with the People of Ukraine.](#)

RECOMMENDATION: Staff recommends that the Mayor and City Council consider the request and provide direction regarding adoption of a Resolution entitled, "A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER, SUPPORTING DIVESTMENT FROM RUSSIA AND PROVIDING A STATEMENT OF SOLIDARITY WITH THE PEOPLE OF UKRAINE."

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**6. LEGISLATIVE ITEMS**

**6.1 [Draft Ordinance Establishing a Military Equipment Use Policy for the Westminster Police Department.](#)**

RECOMMENDATION: Staff recommends that the Mayor and City Council receive and file the draft Ordinance Establishing a Military Equipment Use Policy for the Westminster Police Department and its related attachments. This ordinance will be presented to the City Council for first reading and introduction on April 27, 2022.

**6.2 [Code of Ethics for Interactions Between City Employees and Outside Parties.](#)**

RECOMMENDATION: Staff recommends that the Mayor and City Council review and consider approval of the amendment to Article II, Code of Ethics, in the Westminster Personnel Policy Manual.

**7. COMMISSION AND COMMITTEE ITEMS - None.**

**8. COMMENTS FROM CITY COUNCIL/AGENCY MEMBERS**  
(Including AB 1234 Report when required)

**9. COUNCIL ADJOURNMENT**

Next Regular Meeting will be held Wednesday, April 13, 2022 at 7:00 p.m.

DECLARATION: This agenda was posted on the Bulletin Board outside of the Council Chambers, were completely accessible to the public; and online, at least 72 hours in advance of the City Council Meeting.

/s/Lucie Colombo, CMC, Interim City Clerk