



**BUENA PARK CITY COUNCIL  
REGULAR MEETING  
TUESDAY, APRIL 28, 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 [comments@buenapark.com](mailto:comments@buenapark.com). **Please submit all comments and questions by 4:30 p.m., on Tuesday, April 28, 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**

**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, DIRECTOR OF HUMAN RESOURCES  
AND RISK MANAGEMENT**

**PLEDGE OF ALLEGIANCE**

**COREY SIANEZ, CHIEF OF POLICE**

**CITY MANAGER REPORT**

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

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

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## 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 [comments@buenapark.com](mailto:comments@buenapark.com). **Please submit all comments and questions by 4:30 p.m., on Tuesday, April 28, 2020.** All comments and questions will be read during the meeting.

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## 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 – 7)

### 1. APPROVAL OF MINUTES

Recommended Action: 1) Approve Minutes of the Special City Council Meeting of April 1, 2020; Special and Regular City Council Meetings of April 14, 2020; and, Special City Council Meeting of April 20, 2020.

### 2. RESOLUTIONS APPROVING CLAIMS AND DEMANDS

Recommended Action: Adopt resolutions.

### 3. TREASURER'S REPORT FOR THE MONTH OF MARCH 2020

Purpose: Review the Treasurer's Investment Report prepared by the Finance Department for the month of March 2020. There is no fiscal impact in receiving this report.

Recommended Action: Receive and file.

**4. COOPERATIVE AGREEMENT WITH THE CITY OF LA MIRADA FOR THE IMPROVEMENTS OF ALONDRA BOULEVARD PAVEMENT REHABILITATION PROJECT**

Purpose: Authorize the Public Works Department to enter into a cooperative agreement with the City of La Mirada to rehabilitate Alondra Boulevard. The City's proportionate share is estimated to be \$124,200, and will be funded by previously appropriated Annual Pavement Rehabilitation Funds (Account No. 24-9806-590004).

Recommended Action: 1) Approve a cooperative agreement with the City of La Mirada for the Improvements of Alondra Boulevard Pavement Rehabilitation Project; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; 3) Authorize the Mayor and City Clerk to execute the agreement; and 4) Approve a budget amendment in the amount of \$124,200 from p previously appropriated Annual Pavement Rehabilitation Funds for this purpose.

**5. PROFESSIONAL SERVICES AGREEMENT WITH KOSMONT & ASSOCIATES, INC., DBA KOSMONT COMPANIES, FOR ECONOMIC DEVELOPMENT-RELATED SERVICES**

Purpose: Approve an agreement with Kosmont Companies to provide economic development implementation and advisory services for high-profile and complex projects in the City. The 14-month contract term will be for a not-to-exceed amount of \$174,000 and will be funded by the existing FY19-20 budget, the Successor Agency ROPS, and the Economic Development Fund.

Recommended Action: 1) Approve an agreement with Kosmont & Associates, Inc., dba Kosmont Companies, for economic development implementation and advisory services; 2) Authorize the City Manager to make any necessary, non-monetary changes to the agreement; 3) Authorize the City Manager and City Clerk to execute the agreement; and 4) Authorize a budget allocation in the amount of \$50,000 from Successor Agency (ROPS) and \$94,000 from the undesignated Economic Development Fund balance for this purpose.

**6. AUTHORIZATION FOR THE CITY TO JOIN THE COUNTY OF ORANGE REGIONAL USED OIL RECYCLING PROGRAM**

Purpose: Authorize the Public Works Department to submit a regional application to join the County of Orange Regional Used Oil Recycling Program. There are no direct costs associated with this action.

Recommended Action: 1) Authorize the Director of Public Works and County of Orange to submit a regional application for the Fiscal Year 2020/2021 Used Oil Recycling Program.

7. **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 (8 - 12)

8. **PROFESSIONAL SERVICES AGREEMENT WITH BKF ENGINEERS FOR THE ROSECRANS AVENUE PAVEMENT REHABILITATION DESIGN PROJECT**

Presented by Public Works Department

Purpose: Authorize the Public Works Department to enter into an agreement with BKF Engineers to provide design services including plans, specifications, and cost estimates for the Rosecrans Avenue Pavement Rehabilitation Project. Associated costs for project design will be funded by the Gas Tax and Measure M2 Funds (Account No. 25-9806-590160).

Recommended Action: 1) Approve a Professional Services Agreement with BKF Engineers in the amount of \$48,693 for the Rosecrans Avenue Pavement Rehabilitation Design Project; 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.

9. **PROFESSIONAL SERVICES AGREEMENT WITH BKF ENGINEERS FOR THE ALTURA BLVD REHABILITATION DESIGN PROJECT**

Presented by Public Works Department

Purpose: Authorize the Public Works Department to enter into an agreement with BKF Engineers to provide design services including plans, specifications, and cost estimates for the Altura Blvd Rehabilitation Project. Associated costs for this design project will be funded by the Gas Tax and Measure M2 Funds (24-9806-590161).

Recommended Action: 1) Approve a Professional Services Agreement with BKF Engineers in the amount of \$57,101 for the Altura Blvd Rehabilitation Design Project; 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

**10. APPROVAL OF HOME IMPROVEMENT PROGRAM (HIP) GUIDELINES WITH NEW LOAN INTEREST RATE FOR ALL APPLICANTS**

Presented by City Manager's Office

Purpose: Adopt new Home Improvement Program (HIP) guidelines that revise the interest rate for all applicants to 1% simple interest. There is no direct budget impact to the General Fund with the approval of these new guidelines as the program is funded through federal and state grants.

Recommended Action: 1) Approve the new Home Improvement Program (HIP) guidelines and interest rate for all applicants; 2) Authorize the City Manager's Office to forward the guidelines to the State of California Housing & Community Development (HCD) for review and approval; 3) Authorize the City Manager and City Attorney to make any necessary changes to the guidelines based on the HCD's final review of the document; and 4) Authorize the City Manager to promote and implement the new program guidelines.

**11. CREATION OF A BUENA PARK SMALL BUSINESS EMERGENCY RELIEF GRANT PROGRAM TO ASSIST SMALL BUSINESSES AFFECTED BY COVID-19**

Presented by City Manager's Office

Purpose: Approve the creation of a small business relief grant program to assist Buena Park small businesses affected by the COVID-19 pandemic. Associated program costs in the amount of \$514,903 will be funded by CDBG-CV funds on a reimbursement basis

Recommended Action: 1) Authorize the implementation of a Small Business Emergency Relief Grant Program to assist Buena Park small businesses affected by COVID-19 with working capital of up to \$10,000; 2) Authorize the City Manager and City Attorney to make non-monetary changes to the program guidelines, criteria, associated documents, as necessary; and, 3) Approve a budgetary action in the amount of \$514,903 for use of CDBG-CV grant funds for this purpose.

**12. CREATION OF A TENANT-BASED RENTAL ASSISTANCE PROGRAM (TBRA) WITH HOME FUNDS AND APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH HOUSING PROGRAMS FOR ADMINISTRATION OF THE PROGRAM**

Presented by City Manager's Office

Purpose: Authorize the creation of a new TBRA program to assist Buena Park rental residents, who are low-moderate income and are unable to pay their rent due to the economic hardship associated with the COVID-19 pandemic. Associated costs will be incurred by HOME Program Income as well as the Economic Development Fund (Account No. 12-6240-632110).

Recommended Action: 1) Approve the creation of a TBRA program with HOME Funds; 2) Authorize the City Manager and City Attorney to make any necessary changes or augmentations to the TBRA guidelines in order to expedite the distribution of funds to residents; 3) Approve a professional services agreement with Housing Programs for services related to administration of the TBRA program; 4) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; 5) Authorize the City Manager and City Clerk to execute the agreement; 6) Dispense with the informal bidding process due to the specialized nature of the contractor, who is familiar with the intricacies involved in administering the program; 7) Appropriate \$75,000 from the undesignated Economic Development Fund balance to the Economic Development Fund Consultant Services account (Account No. 12-6240-632110) for consultant services related to program delivery; and, 8) Reappropriate \$500,000 from HOME Program Income funds for this program.

**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](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, Sarah Guerra, CMC, 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 23, 2020

*Sarah Guerra, CMC, Administrative Assistant*