



**BUENA PARK CITY COUNCIL  
SPECIAL MEETING  
MONDAY, APRIL 20, 2020  
9:00 A.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 [comments@buenapark.com](mailto:comments@buenapark.com). **Please submit all comments and questions by 9:00 a.m., on Monday, April 20, 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](http://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**

**9:00 A.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**

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

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

## ORAL COMMUNICATIONS ON SPECIAL MEETING ITEMS

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 [comments@buenapark.com](mailto:comments@buenapark.com). **Please submit all comments and questions by 9:00 p.m., on Monday, April 20, 2020.** All comments and questions will be read during the meeting.

## NEW BUSINESS (1)

### 1. **RESOLUTION AUTHORIZING SUBMISSION OF A REQUEST FOR ASSISTANCE UNDER THE CALIFORNIA DISASTER ASSISTANCE ACT (CDAA) FOR REPOSE COSTS ASSOCIATED WITH THE COVID-19 PANDEMIC**

Presented by: Police Department

Purpose: Authorize the City to apply for and accept from the State of California partial reimbursement for eligible response costs related to the COVID-19 pandemic. There is no budget impact associated with this action.

Recommended Action: 1) Adopt the California Governor's Office of Emergency Services' (CalOES) resolution designating the City Manager, Assistant City Manager and Finance Director as authorized agents for the City to sign documents and provide information to the CalOES for the purposes of obtaining funds under the CDAA to partially reimburse the City for response expenses related to the COVID-19 pandemic.

## ADJOURNMENT

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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](http://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, 스페니쉬, 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., and uploaded to the City of Buena Park website [www.buenapark.com](http://www.buenapark.com). Under the declaration of a local emergency, the City of Buena Park attempted to post at the following location, but due to their closure was unable to: Buena Park Library, 7510 La Palma Avenue,

Date Posted: April 17, 2020

Adria M. Jimenez, MMC, City Clerk



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## AGENDA REPORT TO CITY COUNCIL

MEETING DATE: April 20, 2020

TO: Mayor and City Council

TITLE: RESOLUTION AUTHORIZING SUBMISSION OF A REQUEST FOR ASSISTANCE UNDER THE CALIFORNIA DISASTER ASSISTANCE ACT (CDAA) FOR REPOSE COSTS ASSOCIATED WITH THE COVID-19 PANDEMIC

**RECOMMENDED ACTION:** 1) Adopt the California Governor's Office of Emergency Services' (CalOES) resolution designating the City Manager, Assistant City Manager, and Finance Director as authorized agents for the City to sign documents and provide information to CalOES for the purposes of obtaining funds under the CDAA to partially reimburse the City for response expenses related to the COVID-19 pandemic.

**PURPOSE:** Authorize the City to apply for and accept from the State of California partial reimbursement for eligible response costs related to the COVID-19 pandemic. There is no budget impact associated with this action.

**PREVIOUS COUNCIL/COMMISSION/COMMITTEE ACTION:** The City Council adopted Resolution No. 14105 on March 17, 2020, proclaiming a local emergency in the City of Buena Park due to the COVID-19 pandemic.

**DISCUSSION:** Governor Newsom proclaimed a state of emergency due to the COVID-19 pandemic on March 4, 2020. Within the content of the declaration, the Governor stated, "The Office of Emergency Services shall provide assistance to local governments that have demonstrated extraordinary or disproportionate impacts from COVID-19, if appropriate and necessary, under the authority of the California Disaster Assistance Act (CDAA), Government Code section 8680 et. seq., and California Code of Regulations, Title 19, section 2900 et. seq."

Until April 15, CalOES had advised local governments that CDAA assistance had not yet been approved and that local governments could not yet apply for relief. On April 15, CalOES identified the language in the Governor's emergency proclamation and advised local governments to apply for CDAA assistance as soon as possible.

With the March 22, 2020, Presidential Declaration of Major Disaster (FEMA-4482-DR-CA), the primary channel for the reimbursement of eligible response costs runs through FEMA as set out in the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the "Stafford Act"). Local governments can use Stafford Act funds as reimbursement for eligible expenditures relating to the response to or recovery from a declared disaster. The eligible costs fall into six categories (Categories A through G).

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Subject:                    RESOLUTION AUTHORIZING SUBMISSION OF A REQUEST FOR  
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(CDAA) FOR REPOSE COSTS ASSOCIATED WITH THE COVID-19  
PANDEMIC

Category B, Emergency Protective Measures, is the only category applicable during the current pandemic emergency. The other categories provide relief for items such as debris removal or repair of physical damage to public property.

“Eligible costs” is a complex topic that continues to raise questions during every disaster. The broad-brush definition of eligible work under Category B is activity that protects life, property, or the environment, or provides for basic human needs. It can include: labor costs (usually overtime); vehicle and equipment use, rental, or purchase; supplies; facility rental and operations costs; and services. (Note that the Stafford Act does not address the major cost driver in the current emergency—loss of tax revenue.) Stafford Act funds will typically cover 75% of the eligible costs, with the requesting jurisdiction supplementing the remaining 25%.

CDAA is, in essence, the state version of the Stafford Act. It can be invoked by itself (for an emergency or disaster proclaimed by the governor for which there is no corresponding federal declaration) or as a supplement to Stafford Act assistance, the current emergency situation now. In the latter case, CDAA funds may reimburse the requesting jurisdiction up to 75% of the 25% share left uncovered by the Stafford Act, or an additional 18.75% of eligible costs. Depending on how long the current emergency continues and how much money the City spends to respond to the emergency, the difference could be significant.

**BUDGET IMPACT:** The City may receive CDAA reimbursed funds for some portion of eligible response costs not reimbursed under the Stafford Act. There is no way at this time to estimate the amount of funds that may be approved at the state and federal levels.

Prepared by:    Lance Charnes, Emergency Services Coordinator  
Approved by:    Jim Vanderpool, City Manager

Presented by:    Police Department

**ATTACHMENTS:**

- 1) CalOES Form 130, Designation of Applicant's Agent Resolution for Non-State Agencies

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE \_\_\_\_\_ OF THE \_\_\_\_\_  
(Governing Body) (Name of Applicant)

THAT \_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the \_\_\_\_\_, a public entity  
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the \_\_\_\_\_, a public entity established under the laws of the State of California,  
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

**Please check the appropriate box below:**

This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
(Name) (Title)

\_\_\_\_\_, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the \_\_\_\_\_ of the \_\_\_\_\_  
(Governing Body) (Name of Applicant)

on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

**Cal OES Form 130 Instructions**

**A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.**

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

**Resolution Section:**

**Governing Body:** This is the group responsible for appointing and approving the Authorized Agents.  
Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

**Name of Applicant:** The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

**Authorized Agent:** These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

**Governing Body Representative:** These are the names and titles of the approving Board Members.  
Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

**Certification Section:**

**Name and Title:** This is the individual that was in attendance and recorded the Resolution creation and approval.  
Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification.")