

MINUTES OF CITY COUNCIL MEETING  
OF THE CITY OF BUENA PARK  
HELD JULY 9, 2024

Vol. 54 Pg. 151

1. GENERAL

The City Council met in a regular session on Tuesday, July 9, 2024, at 5:00 p.m. in the City Council Chamber of the Civic Center, 6650 Beach Boulevard, Buena Park, California, Mayor Sonne presiding.

1A. CALL TO ORDER

1B. ROLL CALL

PRESENT: Brown, Traut, Ahn, Sonne  
ABSENT: None

Also present were: Aaron France, City Manager; Chris Cardinale, City Attorney; and, Adria M. Jimenez, MMC, Director of Government and Community Relations/City Clerk.

1C. INVOCATION

The Invocation was led by Eddie Fenton, Assistant City Manager/Director of Human Resources.

1D. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Adria M. Jimenez, MMC, Director of Government and Community Relations/City Clerk.

1E. CITY MANAGER REPORT

City Manager France reported the following:

- Buena Park City Hall's Extended Operating Hours: Monday through Thursday, 7:00 a.m. to 6:00 p.m.
- Summer 2024 Concert in the Park, Wednesday, July 10, 2024, Mariachi Divas, 7:00 p.m. at Boisseranc Park. Additionally, Lotus Thai, Sustainability Manager, and Dudek, Climate Action and Adaptation Plan Consultant, will be at the concert to discuss and answer questions regarding sustainability.
- P-Nut Campout and Awards Ceremony, July 19-20, 2024, at Peak Park

2. PRESENTATIONS

2A. CERTIFICATE OF RECOGNITION PRESENTED TO THE BUENA PARK POLICE DEPARTMENT FOR THE GUN BUYBACK PROGRAM

Doug Chaffee, Vice Chairman Orange County Board of Supervisors, Fourth District presented a Certificate of Recognition to the Buena Park Police Department for the Gun Buyback Program.

3A. ORAL COMMUNICATIONS

Mayor Sonne 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 Sonne closed oral communications.

4. CONSENT CALENDAR (4A – 4G)

Mayor Sonne announced that Consent Calendar Item Nos. 4A through 4G 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 Sonne requested Item No. 4F for separate discussion. There being no additional requests for separate consideration, the following action was taken on Item Nos. 4A – 4G:

MOTION: Traut  
SECOND: Brown  
AYES: Traut, Brown, Ahn, Sonne  
NOES: None

MOTION CARRIED that all actions recommended on Consent Calendar Item Nos. 4A – 4G be approved.

**Minutes**

4A. APPROVAL OF MINUTES  
Recommended Action: Approve the Minutes of the Special and Regular City Council Meetings of June 25, 2024.

APPROVED the recommended action.

**Finance 75**

4B. RESOLUTIONS APPROVING CLAIMS AND DEMANDS  
Recommended Action: Adopt Resolutions approving Claims and Demands.

ADOPTED the following titled resolutions:

RESOLUTION NO. 14869  
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$5,738,790.68 DEMAND NOS. 425364 THROUGH 425625 CANCELLED NOS. 424252, 424405 AND 425034

RESOLUTION NO. 14870  
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$20,423.26 COVERING RETIREE PAYROLL ENDING JUNE 30, 2024

RESOLUTION NO. 14871  
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$998,491.31 COVERING REGULAR PAYROLL ENDING JUNE 21, 2024

**Public Works Proj. 125**

4C. REJECT ALL BIDS AND RE-ADVERTISE FOR THE 23-24/24-25 ANNUAL SEWER MANHOLE REHABILITATION PROJECT  
Recommended Action: 1) Authorize the Public Works Department and City Clerk's office to reject the bids received on July 1, 2024, for the 23-24/24-25 Annual Sewer Manhole Rehabilitation Project, and re-advertise the project for bid.

Director of Government and Community Relations/City Clerk Jimenez acknowledged an email correspondence from Executive Director for Coalition for Fair Employment in Construction Eric Christen regarding his comments on the item.

Mayor Sonne reopened public comment.

Dave Everett, Western Electrical Contractors Association, spoke regarding the need for the Project Labor Agreement (PLA) to be reviewed and revised accordingly.

MOTION: Traut  
SECOND: Brown  
AYES: Traut, Brown, Ahn, Sonne  
NOES: None

APPROVED the recommended action.

**Contracts 70 C-3334**

**4D. AGREEMENT WITH FORENSIC NURSE SPECIALISTS, INC. TO PROVIDE FORENSIC EXAMINATION SERVICES**

Recommended Action: 1) Approve an agreement with Forensic Nurse Specialists, Inc. ("FSN") for services rendered related to forensic examinations on an ongoing basis; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and 3) Authorize the Police Chief to execute the agreement.

APPROVED the recommended action.

**Contracts 70 C-3394**

**4E. AMENDMENT TO AGREEMENT FOR SERVICES WITH SAVANNA SCHOOL DISTRICT AUTHORIZING THE WINGS AFTERSCHOOL PROGRAM**

Recommended Action: 1) Approve an amendment to agreement for services with Savanna School District authorizing the WINGS after school program; and, 2) Authorize the City Manager and City Clerk to execute the agreement.

APPROVED the recommended action.

**Contract 70 C-2112 Budgets 47**

**4F. AMENDED AND RESTATED AGREEMENT WITH THE SOUTHEAST AREA ANIMAL CONTROL AUTHORITY (SEAACA) FOR ANIMAL CONTROL SERVICES FOR FISCAL YEAR 2024-2025**

Recommended Action: 1) Approve an agreement with the Southeast Area Animal Control Authority (SEAACA) for animal control services for fiscal year 2024-2025; 2) Authorize the City Attorney and City Manager to make any necessary, non-monetary changes to the amendment; 3) Authorize the Mayor and City Clerk to execute the agreement; and 4) Approve a budget amendment in the amount of \$12,300 from the undesignated General Fund balance for this purpose.

Mayor Sonne spoke regarding the residents' issues and concerns with the Southeast Area Animal Control Authority (SEAACA), and requested alternate agencies that could provide animal control services to the City.

Assistant City Manager Fenton indicated that the nearby service providers are OC Animal Care and La Habra Animal Control. If the City Council decides not to proceed with the amended and restated agreement with SEAACA, staff could reach out to SEAACA regarding entering into an agreement on a month-to-month basis.

City Manager France recommended that the City Council invite SEAACA for a presentation about their services and to schedule a SEAACA facility tour for Council Members.

Mayor Sonne withdrew her objection on the item and requested a more in depth discussion of the item at a subsequent City Council meeting.

APPROVED the recommended action.

**City Council 55 Budgets 47**

- 4G. APPROVAL OF THE "IF I WERE MAYOR" ESSAY AND POSTER CONTEST AND ASSOCIATED BUDGET AMENDMENT  
Recommended Action: 1) Approve the "If I Were Mayor" Essay and Poster Contest program; and 2) Approve a budget amendment in the amount of \$5,000 from the undesignated General Fund balance for this purpose.

APPROVED the recommended action.

END OF CONSENT CALENDAR

5. NEW BUSINESS (5A – 5C)

**Contract 70 C-3553 Public Works Proj. 125 PW-962**

- 5A. RESOLUTION APPROVING PLANS, SPECIFICATIONS AND APPROVAL OF A CONTRACT WITH DASH CONSTRUCTION COMPANY, INC. FOR THE WHITAKER-JAYNES AND BACON HOUSE PERIMETER FENCE UPGRADES PROJECT  
Recommended Action: 1) Adopt a resolution approving the plans and specifications for the Whitaker-Jaynes and Bacon House Perimeter Fence Upgrades Project; 2) Award a contract to DASH Construction Company, Inc. in the amount of \$89,640; 3) Authorize contingency funds in the amount of \$10,000 in the same purchase order; 4) Authorize the City Manager and City Clerk to make any necessary, non-monetary changes to the contract; and, 5) Authorize the City Manager and City Clerk to execute the contract.

Associate Engineer Miller provided a report regarding several serious security incidents at the Whitaker Jaynes and Bacon House premises, including graffiti on the exterior of the building; damage to the water fountain; unauthorized access to the service hatch located beneath the Bacon House leading to a fire; damage to the air conditioning unit; attempted glass breakage on both east and west sides of the building; and, instances of transients intermittently sleeping in the garden area of the building. The City Council directed staff to move forward with the installation of CCTV cameras, an alarm system, and the replacement of the existing rotted fence and missing portions of the fence along the perimeter of the buildings (Whitaker-Jaynes Estate and Bacon House) with a new six-foot-high wrought iron tubular fence. New six-foot-high double leaf swing gates and single leaf swing gates will also be installed along the perimeter of the property. Construction is anticipated to begin in August 2024 and be completed by September 2024. The project was advertised for competitive bids on June 11, 2024. Four (4) bids were received and publicly opened on June 25, 2024. Bid amounts ranged from \$89,640 to \$243,700. The lowest, responsible bid was submitted by DASH Construction Company, Inc., of Woodland Hills, CA in the amount of \$89,640. Staff recommended awarding a contract to DASH Construction Company, Inc., in the amount of \$89,640, and approve contingency funds in the amount of \$10,000 for a total amount of \$99,640.

MOTION: Traut  
SECOND: Ahn  
AYES: Traut, Ahn, Brown, Sonne  
NOES: None

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

RESOLUTION NO. 14872  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK APPROVING PLANS AND SPECIFICATIONS FOR THE WHITAKER-JAYNES AND BACON HOUSE PERIMETER FENCE UPGRADES PROJECT IN SAID CITY



**Admin. Svcs. 112**

- 5B. RESOLUTION APPROVING A PUBLICLY AVAILABLE PAY SCHEDULE  
Recommended Action: 1) Adopt a resolution approving a publicly available pay schedule.

Human Resources Manager Valdez provided a report regarding a resolution approving a publicly available pay schedule. The City, as part of the City Council’s Strategic Plan to provide transparency, accessibility, and openness in its operations, has posted employees’ contracts, memorandum of understandings (MOUs), compensation plans, and employee pay information on the City’s website. However, California Code of Regulations (CCR) Section 570.5 clarifies the requirement that “publicly available pay schedules” must be duly approved and adopted by the City Council in one document to facilitate public disclosure. Due to the importance of correct payroll reporting in administering the PERL and CalPERS member benefits, CalPERS sent a Circular Letter to remind all employers of the law and the criteria for reporting compensation earnable. CCR 570.5 outlines the required elements necessary to meet the definition for a publicly available pay schedule and was explained during the presentation. The pay schedule for all City employees, the City Manager, the Executive Team, and City Council Members must be in a clear and easy-to-read format, and posted online upon approval. Each time a salary increase is approved, this pay schedule must be updated and approved by the City Council. Special Compensation requirements are incorporated in each respective employee contract, MOU, and Compensation Plan and were previously approved in a public meeting by the City Council.

- MOTION: Brown  
SECOND: Traut  
AYES: Brown, Traut, Ahn, Sonne  
NOES: None

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

RESOLUTION NO. 14873  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, APPROVING A PUBLICLY AVAILABLE PAY SCHEDULE AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5

**Econ. Dev. 191 Budgets 47**

- 5C. COMMERCIAL CORRIDOR FACADE IMPROVEMENT PROGRAM GUIDELINES AND BUDGET ALLOCATION  
Recommended Action: 1) Approve the proposed Commercial Corridor Facade Improvement Program Guidelines; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the program guidelines; 3) Authorize the City Manager and City Clerk to execute agreements with the selected business/property owners; and, 4) Approve a budget appropriation in the amount of \$1,000,000 from the undesignated Economic Development Fund balance for this program.

Director Foulkes provided a report regarding the Commercial Corridor Facade Improvement Program guidelines and budget allocation. The primary goal of the proposed commercial facade improvement program is to revitalize and improve the appearance and aesthetics of the facade along the commercial corridors in the City. The program will also provide financial assistance to property/business owners to encourage investment by making storefront facade and other site improvements to their commercial buildings and properties. Program participation eligibility as well as authorized types of improvements have been specified in the guidelines to help ensure the program achieves its intended goals. Each property owner or business owner is required to contribute at least 25% of the total eligible improvement costs, which includes soft costs such as plans, permits, and architectural and engineering fees. The City will provide grant funds for the remaining 75% up to the grant funding limits outlined below. Both applicant and City's funds will be deposited into an escrow account prior to the start of the project to ensure the necessary project funding is ready and available. An agreement will be prepared by the City and must be signed by the City and Property/Business Owner prior to the commencement of work. Moreover, Director Foulkes discussed the two tiers of grants available: Grant A – Cosmetic Improvements of up to \$10,000, and Grant B – Structural Improvements of up to \$100,000.

Vice Mayor Ahn asked about the application process for business owners and the possibility of creating an online application.

Director Foulkes commented that the application process will consist of a two-step process wherein if the business owners meet certain qualifications, then they are qualified to submit an application. The application process will be available online and in paper format.

Vice Mayor Ahn suggested that staff be proactive in reaching out to businesses that need the most improvement, and asked when the program will be implemented.

Director Foulkes discussed that the program is scheduled to be implemented by September 2024.

Council Member Traut thanked Denise Fachko, District 5 resident, for bringing the program forward. Also, Council Member Traut expressed that he would like to assess the success of the program in a year prior to continuing.

Mayor Sonne spoke in support of approving the proposed Commercial Corridor Facade Improvement Program Guidelines.

MOTION: Brown

SECOND: Traut

AYES: Brown, Traut, Ahn, Sonne

NOES: None

MOTION CARRIED to approve the recommended action.

6. PUBLIC HEARING

Cond. Use Permits 14.1

- 6A. APPEAL OF THE PLANNING COMMISSION APPROVAL OF CONDITIONAL USE PERMIT NO. CU-23-5
- Consideration of an appeal of the Planning Commission approval of CU-23-5 for a Halloween/horror-themed entertainment facility within the Buena Park Downtown Mall at 8308 On the Mall.
- Recommended Action: 1) Conduct a public hearing; and, 2) Make certain findings and adopt a Resolution denying the appeal and upholding Planning Commission's approval of Conditional Use Permit No. CU-23-5.

Mayor Sonne stated that this was the time and place for a public hearing to consider an appeal of the Planning Commission approval of Conditional Use Permit No. CU-23-5.

Senior Planner McAleese provided a report regarding Conditional Use Permit No. CU-23-5 to establish and operate a Halloween/horror-themed entertainment attraction (The 17<sup>th</sup> Door) within an existing 53,113 square-foot tenant space on the lower level of the Buena Park Downtown Mall ("Mall") within the former Sugar Plum Market. Staff reviewed the proposed development and business plan, and visited the property to determine whether or not the site is adequate to support the proposed use within the existing tenant space. The proposed hours of operation for 17<sup>th</sup> Door is off-peak compared to the other uses at the mall. Therefore, there will only be minimal impacts to surrounding, existing businesses. On June 3, 2024, the Planning Commission's action approving Conditional Use Permit No. CU-23-5 was appealed by John Parlet, owner of John's Incredible Pizza Co. Senior Planner McAleese discussed the grounds for an appeal as stated on the letter submitted by Mr. Parlet as well as provided the City's response to every item. The City determined that based on the parking study conducted by The Village project, the reduced parking required for the proposed use compared to a by-right use of the space for retail, the off-peak hours of operation for the proposed business, and the applicability of AB 2097, no additional parking would be required for the proposed use. The only identified potential adverse effects of the commercial recreation use of the existing tenant space have been adequately addressed through the conditions of approval and are specific to the late-night hours of operation of the business which differ from the mall and could result in impacts to mall tenants and surrounding properties from patrons leaving the subject business late in the evening. Furthermore, it was recommended that the City Council approve the proposed resolution denying the appeal application and upholding the Planning Commission's approval of Conditional Use Permit No. CU-23-5.

Mayor Sonne opened the public hearing and inquired if anyone present desired to speak.

Robert Luther, owner of The 17<sup>th</sup> Door, spoke regarding being an ideal tenant and that his business will not pose a negative impact to the parking situation at the mall. Moreover, Mr. Luther emphasized that the maze will only be open during the Halloween season.

James Bastian, lawyer for John’s Incredible Pizza, Co., spoke regarding his client’s concern on parking at the mall especially with the construction of the new multi-family development. Mr. Bastian requested that the City Council consider reassessing the parking requirements for the multi-family development and its impact to the businesses at the mall, and hold the developer responsible to the parking requirements noted in the study.

There being no additional requests to speak, Mayor Sonne closed the public hearing.

Council Member Traut commented on the appeal filed, and spoke in support of denying the appeal and upholding the Planning Commission's approval of Conditional Use Permit No. CU-23-5.

Vice Mayor Ahn suggested that staff reach out to the landlord for consideration to build additional, accessible parking within its vicinity.

Mayor Sonne indicated that the primary objections stated on the appeal do not apply to Conditional Use Permit No. CU-23-5. The objections are toward a decision that the City Council made previously.

- MOTION: Traut
- SECOND: Ahn
- AYES: Traut, Ahn, Brown, Sonne
- NOES: None

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

RESOLUTION NO. 14874  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, DENYING AN APPEAL AS FILED AND UPHOLDING THE MAY 22, 2024 PLANNING COMMISSION ACTION AS MODIFIED APPROVING A REQUEST TO ALLOW THE OPERATION OF A YEAR-ROUND HALLOWEEN/HORROR-THEMED ENTERTAINMENT FACILITY, CONSISTING OF TWO (2) ESCAPE ROOMS, TWO (2) HORROR-THEMED MOVIE THEATERS, ONE (1) SEASONAL MAZE, AND OTHER TEMPORARY ATTRACTIONS WITHIN AN EXISTING 53,113 SQUARE-FOOT TENANT SPACE, LOCATED AT 8308 ON THE MALL (APN: 070-511-15), WITHIN THE CR (REGIONAL COMMERCIAL) ZONE AND MAKING FINDINGS IN SUPPORT THEREOF

7. MAYOR/CITY COUNCIL REPORTS AND CALENDAR

7A. REPORT

Council Member Brown reported the following:

- June 25 Commemoration of the 74<sup>th</sup> Anniversary of the Korean War
- June 27–28 SCAG Executive/Administration Committee Retreat
- July 2 K Spa Grand Opening
- July 3 Buena Park Graduates Visits
- July 3 Concerts in the Park: LA Sound Machine – Gloria Estaban Tribute

Council Member Brown calendared reducing speed limits within the City, and to review the PLA.

Council Member Traut reported the following:

- June 27 OCFA Board Meeting

Council Member Traut provided an update regarding the approved construction for a wildfire resource center discussed at the June 27, 2024 OCFA Board meeting.

Vice Mayor Ahn reported the following:

- June 26 All Employee Lunch
- June 28 Buena Park Graduates Visits
- July 2 K Spa Grand Opening

Vice Mayor Ahn indicated delivering certificates to Buena Park graduates and attending various City and nonprofit organization events.



Mayor Sonne reported the following:

- June 26 All Employee Lunch
- July 1 Buena Park Graduates Visits
- July 2 K Spa Grand Opening
- July 3 Concerts in the Park: LA Sound Machine – Gloria Estaban Tribute

8. RECESS/RECONVENE

Mayor Sonne recessed the meeting at 5:49 p.m. and announced the meeting would be reconvened in the City Council Chamber. The meeting was reconvened at 6:00 p.m.

9. STUDY SESSION (9A – 9C)

9A. DISCUSS AND PROVIDE DIRECTION REGARDING THE CREATION OF AN OFFICIAL CITY OF BUENA PARK SONG CONTEST

Community Services Supervisor Saucedo provided a report regarding the creation of an official City of Buena Park song contest. Previously, several songs have been composed about the City, but there continues to be a lack of an official City song. The establishment of such a song through a contest presents an exciting opportunity to invite our community in a creative endeavor that promotes cultural expression and civic engagement. An option to consider is to have the Cultural Engagement Commission, together with the Mayor, host the song contest and judge the submissions. Options for outreach efforts include posting on the City's social media platforms, advertising through local media outlets and at community events, and making announcements at City Council meetings. Additionally, Community Services Supervisor Saucedo discussed the tentative timeline for the planning and implementation of the contest. The first, second, and third place winners will be recognized and prizes will be awarded accordingly. The estimated cost of organizing and promoting the contest, including supplies, advertising, and prizes, is projected to be between \$3,000 to \$3,200.

Council Member Brown spoke in opposition to the creation of an official City of Buena Park song contest, and suggested that the City Council assess the outcome of the "If I were Mayor" contest prior to creating another contest.

Council Member Traut spoke in support of the creation of an official City of Buena Park song contest.

Following the discussion, the City Council supported directing the Community Engagement Commission to discuss feasibility of the creation of an official City of Buena Park song contest and return with recommendations for City Council consideration.

9B. DISCUSS AND PROVIDE DIRECTION REGARDING THE USE OF THE CITY DIGITAL MARQUEE BY LOCAL NON-PROFIT GROUPS

Assistant City Manager/Director of Human Resources Fenton provided a report regarding the use of the City digital marquee by local non-profit groups. Currently, only City-related messaging is displayed on City Hall and Ehlers Event Center signs. Staff surveyed local cities to see if they permit outside organizations or non-profits to use their display signs. The City of La Palma was the only responsive agency that allows this practice and has a policy in place. Moreover, Assistant City Manager/Director of Human Resources Fenton discussed that allowing external organizations to use the City's digital displays would convert the signs from purely a vehicle of "government speech," over which the City has exclusive control, to a "limited public forum" wherein the City would retain the right to define the general categories of messages permitted, but could not make content or viewpoint based-distinctions. If the City Council decides to proceed with allowing local non-profit groups use of the City digital marquee, staff recommended the City Council provide direction on the guidelines and parameters for such use. The City's existing policy governing the "Use of City Facilities" (City Council Policy Statement No. 26) was also noted as it could be a helpful starting point for the City Council. Once a policy is in place, the City will be obligated to provide non-discriminatory use of the signs to all qualifying organizations and staff would review and process any requests to use the sign within the confines of the policy adopted by the City Council.

Mayor Sonne indicated that local non-profit group's events benefit Buena Park residents; therefore, it is appropriate to display about event on the City digital marquees. Moreover, Mayor Sonne asked about an estimate time spent to receiving and processing requests for posting.



Council Member Traut asked about an event by a local non-profit that the City currently allows for use of the City digital marquee. Council Member Traut also stated his concerns regarding the risks for lack of control for limited public forum

Assistant City Manager/Director of Human Resources Fenton explained that the City currently allows the display of the Silverado Days flyer on the digital marquee to which the City is a partner of the event. As for the time spent on receiving and processing requests to advertise on City digital marquees, it would depend on the number of requests received as well as the time to review and make decisions on whether or not it would meet the requirements to be displayed.

Vice Mayor Ahn stated that the policy in place should remain as is. Any non-profit group events that would benefit the community could be advertised during the public comment section of the City Council meeting or through social media.

Council Member Brown spoke about the foreseeable effect of allowing local non-profit groups use of the City digital marquee

Vice Mayor Ahn requested staff upgrade the City's digital marquees.

Mayor Sonne indicated the consideration of other Council Members' perspective on the item and withdrew the consideration of proceeding with any action of the item at this time.

**9C. DISCUSS AND PROVIDE DIRECTION REGARDING BUENA PARK POLICE DEPARTMENT STAFFING AND ORGANIZATIONAL ASSESSMENT REPORT**

Assistant City Manager/Director of Human Resources Fenton provided a report regarding the Buena Park Police Department staffing and organizational assessment report. The City Council directed staff to assess all City department operations, such as operational effectiveness and efficiencies, as well as staffing levels. The City Manager directed an outside consulting firm, MRG, to conduct an organizational and staffing level assessment of the Buena Park Police Department to better prepare the department for delivering services in the future. The Buena Park Police Department Organizational Assessment kicked off in April 2024 and was led by MRG professionals. Staff and MRG collaborated in evaluating the department's organizational structure, operations, and services.

Joe Kriens, MRG, discussed MRG's findings and recommendations as it pertains to the Buena Park Police department staffing and organizational assessment report. The draft report includes 20 recommendations to enhance and restore staffing and organizational structure. MRG strongly recommended the City Council and Executive Team focus on enhancing the most immediate needs for additional patrol officers and dispatchers to enhance patrol staffing, levels of management, supervision, and effective span of control. Additionally, Mr. Kriens discussed a need to enhance support services and administrative assignments, enhance investigative services, restore traffic services, and restore much needed professional staffing. There is no budget impact from receiving and filing the draft report.

Police Chief Nunes discussed Buena Park Police Department's patrol staffing and current deployment model. The department and patrol bureau's overall mission is to disrupt crime, maintain order, and serve the public's trust. While resources may be stretched thin, staffing patrol remains the top priority in keeping the community safe. Police Chief Nunes explained the patrol bureau's composition; 5 geographical districts or beats; and, current staffing model.

Assistant City Manager/Director of Human Resources Fenton provided information regarding next steps and recommendations will be provided for City Council's consideration at the July 23, 2024 Regular City Council meeting. It was noted that MRG will also review and assess all City Departments following the completion of the Buena Park Police Department's.

Mayor Sonne thanked everyone for their hard work and participation in the process of creating the report. Mayor Sonne also inquired about current neighborhood watch groups in Buena Park and their potential contribution to keeping the neighborhoods safe.

Police Chief Nunes indicated that neighborhood watch is a vital program that allows community members and the police department work together to resolve quality of life issues within the community. However, participation in such volunteer groups has declined over the years.

Received and filed.

10. CITY MANAGER REPORT

City Manager France thanked Police Chief Nunes, Buena Park Police Department staff, and MRG for working on the assessment.

11. COMMISSION & COMMITTEE UPDATES

Director of Government and Community Relations/City Clerk Jimenez had nothing to report.

12. ADJOURNMENT

There being no further business, Mayor Sonne adjourned the meeting at 7:15 p.m.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk