

MINUTES OF CITY COUNCIL MEETING
OF THE CITY OF BUENA PARK
HELD FEBRUARY 11, 2020

Vol. 51 Pg. 105

CALL TO ORDER

The City Council met in a regular session on Tuesday, February 11, 2020, at 5:00 p.m. in the City Council Chamber of the Civic Center, 6650 Beach Boulevard, Buena Park, California, Mayor Smith presiding.

ROLL CALL

PRESENT: Brown, Park, Swift, Traut, Smith
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 reverend Dion Thomas, Sunrise Community Christian Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mark Saucedo, Community Services Supervisor.

CITY MANAGER REPORT

City Manager Vanderpool reported on the following:

- Beautification-Environmental Commission will host an Arbor Day Celebration and Tree Planting Event, St. Joseph Episcopal Church, Saturday, March 14, 9:00 a.m.
- Celebration of Life for Longtime Planning Commissioner and resident, Larry Barstow, Saturday, February 15 at 2:00 p.m., St. Pius Catholic Church. Reception to follow at Knights of Columbus.

Community Services Director Box reported:

- Senior Center, Annual Valentine's Day Celebration, Reflections of Love and Vow Renewal Event, Thursday, February 13th at 10:30 a.m.
- Buena Park Girls Softball League Opening Day Ceremonies, Saturday, February 22, at 10:00 a.m., San Antonio Park.
- Crescent Little League Opening Ceremonies, Saturday, February 29, at 10:00 a.m. Bellis Park.

PRESENTATIONS

Captain Nunez provided the City Council with a Buena Park Police Department update. The Buena Park Police Department 2019 year in review included BPPD personnel updates, response times information, dispatch call summary, arrest statistics, accomplishments and the Department's five-year strategic plan.

ORAL COMMUNICATIONS

Mayor Smith announced the public may at this time address the members of the City Council on any matters within the jurisdiction of the City Council.

Faith Alcaraz, Buena Park resident, spoke regarding unwanted activity at the Westward Wagon and numerous police calls made to that location for loud music, parties at all hours of the night and racing cars.

Carol McCann, Buena Park resident and Steering Committee Member for the Buena Park Collaborative, thanked the City Council, health, faith based organizations, local businesses, and residents for on-going support which allows the organization to assist people in need to improve their quality of life. She invited the community to the 2nd Annual Open House on Thursday, March 5th from 5:00 p.m. – 8:00 p.m.

There being no further requests to speak, Mayor Smith closed oral communications.

CONSENT CALENDAR (1 – 5)

Mayor Smith announced that Consent Calendar Items 1 through 5 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 Smith requested separate consideration for Item No. 2. Council Member Swift requested separate consideration for Item No. 4. There being no additional requests for separate consideration, the following action was taken:

- MOTION: Traut
- SECOND: Park
- AYES: Traut, Park, Brown, Swift, Smith
- NOES: None

MOTION CARRIED that all actions recommended on Consent Calendar Items 1, 3 and 5 be approved.

Finance 75

1. RESOLUTIONS APPROVING CLAIMS AND DEMANDS

Recommended Action: Adopt resolutions.

ADOPTED the following titled resolutions:

RESOLUTION NO. 14084

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$4,531.620.32 DEMAND NOS. 400946 THROUGH 401163

RESOLUTION NO. 14085

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$18,048.31 DEMAND NOS. 401164 THROUGH 401168

RESOLUTION NO. 14086

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$23,132.05 COVERING RETIREE PAYROLL ENDING JANUARY 31, 2020

RESOLUTION NO. 14087

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$783,441.58 COVERING REGULAR PAYROLL ENDING JANUARY 24, 2020

Boards & Commissions 42

2. RESOLUTION APPROVING APPOINTMENTS OF COMMISSION MEMBERS TO THE CITIZENS ADVISORY COMMITTEE AND PLANNING COMMISSION

Purpose: Accept the appointments of commissioners to the Citizens Advisory Committee and Planning Commission. There is no budget impact with the approval of this item.

Recommended Action: Adopt a Resolution: 1) Confirming the appointment of Joe Pak to the Citizens Advisory Committee, District 1 representing the District 4 seat for a term that will expire February 10, 2023; 2) Confirming the appointment of Sharon Desai to the Citizens Advisory Committee, District 1 seat for a term that will expire February 11, 2023; and 3) Confirming the appointment of John Cangey to the Planning Commission, District 5 seat for a term that will expire February 11, 2023.

Joe Pak thanked the City Council and Council Members Swift and Park as well as City Clerk Jimenez for the interview process.

MOTION: Brown
 SECOND: Traut
 AYES: Brown, Traut, Park, Swift, Smith
 NOES: None

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

RESOLUTION NO. 14088

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK APPROVING THE APPOINTMENT OF JOE PAK, DISTRICT 1 REPRESENTING DISTRICT 4, TO THE CITIZENS ADVISORY COMMITTEE; AND SHARON DESAI, DISTRICT 1 TO CITIZENS ADVISORY COMMITTEE; AND JOHN CANGEY, DISTRICT 5 TO THE PLANNING COMMISSION

Contracts 70 C-3123 Public Works Proj. 125 PW-877

3. FINAL PAYMENT FOR THE BELLEHURST WALLS IMPROVEMENT PROJECT
Purpose: Authorize the Public Works Department to issue final payment and file a Notice of Completion for the Bellehurst Walls Improvement Project. This project was funded from One-Time General Fund Revenue.

Recommended Action: 1) Accept project as complete and approve final payment to S.D.C. Engineering, Inc. in the amount of \$40,121.11; and 2) Direct the Public Works Department to file a Notice of Completion.

APPROVED the recommended action.

Budgets 47 Schools 132

4. APPROVAL OF A SWIM LESSON PROGRAM FOR ELEMENTARY SCHOOL STUDENTS
Purpose: Authorize the Community Services Department to offer swimming lessons earlier in the season targeting elementary school students. Associated costs in the amount of \$15,100 will be offset by projected revenues, leaving a net cost of \$640 for the program.

Recommended Action: 1) Approve the provision of swim lessons four weeks earlier for elementary students; and 2) Approve a budget amendment in the amount of \$15,100 for this program, which will be mostly offset by program revenues.

Art Montes thanked the City Council and staff for the expansion of the swim and various programs. He commented that these programs benefit and help educate the community about safety.

Council Member Swift requested information from Community Service Director Box regarding typical pool temperature and cost of increasing pool water temperature due to concerns of less participation in program if pool water is cold. Director Box indicated that minimum pool water temperature is 81 degrees. Council Member Swift commented that she would like to round up budget amount from \$600.00 to \$1,200.00 to increase pool heating from 81 to 85 degrees in the months of April and May to ensure participation. Mayor Smith shared his concerns about \$1,200.00 not being enough to fund the program and suggested bringing this item back to City Council once staff has a solid pool heating estimate. Mayor Pro Tem Traut recommended City Council approve the item as recommended and return to City Council for a budget amendment.

MOTION CARRIED to approve the recommended action and return to City Council with a budget amendment to fund the amount necessary to increase pool heating from 81 to 85 degrees in the months April and May.

MOTION: Traut
 SECOND: Swift
 AYES: Traut, Swift, Brown, Park, Smith
 NOES: None

Econ. Dev 191 Loan Program 191.7

- 5. RESOLUTION AUTHORIZING SIGNATORY ON DOCUMENTS ASSOCIATED WITH THE RESIDENTIAL HOME IMPROVEMENT LOAN AND GRANT PROGRAMS AND THE FIRST TIME HOMEBUYER PROGRAM FOR ALL ECONOMIC DEVELOPMENT LOAN DOCUMENTS

Purpose: Authorize the City Manager and Assistant City Manager to execute documents associated with the Home Improvement Loan and Grant Programs or First Time Homebuyer Programs. There is no budget impact with the adoption of this resolution.

Recommended Action: 1) Adopt a resolution authorizing the City Manager and the Assistant City Manager to be signatory on documents associated with the Home Improvement Loan and Grant Programs and the First Time Homebuyer Programs; and, 2) Direct the City Clerk to record the adopted resolution.

ADOPTED the following titled resolution:

RESOLUTION NO. 14089

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, AUTHORIZING THE CITY MANAGER AND ASSISTANT CITY MANAGER TO EXECUTE CERTIFICATES OF ACCEPTANCE AND LOAN DOCUMENTS PERTAINING ONLY TO THE CITY'S HOME IMPROVEMENT LOAN PROGRAMS AND THE FIRST TIME HOME BUYERS PROGRAMS ON BEHALF OF THE CITY

NEW BUSINESS (6 - 8)

Audits 40 & Reports & Studies 129

- 6. COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR YEAR ENDED JUNE 30, 2019
Presented by Finance Department

Purpose: Receive and file the Comprehensive Annual Financial Report (CAFR). There is no budget impact with the approval of this item.

Recommended Action: 1) Receive and file the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2019.

MOTION: Brown
 SECOND: Traut
 AYES: Brown, Traut, Park, Swift, Smith
 NOES: None

MOTION CARRIED to approve the recommended action.

Contracts 70 C-3177

- 7. PROFESSIONAL SERVICES AGREEMENT WITH HAZEN AND SAWYER (HAZEN) TO DEVELOP AN INITIAL UNIDIRECTIONAL FLUSHING (UDF) PROGRAM
Presented by Public Works

Purpose: Authorize the Public Works Department to enter into an agreement with HAZEN to provide a flushing program for water operations throughout the City. Associated costs in the amount of \$45,600 will be funded by the Water Enterprise Fund (Account No. 52-9806-396854).

Recommended Action: 1) Approve a Professional Services Agreement with Hazen and Sawyer ('HAZEN') in the amount of \$45,600 for development of an Initial Unidirectional Flushing (UDF) Program for the City's water operations; 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: Swift
 SECOND: Traut
 AYES: Swift, Traut, Brown, Park, Smith
 NOES: None

MOTION CARRIED to approve the recommended action.

Police Dept. 117

8. RESOLUTION SUPPORTING REDUCING CRIME AND KEEPING CALIFORNIA SAFE ACT OF 2020
Presented by Police Department

Purpose: Adopt a resolution supporting the Reducing Crime and Keeping California Safe Act of 2020. There is no budget impact with the adoption of this resolution.

Recommended Action: 1) Approve the Resolution supporting the Reducing Crime and Keeping California Safe Act of 2020.

MOTION: Swift
SECOND: Brown
AYES: Swift, Brown, Smith
NOES: Park, Traut

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

RESOLUTION NO. 14090

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ADOPTING THE REDUCING CRIME AND KEEPING CALIFORNIA SAFE ACT OF 2020

CALL TO ORDER 6 P.M.

PUBLIC HEARING (9 - 10)

Communications 163

9. A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF BUENA PARK AMENDING THE CITY'S SMALL CELL REGULATIONS
Presented by City Attorney

Purpose: Adopt a resolution amending and restating small cell regulations for the City, including the application, permitting, and design standards. There is no direct fiscal impact associated with approving the proposed resolution; however, the Federal Communications Commission (FCC) Third-Order and Ruling ('3rd Order') will result in a long-term loss of City revenues, and the fee revenue recovered may not be adequate to offset the City's costs.

Recommended Action: 1) Adopt the proposed resolution approving the Amended and Restated Small Cell Regulations for the City of Buena Park to update the application, permitting, and design standards imposed by the City on small cell facilities installed within the public rights-of-way ("ROW").

City Attorney Cardinale reported that on April 23, 2019, the City Council received a presentation about recent changes in federal law that further limited the City's authority to regulate "small cell wireless facilities" installed within the public rights-of-way. At that time, the City Council adopted an Urgency Ordinance amending Chapter 19.1220 of the Buena Park Municipal Code, "Wireless Communication Facility Regulations and Guidelines," and adopted a companion Resolution establishing the "Small Cell Regulations" for the City.

Over the past nine months, and as directed by the City Council, various City staff have been working with wireless carriers to revise and clarify the City's regulations in a manner that addresses carriers' concerns, is consistent with legal requirements, and reduces administrative burdens for staff.

Under federal law, a city's regulation of the placement and operation of "wireless service facilities" may not: (1) unreasonably discriminate among providers of functionally equivalent services; or (2) prohibit, or have the effect of prohibiting, the provision of personal wireless services; and cities may also not regulate the entry of, or the rates charged by, mobile service providers.

State law (California's Public Utilities Code) grants "telephone corporations," including wireless service providers, a state-wide "franchise" to install and operate their telephone equipment in or upon the public ROWs; meaning local governments may not impose a local franchise requirement.

In continued efforts to comply with federal and state requirements, and consistent with direction provided by the City Council, the City Attorney’s Office and staff have worked with wireless carriers to address their stated concerns with the City’s regulations; as well as to streamline and simplify the process from staff’s perspective. The result is the “Restated Small Cell Regulations” that are now presented for City Council consideration. The Restated Small Cell Regulations make significant changes to the City’s existing regulations (in both structure and substance), and key features.

Mayor Smith stated that this was the time and place for a public hearing to consider a resolution of the City Council for the City of Buena Park amending the city’s small cell regulations. Mayor Smith opened the public hearing and inquired if anyone present desired to speak.

Stacey Brown, AT&T Representative, thanked the City Council and City Attorney Cardinale for the amendments to the ordinance which will help provide coverage for customers in the area. Ms. Brown advised of requirements within the ordinance that may negatively affect cell providers such top mounts and placing equipment underground.

Todd Smith, Crown Castle Representative, commented that requirements for the amount of data on the survey for applications exceeds what would be necessary for the purview of the project. Further, the applicant appeal process in the ordinance does not read well and suggested a tolling agreement be added to the process.

City Attorney Cardinale commented that adding a tolling agreement made sense and requested the City Council consider staff’s recommendation with the addition of a tolling agreement section.

MOTION: Brown
SECOND: Traut
AYES: Brown, Traut, Park, Swift, Smith
NOES: None

MOTION CARRIED to approve the recommended action as amended and ADOPT the following titled resolution:

RESOLUTION NO. 14091
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ADOPTING AMENDED AND RESTATED REGULATIONS FOR SMALL CELL TELECOMMUNICATIONS FACILITIES INSTALLED WITHIN THE PUBLIC RIGHT OF WAY PURSUANT TO CHAPTER 19.1220 OF THE BUENA PARK MUNICIPAL CODE

User Fees 204

- 10. ADOPT A RESOLUTION ESTABLISHING FEES FOR PERMITS AND INSPECTIONS ASSOCIATED WITH APPLICATION AND MAINTENANCE OF SHORT-TERM RENTAL (STR) BUSINESS WITHIN THE CITY OF BUENA PARK
Presented by Community Development

Purpose: Authorize the Community Development and Finance Departments to establish fees for STR permit registration, renewal, inspection, and appeal fees. The new fees will result in estimated annual revenue of approximately \$20,000.

Recommended Action: 1) Adopt a resolution for establishing the fees and charges pertaining to short-term rental (STR) business operating within the City.

Senior Planner Meshram reported that Ordinance No. 1675 will become effective February 14, 2020 establishing operating regulations for STR business and requires STRs to pay transient occupancy tax (TOT) at the same rate as hotels/motels within the City. The proposed resolution will establish fees in addition to the TOT, for the purpose of STR permit review, renewal, and annual inspections. The proposed fees will pay for costs associated with providing services including:

- 1. Review of application materials for consistency with the Ordinance.
- 2. Mailing of notices upon receipt of an application, and approval of a STR permit.
- 3. Annual inspections for compliance with Building and Fire Codes, including pool and spa safety requirements.
- 4. Software (Host Compliance) for mobile registration, 24-hour complaint hotline, Transient Occupancy Tax collection, and on-going monitoring of permitted and unpermitted short term rentals within the city. Electronic payment processing fees

charged by Host Compliance or affiliated financial organization will be passed through to the STR permit holder.

Staff surveyed eight agencies in California and their STR permit fee structures vary considerably for application and renewal fees from \$29 in Palm Desert to \$850 in Los Angeles. Staff is proposing a \$300 application and renewal fee, a \$100 initial and annual inspection fee thereafter, and \$500 permit appeal fee. Once approved, an STR permit will be valid for a period of three years, unless revoked or transferred per the Ordinance. The application fees will be non-refundable and will cover the cost of staff time spent in reviewing the application material submitted.

The proposed fees may be reevaluated at the time of the comprehensive citywide fee study currently underway. The proposed resolution will establish the fee for STR application and renewal to \$300, annual inspection fees to \$100, and appeal fee to \$500. Staff believes that the rates, fees and charges do not exceed the estimated reasonable cost of providing the service or program.

Mayor Smith stated that this was the time and place for a public hearing to consider a resolution establishing fees for permits and inspections associated with application and maintenance of short-term rental (STR) business. Mayor Smith opened the public hearing and inquired if anyone present desired to speak.

Liem Nguyen, Buena Park resident, spoke regarding his open code enforcement case.

Ngoc Nguyen, Buena Park resident, spoke about fees, the process required to bring property up to code, and stated their property was sold to her family with numerous code violations.

MOTION: Brown
 SECOND: Swift
 AYES: Brown, Swift, Park, Traut, Smith
 NOES: None

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

RESOLUTION NO. 14092

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK ESTABLISHING FEES AND CHARGES FOR SHORT-TERM RENTAL PERMIT REGISTRATION, RENEWAL, INSPECTION, AND APPEAL FEE

MAYOR/CITY COUNCIL REPORTS AND CALENDAR

Council Member Brown reported the following:

- January 31 Ruben Lopez Retirement Party
- January 31 Elementary Art Show Awards Reception
- February 5 Commissioner Interviews
- February 6 SCAG Meeting
- February 6 North Orange County Chamber Winter Business Mixer
- February 7 Funeral Services for Former School Board Member Esther Wallace

Council Member Brown calendared the use of drones for Code Enforcement cases.

Mayor Pro Tem Traut reported the following:

- January 29 Cypress State of the City
- January 31 Elementary Art Show Awards Reception
- February 5 Commissioner Interviews

Council Member Park reported the following:

- January 31 Ruben Lopez Retirement Party
- February 6 Employee Birthday Celebration
- February 5 Commissioner Interviews
- February 11 Buena Park Cable Foundation Meeting

Council Member Swift reported the following:

- January 29 District 2 Town Hall Meeting
- January 30 Donation Presented to Boys and Girls Club of Buena Park
- January 31 Ruben Lopez Retirement Party
- February 4 FUHSD Board Meeting
- February 5 Commissioner Interviews
- February 6 Traffic and Transportation Commission Meeting
- February 7 Funeral Services for Former School Board Member Esther Wallace
- February 11 OCFA Budget and Finance Committee Meeting

Council Member Swift calendared a discussion for two additional Bellehurst signs.

Mayor Smith reported the following:

- January 29 Cypress State of the City
- January 29 District 2 Town Hall Meeting
- January 30 Planning Commissioner Interviews
- January 31 Elementary Art Show Awards Ceremony
- February 3 Mayor's Prayer Breakfast Committee Meeting
- February 5 Senior Commissioner Interview
- February 5 Sanitation District Board Meeting
- February 6 Planning Commissioner Interviews
- February 11 Buena Park Cable Commission

Mayor Smith calendared office space for the Historical Society and usage of the Stage Stop Hotel.

RECESS

Mayor Smith recessed the meeting at 6:58 p.m. and announced the meeting would be reconvened in the City Council Chamber. The meeting was reconvened at 7:23 p.m.

STUDY SESSION (11 - 16) (Reconvene in the Council Chamber)

11. DISCUSS AND PROVIDE DIRECTION REGARDING SB 998 WATER SHUTOFF POLICY
Report by Finance Department

Finance Manager Garcia reported that on September 28, 2018, Governor Jerry Brown signed into law SB 998, the "Water Shutoff Protection Act," and added Chapter 6 to Part 12 of Division 104 of the Health and Safety Code ("H&S Code"), which changes the requirements and procedures relative to the discontinuation of residential water service for non-payment.

SB 998 requires urban and community water systems that supply water to more than 200 service connections to have a written policy on discontinuation of residential water service for non-payment. The water shutoff policy must be posted to the City's website and be available in English, Spanish, Chinese, Tagalog, Vietnamese, and Korean.

The City's water shutoff policy is mandated by SB 998 to include provisions that prohibit discontinuation of residential water service; and mandates the City to prohibit discontinuation of residential water service of delinquent customers for at least 60 days. SB 998 also provides a provision for special medical and financial circumstances under which residential water services will not be discontinued. The City may not discontinue residential water service if all the following conditions are met:

1. A primary care provider certifies that discontinuation of water service will be life threatening to or pose a serious threat to the health and safety of a resident of the premises where residential service is provided.
2. The customer can demonstrate that he or she is financially unable to pay during the normal billing cycle.
3. The customer is willing to enter into an alternative payment arrangement, including an extension, amortization, or alternative payment schedule with respect to the delinquent charges.

Staff has been a part of a county-wide working group organized by the Municipal Water District of Orange County (MWDOC) to create a compliant water shutoff policy. Staff has prepared a policy that complies with the new rules mandated by SB 998 and integrates with current operations.

Following discussion, the City Council directed staff to return to City Council for formal approval of the Water Shutoff Policy by resolution at the next City Council meeting.

12. DISCUSS AND PROVIDE DIRECTION REGARDING VANDALISM AND/OR GRAFFITI CALLS FOR SERVICE TO THE POLICE DEPARTMENT
Report by Police Department

Lieutenant Geyer provided an overview of the process for the public to report incidents of graffiti and vandalism. Graffiti, or tagging, is one of the Police Department's highest calls for service. Graffiti creates blight, impacts the quality of life for residents, and can have a significant financial impact on both the City and the community. Graffiti can also have an impact on tourism, if not addressed quickly.

There are two methods of reporting graffiti, the Police Department Dispatch Center and the Public Works Graffiti Hotline. The Police Department goals are: prevention through proactive policing and community engaging, gather and share intelligence, identify suspects, prosecute suspects, collect restitution for victims, communicate with the Public Works Department; and, clean up expeditiously.

The City Council received and filed this report.

13. DISCUSS AND PROVIDE DIRECTION REGARDING THE LOVE BUENA PARK EVENT
Report by City Manager's Office

Assistant City Manager France reported for the past four years, City staff has taken a significant role in the annual Love Buena Park Day event that occurs in early spring. There are a variety of projects submitted each year and all are vetted by event administrators. Initially, City staff was hopeful the faith-based community would rally around the event and take the lead in spearheading the effort as is done in other cities. Since the initial event in 2016, the Police Chief, as well as staff from both the City Manager's Office and Police Department, have done the majority of promotion, fundraising, and coordination for Love Buena Park. Fundraising includes both donations and in-kind services for the event. Love Buena Park has been hosted by The Source the past few years with a kickoff event in the morning in the plaza area and post-project luncheon near the food court.

A significant amount of dedication, resources, and effort is needed in order for Love Buena Park to be a successful event. Staff is finding it more and more difficult to support this event given daily responsibilities and other City event obligations. In fact, early conversations several years ago about a Love Buena Park event suggested a supportive role by the City and lead role by either a service club or local church. At this time, staff is requesting that the City Council consider having the City step back from a leadership position in the 2020 Love Buena Park event and play a supportive role.

The City Council discussed the current process, fundraising, in-kind services and faith-based groups undertaking this event. Following discussion, the City Council directed staff to meet with local faith groups to discuss future Love Buena Park events, continue assisting; however, the City of Buena Park can no longer take the lead on this event.

14. DISCUSS AND PROVIDE DIRECTION REGARDING A REVIEW OF THE CITY COUNCIL POLICY GUIDE
Report by City Clerk

City Clerk Jimenez reported that at the City Council meeting of September 24, 2019, Council Member Brown requested a review of the City Council Policy Guide due to the many revisions that have occurred in the past two years. The following City Council Policies were reviewed:

- Policy No. 21 Certificates of Commendations, Congratulations and Recognition
- Policy No. 22 Appointment, Reappointment, and Recruitment of Commissioners
- Policy No. 28 City Council Liaisons to City Commissions
- Policy No. 31 Protecting the City Logo

- Policy No. 42 Creation of Preferential Parking Districts
- Policy No. 43 Commissioner Name Badges, Business Cards, City Apparel, Email Addresses, Event Entry and Coffee Mugs for City Commissioners
- Policy No. 44 Social Media
- Policy No. 45 Language Access

Mayor Smith requested staff create a City Owned Equipment Use Policy. Mayor Pro Tem Traut requested an update on the following City Council Policies: Policy No. 4 Reserve and Fund Balance Assignments; Policy No. 15 Maintenance and Improvement of City Streets; Policy No. 17 Tree Removal and Replacement; and, Policy No. 35 Tax Sharing Agreements. Following discussion and review of policies, City Council directed staff to create a City-owned Equipment Use Policy and revise Policy No. 22 and return for formal adoption at the next City Council Meeting.

15. CITY MANAGER REPORT

City Manager Vanderpool reported on the following:

- State of the City, Wednesday, February 12, at 11:30 a.m., Knott's Berry Farm Hotel
- Pre-Valentine's Day Event, Thursday, February 13, at 1:00 p.m., City Clerk's Office

16. COMMISSION/COMMITTEE APPOINTMENTS/REMOVALS

City Clerk Jimenez reminded City Council about upcoming commissioner Interviews.

ADJOURNMENT

There being no further business, Mayor Smith adjourned the meeting at 8:40 p.m.



 Mayor

ATTEST:



 City Clerk