



**BUENA PARK CITY COUNCIL  
REGULAR MEETING  
TUESDAY, SEPTEMBER 22, 2020  
5:00 P.M.**

PUBLIC HEARINGS AT 6:00 P.M.

COUNCIL CHAMBER  
6650 BEACH BOULEVARD  
BUENA PARK, CALIFORNIA

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**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.

This meeting will allow public attendance in person with the following precautions in place to ensure the health and safety of the public:

- Attendees must submit to a verbal health screening and temperature check before entering the Council Chamber.
- Attendees will be required to wear a face covering at all times while in the Council Chamber or City Hall.
- Social distancing of 6 feet is required at all times. Designated seating has been identified for public use.

Members of the public may also 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 4:00 p.m., on Tuesday, September 22, 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.

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<b>CALL TO ORDER</b>	<b>5:00 P.M.</b>
<b>ROLL CALL</b>	<b>COUNCIL MEMBER ARTHUR C. BROWN COUNCIL MEMBER SUNNY YOUNGSUN PARK COUNCIL MEMBER ELIZABETH A. SWIFT MAYOR PRO TEM CONNOR TRAUT MAYOR FRED R. SMITH</b>
<b>INVOCATION</b>	<b>PASTOR GEORGE STARKS, SONRISE COMMUNITY CHRISTIAN CHURCH</b>
<b>PLEDGE OF ALLEGIANCE</b>	<b>MARK SAUCEDA, COMMUNITY SERVICES SUPERVISOR</b>
<b>CITY MANAGER REPORT</b>	
<b>PRESENTATIONS</b>	<b>RECOGNITION OF KOREAN COMMUNITY SERVICES (KCS) AS THE NON-PROFIT OF THE YEAR FOR SENATE DISTRICT 29</b>

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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. Public comments are limited to no more than three minutes each. If comments relate to a specific agenda item, those comments will be taken following the staff report for that item and prior to the City Council vote. Those wishing to speak are asked to complete a speaker identification form located at the council chamber entrance and place it in the box near the speaker's lectern.

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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 – 17)**

### **1. APPROVAL OF MINUTES**

Recommended Action: Approve Minutes of the Special and Regular City Council Meetings of September 8, 2020.

**2. RESOLUTIONS APPROVING CLAIMS AND DEMANDS**

Recommended Action: Adopt Resolutions.

**3. TREASURER'S REPORT FOR THE MONTH OF AUGUST 2020**

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

Recommended Action: 1) Receive and file the reports.

**4. RESOLUTION HONORING AND COMMENDING JOEL ROSEN ON HIS RETIREMENT**

Recommended Action: Adopt Resolution.

**5. FINAL PAYMENT TO HOWARD CDM FOR THE BUENA PARK NAVIGATION CENTER PROJECT**

Purpose: Authorize the Public Works Department to issue final payment and file a Notice of Completion for the Buena Park Navigation Center Project. This project was funded by a combination of State Homeless Emergency Aid Program (HEAP) Grant funds, SB-2 funds, and North SPA city contributions, and a County contribution (Account No. 21-9806-599795).

Recommended Action: 1) Accept project as complete and approve final payment to Howard CDM in the amount of \$160,699.90 for the Buena Park Navigation Center Project; and 2) Direct the Public Works Department to file a Notice of Completion.

**6. COOPERATIVE AGREEMENT WITH THE FRIENDS OF THE BUENA PARK YOUTH THEATRE FOR THE BUENA PARK YOUTH THEATER PROGRAM**

Purpose: Approve an agreement with the Friends of Buena Park Youth Theatre for the operation of the Buena Park Youth Theater Program. Associated costs in the amount of \$12,950 have been previously budgeted for this program in FY 2020-2021.

Recommended Action: 1) Approve a cooperative agreement with the Friends of the Buena Park Youth Theatre for operation of the Buena Park Youth Theater Program for a term of three years; 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.

7. **AGREEMENT WITH THE STATE OF CALIFORNIA OFFICE OF TRAFFIC SAFETY (OTS) FOR THE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) GRANT**  
Purpose: Authorize the Police Department to receive grant funding for STEP enforcement operations. The proposed agreement is in the amount of \$154,000 and will fully reimburse STEP program-related activities.

Recommended Action: 1) Approve an agreement with the State of California Office of Traffic Safety (OTS) for the Selective Traffic Enforcement Program (STEP) Grant (#PT21086); 2) Authorize the City Manager, Finance Director, and Traffic Sergeant to execute the agreement and all other necessary grant documents; 3) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and, 4) Approve a budgetary action to appropriate grant funds in the amount of \$154,000.

8. **PROFESSIONAL SERVICES AGREEMENT WITH TUCKFIELD & ASSOCIATES FOR A WATER AND WASTEWATER RATE STUDY**  
Purpose: Authorize the Public Works Department to retain a consultant to perform a rate study for the water and wastewater program fees. Associated costs in the amount of \$39,300 will be funded by the Water Enterprise Fund (Account No. 52-9806-396829).

Recommended Action: 1) Approve a Professional Services Agreement with Tuckfield & Associates in the amount of \$39,300 to perform a water and a wastewater rate study; 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. **AMENDMENT NO. 2 TO A PROFESSIONAL SERVICES AGREEMENT WITH BUDGET JANITORIAL FOR JANITORIAL SERVICES IN THE CITY**  
Purpose: Authorize the Public Works Department to execute an amendment to the agreement to extend janitorial services for an additional year. Associated costs in the approximate amount of \$78,233.04 for the Police Department and \$174,109.08 for the other City facilities are included in the adopted budget (Account Nos. 11-6240-650306 and 11-6240-860810).

Recommended Action: 1) Approve Amendment No. 2 to the Professional Services Agreement with Budget Janitorial Services in the approximate amount of \$252,342.12 for citywide janitorial services; 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 City Clerk to execute the amendment to the agreement.

**10. AMENDMENT NO. 4 TO AGREEMENT NO. 70-C-2511 WITH MERCHANTS LANDSCAPING FOR LANDSCAPING SERVICES IN THE CITY**

Purpose: Authorize the Public Works Department to extend the existing agreement with Merchants Landscaping through June 30, 2021. Associated costs in the approximate amount of \$539,856.72 are budgeted for this purpose (Account Nos. 11-6240-860810 and 11-6240-660241).

Recommended Action: 1) Dispense with competitive bidding pursuant to Buena Park Municipal Code Section 3.28.080 (H) for landscape maintenance services; 2) Approve Amendment No. 4 to the Agreement with Merchants Landscaping services from October 1, 2020, through June 30, 2021, at same terms and rate; 3) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the amendment; and 4) Authorize City Manager and City Clerk to execute the amendment.

**11. RESOLUTION OF INTENTION TO MODIFY THE BUENA PARK TOURISM MARKETING DISTRICT (BPTMD) MANAGEMENT DISTRICT PLAN**

Purpose: Adopt a resolution of intention to modify the Management District Plan to an end date to June 30, 2021, in order to align with the City's fiscal year calendar. There is no direct budget impact with the approval of this item.

Recommended Action: 1) Adopt a Resolution of Intention to modify the Buena Park Tourism Marketing District Management District Plan.

**12. RESOLUTION APPROVING A MONTHLY STIPEND FOR VOLUNTEER POLICE RESERVE OFFICERS**

Purpose: Adopt a resolution to provide volunteer Police Reserve Officers a monthly stipend. Associated costs in the amount of approximately \$13,440 annually will be funded by a reduction in the Police Department's overtime budget by the same amount.

Recommended Action: 1) Adopt a resolution approving a monthly stipend for volunteer Police Reserve Officers.

**13. RESOLUTION TO AMEND AND RESTATE RESOLUTION NO. 1883 ESTABLISHING THE PERSONNEL SYSTEM RULES AND REGULATIONS**

Purpose: Approve amendments to the Personnel System Rules and Regulations governing the employees of the City of Buena Park. There is no direct budget impact with the approval of this item.

Recommended Action: 1) Adopt a resolution to approve an amended and restated resolution establishing the Personnel System Rules and Regulations.

**14. RESOLUTION AMENDING THE BUENA PARK JOB CLASSIFICATION PLAN UPDATING THE HOUSING AND COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANALYST CLASSIFICATION**

Purpose: Adopt a Resolution amending the Classification Plan to provide for updated job titles, essential functions, qualifications guidelines, and physical and mental demands. There is no budget impact with the approval of this item.

Recommended Action: 1) Adopt a Resolution amending the City's Job Classification Plan revising the Housing and CDBG Analyst classification; and 2) Approve the revised job classification specification.

**15. RESOLUTION ADOPTING THE CITY'S CONFLICT OF INTEREST CODE FOR DESIGNATED CITY PERSONNEL**

Purpose: Authorize the City Clerk to update those public official and employee positions that must file statements disclosing financial interests. There is no budget impact with this approval.

Recommended Action: 1) Adopt a resolution adopting the City's Conflict of Interest Code for designated City personnel.

**16. APPROVAL OF CITY RESPONSES TO TWO ORANGE COUNTY GRAND JURY REPORTS REGARDING POLICE DEPARTMENT PEER SUPPORT PROGRAMS AND WASTE CONTRACTS**

Purpose: Approve the City's responses to two Orange County Grand Jury reports and authorize the City Manager to submit both reports to Presiding Judge of the Superior Court Kirk H. Nakamura. There is no budget impact with the approval of this item.

Recommended Action: 1) Approve the City's responses to the Orange County Grand Jury reports, and 2) Authorize the City Manager to submit the City's responses to Presiding Judge of the Superior Court, Kirk H. Nakamura.

**17. 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 and file a report regarding the City's actions regarding COVID-19. There is no direct budget impact with the receipt of this item.

Recommended Action: 1) Receive and file report from staff.

**END OF CONSENT CALENDAR**

**NEW BUSINESS (18 - 20)****18. MEMORANDUM OF UNDERSTANDING AGREEMENT WITH THE COUNTY OF ORANGE FOR THE BUENA PARK NAVIGATION CENTER**

Presented by City Attorney's Office

Purpose: Authorize the City Manager's Office to obtain CARES Act funds from the County of Orange in the amount of \$1 million to offset operating costs of the Buena Park Navigation Center incurred during the COVID-19 pandemic. There is no direct General Fund impact associated with this action.

Recommended Action: 1) Approve a Memorandum of Understanding (MOU) with the County of Orange for the Buena Park Navigation Center for the allocation of \$1 million in CARES Act funding (CARES Grant) towards operations of the Buena Park Navigation Center; 2) Authorize the City Manager and City Attorney to make any non-monetary changes to the MOU necessary to protect and preserve the City's interests; and, 3) Authorize the City Manager and City Clerk to execute the MOU on the City's behalf, subject to consent/acceptance of the MOU's terms and conditions by the North SPA (N-SPA).

**19. COOPERATIVE AGREEMENT WITH THE CITY OF LA PALMA FOR THE ORANGETHORPE AVENUE REHABILITATION PROJECT**

Presented by Public Works Department

Purpose: Authorize the Public Works Department to enter into a cooperative agreement with the City of La Palma to rehabilitate Orangethorpe Avenue between the 91 Freeway and Valley View Street. The City's proportionate share is estimated to be \$400,000, and will be funded from Gas Tax Fund (Account No. 24-9806-590166).

Recommended Action: 1) Approve a cooperative agreement with the City of La Palma for the Orangethorpe Avenue Rehabilitation Project; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and 3) Authorize the Mayor and City Clerk to execute the agreement.

**20. ORDINANCE ESTABLISHING A HUMAN RELATIONS COMMITTEE**

Presented by Community Services Department

Purpose: Adopt ordinance formalizing the creation of a Human Relations Committee. There is no budget impact to the General Fund at this time.

Recommended Action: 1) Approve the proposed Human Relations Committee framework, and 2) Adopt an ordinance formalizing the creation of a Human Relations Committee.

**CALL TO ORDER 6 P.M.****PUBLIC HEARING (21)****21. PUBLIC HEARING - RESOLUTION DECLARING RESULTS OF MAJORITY PROTEST PROCEEDINGS AND RENEWING THE BUENA PARK TOURISM MARKETING DISTRICT (BPTMD)**

Presented by City Manager's Office

Purpose: State the results of a majority protest, and in the absence of a majority protest, adopt a resolution renewing the Buena Park Tourism Marketing District. There is no direct budget impact with the approval of this item.

Recommended Action: 1) Hold a final hearing, declaring results of majority protest proceeding; and 2) Adopt Resolution declaring the results of the majority protest proceedings and renew the Buena Park Tourism Marketing District (BPTMD).

**MAYOR/CITY COUNCIL REPORTS & CALENDAR**

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

**RECESS****STUDY SESSION (22 - 25) (Reconvene in the Council Chamber)****22. DISCUSS AND PROVIDE DIRECTION ON THE THRESHOLDS FOR PROVIDING A CITY COOLING CENTER**

Presented by Community Services

**23. DISCUSS AND PROVIDE DIRECTION REGARDING THE UNDERGROUND UTILITY DISTRICT NO. 15 PROJECT**

Presented by Public Works

**24. CITY MANAGER REPORT****25. COMMISSION/COMMITTEE APPOINTMENTS/REMOVALS**



## 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, Adria M. Jimenez, MMC, City Clerk for the 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, Buena Park, CA.

Date Posted: September 17, 2020

Adria M. Jimenez, MMC, City Clerk