



**BUENA PARK CITY COUNCIL
REGULAR MEETING
TUESDAY, MARCH 24, 2020
5:00 P.M.**

PUBLIC HEARINGS AT 6:00 P.M.

COUNCIL CHAMBER
6650 BEACH BOULEVARD
BUENA PARK, CALIFORNIA

SPECIAL NOTICE REGARDING COVID-19

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of COVID-19. The Governor issued Executive Order N-25-20, which allows Council Members to attend City Council meetings telephonically. Please be advised that some, or all, of the City of Buena Park Council Members and staff may attend this meeting telephonically.

Given the health risks associated with COVID-19, members of the public may submit their comments and questions in writing, for City Council consideration, by sending them to the City Clerk at cityclerk@buenapark.com. **Please submit all comments and questions by 2:00 p.m., on Tuesday, March 24, 2020.** All comments and questions will be read during the meeting.

All meetings of the City Council are available on the City's website at www.buenapark.com, and the City's Cable Channel BPTV Channel 3/99. Please contact the City Clerk's Office at (714) 562-3750, for any questions.

CALL TO ORDER

5:00 P.M.

ROLL CALL

**COUNCIL MEMBER ARTHUR C. BROWN
COUNCIL MEMBER SUNNY YOUNGSUN PARK
COUNCIL MEMBER ELIZABETH A. SWIFT
MAYOR PRO TEM CONNOR TRAUT
MAYOR FRED R. SMITH**

INVOCATION

**EDDIE FENTON, HUMAN RESOURCES DIRECTOR/RISK
MANAGEMENT**

PLEDGE OF ALLEGIANCE

ADRIA M. JIMENEZ, MMC, CITY CLERK

Our core values are excellence, communication, teamwork, commitment, respect, and integrity.

Please turn off all cell phones when the meeting is in session.

CITY MANAGER REPORT

ORAL COMMUNICATIONS

This is the portion of the meeting set aside to invite public comments regarding any matter within the jurisdiction of the City Council.

Members of the public may submit their comments and questions in writing, for City Council consideration, by sending them to the City Clerk at cityclerk@buenapark.com. **Please submit all comments and questions by 2:00 p.m., on Tuesday, March 24, 2020.** All comments and questions will be read during the meeting.

CONSENT CALENDAR NOTICE

The items listed under the Council Consent Calendar are considered routine business and will be voted on together by one motion unless a Council Member requests separate action. At this time the City Council or public may ask to speak on any item on the Consent Calendar.

CONSENT CALENDAR (1 – 9)

1. RESOLUTIONS APPROVING CLAIMS AND DEMANDS

Recommended Action: Adopt resolutions.

2. PROCLAMATION DESIGNATING THE MONTH OF APRIL 2020 AS DMV/DONATE LIFE CALIFORNIA MONTH

Recommended Action: Adopt Proclamation.

3. PROCLAMATION DESIGNATING APRIL 3, 2020 AS NATIONAL BOYSENBERRY DAY

Recommended Action: Adopt Proclamation.

4. RESOLUTION APPROVING SPECIFICATIONS, EXHIBITS, AND CONTRACT WITH NU-LINE TECHNOLOGIES, LLC FOR 2018-2019 AND 2019-2020 SEWER MAIN LINING AT VARIOUS LOCATIONS PROJECT

Purpose: Authorize the Public Works Department to construct the 2018-2019 and 2019-2020 Sewer Main Lining at Various Locations Project per the resolution, approve project specifications and exhibits, and award the contract to Nu-Line Technologies LLC. This project is included in the FY 2018-2019 and 2019-2020 Capital Improvement Program budget, and will be funded by the Water Enterprise Fund (Account No. 52-9806-490015).

Recommended Action: 1) Adopt a resolution approving specifications and exhibits for the 2018-2019 and 2019-2020 Sewer Main Lining at Various Locations Project; 2) Reject the protest submitted by Sancon Technologies, Inc.; 3) Award a contract to Nu-Line Technologies, LLC in the amount of \$349,570; 4) Authorize contingency funds in the amount of \$36,000 in the same purchase order; and 5) Authorize the City Manager and City Clerk to execute the contract.

5. RESOLUTION PROHIBITING COMMERCIAL VEHICLES ON MELROSE STREET AND PROHIBITING LEFT TURNS FOR COMMERCIAL VEHICLES EXITING THE SOURCE ONTO BRENNER AVENUE

Purpose: Authorize the Public Works Department to establish Melrose Street between Beach Boulevard and Brenner Avenue as a commercial vehicle-prohibited street, and authorize the Public Works Director to erect and maintain appropriate signs. Associated costs in the amount of \$200 per sign will be funded by the existing signage and striping budget.

Recommended Action: 1) Adopt a resolution to designate and establish Melrose Street between Beach Boulevard and Brenner Avenue as a commercial vehicle-prohibited street.

6. ADOPT RESOLUTION APPROPRIATING FUNDS FOR PRIOR YEAR CAPITAL IMPROVEMENT PROJECTS, OTHER CARRYOVERS, AND MID-YEAR BUDGET ADJUSTMENTS

Purpose: Authorize the Finance Department to execute carryover and mid-year budget adjustments to the City budget. Carryover amounts and mid-year budget adjustments, as listed in Attachments A, B and C of the proposed resolution, will affect the City budget accordingly.

Recommended Action: 1) Adopt a resolution appropriating funds for prior year capital improvement projects, other carryovers, and mid-year budget adjustments.

7. GRANT AGREEMENT WITH ST. JUDE HOSPITAL FOR GRANT FUNDING FOR THE YEAR 2020 RELATED TO SUPPORTING RESIDENTS IN PHYSICAL ACTIVITY AND HEALTHIER EATING (GRANT NO. 202005)

Purpose: Authorize the Community Services Department to execute a grant agreement with St. Jude Hospital to assist local residents in becoming physically active and eating healthier. Associated grant funds in the amount of \$100,000 will be available to the City upon approval of this item.

Recommended Action: 1) Approve the grant agreement with St. Jude Hospital for the year 2020 related to grant funding supporting residents in physical activity and healthier living; 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.

8. APPROVE CITY COUNCIL POLICY NO. 48, ALLOWING THE USE OF ELECTRONIC SIGNATURES FOR CITY DOCUMENTS

Purpose: Approve a City Council policy allowing the use of electronic signatures for City documents and approve a budget amendment for electronic signature software from the undesignated General Fund balance.

Recommended Action: 1) Approve City Council Policy No. 48, Electronic Signatures; and 2) Approve a budget amendment for DocuSign software services in the amount of \$3,060 for five licenses, or an increased budget amendment for ten licenses.

9. A REPORT TO THE CITY COUNCIL REGARDING THE EXISTENCE OF A LOCAL EMERGENCY IN THE CITY OF BUENA PARK REGARDING THE COVID-19 VIRUS

Purpose: Receive a report regarding the City's actions regarding COVID-19. There is no budget impact with the receipt of this item.

Recommended Action: 1) Receive report from staff.

END OF CONSENT CALENDAR

NEW BUSINESS (10 - 14)**10. ADOPT CITY COUNCIL POLICY STATEMENT NO. 47 GOVERNING THE CREATION OF ON-STREET DISABLED PARKING SPACES**

Presented by Public Works Department

Purpose: Adopt City Council Policy Statement No. 47 (“Policy Statement 47” or “Policy”) to authorize the Public Works Department to establish on-street disabled parking spaces by resident request, subject to City review and conditions. There is no direct budget impact with the adoption of this policy.

Recommended Action: 1) Approve the proposed Policy Statement No. 47, governing the processing and approval of requests for on-street disabled parking spaces in residential areas.

11. RESOLUTION TO APPROVE PARKING CHANGES ON CRESCENT AVENUE NEAR GRAND AVENUE

Presented by Public Works Department

Purpose: Rescind conflicting parking resolutions and reestablish the parking restrictions on the south side of Crescent Avenue, 310-feet west of Grand Avenue to the centerline of Grand Avenue. There is no direct budget impact with the approval of this item.

Recommended Action: 1) Adopt a resolution to rescind existing parking restrictions and establish new parking restrictions on Crescent Avenue near Grand Avenue.

12. RESOLUTION APPROVING PLANS AND SPECIFICATIONS, CONSTRUCTION CONTRACT WITH ZUSSER COMPANY, AND REIMBURSEMENT AGREEMENT WITH THE BUENA PARK POLICE OFFICERS ASSOCIATION (BPPOA) FOR THE PD FALLEN OFFICER MEMORIAL PROJECT

Presented by Purchasing Division

Purpose: Authorize the Public Works Department to execute an agreement in the amount of \$163,630 for the PD Fallen Officer Memorial Project. Associated costs in the amount of \$163,630 will be allocated from 11-9806-190058. The POA is contributing a total of \$50,000 toward the project.

Recommended Action: 1) Adopt a resolution approving plans and specifications for the PD Fallen Officer Memorial Project; 2) Award a contract to Zusser Company in the amount of \$163,630; 3) Authorize contingency funds in the amount of \$15,000; 3) Appropriate funds in the amount of \$34,000 from One-Time General Fund reserves to fund the budget shortfall for the project; 4) Authorize the City Manager and City Clerk to execute the construction contract; 5) Approve a reimbursement agreement with the Buena Park Police Officers Association (BPPOA) for funding related to the project; 6) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and, 7) Authorize the Mayor and City Clerk to execute the agreement.

13. AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH CRATE MODULAR, INC. FOR THE BUENA PARK NAVIGATION CENTER PROJECT

Presented by Public Works Department

Purpose: Authorize the Public Works Department to amend the PSA with Crate Modular to provide value engineering and additional construction support services. Associated costs in the amount of \$130,343.13 will be funded from the project contingency.

Recommended Action: 1) Approve Amendment No. 1 to Professional Services Agreement (PSA) No. 19-25 with Crate Modular, Inc. in the amount of \$130,343.13 to provide value engineering and additional construction support services for the Buena Park Navigation Center Project; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the amendment; and 3) Authorize the City Manager and the City Clerk to execute the amendment.

14. CONSIDERATION OF VARIOUS ACTIONS RESPONDING TO THE COVID-19 (CORONAVIRUS) PANDEMIC

Presented by City Attorney

ACTION ITEM A: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, PROCLAIMING A CONTINUING LOCAL EMERGENCY WITHIN THE CITY OF BUENA PARK RELATED TO THE COVID-19 PANDEMIC

ACTION ITEM B: WAIVER OF STREET SWEEPING PARKING CITATIONS ISSUED ON OR AFTER MARCH 9, 2020, AND MORATORIUM ON ENFORCEMENT OF STREET SWEEPING PARKING PROHIBITIONS IN RESIDENTIAL AREAS

ACTION ITEM C: MORATORIUM ON ENFORCEMENT OF LIMITATIONS ON CONTINUOUS AND CUMULATIVE OCCUPANCY OF HOTELS, MOTELS, AND MOTOR HOTELS

ACTION ITEM D: URGENCY ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF BUENA PARK, CALIFORNIA, ENACTING A MORATORIUM ON EVICTIONS FOR RENTERS AND OWNERS OF RESIDENTIAL PROPERTIES IN THE CITY

ACTION ITEM E: RECEIVE AND FILE A REPORT ON HOUSING OF HOMELESS POPULATION DURING COVID-19 PANDEMIC

CALL TO ORDER 6 P.M.**PUBLIC HEARING (15)****15. APPROVAL OF PROPOSED ACTIVITIES FOR FY 2020-2021 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

Presented by Economic Development

Purpose: Authorize the Economic Development Division to submit the proposed FY 2020-2021 CDBG budget to the U.S. Department of Housing and Urban Development (HUD). CDBG grant funds will be incorporated into the City's Action Plan.

Recommended Action: 1) Review and approve the proposed Fiscal Year (FY) 2020-2021 Community Development Block Grant (CDBG) Program Budget as recommended by the Community Development Citizens Advisory Committee (CAC).

MAYOR/CITY COUNCIL REPORTS & CALENDAR

- a. Scheduling dates for future City Council meetings.
- b. Identifying items for future discussion.

ADJOURNMENT

This agenda contains a brief general description of each item to be considered. Supporting documents are available for review and copying at City Hall or at www.buenapark.com. Video streaming of the meeting is available on the City's website. This governing body is prohibited from discussing or taking action on any item which is not included in this agenda; however, may ask clarifying questions, ask staff to follow-up, or provide other direction. The order of business as it appears on this agenda may be modified by the governing body.



In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, contact the City Clerk's Office at (714) 562-3750 or the California Relay Service at 711. Notification at least 48 hours prior to the meeting will enable the City to make arrangements to assure accessibility.



If you would like to participate in any matter of business on the agenda and would like translation in Chinese, Korean, Spanish, Tagalog, or Vietnamese, please contact the **City Clerk's Office at (714) 562-3750 48-hours prior to the meeting**. Residents requiring translation during Oral Communications are encouraged to bring interpreters.

시의제 목록에 있는 정식 안건에 대해 의견을 발표하고 싶으신 경우, 중국어, 한국어, 스페인어, 타갈로에 대한 통역사가 필요하시면 시미팅 48시간전 시서기 오피스로 (714-562-3750) 연락하시면 됩니다. 정식안건이 아닌 주민 발언시간에 발표하실 경우, 본인의 통역사를 직접 모시고 오시면 감사하겠습니다.

Si le gustaría participar en audiencia pública o cualquier asunto de negocios programado en la agenda y necesita traducción en chino, coreano, español, tagalo o vietnamita, comuníquese con la Oficina del Secretario de la Ciudad, 48 horas antes de la reunión al (714) 562-3750. Para participar en los comentarios públicos sobre cualquier otro asunto dentro de la jurisdicción del ayuntamiento, se les recomienda que traiga un intérprete.

如果您想参与议程上的任何事务，并希望翻译成中文，韩文，西班牙文，他加禄文或越南文，请联系市政文员办公室，网址为（714）562-3750在会议开始前48小时。鼓励在口头交流中需要翻译的居民带同传译员。

Kung nais ninyong lumahok sa anumang usapin ng negosyo sa agenda at kailangan ang pagsasalin sa wikang Tsino, Koreano, Espanyol, Tagalog, o Vietnamese, mangyaring makipag-ugnay sa Opisina ng Clerk ng Lungsod sa (714) 562-3750 48-oras bago ang pulong. Ang mga residente na nangangailangan ng pagsasalin sa Oral Communications ay hinikayat na magdala ng mga tagasalin.

Nếu bạn muốn tham gia vào bất kỳ vấn đề kinh doanh nào trong chương trình nghị sự và muốn dịch sang tiếng Trung, tiếng Hàn, tiếng Tây Ban Nha, tiếng Tagalog hoặc tiếng Việt, vui lòng liên hệ với Văn phòng Thư ký Thành phố tại (714) 562-3750 48 giờ trước cuộc họp. Cư dân yêu cầu dịch thuật trong Giao tiếp bằng miệng được khuyến khích mang theo thông dịch viên.

I, Adria M. Jimenez, MMC, City of Buena Park, do hereby certify, under penalty of perjury under the laws of the State of California that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at the following locations: Buena Park City Hall, 6650 Beach Blvd., the Buena Park Library, 7510 La Palma Avenue, and uploaded to the City of Buena Park website www.buenapark.com.

Date Posted: March 19, 2020

Adria M. Jimenez, MMC, City Clerk