

MINUTES OF CITY COUNCIL MEETING
OF THE CITY OF BUENA PARK
HELD SEPTEMBER 11, 2018

Vol. 50 Pg. 183

CALL TO ORDER

The City Council met in a regular session on Tuesday, September 11, 2018, at 5:05 p.m. in the City Council Chamber of the Civic Center, 6650 Beach Boulevard, Buena Park, California, Mayor Vaughn presiding.

ROLL CALL

PRESENT: Berry, Brown, Smith, Swift, Vaughn
ABSENT: None

Also present were: Jim Vanderpool, City Manager; Chris Cardinale, City Attorney; and Adria M. Jimenez, MMC, City Clerk.

INVOCATION

The invocation was led by Pastor and Police Chaplain Don Harbert, The Way Fellowship.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Meg Riley, Director of Community Services.

CITY MANAGER REPORT

City Manager Vanderpool reported on the following:

- Memorial Grove Dedication, Saturday, September 15, 10 a.m., at Boisseranc Park.

PRESENTATIONS

City Clerk Jimenez administered the Oath of Office to Christopher Cardinale, newly appointed City Attorney.

Mary Sutherland, Soroptimist, introduced the Miss Buena Park candidates.

Update on recent legislation from Assembly Member Sharon Quirk-Silva.

ORAL COMMUNICATIONS

Mayor Vaughn announced the public may at this time address the members of the City Council on any matters within the jurisdiction of the City Council. There being none, Mayor Vaughn closed oral communications.

CONSENT CALENDAR (1 - 7)

Mayor Vaughn announced that Consent Calendar Items 1 through 7 would be acted upon by one motion affirming the actions as recommended on the agenda and agenda bills submitted and inquired if anyone present desired to have any item removed for separate consideration. Mayor Vaughn requested separate consideration for Item 4; Council Member Berry requested separate consideration for Item 5 and Item 7. There being no additional request for separate consideration, the remainder of the Consent Calendar was approved.

MOTION: Smith
SECOND: Swift
AYES: Smith, Swift, Berry, Brown, Vaughn
NOES: None

MOTION CARRIED that all actions recommended on Consent Calendar Items 1 through 3, and Item 6 be approved.

CONSENT CALENDAR (1 - 7)

Minutes

1. APPROVAL OF MINUTES

Purpose: Approval of minutes for the Special City Council Meeting of August 28, 2018, 3:30 p.m.

Recommended Action: Approve minutes.

APPROVED.

Finance 75

2. RESOLUTIONS APPROVING CLAIMS AND DEMANDS

Recommended Action: Adopt resolutions.

ADOPTED the following titled resolutions:

RESOLUTION NO. 13851:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$1,387,307.62 DEMAND NOS. 392635 THROUGH 392641

RESOLUTION NO. 13852:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$818,395.94 DEMAND NOS. 392642 THROUGH 392880 VOIDS SEE ATTACHED LIST

RESOLUTION NO. 13853:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$ 742,962.87 COVERING REGULAR PAYROLL ENDING AUGUST 10, 2018

Commendations 65

3. RESOLUTION HONORING AND COMMENDING BARBARA JEANNE O'BRIEN AT THE 2018 MEMORIAL GROVE CEREMONY

Recommended Action: Adopt resolution.

ADOPTED the following titled resolution:

RESOLUTION NO. 13854:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, HONORING AND COMMENDING BARBARA JEANNE O'BRIEN AT THE 2018 MEMORIAL GROVE CEREMONY

Finance 76

4. WATER BILL INSERT FOR PARKWAY LANDSCAPING GUIDELINES

Purpose: Authorize the City Manager's Office to inform residents of the parkway landscaping guidelines in the form of a water bill insert to increase awareness about parkway compliance. There is no impact to the budget with this action.

Recommended Action: 1) Approve a water bill insert informing residents of the City's parkway landscaping guidelines.

Mayor Vaughn expressed concern that the notice of non-compliance is vague and getting information out to homeowners. Aaron France, Assistant City Manager, stated the City will include enforcement date information.

Council Member Berry commented about an amnesty period, and discount or eliminate inspection service fees. This will be discussed under Item 14, during the Study Session.

MOTION: Smith
 SECOND: Swift
 AYES: Smith, Swift, Berry, Brown, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action as amended to add enforcement date information to the water bill insert.

Budgets 47 Purchasing 127

5. BUDGET AMENDMENT TO PURCHASE A POLICE HYBRID VEHICLE FROM THE AIR QUALITY MANAGEMENT DISTRICT (AQMD) FUND 40

Purpose: Authorize the Public Works and Finance Departments to amend the FY 18-19 budget for the purchase of a hybrid vehicle for the Police Department. The proposed budget amendment from the AQMD Fund 40 is in the amount of \$27,089.

Recommended Action: 1) Approve a budget amendment in the amount of \$27,089 from the Air Quality Management District (AQMD) Fund 40 to purchase a 2019 Ford Fusion Hybrid for the Police Department.

MOTION: Berry
 SECOND: Smith
 AYES: Berry, Smith, Brown, Swift, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action.

Contracts 70 C-3000 Public Works Proj. 125 Public Works Proj. PW-856

6. FINAL PAYMENT TO ALL AMERICAN ASPHALT FOR THE 2017-2018 ANNUAL SLURRY SEAL PROJECT

Purpose: Authorize the Public Works Department to issue final payment and file a Notice of Completion for the 2017-2018 Slurry Seal project. This project was funded by the Gas Tax Fund.

Recommended Action: 1) Accept project as complete and approve a final payment to All American Asphalt in the amount of \$16,346.95; and 2) Direct the City Clerk to file a Notice of Completion.

APPROVED the recommended action.

County/State Grants 185

7. RESOLUTION AUTHORIZING THE SUBMITTAL OF A RUBBERIZED PAVEMENT ASPHALT CONCRETE HOT MIX GRANT APPLICATION TO THE STATE OF CALIFORNIA DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY (CALRECYCLE)

Purpose: Authorize the Public Works Department to submit an application to CalRecycle to supplement funding for future street rehabilitation projects. If awarded the grant, the City could receive up to \$350,000 in funding to be used for street rehabilitation projects.

Recommended Action: 1) Adopt a resolution authorizing the submittal of a grant application in the amount of \$350,000 to CalRecycle for rubberized pavement asphalt concrete hot mix for various City street rehabilitation projects; and 2) Authorize the Public Works Director/City Engineer or his designee to execute all grant documents, including, but not limited to applications, agreements, annual reports, amendments and all requests for payment, necessary to secure grant funds and implement the approved grant project.

MOTION: Berry
 SECOND: Smith
 AYES: Berry, Smith, Brown, Swift, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action and ADOPT the following titled resolution.

RESOLUTION NO. 13855:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, AUTHORIZING THE SUBMITTAL OF A RUBBERIZED PAVEMENT ASPHALT CONCRETE HOT MIX APPLICATION TO CALRECYCLE, FOR WHICH CITY OF BUENA PARK IS ELIGIBLE

END OF CONSENT CALENDAR

NEW BUSINESS (8 - 12)

Contracts 70 C-3038

- 8. AGREEMENT WITH RON'S MAINTENANCE, INC. FOR CATCH BASIN CLEANING SERVICES
 Presented by Doug Brodowski, Senior Management Analyst

Purpose: Authorize the Public Works Department to execute an agreement with Ron's Maintenance, Inc. to clean catch basins. Associated costs in the amount of \$37,500 per year are included in the FY 18-19 Water Fund budget (Account No. 52-6240-352567).

Recommended Action: 1) Approve a two-year agreement with Ron's Maintenance, Inc. in the amount of \$75,000 for the cleaning of catch basins; 2) Determine that dispensing with competitive bidding pursuant to Section 3.28.080.F of the Buena Park Municipal Code is in the best interest of the City because this contractor was previously awarded a contract with Orange County Transportation Authority (OCTA) through a competitive bid process (MA 080-1511198), and utilizing a previously awarded contract will result in the lowest per-basin price for the City; 3) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and 4) Authorize the City Manager and the City Clerk to execute the agreement.

MOTION: Smith
 SECOND: Swift
 AYES: Smith, Swift, Berry, Brown, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action.

Public Works Proj. 125 Public Works Proj. PW-859 Contracts 70 C-3039

- 9. RESOLUTION APPROVING SPECIFICATIONS AND EXHIBITS, AND CONTRACT WITH AYALA ENGINEERING FOR SEWER MANHOLE IMPROVEMENTS AT VARIOUS LOCATIONS FOR 2018-2019 PROJECT
 Presented by Francisco Gutierrez, Associate Engineer

Purpose: Authorize the Public Works Department to construct the Sewer Manhole Improvements at Various Locations for 2018-2019 Project per the resolution, approve project specifications and exhibits, and award the contract to Ayala Engineering. This project is included in the FY18-19 Capital Improvement Program budget, and will be funded by the Water Enterprise Fund (Account No. 52-9806-499920).

Recommended Action: 1) Adopt a resolution approving specifications and exhibits for the Sewer Manhole Improvements at Various Locations for 2018-2019 Project; 2) Award a contract to Ayala Engineering in the amount of \$199,765; 3) Authorize contingency funds in the amount of \$10,000 in the same purchase order; and 4) Authorize the City Manager and City Clerk to execute the contract.

MOTION: Berry
 SECOND: Brown
 AYES: Berry, Brown, Smith, Swift, Vaughn
 NOES: None

MOTION CARRIED to approved the recommended action and ADOPT the following titled resolution:

RESOLUTION NO. 13856:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK APPROVING SPECIFICATIONS AND EXHIBITS FOR THE SEWER MANHOLE IMPROVEMENTS AT VARIOUS LOCATIONS FOR FY 2018-2019 PROJECT IN SAID CITY

Contracts 70 C-917

10. AGREEMENT WITH RICHARDS, WATSON & GERSHON (RWG) FOR LEGAL SERVICES
 Presented by Aaron France, Assistant City Manager

Purpose: Authorize the City Manager's Office to execute a new agreement with Richards, Watson & Gershon to provide legal services related to ongoing matters. There is no budget impact with the approval of this item.

Recommended Action:

1) Approve an agreement with Richards, Watson & Gershon for legal services; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and 3) Authorize the City Manager and City Clerk to execute the agreement.

MOTION: Brown
 SECOND: Berry
 AYES: Brown, Berry, Smith, Swift, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action.

Homelessness 88

11. RESOLUTION DECLARING A SHELTER CRISIS PURSUANT TO SB 850 (CHAPTER 48, STATUTES OF 2018 AND GOVERNMENT CODE 8698.2)
 Presented by Aaron France, Assistant City Manager

Purpose: Adopt a resolution indicating that there is a shelter crisis in Buena Park in order to be eligible for future funding opportunities. There is no budget impact with the adoption of this resolution.

Recommended Action:

1) Adopt a resolution declaring a shelter crisis in the City pursuant to SB 850 (Chapter 48, Statutes of 2018 and Government Code Section 8698.2)

MOTION: Smith
 SECOND: Brown
 AYES: Smith, Brown, Berry, Swift, Vaughn
 NOES: None

MOTION CARRIED to ADOPT the following titled resolution:

RESOLUTION NO. 13857:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, STATE OF CALIFORNIA DECLARING A SHELTER CRISIS PURSUANT TO SB 850 (CHAPTER 48, STATUTES OF 2018 AND GOVERNMENT CODE § 8698.2

Purchasing 127

12. AMENDMENT TO THE PURCHASE ORDER WITH THE PM GROUP FOR PRINT AND DESIGN SERVICES FOR THE *BUENA PARK TODAY* QUARTERLY PUBLICATION
 Presented by Aaron France, Assistant City Manager

Purpose: Authorize the City Manager's Office to extend the purchase orders with The PM Group for print and design of the *Buena Park Today* through the Spring 2019 edition. There is no budget impact with the approval of this item.

Recommended Action: 1) Approve amendments to the purchase orders with the PM Group for FY 18-19 print and design services for the *Buena Park Today* quarterly publication; and 2) Authorize the Purchasing Manager to amend the purchase orders to the current fiscal year, and for the aggregate amount of \$64,000 to allow for artwork and printing services through the Spring 2019 edition of the *Buena Park Today*.

MOTION: Brown
 SECOND: Smith
 AYES: Brown, Smith, Berry, Swift, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action.

PUBLIC HEARING

Block Grants 1913

13. PUBLIC HEARING - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) DRAFT CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) FOR THE FISCAL YEAR 2018-2019
 Presented by Ruben M. Lopez, Economic Development Administrator

Purpose: Authorize the Economic Development Division to submit the approved, draft CAPER, which evaluates the City's Community Development Block Grant (CDBG) performance for the past fiscal year. The approval and submittal of this report has no fiscal impact.

Recommended Action:

1) Hold a public hearing to review the draft Consolidated Annual Performance and Evaluation Report (CAPER) for the FY 2017-2018; and 2) Approve the submittal of the draft CAPER for the FY 2017-2018 to the Department of Housing and Urban Development (HUD).

Mayor Vaughn stated that this was the time and place for a public hearing to consider the Community Development Block Grant (CDBG) Draft Consolidated Annual Performance and Evaluation Report (CAPER) for the fiscal year 2018-2019, and opened the public hearing at 6:14 p.m.

Martha Archuleta, Housing and CDBG Analyst, Economic Development Department, provided a report as outlined in the agenda report.

Mayor Vaughn inquired if anyone present desired to speak. There being no one desiring to speak, Mayor Vaughn closed the public hearing.

MOTION: Berry
 SECOND: Brown
 AYES: Berry, Brown, Smith, Swift, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action.

MAYOR/CITY COUNCIL REPORTS AND CALENDAR

Mayor Pro Tem Brown reported on the following:

- August 30 Police Department Personnel Promotion and New Hire Oath of Office Ceremony
- August 30 AQMD Electric Vehicles Luncheon and Workshop
- August 31 CO ACT Group Opening Reception
- September 6 Southern California Association of Governments (SCAG) Meeting
- September 8 Western High School Cheerleaders Fundraiser
- September 8 Mexican Independence Day Celebration
- September 9 Little Eagle Free Event

Council Member Smith reported on the following:

- September 5 Orange County Sanitation District Committee Meeting
- September 11 9/11 Remembrance at Fire Station No. 61
- September 11 Buena Park Cable Foundation Meeting

Council Member Swift reported on the following:

- August 30 Police Department Personnel Promotion and New Hire Oath of Office Ceremony
- September 9 Good Shepherd Lutheran Church First Responders Recognition Service
- September 11 9/11 Remembrance at Fire Station No. 61

Council Member Swift announced the passing of Ruth Swift, her mother-in-law and 68-year Buena Park resident.

Mayor Vaughn reported on the following:

- August 29 Soroptimist Interviews for Miss Buena Park
- August 31 CO ACT Group Opening Reception
- September 5 Congressman Ed Royce's Military Academy Night
- September 6 Wake Up with the Mayor
- September 6 Small Business Seminar with Supervisor Michelle Steele and the Korean-American Chamber of Commerce
- September 8 St. Joseph Episcopal Church
- September 9 Good Shepherd Lutheran Church First Responders Recognition Service
- September 11 9/11 Remembrance at Fire Station No. 61
- September 11 Meeting with Autonation BMW Dealership Management
- September 11 Buena Park Cable Foundation Meeting

MAYOR/CITY COUNCIL CALENDAR

- Department of Fish & Game – Wildlife Watch (for Coyotes) (Brown)

RECESS

Mayor Vaughn recessed the meeting at _____ p.m. and announced the meeting would be reconvened in the Main Conference Room for study session. The meeting was reconvened at _____ p.m.

STUDY SESSION (14 - 19) (Adjourn to Main Conference Room)

14. DISCUSS AND PROVIDE DIRECTION REGARDING THE MAINTENANCE OF CITY PARKWAYS, INCLUDING PERMITTING FEES
Presented by: Mike Grisso, Utilities Manager

Mr. Grisso presented information regarding previous discussion about existing non-permitted parkways, and direction on community engagement and outreach. During that meeting staff erroneously stated that residents could apply for a no fee encroachment permit. Residents can apply for an encroachment permit, for parkway landscape and improvements, however there is an \$85 fee (\$30 for the permit, and \$50 for the inspection), and the fee is approved in the current fee schedule. The City's municipal code does allow other items at the discretion of the Director of Public Works, The resident would submit sketch to the Director of Public Works, for approval.

Council Member Berry suggested a 90 day amnesty period to allow non-conforming residents time to comply.

Council Member Smith inquired if the City will site residents with non-compliant parkways if a complaint is received. Mr. Grisso stated the City is working with residents on enforcement, and no fines have been issued. Other items for consideration include, homeowner vs. tenant, outreach to address safety concerns, line of sight and other non-permitted item. Currently, residents in compliance, who accept the waiver still have the pay the \$85 fee.

Council Member Swift suggested waiving the fee to incentivize residents. The \$85 fee will be waived, and no further action taken if the violation is corrected within the 90 day amnesty period, and no fee waiver after the 90 day amnesty period. Council Member Brown suggested extending the amnesty period to a minimum of six months.

City Manager Vanderpool commented in addition to other advertising and social media, and keep in mind that it will take nine weeks for the water bill insert to cycle through to every resident.

Following discussion, the City Council agreed to not issue fines and fees for six months, after the nine week water bill cycle.

15. DISCUSS AND PROVIDE DIRECTION REGARDING USING REVENUE FROM FACILITY RENTAL FEES IN COMMUNITY SERVICES FOR FACILITY RENTAL REPAIRS

Presented by: Dale Kurata, Community Services Supervisor

Using percentage of park rental fees to pay for the upgrade and repair of park facilities; community services department operating budget \$3.8 mil and revenues of \$1.1 mil.

Highlight department revenues \$1.12 mil broken down by account (refer to spreadsheet top portion).

\$373,140 – park rentals (budgeted for current FY)

Swift – appreciate the information about the revenue; maintenance charges, how much maintenance required because we rent them out to the public

Dale – didn't break down because included in all budgets;

Swift – need to know what does it cost us to maintain the facilities; breaking even or making money

Sung – operating budget – for budget purposes the city does not allocate the exact cost for each facility community svcs is \$3.8 mil, and department generates \$1.15 mil; costs not allocated out to specific programs – hard to do a true cost unless a detailed analysis or a time study to determine what those costs area.

Swift – good to have the costs for the programs; legitimate expenses and also worthwhile to have resources being used; use tax payer money to build venues, want tax payers to get the best use; costing us too much, then we need to know that – making good use of the resources we have, so be it. Purpose of my question – why I asked item to be presented.

Jim – explain as well as we can given how budgeting is done in the City.
Square foot;

Sung – overheard administration costs

Jim – use and wear and tear on facilities cover strictly under maintenance, don't have that schedule.

Vaughn – rent facility with deposit with damage pay for that – not normal wear and tear –

Dale – required insurance or damage to facility – deposit is used for specific repair.

Sung – conducted a citywide cost analysis to support user fees, hire a consultant to come in and look at all the fees in detail and look at council to review.

Berry – bottom item (CRC maintenance)

Dale – Ehlers Event Center

Berry – BP Comm Center

Dale – yes

Berry – Support facilities support

Dale – administrative costs for support staff that provides support to sports program

Berry – took away revenue and rental of the project/asset, how much of expenditure would go away.

Dale – 8705 account, one staff member is dedicated to that; building maintenance costs are charged to that account.

Berry – budget for most items, fixed costs items, the same, relatively the same – providing a service at a service level happy with, amount receive from rentals is Y – gives us some wiggle room

Vaughn – include everything we do at the senior center for maintenance

Dale - \$500K for the entire department is charged to this account; maintenance that goes in to ehlers and maintenance and programming and staff, there as well.

Vaughn – rent out heritage hall, and do line dancing in some other room, maintenance too in these costs.

Swift – unless we change our way of doing financial business, no way of taking the rental fees and put them towards maintenance – it's all mushed together.

Smith – costs and things and pride ourselves in having nice recreation areas, actually charged everyone what it's worth to rent a fee couldn't afford to rent it – cost of doing business. Doesn't cover anything learn to deal with budget and costs us \$200,000 and only \$90 coming in, need to work it out. Good job of keeping prices down and looking good – thanked staff.

Brown – extra money in account, and use the money for special projects.

Vaughn – mixed admin costs and budget; look at total budget cultural support \$134,000; look at revenue and expenditures, there is no way to have any money to put aside.

Jim – report for council consideration as part of the weekly

Vaughn – how much we really do in rentals; specifically call all costs out – administrative, programs, maintenance all in one – revenue in the hole \$2 mil.

Jim – council want to look at revenue structures to offset costs

Swift – revenues come in and get mixed in with other revenues; something we need to invest in and yet the revenues that came in for that specific department is all mixed in and not identified and can't be used for that purpose.

Sung – the only operation in the city completely user fee funded is the water enterprise fund; funded by user revenues and not subsidized by other revenue sources; none of the parks and recreation programs are self sustaining programs; shortage of revenues to pay for regular ongoing revenues of the department; identify budget cuts.

Vaughn – remodeled heritage hall, report states heritage hall is bringing \$34K wont be spending another \$1 Mil to renovate it. Not a program issue – facility rentals – special events and picnic - \$91,000, making \$43,000, fine something we want to do. Why costing us double the amount if truly rentals.

Sung – difficulty in that particular example, no maintenance costs, mowing of fields, watering of grass; very intensive to come up with an accurate number for true costs.

Brown – revenue – it's not the city's job to make money to provide services to the people; everything above is obligated; feel obligated to provide recreation and program for citizens to enjoy. The fees are never going to match what it costs to provide these services; doesn't make any sense as a private matter; allowing to use fees for upgrades, and not have to wait for budget time to get them - otherwise back to the general fund. Services to the public – don't make any money. Not about whether the fees match the program, if not we go to another program.

16. DISCUSS AND PROVIDE DIRECTION REGARDING NEW CALIFORNIA DESIGNATION CONTRACT, CONDITIONS & FUNDING REQUIREMENTS FOR THE CALIFORNIA WELCOME CENTER (CWC)
Presented by: Sara Copping, Director of Visit Buena Park

CWC opened in July 2011, benefits to economy, 15 down from 21 when we started, throughout California. Visit California hired consultants to conduct an audit. Visual identity guidelines within the centers an elevate centers throughout California. Financial investment required by each center.

Smith – if we close, we have a travel agent, would that go away.

Sara – yes, and off set costs, did have preliminary discussions and interested in still staying.

Smith – wasn't a big fan, worried about rebranding if going downhill; your job to manage and raise funds, lost some people. Part of workload, go out and sell pieces of sponsorships.'

Sara – yes, sponsorship sales still part of it; not a lot of walk in traffic due to technology; welcome center, they were to drive traffic in to the center; not held up their part of the bargain; asking for investment but not giving us any value.

Berry – drive past the welcome center

Sara – using online more than using centers;

Vaughn – welcome center doest have any effect under VBP

Berry – government agency on state, idea fizzled, and hired consultants to fix and get all the people involved we'll fix it.

Sara – several other people are feeling the same way.

Swift – reason why six welcome centers closed

Sara – funding issues; Oxnard just closed. Most closed when connected with a government entity

Swift – what does that mean.

Berry – not supporting

Swift – close stagestop hotel

Sara – so California visitor center; expressed interested in opening up one.

Berry – utilized it different uses.

Vaughn – use for it they are still there. Current contractor will remain.

Swift – contract person take over the room with all the brochures; pay more rent.

Vaughn – not expanding at this point.

Sara – unless they want to take over.

Renew contract with rwelcome center.

Berry, Vaughn, Smith – get rid of it.

Brown, Swift – keep welcome center.

Swift – important to keep the building a good use for the building. Renting out more space for the contractor; use board room in stage stop hotel for meeting; need to treasure and use historic asset to best of ability – volunteered there for five years; hours stopped being open on Sunday afternoons. Value in building relationships with vistors to the city.

Vaughn – look at the contractor and pursue something additional bring back asap

Sara – orange county or southern California visitor's center.

Aaron – our lease with dream vacatrion builders expires in November and return with a plan for the use of that space when the time arrives.

MOTION: Smith
SECOND: Swift
AYES: Smith, Swift, Berry, Brown, Vaughn
NOES: None

MOTION CARRIED that all actions recommended on Consent Calendar Items 1 through 3, and Item 6 be approved.

CONSENT CALENDAR (1 - 7)

Minutes

1. APPROVAL OF MINUTES

Purpose: Approval of minutes for the Special City Council Meeting of August 28, 2018, 3:30 p.m.

Recommended Action: Approve minutes.

APPROVED.

Finance 75

2. RESOLUTIONS APPROVING CLAIMS AND DEMANDS

Recommended Action: Adopt resolutions.

ADOPTED the following titled resolutions:

RESOLUTION NO. 13851:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$1,387,307.62 DEMAND NOS. 392635 THROUGH 392641

RESOLUTION NO. 13852:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$818,395.94 DEMAND NOS. 392642 THROUGH 392880 VOIDS SEE ATTACHED LIST

RESOLUTION NO. 13853:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$ 742,962.87 COVERING REGULAR PAYROLL ENDING AUGUST 10, 2018

Commendations 65

3. RESOLUTION HONORING AND COMMENDING BARBARA JEANNE O'BRIEN AT THE 2018 MEMORIAL GROVE CEREMONY

Recommended Action: Adopt resolution.

ADOPTED the following titled resolution:

RESOLUTION NO. 13854:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, HONORING AND COMMENDING BARBARA JEANNE O'BRIEN AT THE 2018 MEMORIAL GROVE CEREMONY

Finance 76

4. WATER BILL INSERT FOR PARKWAY LANDSCAPING GUIDELINES

Purpose: Authorize the City Manager's Office to inform residents of the parkway landscaping guidelines in the form of a water bill insert to increase awareness about parkway compliance. There is no impact to the budget with this action.

Recommended Action: 1) Approve a water bill insert informing residents of the City's parkway landscaping guidelines.

MOTION: Berry
 SECOND: Smith
 AYES: Berry, Smith, Brown, Swift, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action and ADOPT the following titled resolution.

RESOLUTION NO. 13855:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, AUTHORIZING THE SUBMITTAL OF A RUBBERIZED PAVEMENT ASPHALT CONCRETE HOT MIX APPLICATION TO CALRECYCLE, FOR WHICH CITY OF BUENA PARK IS ELIGIBLE

END OF CONSENT CALENDAR

NEW BUSINESS (8 - 12)

Contracts 70 C-3038

- 8. AGREEMENT WITH RON'S MAINTENANCE, INC. FOR CATCH BASIN CLEANING SERVICES
 Presented by Doug Brodowski, Senior Management Analyst

Purpose: Authorize the Public Works Department to execute an agreement with Ron's Maintenance, Inc. to clean catch basins. Associated costs in the amount of \$37,500 per year are included in the FY 18-19 Water Fund budget (Account No. 52-6240-352567).

Recommended Action: 1) Approve a two-year agreement with Ron's Maintenance, Inc. in the amount of \$75,000 for the cleaning of catch basins; 2) Determine that dispensing with competitive bidding pursuant to Section 3.28.080.F of the Buena Park Municipal Code is in the best interest of the City because this contractor was previously awarded a contract with Orange County Transportation Authority (OCTA) through a competitive bid process (MA 080-1511198), and utilizing a previously awarded contract will result in the lowest per-basin price for the City; 3) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and 4) Authorize the City Manager and the City Clerk to execute the agreement.

MOTION: Smith
 SECOND: Swift
 AYES: Smith, Swift, Berry, Brown, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action.

Public Works Proj. 125 Public Works Proj. PW-859 Contracts 70 C-3039

- 9. RESOLUTION APPROVING SPECIFICATIONS AND EXHIBITS, AND CONTRACT WITH AYALA ENGINEERING FOR SEWER MANHOLE IMPROVEMENTS AT VARIOUS LOCATIONS FOR 2018-2019 PROJECT
 Presented by Francisco Gutierrez, Associate Engineer

Purpose: Authorize the Public Works Department to construct the Sewer Manhole Improvements at Various Locations for 2018-2019 Project per the resolution, approve project specifications and exhibits, and award the contract to Ayala Engineering. This project is included in the FY18-19 Capital Improvement Program budget, and will be funded by the Water Enterprise Fund (Account No. 52-9806-499920).

Recommended Action: 1) Adopt a resolution approving specifications and exhibits for the Sewer Manhole Improvements at Various Locations for 2018-2019 Project; 2) Award a contract to Ayala Engineering in the amount of \$199,765; 3) Authorize contingency funds in the amount of \$10,000 in the same purchase order; and 4) Authorize the City Manager and City Clerk to execute the contract.

Purpose: Authorize the City Manager's Office to extend the purchase orders with The PM Group for print and design of the *Buena Park Today* through the Spring 2019 edition. There is no budget impact with the approval of this item.

Recommended Action: 1) Approve amendments to the purchase orders with the PM Group for FY 18-19 print and design services for the *Buena Park Today* quarterly publication; and 2) Authorize the Purchasing Manager to amend the purchase orders to the current fiscal year, and for the aggregate amount of \$64,000 to allow for artwork and printing services through the Spring 2019 edition of the *Buena Park Today*.

MOTION: Brown
 SECOND: Smith
 AYES: Brown, Smith, Berry, Swift, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action.

PUBLIC HEARING

Block Grants 1913

13. PUBLIC HEARING - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) DRAFT CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) FOR THE FISCAL YEAR 2018-2019
 Presented by Ruben M. Lopez, Economic Development Administrator

Purpose: Authorize the Economic Development Division to submit the approved, draft CAPER, which evaluates the City's Community Development Block Grant (CDBG) performance for the past fiscal year. The approval and submittal of this report has no fiscal impact.

Recommended Action:

1) Hold a public hearing to review the draft Consolidated Annual Performance and Evaluation Report (CAPER) for the FY 2017-2018; and 2) Approve the submittal of the draft CAPER for the FY 2017-2018 to the Department of Housing and Urban Development (HUD).

Mayor Vaughn stated that this was the time and place for a public hearing to consider the Community Development Block Grant (CDBG) Draft Consolidated Annual Performance and Evaluation Report (CAPER) for the fiscal year 2018-2019, and opened the public hearing at 6:14 p.m.

Martha Archuleta, Housing and CDBG Analyst, Economic Development Department, provided a report as outlined in the agenda report.

Mayor Vaughn inquired if anyone present desired to speak. There being no one desiring to speak, Mayor Vaughn closed the public hearing.

MOTION: Berry
 SECOND: Brown
 AYES: Berry, Brown, Smith, Swift, Vaughn
 NOES: None

MOTION CARRIED to approve the recommended action.

MAYOR/CITY COUNCIL REPORTS AND CALENDAR

Mayor Pro Tem Brown reported on the following:

- August 30 Police Department Personnel Promotion and New Hire Oath of Office Ceremony
- August 30 AQMD Electric Vehicles Luncheon and Workshop
- August 31 CO ACT Group Opening Reception
- September 6 Southern California Association of Governments (SCAG) Meeting
- September 8 Western High School Cheerleaders Fundraiser
- September 8 Mexican Independence Day Celebration
- September 9 Little Eagle Free Event

City Manager Vanderpool commented in addition to other advertising and social media, and keep in mind that it will take nine weeks for the water bill insert to cycle through to every resident.

Following discussion, the City Council agreed to not issue fines and fees for six months, after the nine week water bill cycle.

15. DISCUSS AND PROVIDE DIRECTION REGARDING USING REVENUE FROM FACILITY RENTAL FEES IN COMMUNITY SERVICES FOR FACILITY RENTAL REPAIRS

Presented by: Dale Kurata, Community Services Supervisor

Using percentage of park rental fees to pay for the upgrade and repair of park facilities; community services department operating budget \$3.8 mil and revenues of \$1.1 mil.

Highlight department revenues \$1.12 mil broken down by account (refer to spreadsheet top portion).

\$373,140 – park rentals (budgeted for current FY)

Swift – appreciate the information about the revenue; maintenance charges, how much maintenance required because we rent them out to the public

Dale – didn't break down because included in all budgets;

Swift – need to know what does it cost us to maintain the facilities; breaking even or making money

Sung – operating budget – for budget purposes the city does not allocate the exact cost for each facility community svcs is \$3.8 mil, and department generates \$1.15 mil; costs not allocated out to specific programs – hard to do a true cost unless a detailed analysis or a time study to determine what those costs area.

Swift – good to have the costs for the programs; legitimate expenses and also worthwhile to have resources being used; use tax payer money to build venues, want tax payers to get the best use; costing us too much, then we need to know that – making good use of the resources we have, so be it. Purpose of my question – why I asked item to be presented.

Jim – explain as well as we can given how budgeting is done in the City.
Square foot;

Sung – overheard administration costs

Jim – use and wear and tear on facilities cover strictly under maintenance, don't have that schedule.

Vaughn – rent facility with deposit with damage pay for that – not normal wear and tear –

Dale – required insurance or damage to facility – deposit is used for specific repair.

Sung – conducted a citywide cost analysis to support user fees, hire a consultant to come in and look at all the fees in detail and look at council to review.

Berry – bottom item (CRC maintenance)

Dale – Ehlers Event Center

Berry – BP Comm Center

Dale – yes

Berry – Support facilities support

Dale – administrative costs for support staff that provides support to sports program

CWC opened in July 2011, benefits to economy, 15 down from 21 when we started, throughout California. Visit California hired consultants to conduct an audit. Visual identity guidelines within the centers an elevate centers throughout California. Financial investment required by each center.

Smith – if we close, we have a travel agent, would that go away.

Sara – yes, and off set costs, did have preliminary discussions and interested in still staying.

Smith – wasn't a big fan, worried about rebranding if going downhill; your job to manage and raise funds, lost some people. Part of workload, go out and sell pieces of sponsorships.'

Sara – yes, sponsorship sales still part of it; not a lot of walk in traffic due to technology; welcome center, they were to drive traffic in to the center; not held up their part of the bargain; asking for investment but not giving us any value.

Berry – drive past the welcome center

Sara – using online more than using centers;

Vaughn – welcome center doest have any effect under VBP

Berry – government agency on state, idea fizzled, and hired consultants to fix and get all the people involved we'll fix it.

Sara – several other people are feeling the same way.

Swift – reason why six welcome centers closed

Sara – funding issues; Oxnard just closed. Most closed when connected with a government entity

Swift – what does that mean.

Berry – not supporting

Swift – close stagestop hotel

Sara – so California visitor center; expressed interested in opening up one.

Berry – utilized it different uses.

Vaughn – use for it they are still there. Current contractor will remain.

Swift – contract person take over the room with all the brochures; pay more rent.

Vaughn – not expanding at this point.

Sara – unless they want to take over.

Renew contract with rwelcome center.

Berry, Vaughn, Smith – get rid of it.

Brown, Swift – keep welcome center.

Swift – important to keep the building a good use for the building. Renting out more space for the contractor; use board room in stage stop hotel for meeting; need to treasure and use historic asset to best of ability – volunteered there for five years; hours stopped being open on Sunday afternoons. Value in building relationships with vistors to the city.

Vaughn – look at the contractor and pursue something additional bring back asap

Sara – orange county or southern California visitor's center.

Aaron – our lease with dream vacatrion builders expires in November and return with a plan for the use of that space when the time arrives.

17. DISCUSS AND PROVIDE DIRECTION REGARDING A REVIEW OF THE ANIMAL CARE/CONTROL ORDINANCES

Presented by: Aaron France, Assistant City Manager

Mr. France reported on a resident concern regarding pet abandonment, sterilization, licensing and roaming, addressed in the Municipal Code under Title 6 "Animals". This includes Licensing (required for dogs and optional for other pets), vaccinations, lease requirements. Willful abandonment of animals is covered under California Penal Code Section 597. The City encourages but does not require animals to be spayed or neutered, and a discount for services is available. Joel Rosen, Director of Community Development stated the City has a three dog, three cat, and two guinea pig limit.

18. CITY MANAGER REPORT

City Manager Vanderpool reported on the following:

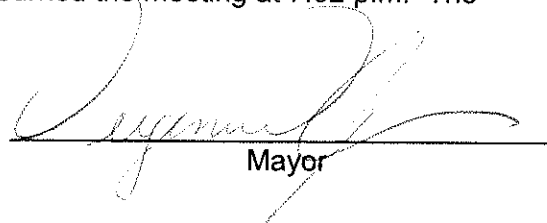
- Employee Benefits Faire, September 19, 11 a.m. – 1 p.m.
- League of California Cities Annual Conference, September 12–14
- Council Member Swift announced the Buena Park Goes to College event on October 20
- Council Member Smith announced the Memorial Grove Ceremony honoring Barbara O'Brien, Saturday, September 15, 10 a.m., Boisseranc Park

19. COMMISSION/COMMITTEE APPOINTMENTS/REMOVALS

No Report.

ADJOURNMENT

There being no further business, Mayor Vaughn adjourned the meeting at 7:02 p.m. The meeting was adjourned in memory of Ruth Swift.



Mayor

ATTEST:



City Clerk