MINUTES OF CITY COUNCIL MEETING
OF THE CITY OF BUENA PARK
HELD JANUARY 13, 2026

1. GENERAL

The City Council met in a regular session on Tuesday, January 13, 2026, at 5:00 p.m. in the City Council Chamber of the Civic Center, 6650 Beach Boulevard, Buena Park, California, Mayor Traut presiding.

1A. CALL TO ORDER

1B. ROLL CALL

PRESENT: Ahn, Franco, Sonne, Hoque, Traut
ABSENT: None

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

1C. INVOCATION

The Invocation was led by Diane Sanchez, Church of Jesus Christ of Latter-day Saints.

1D. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Jonas Pizzaro and Zoey Pizarro, Boys and Girls Club of Central Orange Coast.

1E. CITY MANAGER REPORT

City Manager France reported on the following:

- Carl Brenner Park Improvements Workshops, January 20, 2026, 5:00 p.m. – 7:00 p.m., and January 24, 2026, 9:00 a.m. – 12:00 p.m., Carl Brenner Park.
- Elementary Art Show, January 28, 2026, 6:00 p.m., Buena Park City Hall – Council Chamber.

2. PRESENTATIONS

2A. PRESENTATION OF 2025 HOLIDAY HOME DECORATING CONTEST AWARDS

Community Services Supervisor Sauceda presented awards to the 2025 Holiday Home Decorating Contest winners.

- First Place – 9242 Via Balboa Circle
- Second Place – 7532 Honduras Way
- Third Place – 7849 Adams Way

Certificates of recognition from Assembly Member Quirk-Silva and State Senator Strickland were also presented to the 2025 Holiday Home Decorating Contest winners.

2B. PROCLAMATION RECOGNIZING JANUARY 13, 2026, AS KOREAN AMERICAN DAY

Mayor Traut presented a proclamation recognizing January 13, 2026, as Korean American Day to the Korean American Chamber of Commerce, Korean American Chamber of Commerce of Orange County, Korean American Center, and Korean American Senior Association of Orange County.

Certificates of recognition from Assembly Member Quirk-Silva and State Senator Strickland were also presented to the proclamation recipients.

2C. RECOGNITION OF LESLEE MILCH, THE OC BOARD OF SUPERVISORS CHAIR DOUG CHAFFEE 2025 KINDNESS AWARD RECIPIENT FOR BUENA PARK

Council Member Franco presented a certificate of recognition to OC Board of Supervisors Chair Doug Chaffee Kindness Award recipient for Buena Park, Leslee Milch.

Certificates of recognition from Assembly Member Quirk-Silva and State Senator Strickland were also presented to Leslee Milch.

3A. ORAL COMMUNICATIONS

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

Ayesha Tully, Buena Park resident, spoke regarding gopher issues in her neighborhood and in the City parkways.

Johnny Hong, Financial Retirement Planning Firm Owner, spoke in favor of the NOCC partnership with the City because joining NOCC significantly benefited his business and wants to ensure other business owners benefit as well.

There being no additional requests to speak, Mayor Traut closed oral communications.

4. CONSENT CALENDAR (4A – 4J)

Mayor Traut announced that Consent Calendar Item Nos. 4A through 4J 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. There being no requests for separate consideration, the following action was taken on Item Nos. 4A – 4J:

MOTION:	Traut
SECOND:	Ahn
AYES:	Traut, Ahn, Franco, Hoque, Sonne
NOES:	None

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

Minutes
4A. APPROVAL OF MINUTES
Recommended Action: Approve the Minutes of the Special and Regular City Council Meetings of December 9, 2025; and, Special City Council Meeting of December 11, 2025.

APPROVED the recommended action.

Finance 75
4B. RESOLUTIONS APPROVING CLAIMS AND DEMANDS
Recommended Action: 1) Adopt Resolutions approving the Claims and Demands.

ADOPTED the following titled resolutions:

RESOLUTION NO. 15060
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF $2,044,724.35 DEMAND NOS. 433785 THROUGH 433952 CANCELLED NOS. 433679 AND 433724

RESOLUTION NO. 15061
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF $1,524,670.72 DEMAND NOS. 433953 THROUGH 434230 CANCELLED NOS. 429962, 430069, 430779, 432326, AND 433700

RESOLUTION NO. 15062
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF $18,451.50 COVERING RETIREE PAYROLL ENDING NOVEMBER 30, 2025

RESOLUTION NO. 15063
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF $1,210,221.87 COVERING REGULAR PAYROLL ENDING DECEMBER 5, 2025

RESOLUTION NO. 15064
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF $1,194,699.84 COVERING REGULAR PAYROLL ENDING DECEMBER 19, 2025

Reports & Studies 129
4C. TREASURER'S REPORT FOR THE MONTH OF NOVEMBER 2025
Recommended Action: Receive and file the reports.

APPROVED the recommended action.

Proclamation 119
4D. PROCLAMATION RECOGNIZING JANUARY 13, 2026 AS KOREAN AMERICAN DAY
Recommended Action: Approve Proclamation.

APPROVED the recommended action.

Contracts 70 C- 3623 Public Works Proj. 125 PW-985
4E. FINAL PAYMENT TO ROD-WEST FLOOR COVERING, LLC FOR THE OCFA FIRE STATION 63 FLOORING REPLACEMENT PROJECT
Recommended Action: 1) Accept the project as complete and approve a final payment to Rod-West Floor Covering, LLC in the amount of $44,338; and 2) Direct the Public Works Department to file a Notice of Completion.

APPROVED the recommended action.

Contracts 70 C-3645 Budgets 47
4F. PROFESSIONAL SERVICES AGREEMENT WITH MARK THOMAS & COMPANY, INC. TO PREPARE AND SUBMIT ACTIVE TRANSPORTATION PROGRAM CYCLE 8 GRANT APPLICATIONS
Recommended Action: 1) Approve a Professional Services Agreement (PSA) with Mark Thomas & Company, Inc. (Mark Thomas) in the amount of $44,965 to prepare and submit Active Transportation Program Cycle 8 Grant applications; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; 3) Authorize the City Manager and City Clerk to execute the agreement; and, 4) Appropriate $44,965 from the Undesignated Gas Tax Fund for this purpose.

APPROVED the recommended action.

Parking 109

4G. RESOLUTION TO RECONFIGURE PARKING ON COUNTRY CLUB DRIVE BETWEEN MALVERN AVENUE TO FOX HILLS AVENUE
Recommended Action: 1) Adopt a resolution amending Resolution No. 3202 to reconfigure the parking on Country Club Drive between Malvern Avenue and Fox Hill Avenue.

APPROVED the recommended action and ADOPTED the following titled resolution:

RESOLUTION NO. 15065
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, AMENDING RESOLUTION NO. 3202 (ESTABLISHING THE CITY'S TRAFFIC REGULATIONS) PROVIDING 20-MINUTE PARKING ZONES ON COUNTRY CLUB DRIVE BETWEEN MALVERN AVENUE AND FOX HILLS AVENUE

Parking 109

4H. ADOPT A RESOLUTION AMENDING RESOLUTION NO. 3202 TO RESTRICT PARKING ON HERMOSA CIRCLE CUL-DE-SAC
Recommended Action: 1) Adopt a resolution amending Resolution No. 3202 to restrict parking on Hermosa Circle cul-de-sac.

APPROVED the recommended action and ADOPTED the following titled resolution:

RESOLUTION NO. 15066
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, AMENDING RESOLUTION NO. 3202 (ESTABLISHING THE CITY'S TRAFFIC REGULATIONS) TO PROVIDE FOR NO PARKING AT ANY TIME ON THE EAST SIDE OF HERMOSA CIRCLE FROM A POINT 1,140 FT NORTH OF THE CENTERLINE PROLONGATION OF ORANGETHORPE AVENUE THENCE NORTHERLY 245 FEET ALONG THE CUL-DE-SAC CURB

Contracts 70 C-3351 Grants 185

4I. A RESOLUTION AUTHORIZING PERSONS HOLDING CERTAIN DESIGNATED POSITIONS TO EXECUTE URBAN AREA SECURITY INITIATIVE (UASI) GRANT DOCUMENTS FOR AND ON BEHALF OF THE CITY OF BUENA PARK
Recommended Action: Adopt a resolution authorizing the Interim Police Chief or his designee to execute Urban Area Security Initiative (UASI) grant documents for and on behalf of the City of Buena Park; 2) Authorize the City Manager, Interim Police Chief or designated persons within the Buena Park Police Department to oversee and administer the projects associated with the Anaheim/Santa Ana UASI training and funding on behalf of the City; 3) Approve an agreement with the City of Anaheim for transfer or purchase of equipment/services or reimbursement of training costs; 4) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and, 5) Authorize the Interim Police Chief to execute the agreement.

APPROVED the recommended action and ADOPTED the following titled resolution:

RESOLUTION NO. 15067
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, AUTHORIZING PERSONS HOLDING CERTAIN DESIGNATED POSITIONS TO EXECUTE URBAN AREA SECURITY INITIATIVE GRANT DOCUMENTS FOR AND ON BEHALF OF THE CITY OF BUENA PARK

Successor Agency 600
(Successor Agency)

4J. SUCCESSOR AGENCY RESOLUTIONS APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 26-27) AND ADMINISTRATIVE BUDGET FOR THE FISCAL PERIOD FROM JULY 1, 2026, THROUGH JUNE 30, 2027
Recommended Action: 1) Adopt a resolution approving the Recognized Obligation Payment Schedule (ROPS 26-27) for the period of July 1, 2026 through June 30, 2027; 2) Adopt a resolution approving an administrative budget from July 1, 2026 through June 30, 2027; and, 3) Forward ROPS 26-27 to the Countywide Oversight Board and State Department of Finance for review and approval.

APPROVED the recommended action and ADOPTED the following titled resolutions:

RESOLUTION NO. SA-33
A RESOLUTION OF THE SUCCESSOR AGENCY TO THE CITY OF BUENA PARK COMMUNITY REDEVELOPMENT AGENCY APPROVING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE FISCAL PERIOD FROM JULY 1, 2026 THROUGH JUNE 30, 2027 (ROPS 26-27) PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177 AND TAKING CERTAIN RELATED ACTIONS

RESOLUTION NO. SA-34
A RESOLUTION OF THE SUCCESSOR AGENCY TO THE CITY OF BUENA PARK COMMUNITY REDEVELOPMENT AGENCY APPROVING A RECOGNIZED PROPOSED ADMINISTRATIVE BUDGET FOR THE FISCAL PERIOD FROM JULY 1, 2026 THROUGH JUNE 30, 2027, AND TAKING CERTAIN RELATED ACTIONS

END OF CONSENT CALENDAR

5. NEW BUSINESS (5A – 5C)

Contracts 70 C-3646 Public Works Proj. 125 PW-990 Budgets 47

5A. ADOPT A RESOLUTION APPROVING PLANS, SPECIFICATIONS, AND APPROVAL OF CONTRACT WITH JLM INSTALLATIONS, INC. FOR THE POLICE DEPARTMENT BALLISTIC LOBBY SECURITY UPGRADES PROJECT
Presented by Jaden Miller, Principal Engineer

Recommended Action: 1) Adopt a resolution approving the plans and specifications for the Police Department Ballistic Lobby Security Upgrades Project; 2) Award a contract to JLM Installations, Inc. in the amount of $369,677; 3) Authorize contingency funds in the amount of $37,000 in the same purchase order; 4) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; 5) Authorize the City Manager and City Clerk to execute the agreement; and, 6) Allocate $131,700 from the undesignated Measure R Fund balance to the project account.

Principal Engineer Miller reported on the proposed Police Department ballistic lobby security upgrades project. The project consists of upgrades to the main lobby to enhance the safety of City staff, including a bullet-resistant design with a UL 752 Level 8 ballistic rating. The improvements aim to better protect staff who frequently interact with the public while preserving secure and efficient public access to the Police Department. The project was first advertised for competitive bids on August 12, 2025. Because no bids were received during the first advertising, the project was then readvertised on November 10, 2025. Two (2) bids were received and publicly opened on December 10, 2025 wherein JLM Installations, Inc. submitted the lowest, responsible bid in the amount of $369,677, including the optional bid item. JLM Installations, Inc. possesses the required contractor's license to complete the project and has successfully completed similar projects. It was recommended that the City Council award a contract to JLM Installations, Inc. in the amount of $369,777 and approve contingency funds in the amount of $37,000 for a total of $406,677. Construction is anticipated to begin in April 2026 and be completed by May 2026.

MOTION: Franco
SECOND: Hoque
AYES: Franco, Hoque, Ahn, Sonne, Traut
NOES: None

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

RESOLUTION NO. 15068
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, APPROVING PLANS AND SPECIFICATIONS FOR THE POLICE DEPARTMENT BALLISTIC LOBBY SECURITY UPGRADES PROJECT IN SAID CITY

Contracts 70 C-3647 Budgets 47

5B. PROFESSIONAL SERVICES AGREEMENT WITH ARTS ORANGE COUNTY FOR DESIGN SERVICES FOR THE ARTS AND CULTURE MASTER PLAN PROJECT
Presented by Mark Sauceda, Community Services Supervisor

Recommended Action: 1) Approve a budget allocation of $75,000 from the undesignated General Fund; 2) Approve a Professional Services Agreement with Arts Orange County in the amount of $75,000 for design services for the Arts and Culture Master Plan Project; 3) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and, 4) Authorize the City Manager and City Clerk to execute the agreement.

Community Services Supervisor Sauceda provided a report on the proposed approval of Professional Services Agreement with Arts Orange County for design services for the Arts and Culture Master Plan project. The scope includes assessing existing public and private arts and cultural assets, identifying future needs, creating an art-in-public-places policy, and completing related tasks to develop a comprehensive Arts and Culture Master Plan. Staff issued an RFP for a professional design consultant for the Arts and Culture Master Plan. Eight (8) proposals were received and thoroughly evaluated by a review committee. After careful evaluation and interview process, the committee selected Arts Orange County as they are the most qualified firm to suit the City's needs with regard to scope of work, project schedule, and demonstrated experience. The firm also exhibited a strong understanding of the City's objectives, a clear project methodology, and a proven track record of successful implementation. Based on these findings, staff recommended that the City Council approve a budget allocation of $75,000 from the undesignated General Fund and approve an agreement with Arts Orange County for this project.

Council Member Franco asked about the evaluation of the proposals received and sought clarification on factors considered in the selection of firm for the project.

Community Services Supervisor Sauceda explained the interview and evaluation process for selecting a firm to perform the services for the Arts and Culture Master Plan project. The review committee invited the top 3 firms for an interview and determined Arts Orange County to be the most qualified firm.

MOTION:	Traut
SECOND:	Hoque
AYES:	Traut, Hoque, Ahn, Franco, Sonne
NOES:	None

MOTION CARRIED to approve the recommended action.

Contracts 70 C-3577

5C. CONSIDERATION OF AN EXTENSION TO AN EXCLUSIVE NEGOTIATING AGREEMENT WITH BOARDWALK ENTERPRISES, LLC
Presented by Matt Foulkes, Director of Community and Economic Development

Recommended Action: 1) Approve and authorize the City Manager to execute a six-month extension to an Exclusive Negotiating Agreement (ENA) with Boardwalk Enterprises, LLC, in a form approved by the City Attorney, to finalize financial feasibility, project construction schedule, and review of developer's financial capacity for the City-owned property at 7711- 7733 Beach Boulevard for an aquarium, butterfly exhibit and retail development.

Director of Community and Economic Development Foulkes discussed the progress made by the developer, Boardwalk Enterprises, LLC, from the first extension to the Exclusive Negotiating Agreement (ENA) on May 13, 2025, and second extension to the ENA on September 23, 2025. A six-month extension to an Exclusive Negotiating Agreement with Boardwalk Enterprises, LLC was requested to provide additional time needed to complete the remaining two milestones: financial feasibility and evidence of developer's financial capacity. It was noted that the extension of the ENA has an expiration date of July 13, 2026, with the City Manager retaining authority to extend the ENA for up to 30-days past the July 13, 2026, date if necessary for the developer to complete the milestones. If approved by the City Council, the City Manager would proceed to execute a third extension of the ENA in a form prepared and approved by the City Attorney.

MOTION: Sonne
SECOND: Ahn
AYES: Sonne, Ahn, Franco, Hoque, Traut
NOES: None

MOTION CARRIED to approve the recommended action.

6. PUBLIC HEARING

No Public Hearing items.

7. COUNCIL MEMBER ANNOUNCEMENTS, CONFERENCE REPORTS AND CALENDAR REQUESTS

7A. REPORT

Mayor Traut reported the following:

- December 10 Board of Supervisors Open House
- December 11 District 2 Pocket Park Community Meeting
- December 11 Retirement of AUHSD Superintendent Michael Matsuda
- December 13 Candy Caneland and Craft Faire
- December 15 Annual HR Cookie Social
- December 17 Art Brown Metrolink Station Dedication
- December 17 Winter Wonderland at the Boys and Girls Club of Buena Park
- December 17 Friendly Center Toy Drive Donation
- December 18 Retirement Celebration for Police Chief Nunes
- December 30 Meeting with Incoming OCFA Acting Chief TJ McGovern
- January 8 Literacy Campaign Meeting with Centralia School District
- January 8 John Beat Park Community Meeting
- January 10 John Beat Park Community Meeting
- January 12 Mayor's Prayer Breakfast Committee Meeting

Mayor Traut thanked City of Seal Beach Council Member Joe Kalmick for his leadership and service as an OCFA Board Member; congratulated Supervisor Doug Chaffee for being selected as OC Board of Supervisors Chair; announced the appointment of TJ McGovern as OCFA Acting Chief; and, calendared a discussion of the Animal Control contract.

Vice Mayor Hoque reported the following:

- December 13 Candy Caneland and Craft Faire
- December 17 Art Brown Metrolink Station Dedication
- December 17 Winter Wonderland at the Boys and Girls Club of Buena Park
- December 18 Retirement Celebration for Police Chief Nunes
- January 8 John Beat Park Community Meeting
- January 10 John Beat Part Community Meeting

Vice Mayor Hoque and Mayor Traut jointly calendared an evaluation of San Antonio Park for multi-use enhancements benefiting seniors and residents of nearby apartments and neighborhoods; and, a discussion of a City-led pilot early literacy program to be launched at San Marino Elementary School and Heroes Park.

Council Member Franco invited the community to the 'Touch Grass' event sponsored by the BP Rotary. The event will be held on January 24, 2026, 2:00 – 4:00 p.m. at the District 2 Pocket Park; encouraged community members to volunteer for a local non-profit organization; and, calendared a recognition of retired Lieutenant Colonel John Sonje Berg, Buena Park High School Principal, at the next regular City Council meeting.

Council Member Ahn reported the following:
- December 10 Senator Umberg's Holiday Party and Toy Drive
- December 10 The Peaceful Unification Advisory Council Orange San Diego Chapter
- December 11 City Manager's Holiday Luncheon
- December 11 Korean Real Estate Kreba Gala
- December 13 Candy Caneland and Craft Faire
- December 14 Give A Christmas Project
- December 15 Annual HR Cookie Social
- December 17 Art Brown Metrolink Station Dedication
- December 17 KACCOC Installation Gala
- December 18 Retirement Celebration for Police Chief Nunes
- December 18 Sister City Program Ad Hoc Committee Meeting

Council Member Sonne reported the following:
- December 11 OCPA Holiday Lunch
- December 11 District 2 Pocket Park Community Meeting
- December 13 Candy Caneland and Craft Faire
- December 15 Annual HR Cookie Social
- December 16 BP Middle School FFA Tour
- December 17 Art Brown Metrolink Station Dedication
- December 18 Retirement Celebration for Police Chief Nunes
- January 12 OCPA Board Meeting

Council Member Sonne stated attending the December 16, 2025 review of BP Middle School's Future Farmers of America tour project as a result of a $20,000 grant from OCPA. The project includes installation of renewable energy powered equipment, shade structure with solar-powered outlet panel, chicken coop with a solar power operated door, and additional irrigation clean energy technology. The Art Department at school painted picnic tables, where students, staff, and teachers enjoy a peaceful time, and the students in the program are ecstatic for more projects to come. Council Member Sonne announced that she was elected OCPA Board Chair for the second year in a row. She reported that at the January 12, 2026 OCPA Board meeting, the Board discussed a pre-pay energy supply program, that would allow for a $46 million dollar per year savings; adoption of the 2026 OCPA rates and a green discount program; and, adoption of the 2026 energy products offerings.

8. RECESS/RECONVENE

Mayor Traut recessed the meeting at 6:11 p.m. and announced the meeting would be reconvened in the City Council Chamber. The meeting was reconvened at 6:25 p.m.

9. STUDY SESSION (9A – 9D)

9A. DISCUSS AND PROVIDE DIRECTION REGARDING THE NORTH ORANGE COUNTY CHAMBER PARTNERSHIP PROPOSALS
Presented by Eddie Fenton, Assistant City Manager, Director of Human Resources

Assistant City Manager Fenton reported that President of the North Orange County Chamber (NOCC), Mr. Andrew Gregson, proposed that the City Council consider a partnership between the City of Buena Park and the NOCC. The partnership would allow certain eligible, licensed small businesses in Buena Park to become members of the NOCC at no direct cost to those businesses, with their membership in NOCC paid for with approximately $265,000 of City funds. Every licensed small business in Buena Park will automatically gain free membership access to NOCC's suite of business services, online tools, and resources designed to grow visibility, credibility, and customer engagement. In return, the City will be provided Quarterly Key Performance Indicators (KPIs) reports; clear metrics on business participation, advocacy wins, visibility outcomes, and measurable revenue impact; as well as shared leadership. As an alternate proposal, all participating businesses would receive the same core services outlined in the original proposal, while narrowing participation to neighborhood-serving small businesses that are not already supported through existing City programs focused on the hotel and entertainment corridor. It was noted that the alternative would allow the City to support core local businesses, manage cost exposure, and retain flexibility for future expansion.

Council Member Sonne asked about the return on investment with a membership, program requirements for businesses awarded membership, assurance of equity among Buena Park businesses; and requested additional time to review NOCC's proposal prior to making a decision.

Council Member Ahn asked about the intent of the program to subsidize new private businesses' memberships and not existing memberships; and emphasized on the idea of business growth in partnership with the NOCC who has been a long-term partner of the City.

Council Member Franco spoke in support to table the item for discussion next month.

Mayor Traut asked about the City's administration of the program rather than NOCC; and suggested an alternative option to offer the membership to all business who are not yet a member through a microgrant of $500, and that the City be part of the program's outreach efforts.

Vice Mayor Hoque expressed support for the work NOCC does, and the City Council's pro-business stance. Moreover, Vice Mayor Hoque spoke about reasonable accommodation of other chambers of commerce request to implement a similar program in partnership with the City, curating the program to be equitable and financially sustainable; the need for an accountability aspect and proof of incentive. She recommended to proceed for a small-scale pilot program and encouraged there be a future discussion for additional funding if the program was determined successful.

Andrew Gregson, NOCC President and CEO, described the core NOCC services and membership benefits to business owners. Many businesses have invested and, with NOCC's marketing and advertising campaign, seen return on investment. If the direction includes to establish program requirements, NOCC is pleased to work with the City Council.

Assistant City Manager Fenton explained that the criteria have not been determined at this time. Staff is still seeking City Council's direction on whether or not to consider NOCC's proposal and program requirements will be discussed once approved. Moreover, Assistant City Manager Fenton thanked the City Council for their feedback and indicated that staff will return at next month's meeting incorporating the recommended changes provided by the Council Members.

Following discussion, the City Council directed staff to return in a month with information on investing into businesses through a partnership with NOCC, and options to further develop program structure and flexibility on the budget allocation.

9B. DISCUSS AND PROVIDE DIRECTION REGARDING THE SISTER CITY PROGRAM GUIDELINES
Presented by Eddie Fenton, Assistant City Manager, Director of Human Resources

Assistant City Manager Fenton explained the intent for establishing Sister City Program guidelines when providing direction for the management and administration of Sister City relationships through liaison, reporting, and agreements with the Sister City. The policy will not only create and maintain Sister and Friendship relationships but also procedures for processing authorization to travel and reimbursement of expenses incurred by this program. It was emphasized that the purpose remains the same which is the cultural exchange between cities. Assistant City Manager Fenton presented a proposed policy considering existing Sister City relationship with Seongbuk-Gu and Friendship City relationship with Ansan City. Assistant City Manager Fenton discussed the purpose, policy statement, and procedure under the policy. The guidelines provide greater clarity for the City and simplify the process for receiving visiting delegations from Sister Cities. However, some policy questions require further City Council discussion and consideration. Assistant City Manager Fenton provided the questions and recommendations raised by the Ad Hoc Committee and sought City Council direction.

The City Council discussed policy questions and recommendations to establish criteria and guidelines for a more formal and consistent program. The City Council provided feedback on exploring additional Sister City or Friendship City relationships; expanding student exchange program beyond Buena Park High School; frequency of interactions; spending guidelines; and, legal and compliance issues.

Assistant City Manager Fenton indicated that a discussion regarding the upcoming March 2026 Sister City trip will be presented to the City Council for discussion and consideration at the January 27, 2026 Regular City Council meeting.

The City Council directed the Ad Coc Committee to meet and discuss City Council recommendations; and staff to return the item for City Council approval and budget appropriation at a subsequent City Council meeting.

9C. DISCUSS AND PROVIDE DIRECTION REGARDING CITY COUNCIL APPOINTMENTS TO EXTERNAL AGENCY BOARDS AND COMMITTEES
Presented by Adria M. Vicuña, Director of Government and Community Relations/City Clerk

The City Council considered appointments to outside boards and committees. City Council approved the appointment of the following City Council representatives to outside committees and gave the following direction.

COUNCIL MEMBER REPRESENTATIVE	OTHER AGENCY BOARD/COMMITTEE
Council Member Ahn	Orange County Sanitation District
Council Member Franco	Santa Ana River Flood Protection Agency Bridges at Kraemer Place Community Advisory Board OC Mosquito and Vector Control District (Alt.)
Council Member Sonne	Orange County Power Authority
Vice Mayor Hoque	OC Mosquito and Vector Control District Orange County Power Authority (Alt.) Orange County Sanitation District (Alt.)
Mayor Traut	Orange County Fire Authority

9D. DISCUSS AND PROVIDE DIRECTION REGARDING CITY COUNCIL APPOINTMENTS AS LIAISONS TO CITY COMMISSIONS AND APPOINTMENTS TO CITY COUNCIL AD HOC COMMITTEES
Presented by Adria M. Vicuña, Director of Government and Community Relations/City Clerk

Director of Government and Community Relations/City Clerk Vicuña provided a report that per City Council Policy Statement No. 28, the City Council must appoint one Council Member to each of the City's Commissions to serve as a liaison. The liaison's role is to attend Commission meetings on a periodic basis; assist in keeping the City Council fully informed of Commission activities; ensure Commission activities align with the City Council's goals and objectives; confer with the City Council if questions arise as to duties, responsibility, functionality, authority; and, participate in the screening and application process for appointments/renewals. Director Jimenez then requested for appointments as liaisons to City Commissions and appointments to City Council Ad Hoc Committees. Additionally, Director Vicuña explained that with the recent adoption of SB 707 regarding the expansion of audio and video public participation requirements effective July 1, 2026, ad hoc committees will serve as the designated representatives of the City at future meetings. These appointed Council Members will attend meetings on behalf of the entire City Council and will report their findings and recommendations at the next City Council meeting. For this year, Mayor Traut also requested the Navigation Center Oversight Commission liaison be opened to the full City Council.

The City Council selected the following City Commissions:

Climate Action	Council Member Sonne
Community Development Block Grant	Council Member Ahn
Community Services	Council Member Franco
Cultural Engagement	Vice Mayor Hoque
Navigation Center Oversight Commission	Council Member Sonne
Planning	Council Member Franco
Traffic and Transportation	Mayor Traut

Following the discussion, the City Council selected the following City Council Ad Hoc Subcommittees:

Deferred Compensation Advisory	Mayor Traut Council Member Sonne
Myrna Holmquist Communications Scholarship Review	Council Member Ahn Council Member Franco
Education Commission	Vice Mayor Hoque Council Member Franco
DEI Consultant Review Commitee	Council Member Ahn Council Member Sonne
Sister City Program	Council Member Ahn Council Member Franco
Fireworks Survey Review	Mayor Traut Council Member Sonne

10. CITY MANAGER REPORT

City Manager France reported had nothing to report.

11. COMMISSION & COMMITTEE UPDATES

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

12. ADJOURNMENT

There being no further business, Mayor Traut adjourned the meeting at 8:21 p.m. The meeting was adjourned in memory of Buena Park City Employee Vivian Guadalupe Sanchez.

Mayor

ATTEST:

City Clerk