

MINUTES OF AN EMERGENCY MEETING  
OF THE BUENA PARK CITY COUNCIL  
HELD MARCH 17, 2020

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CALL TO ORDER

The City Council met in an emergency meeting on Tuesday, March 17, 2020, at 4:00 p.m., in the Council Chamber of the Civic Center, 6650 Beach Boulevard, Buena Park, California, Mayor Smith presiding.

ROLL CALL

PRESENT: Brown, Park, Swift (teleconference), Traut, Smith  
ABSENT: None

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

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. There being none, Mayor Smith closed oral communications.

NEW BUSINESS (1 - 2)

- 1. COMMUNITY UPDATE ON COVID-19 AND DIRECTION FROM CITY COUNCIL**  
Staff report by Jim Vanderpool, City Manager / Corey Sianez, Chief of Police / Lance Charnes, Emergency Services Coordinator

City Manager Vanderpool reported this emergency meeting was called to brief the City Council and the Buena Park community about the COVID-19 Pandemic. City staff members are engaged and staying abreast of the most recent information. Staff is participating in daily updates with Orange County and is participating in daily County Emergency Operations Center (OC EOC) calls. City administration has been reacting to the pandemic on the advice of federal, state, and county authorities and has been relying on those experts on how to respond. All guidelines set forth by those agencies have been implemented at the City: social distancing, no gatherings of 10 or more, and caution for persons whom are elderly or have underlying health conditions. Administration is sensitive to implement and protect the public and employees. As much as it makes a lot of sense to cancel events and close venues with large gatherings, the one thing administration believed is that it was important that government at the city level should be available to residents while maintaining these safeguards. The Orange County Board of Supervisors (OCBOS) conducted an emergency meeting where they heard from Orange County health experts. OCBOS issued a notice prohibiting all public and private gatherings of any size. That order along with other state statutes required essential services continue to be maintained. The City is responding to all necessary essential functions in Buena Park.

Mayor Smith noted that Congressman Cisneros called to ask what Buena Park needed and directed Assistant City Manager France to provide Congressman Cisneros with a full report.

Orange County Fire Authority (OCFA) Battalion Chief Henery provided a report from OCFA noting all fire stations are fully staffed and operational. OCFA is taking measures to limit public access to all non-emergent public activities. The Dispatch Center is conducting additional screening to alert fire personnel and local law enforcement that respond to local emergencies of any patients that traveled out of the county and/or has experienced possible exposure. None of the firefighters have tested positive for the virus and OCFA continues to take measures to make sure OCFA is operationally ready. The OCFA's Incident Management Team has been activated and in contact with OCBOS, as well as OC EOC to ensure all standards and guidelines are followed.

Chief Sianez reported the Police Department's first concern and number one priority is the safety of the community and employees. Currently, BPPD is working with OCFA on medical calls, with OCFA and BPPD dispatchers both staying on the line until the end of the call, to determine if there is a life-threatening medical issue. Personal Protection Equipment (PPE) has been issued to all officers for their use. The Department is limiting the risk of officers going inside residences by asking the reporting party to step outside. For non-emergency calls, the reporting party calls in the report versus sending police officers out to the scene. Public safety will not be impacted. Businesses are closing due to shelter-in-place orders and owners are concerned that businesses will be unoccupied. The Department is conducting patrols to ensure no crime has occurred. Police officers are highly visible in the community and the department is doing its best to adapt to these fluid circumstances.

Mayor Smith asked if the Department is going to continue issuing street sweeping citations. Chief Sianez stated the department understands the stressfulness of this situation and that people will now be working from home. The Department is not issuing street sweeping tickets for the next couple of weeks and will reevaluate the situation moving forward.

Mayor Pro Tem Traut requested street sweeping tickets issued from Monday, March 9, 2020 moving forward be waived. Chief Sianez advised that would be a policy decision of the City Council, and if that is what the City Council directed, fees could be waived.

Mayor Pro Tem Traut requested information regarding patrol at locations such as grocery stores and food distribution centers. Chief Sianez advised the Department has been monitoring those locations and there have not been any issues. The Department will continue to have visibility at those type of locations.

EOC Coordinator Charnes reported that at 2:00 p.m. today the City Manager activated the City's Emergency Operation Center (EOC) at Level 3 which is the lowest level of activation. Level 3 consists of assigned section chiefs, the EOC Director and other EOC positions. Level 3 addresses issues coming from EOA. The reason the EOC was activated is to monitor progress of the pandemic, coordinate city procurement and expenditures, and relay the resource needs to the EOC for resolution. The EOC Director does not expect people will be at the EOC fulltime, and staff will be monitoring the operational area conference call every day. The situation is monitored and situation progress reports from the state and county are reviewed. There are 22 confirmed cases of COVID-19 in Orange County and there is confirmed community transmission.

City Clerk Jimenez reviewed the temporary protocols and Executive Order provisions on the Brown Act, City Council Meetings, and City Commission Meetings.

Council Member Park stated she is concerned about the impact of COVID-19 on the local economy and requested information on federal and state stimulus packages be available for local businesses on the City's website.

Mayor Smith advised the public all information related to COVID-19 is available on the City's website at [www.buenapark.com](http://www.buenapark.com) or contact the City Manager's Office at (714) 562-3550. For health related information contact the Orange County Health Care Agency at 1(800) 564-8448.

City Manager Vanderpool recommended residents follow the City's social media platforms as it is the quickest way to obtain the most recent information.

Community Services Director Box provided an update on facility closures, program closures, and event cancellations. The Buena Park Senior Center is closed. The daily congregant meal program will begin on Thursday, March 19. Older adults who participate in the daily lunch program will be able to drive through to pick up frozen meals. Adult Day Care is suspended. The following events are canceled: all Commission Meetings, High School Art Show Awards Ceremony, Volt Interview Workshop, Paws in the Park, All City Track Meet, Spring Eggstravaganza, Family Art Festival, and all facility rentals at Ehlers Events Center and Buena Park Community Center. The following events/programs have been suspended: adult softball programs, youth basketball awards ceremony, Peanut Baseball Skills Testing, league volleyball and basketball, all activities at Buena Park Junior High School gym, Parents' Night Out, Family Night Out, and all afterschool programming.

Mayor Pro Tem Traut inquired if there are any transportation opportunities or are basic supplies being provided to seniors.

Community Services Director Box stated there are no basic supplies available for distribution; however, if there is a senior lunch program daily participant that is unable to make it to the drive through distribution, Meals on Wheels is available and meals will be delivered to their home. The commodity food program will take place on Thursday through a drive-thru capacity in the Ehlers Event Center back parking lot.

Mayor Smith requested residents watch out for elderly neighbors and if there is a concern call the Police Department who can conduct a welfare check.

City Manager Vanderpool provided information related to the City's Facebook live meeting feed regarding street sweeping citations, increased neighborhood police patrols, reported cases of COVID-19 in Buena Park, and homeless neighbor assistance.

Council Member Swift requested information about enacting a moratorium on evictions for residents not being able to work due to COVID-19.

City Attorney Cardinale stated Governor Newsom's Executive Order issued late yesterday allows cities to regulate rent control and conditions of evictions to a certain extent, but there is a state preemption. The Executive Order waives the preemption so cities now have the ability to enact a moratorium on tenant evictions and foreclosures due to a loss of income or the inability to pay rent because of COVID-19. The City Council could take action today; however, there is no sample language for an interim ordinance.

Council Member Swift requested staff return next week with an urgency ordinance for a moratorium on evictions due to COVID-19.

Mayor Pro Tem Traut confirmed with the City Attorney that the recommended language for the moratorium on evictions would mirror the language in the Governor's Executive Order.

Mayor Pro Tem Traut requested the City Manager provide information on water utilities, payment deadlines, and disconnections. City Manager Vanderpool stated staff recommends the City adheres to the state guidelines on disconnections which is 82-days before disconnection for non-payment. Staff has not discussed implementing no penalties for late payments.

Mayor Pro Tem Traut requested staff return with recommendations for no water disconnections until June 1, and immediate extension until June 1, 2020, to protect Buena Park residents, and no penalties for late payments.

Mayor Pro Tem Traut requested staff return with information on canceling all street sweeping citations issued since March 9, 2020, and information on the state's guidelines on banning gatherings and the City's authority to ban these types of events, or guidelines in place, regarding entertainment venues.

City Manager Vanderpool stated there are more stringent guidelines from the OCHCA, and the recommendation at the federal and state levels is banning gatherings of 10 persons or more. The County of Orange has more enforcement authority banning all public gatherings regardless of size, outside of the household. County officials are looking to cities for enforcement assistance.

Mayor Pro Tem Traut requested information on the plan for City Hall. City Manager Vanderpool reported that police and fire will be completely open for operations. Public agencies are required to perform essential functions. Staff is recommending City Hall closure tomorrow to the public only, to create a plan for future services. Employees categorized as sensitive will not report to work, but all other employees will. Director Fenton advised the Department Head team will evaluate essential functions in the next days and will continue to provide essential functions to the public while maintaining safety and security.

Mayor Pro Tem Traut calendered an update to the City Council confirming how homeless residents are being housed during this emergency.

City Manager Vanderpool addressed Facebook live meeting questions related to restaurant closures, water billing, open/closed businesses in the City.

Council Member Brown requested staff return with a moratorium on the ordinance for 30-day motel, hotel or motor hotel stays in Buena Park.



**2. ADOPT RESOLUTION PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY REGARDING COVID-19 VIRUS IN THE CITY OF BUENA PARK AND AUTHORIZE THE CITY MANAGER TO REQUEST STATE AND FEDERAL ASSISTANCE IF NECESSARY**

Staff report by Chris Cardinale, City Attorney

Purpose: Adopt a resolution proclaiming an emergency in Buena Park.

Recommended Action: Adopt a resolution proclaiming the existence of a local emergency in the City of Buena Park.

City Attorney Cardinale reported that Governor Newsom declared a statewide health emergency this week which allows local government entities access to resources and powers that it would otherwise not have. Adopting this resolution, would formalize implementation of the City's EOC plan and trigger the obligation of the state and federal government to reimburse the City for expenses incurred responding to incidents to protect health and safety. This resolution also provides liability protections to public safety officers and other staff involved in response efforts.

City Clerk Jimenez requested the resolution reflect the following date change in Section B, "The aforesaid conditions commenced on or about 13<sup>th</sup> day of March 2020; and,"

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

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

RESOLUTION NO. 14114  
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

ADJOURNMENT

There being no further business, Mayor Smith adjourned the meeting at 5:43 p.m.

  
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Mayor

ATTEST:  
  
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City Clerk