



SAN FERNANDO CITY COUNCIL  
REGULAR MEETING NOTICE AND AGENDA

OCTOBER 7, 2019 – 6:00 PM

CITY HALL COUNCIL CHAMBERS  
117 MACNEIL STREET  
SAN FERNANDO, CA 91340

*One Councilmember will participate via teleconference from:*

*526 North Huntington St., San Fernando CA 91340*

*Pursuant to Government Code Section 54953, members of the public will be able to participate from the teleconference location.*

**UPDATE: Vice Mayor Ballin will be participating in tonight's City Council meeting in the Council Chambers.**

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo  
Vice Mayor Sylvia Ballin  
Councilmember Robert C. Gonzales  
Councilmember Hector A. Pacheco  
(Vacant)

**PLEDGE OF ALLEGIANCE**

Led by Director of Recreation and Community Services Julian J. Venegas

**APPROVAL OF AGENDA**

**PRESENTATIONS**

- a) CERTIFICATES TO THE SPONSORS AND KEY PARTICIPANTS FOR NATIONAL NIGHT OUT EVENT  
Police Chief Anthony Vairo

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**DECORUM AND ORDER**

The City Council, elected by the public, must be free to discuss issues confronting the City in an orderly environment. Public members attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council ([SF Procedural Manual](#)). Any person making impertinent derogatory or slanderous remarks or who becomes boisterous while addressing the City Council or while attending the City Council meeting, may be removed from the room if the Presiding Officer so directs the sergeant-at-arms and such person may be barred from further audience before the City Council.

**PUBLIC STATEMENTS – WRITTEN/ORAL**

There will be a three (3) minute limitation per each member of the audience who wishes to make comments relating to City Business. Anyone wishing to speak, please fill out the blue form located at the Council Chambers entrance and submit it to the City Clerk. When addressing the City Council, please speak into the microphone and voluntarily state your name and address.

**CITY COUNCIL - LIAISON UPDATES****CONSENT CALENDAR**

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the City Council wishes to discuss any item, it should first be removed from the Consent Calendar.

**1) REQUEST TO APPROVE MINUTES OF:**

- a. MAY 6, 2019 – REGULAR MEETING
- b. AUGUST 19, 2019 – REGULAR MEETING
- c. SEPTEMBER 16, 2019 – REGULAR MEETING
- d. SEPTEMBER 23, 2019 – SPECIAL MEETING

**2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER**

Recommend that the City Council adopt Resolution No. 19-101 approving the Warrant Register.

**3) CONSIDERATION TO ADOPT A RESOLUTION RESCINDING RESOLUTION NO. 7895 AND ESTABLISHING MEASURE “A” TRANSPARENCY FORUM GUIDELINES**

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Recommend that the City Council adopt Resolution No. 7954, rescinding Resolution No. 7895 and Establishing Measure “A” Transparency Forum Guidelines.

**4) CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE FISCAL YEAR (FY) 2019–2020 SALARY PLAN TO IMPLEMENT NEGOTIATED WAGE ADJUSTMENTS FOR THE SAN FERNANDO POLICE OFFICERS’ ASSOCIATION (SFPOA) AND THE SAN FERNANDO PART-TIME EMPLOYEES BARGAINING UNIT (SFPEBU)**

Recommend that the City Council:

- a. Adopt Resolution No. 7952 amending the FY 2019–2020 Salary Plan to implement negotiated wage adjustments for the SFPOA and the SFPEBU;
- b. Approve the implementation of the updated and negotiated wages for all applicable employees; and
- c. Authorize the City Manager to make non-substantive corrections and execute all related documents.

**ADMINISTRATIVE REPORTS**

**5) CONSIDERATION TO MAKE AN APPOINTMENT TO FILL A VACANT CITY COUNCIL SEAT**

Recommend that the City Council:

- a. Review applications from eligible applicants to fill the current City Council vacancy;
- b. Receive presentations and pose questions to each applicant; and
- c. Appoint an applicant to fill the City Council vacancy, defer to a future meeting, or extend the application period.

NOTE: If an applicant is appointed, the Oath of Office will be administered by the City Clerk immediately following the appointment.

**6) CONSIDERATION TO APPROVE THE APPOINTMENT OF AN INTERIM DIRECTOR OF PUBLIC WORKS PENDING COMPLETION OF RECRUITMENT FOR THE POSITION**

Recommend that the City Council:

- a. Approve the appointment of Martin Pastucha as Interim Director of Public Works pending completion of recruitment for the position; and

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- b. Authorize the City Manager to finalize the interim appointment process, and execute all related documents.

**7) CONSIDERATION TO DETERMINE A CITY POSITION ON THE 2019 LEAGUE OF CALIFORNIA CITIES RESOLUTIONS**

Recommend that the City Council discuss the two resolutions to be presented at the 2019 League of California Cities Annual Business Meeting and provide direction to the Voting Delegate regarding the City's position on each resolution.

**8) CONSIDERATION TO APPROVE A VETERANS RECOGNITION PROGRAM**

Recommend that the City Council:

- a. Approve the Veterans Recognition Program Ad Hoc Committee's recommendation to initiate a Veterans Recognition Program to honor veterans that currently, or previously, reside in the City of San Fernando.
- b. Adopt Resolution No. 7955 appropriating \$3,500 from Independent Cities Financing Authority Community Outreach Program funds (053-2955) to account 053-420-0000-4300.

**9) CONSIDERATION AND APPROVAL OF A THIRD AMENDMENT TO THE CITY CLERK EMPLOYMENT AGREEMENT TO AMEND SCHEDULING RESTRICTIONS FOR PERFORMANCE EVALUATION**

Recommend that the City Council approve the Third Amendment (Contract No. 1804(c)) to the City Clerk Employment Agreement.

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES****GENERAL COUNCIL COMMENTS****RECESS TO CLOSED SESSION****A) CONFERENCE WITH LABOR NEGOTIATOR**

G.C. §54957.6

Designated City Negotiators:

City Manager Nick Kimball

City Attorney Rick Olivarez

Assistant City Attorney Richard Padilla



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**Employees and Employee Bargaining Units that are the Subject of Negotiation:**

San Fernando Management Group (SEIU, Local 721)  
San Fernando Public Employees' Association (SEIU, Local 721)  
San Fernando Police Officers Association  
San Fernando Police Officers Association Police Management Unit  
San Fernando Police Civilian Association  
San Fernando Part-time Employees' Bargaining Unit (SEIU, Local 721)  
All Unrepresented Employees

**B) CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

G.C. §54956.8

Property: 13441 Foothill Blvd., Sylmar, City of Los Angeles

Agency Negotiator: City Manager Nick Kimball, Lead Negotiator

City Attorney Rick Olivarez

Assistant City Attorney Richard Padilla

Negotiating Parties: Brian Board and Christina Garay of Rodeo Realty on behalf of  
Richard C. Patterson, as to an undivided 50% interest in the subject  
property and David M. Kull and Ronna Kull, Trustees of the David and  
Ronna Kull Trust dated March 30, 2007, as to an undivided 50% interest  
in the subject property

Under Discussion: Price and Terms of Payment as relates to Option to Purchase  
Agreement

**RECONVENE/REPORT OUT FROM CLOSED SESSION****ADJOURNMENT**

*I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.*

Elena G. Chávez, CMC

City Clerk

Signed and Posted: October 4, 2019 (2:00 p.m.)

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*Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet website ([www.sfcity.org](http://www.sfcity.org)). These are also available for public reviewing prior to a meeting in the City Clerk Department. Any public writings distributed by the City Council to at least a majority of the Councilmembers regarding any item on this regular meeting agenda will also be made available at the City Clerk Department at City Hall located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's website at [www.sfcity.org](http://www.sfcity.org). In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk Department at (818) 898-1204 at least 48 hours prior to the meeting.*



# **Regular Meeting**

# **San Fernando City Council**

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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**MAY 6, 2019 – 6:00 P.M.  
REGULAR MEETING**

City Hall Council Chambers  
117 Macneil Street  
San Fernando, CA 91340

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo called the meeting to order at 6:19 p.m.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Sylvia Ballin, and Councilmembers Robert C. Gonzales, and Hector A. Pacheco

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, and City Clerk Elena G. Chávez

Absent: Councilmember Antonio Lopez

**PLEDGE OF ALLEGIANCE**

Led by Police Chief Anthony Vairo

**APPROVAL OF AGENDA**

Motion by Vice Mayor Ballin, seconded by Councilmember Gonzales, to approve the agenda.  
By consensus, the motion carried.

**PRESENTATIONS**

The following presentations were made:

- a) OLDER AMERICANS MONTH – May
- b) ARBOR DAY – May 21
- c) PUBLIC WORKS WEEK – May 19-25
- d) 50TH ANNIVERSARY OF MUNICIPAL CLERKS WEEK – May 5-11
- e) MENTAL HEALTH AWARENESS MONTH - May
- f) BAKER TO VEGAS CERTIFICATES OF RECOGNITION

**SAN FERNANDO CITY COUNCIL****MINUTES – May 6, 2019****Page 2****PUBLIC STATEMENTS – WRITTEN/ORAL**

Michelle Vergara, field representative for Congressman Tony Cardenas, provided information and updates on their activities.

Michelle Guijarro talked about a violation letter she received regarding a temporary fence she placed in front of her house and asked if she could get a hearing regarding this issue.

City Manager Kimball introduced John Robinson who gave information regarding his company (agenda Item No. 5).

Donna Washington said that, along with handling permits, FilmLA does community relations, offers notification and monitoring services, and they handle all needs regarding productions.

**CITY COUNCIL - LIAISON UPDATES**

Councilmember Pacheco gave an update regarding the Southern California Association of Governments conference that he and City Manager Kimball attended, and said that he is looking forward to the partnership with FilmLA.

Councilmember Gonzales talked about the Census Ad Hoc committee and said they were invited to be on a panel at California State University, Northridge.

Vice Mayor Ballin spoke about O'Melveny School and the "I Count Census 2020" poster, gave an update on the Green City Ad Hoc, reported that the Independent Cities Finance Authority meeting was hosted in San Fernando this month, and is looking forward to attending the Contract Cities Conference.

Mayor Fajardo hopes that we can look into ways of utilizing less plastic, said he hosted the Council of Governments meeting at the San Fernando Library, and reported that the Commercial Cannabis Program Ad Hoc met and will hopefully have an update by July.

**CONSENT CALENDAR**

Councilmember Gonzales pulled Item No. 6 for further discussion.

Motion by Vice Chair Ballin, seconded by Councilmember Gonzales, to approve the remaining Consent Calendar Items:

- 1) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING A JOINDER APPLICATION AND AGREEMENT WITH THE POLICE OFFICERS RESEARCH



**SAN FERNANDO CITY COUNCIL****MINUTES – May 6, 2019****Page 3****ASSOCIATION OF CALIFORNIA RETIREE MEDICAL TRUST TO PROVIDE RETIREE HEALTH SAVINGS PLAN ADMINISTRATION**

- 3) CONSIDERATION TO APPROVE AN ANIMAL CONTROL SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE AND CONTROL
- 4) CONSIDERATION TO APPROVE A CONTRACT WITH JOHN ROBINSON CONSULTING INCORPORATED/KENNEDY JENKS CONSULTANTS FOR UPPER RESERVOIR REPLACEMENT ENGINEERING DESIGN SERVICES
- 5) CONSIDERATION TO APPROVE AN OPTION AGREEMENT FOR REAL PROPERTY LOCATED AT 13441 FOOTHILL BOULEVARD

By consensus, the motion carried.

**Item Pulled for Further Discussion**

- 6) CONSIDERATION TO APPROVE AN AGREEMENT WITH FILMLA, INC. FOR FILM PERMIT COORDINATION, NOTIFICATION, AND MONITORING SERVICES

Donna Washington, FilmLA, replied to various questions from Councilmembers.

Motion by Councilmember Gonzales, seconded by Councilmember Pacheco, to:

- a. Approve a one-year agreement with FilmLA, Inc. to provide film permit coordination, notification, and monitoring services;
- b. Authorize the City Attorney to review and approve the FilmLA Inc. service level agreement;
- c. Upon City Attorney approval, authorize the City Manager to execute the FilmLA service level agreement (Contract No. 1914); and
- d. Upon successful completion of the one-year agreement, authorize the City Manager to extend the agreement for up to four additional years.

By consensus, the motion carried.

**ADMINISTRATIVE REPORTS**

*The following items were moved up on the agenda.*

- 8) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH SAALEX SOLUTIONS, INC., FOR INFORMATION TECHNOLOGY MANAGEMENT SERVICES

**SAN FERNANDO CITY COUNCIL****MINUTES – May 6, 2019****Page 4**

City Manager Kimball presented the staff report and introduced Kenji Martinez, Saalex Sales Associate.

Motion by Councilmember Gonzales, seconded by Vice Mayor Ballin, to:

- a. Approve a five-year Professional Services Agreement with Saalex Solutions, Inc. (Contract No. 1915) to provide full service Information Technology Management Services for an amount not-to-exceed \$115,200 per year with a 2.5% annual escalator and up to 10% per year for additional work requested by the City; and
- b. Authorize the City Manager to prepare and execute the Agreement.

By consensus, the motion carried.

9) CONSIDERATION TO APPROVE RECEIPT OF THE SUSTAINABILITY PLANNING GRANT FROM SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS FOR THE CITYWIDE PARKING MANAGEMENT MASTER PLAN

Director of Community Development Timothy Hou presented the staff report.

Motion by Councilmember Gonzales, seconded by Vice Mayor Ballin, to:

- a. Adopt Resolution No. 7915 to approve receipt of grant funds or services from the Southern California Association of Governments for the Sustainability Planning Grant Projects for the Citywide Parking Management Master Plan; and
- b. Authorize the City Manager to execute all related documents.

By consensus, the motion carried.

10) OPEN STREETS EVENT STATUS UPDATE

Director of Recreation and Community Services Julian Venegas presented the staff report. He and City Manager Kimball replied to questions from Councilmembers.

Councilmembers provided input regarding involving the Mall Association and perhaps combine with the Dia de Los Muertos event in 2020 and utilize the same advertising partners.

By consensus, Councilmembers concurred to move forward (based on feedback) and receive and file the report.

11) OVERVIEW AND DISCUSSION REGARDING PENDING SENATE BILL 50 (WIENER) AFFECTING HOUSING DEVELOPMENT INCENTIVES IN THE STATE OF CALIFORNIA

Assistant City Attorney Padilla presented the staff report and replied to various questions from Councilmembers.

**SAN FERNANDO CITY COUNCIL****MINUTES – May 6, 2019****Page 5**

Discussion ensued amongst Councilmembers and each provided feedback, agreeing the importance to be proactive and keeping track of the bill, and determine what to do if it's passed, and at the very least, draft a letter of opposition.

No formal action was taken.

**RECESS (8:02 P.M.)**

Mayor Fajardo called for a brief recess.

**RECONVENE (8:12 P.M.)**

7) **CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE CITY COUNCIL PROCEDURAL MANUAL AND ADOPT POLICIES PERTAINING TO CITY COUNCIL CONTACTS AND ATTORNEY SERVICES**

Mayor Fajardo, Councilmembers, and Assistant City Attorney Padilla reviewed the Procedural Manual and provided input regarding various sections including meeting attendance, absences, duration of meetings, ad hoc committees, public hearings, and testimony. Council also provided feedback and suggested changes to the policy pertaining to City Council Contacts.

Staff was directed to come back with the proposed changes and place the item on the Consent Calendar (if necessary, the item may be pulled at the meeting).

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Police Chief Vairo gave an update regarding the successful Tip a Cop and Special Olympics events.

City Clerk Chávez reported that the Education Commission will be holding its 4<sup>th</sup> Annual Scholarship Awards Ceremony at Las Palmas Park on May 21<sup>st</sup> and provided an update regarding the new Los Angeles County voting system beginning in 2020.

Director of Recreation and Community Services Venegas stated that the Parks, Wellness, and Recreation Commission will meet to discuss park improvements and he announced that the Senior Expo Event will be held at Las Palmas Park on May 17<sup>th</sup>.

Director of Community Development Hou reported that he will not be here for the second meeting in May; instead will be at the International Council of Shopping Centers conference recruiting new businesses and retailers to San Fernando.

City Manager Kimball reported that Councilmembers will receive a copy of the proposed budget next week and said that study sessions will begin on May 20<sup>th</sup>. He also gave an update regarding the recruitment process for the positions of Directors of Finance and Public Works.

**SAN FERNANDO CITY COUNCIL****MINUTES – May 6, 2019****Page 6****GENERAL COUNCIL COMMENTS**

Councilmember Pacheco said he is looking forward to the next meeting with exciting agenda items, and thanked staff for their work on SB50.

Vice Mayor Ballin thanked staff for their hard work and patience, said the economy is booming but people still make less than \$15 per hour, and in response to her question, City Manager Kimball reported that staff will be requesting an Ad Hoc committee regarding water and sewer rate study.

Mayor Fajardo thanked the Police Department for all their work on the Special Olympics, talked about a City Hall tour last week, and the need for baby changing stations in some of the public restrooms.

**ADJOURNMENT (9:18 P.M.)**

Motion by Vice Mayor Ballin, seconded by Councilmember Gonzales, to adjourn the meeting. By consensus the motion carried.

*I do hereby certify that the foregoing is a true and correct copy of the minutes of May 6, 2019, meeting as approved by the San Fernando City Council.*

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*Elena G. Chávez, CMC*  
*City Clerk*

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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**AUGUST 19, 2019 – 6:00 P.M.  
REGULAR MEETING**

City Hall Council Chambers  
117 Macneil Street  
San Fernando, CA 91340

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo called the meeting to order at 6:04 p.m.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Sylvia Ballin, and Councilmembers Hector A. Pacheco, and Robert C. Gonzales

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, and Deputy City Clerk Cynthia Alba

Absent: Councilmember Antonio Lopez

**PLEDGE OF ALLEGIANCE**

Led by Director of Recreation and Community Services Julian J. Venegas

**APPROVAL OF AGENDA**

Motion by Mayor Fajardo, seconded by Vice Mayor Ballin, to approve the agenda and amendments (proposed changes to Item No. 3, and moving Item No. 8 to the Consent Calendar). By consensus, the motion carried.

Chief Anthony Vairo announced that Elias Rodriguez' mom, Paola Mascorro, passed away and requested to close the meeting in her memory.

Deputy City Clerk Alba also announced the passing of Gridley Elementary School principal, Jill Imperiale, and reported the Education Commission requested that the meeting adjourn in her memory.

By consensus, Council agreed to close the meeting in memory of Paola Mascorro and Jill Imperiale.

**SAN FERNANDO CITY COUNCIL****MINUTES – August 19, 2019****Page 2****PRESENTATIONS**

The following presentation was made:

- a) CANNABIS EXPUNGEMENT CLINIC REPORT

**PUBLIC STATEMENTS – WRITTEN/ORAL**

Evelyn Veldez, Women's Auxiliary American Legion president, spoke about their events and said they're looking for new members.

Edward Moore, American Legion, talked about their services in support of veterans, announced that they are having their 100<sup>th</sup> year anniversary, and inquired about joining the Chamber of Commerce.

Arturo Garcia, field representative for Assemblymember Luz Rivas, provided district information and updates on their activities.

Frank Villalpando, San Fernando Public Employees Association, said he was recently reelected as president, talked about his previous experiences in the role and about their partnering efforts (including the scholarship program).

**CITY COUNCIL - LIAISON UPDATES**

Councilmember Gonzales gave updates regarding Independent Cities Association and the Metro Service Council.

Vice Mayor Ballin spoke about the Complete Count Census Committee and City Manager Kimball also talked about the committee's outreach efforts.

Mayor Fajardo said that he and City Manager Kimball met to review the list of Ad Hoc committees to make sure all have completed their work.

**CONSENT CALENDAR**

Motion by Mayor Fajardo, seconded by Vice Mayor Ballin, to approve the Consent Calendar Items (along with the amendment to Item No. 3 and the addition of Item No. 8 as stated in the Approval of the Agenda):

- 1) REQUEST TO APPROVE MINUTES OF:
  - a. JUNE 6, 2016 – REGULAR MEETING
  - b. NOVEMBER 19, 2018 – REGULAR MEETING



**SAN FERNANDO CITY COUNCIL****MINUTES – August 19, 2019****Page 3**

- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE CITY COUNCIL PROCEDURAL MANUAL AND ADOPT POLICIES PERTAINING TO CITY COUNCIL CONTACTS AND ATTORNEY SERVICES
- 4) CONSIDERATION TO APPROVE A NON-EXCLUSIVE LICENSE AGREEMENT WITH FERNANDEÑO TATAVIAM BAND OF MISSION INDIANS FOR USE OF LAS PALMAS PARK FACILITIES
- 8) CONSIDERATION TO REPLACE THE UPPER LOS ANGELES RIVER AND TRIBUTARIES (ULART) WORKING GROUP MEMBER AND ADOPT A RESOLUTION REPRESENTATIVES TO THE INDEPENDENT CITIES RISK MANAGEMENT AUTHORITY (ICRMA) GOVERNING BOARD

By consensus, the motion carried.

**ADMINISTRATIVE REPORTS**

- 5) PRESENTATION ON THE CITY'S FIXED-ROUTE TROLLEY AND PARATRANSIT PROGRAMS FROM THE CONTRACTED OPERATOR

City Manager Kimball presented the staff report and introduced, Pep Valdes, Parking Company America representative.

Mr. Valdes gave a PowerPoint presentation regarding their services and he provided recommendations.

No formal action was taken; staff to look at options and bring back recommendations for review and approval by the City Council.

- 6) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES CONTRACT WITH WEST COAST ARBORISTS, INC. FOR CITY-WIDE TREE MAINTENANCE SERVICES

City Manager Kimball presented the agenda report and introduced West Coast Arborists, Inc. Vice President Victor Gonzalez who responded to questions from Councilmembers.

Motion by Mayor Fajardo, seconded by Councilmember Gonzales to:

- a. Approve a Professional Services Agreement (Contract No. 1927) with West Coast Arborists, Inc. for city-wide tree maintenance services for a term of three years with two one-year options in an amount not-to-exceed the annual fiscal year budget appropriation; and

**SAN FERNANDO CITY COUNCIL****MINUTES – August 19, 2019****Page 4**

- b. Authorize the City Manager to execute the contract.

By consensus, the motion carried.

- 7) CONSIDERATION TO ADOPT A RESOLUTION SETTING THE PROPERTY TAX RATE REQUIRED TO MEET THE CITY'S OBLIGATION TO THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM FOR FISCAL YEAR 2019-2020

City Manager Kimball presented the staff report and responded to various questions from Councilmembers.

Motion by Mayor Fajardo, seconded to by Councilmember Gonzales to adopt Resolution No. 7946 establishing the amount necessary to be raised by taxation for the City's annual payment to the California Public Employees' Retirement System; fixing the property tax rate for Fiscal Year 2019-2020 at \$0.212129 per \$100 of assessed valuation; and levying that tax rate upon all taxable property in the City. By consensus, the motion carried.

- 9) CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE SAN FERNANDO POLICE CIVILIANS' ASSOCIATION (SFPCA) AND ADOPT A RESOLUTION APPROVING NEW CLASSIFICATION SPECIFICATIONS FOR UNIT REPRESENTED POSITIONS

City Manager Kimball presented the staff report.

Motion by Mayor Fajardo, seconded by Vice Mayor Ballin to:

- a. Approve a Memorandum of Understanding (Contract No. 1928) between the City of San Fernando and the SFPCA for a three-year term (July 1, 2018 through June 30, 2021);
- b. Adopt Resolution No. 7947 approving new classification specifications for positions represented by SFPCA; and
- c. Authorize the City Manager to make non-substantive corrections and execute all related documents.

By consensus, the motion carried.

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Police Chief Vairo talked about a recent murder and assured Councilmembers that detectives are working hard with L.A. County Sheriff's homicide team to identify and arrest the suspect. He also shared that the National Night Out event had a great turn out.

Director of Recreation and Community Services Venegas reported that the department will be preparing an ordinance regarding combining the Cultural Arts Commission with the Parks

**SAN FERNANDO CITY COUNCIL****MINUTES – August 19, 2019****Page 5**

Wellness and Recreation Commission, and he also announced that the City's 108<sup>th</sup> birthday celebration will take place on August 25<sup>th</sup>.

Deputy City Manager/Director of Community Development Timothy Hou talked about the upcoming Planning and Preservation Commission meeting and said they will be discussing a proposed project to convert a vacant lot into market rate housing.

City Manager Kimball thanked Councilmembers for having the Ad Hoc committee meetings, and shared that they will start working on some of the budget priorities.

**GENERAL COUNCIL COMMENTS**

Councilmember Pacheco thanked staff for the presentations, spoke about the Ad Hoc committee meetings, and announced that he will be donating \$1,000 from his Community Investment Funds for two scholarships awarded by the Education Commission.

*At this time, Deputy City Clerk Alba distributed a letter from Councilmember Lopez; City Manager Kimball read the resignation letter.*

Councilmember Gonzales said that he understands Councilmember Lopez' resignation since it is what is best for his children and family; said it is very unfortunate to hear about the passing of Paula Mascorro (the City will continue to remember her and her family); and reported that National Night Out was a great event and asked that staff look into solutions regarding the long registration lines.

Vice Mayor Ballin talked about Pahola Mascorro and the impact she's made to the community (changes to the Glenoaks Bridge and scholarship donations made in her son's, Elias Rodriguez', name); announced she would be contributing \$500 from her Community Investment Funds for a scholarship in the memory of Pahola Mascorro; she talked about the need to update the City Code regarding commissions; and expressed her respect for Councilmember Lopez and wished him, and his family, the best.

In response to Councilmember Gonzales' question, City Manager Kimball said that an ordinance was never adopted transferring the Cultural Affairs Commission to the Parks Wellness and Preservation Commission.

Councilmember Gonzales requested that staff send flowers to Pahola Mascorro's family.

**RECESS TO CLOSED SESSION (9:31 P.M.)****A) CONFERENCE WITH LABOR NEGOTIATOR**

G.C. §54957.6

Designated City Negotiators:

City Manager Nick Kimball

City Attorney Rick Olivarez

**SAN FERNANDO CITY COUNCIL****MINUTES – August 19, 2019****Page 6**

Assistant City Attorney Richard Padilla  
Employees and Employee Bargaining Units that are the Subject of Negotiation:  
San Fernando Management Group (SEIU, Local 721)  
San Fernando Public Employees' Association (SEIU, Local 721)  
San Fernando Police Officers Association  
San Fernando Police Officers Association Police Management Unit  
San Fernando Police Civilian Association  
San Fernando Part-time Employees' Bargaining Unit (SEIU, Local 721)  
All Unrepresented Employees

**B) CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

G.C. §54956.8

Property: 13441 Foothill Blvd., Sylmar, City of Los Angeles  
Agency Negotiator: City Manager Nick Kimball, Lead Negotiator  
City Attorney Rick Olivarez  
Assistant City Attorney Richard Padilla  
Negotiating Parties: Brian Board and Christina Garay of Rodeo Realty on behalf of  
Richard C. Patterson, as to an undivided 50% interest in the subject  
property and David M. Kull and Ronna Kull, Trustees of the David and  
Ronna Kull Trust dated March 30, 2007, as to an undivided 50% interest  
in the subject property  
Under Discussion: Price and Terms of Payment as relates to Option to Purchase Agreement

**RECONVENE/REPORT OUT FROM CLOSED SESSION (7:33 P.M.)**

Assistant City Attorney Padilla reported the following:

Items A and B – General updates given by the City Manager and Deputy City Manager, feedback was given by the City Council, but no final action was taken.

**ADJOURNMENT (7:57 P.M.)**

Motion by Vice Mayor Ballin, seconded by Councilmember Gonzales, to adjourn the meeting in memory of Pahola Mascorro and Jill Imperiale. By consensus the motion carried.

*I do hereby certify that the foregoing is a true and correct copy of the minutes of August 19, 2019, meeting as approved by the San Fernando City Council.*

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Cynthia Alba  
Deputy City Clerk

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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**SEPTEMBER 16, 2019 – 6:00 P.M.  
REGULAR MEETING**

City Hall Council Chambers  
117 Macneil Street  
San Fernando, CA 91340

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo called the meeting to order at 6:15 p.m.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Sylvia Ballin, and Councilmembers Antonio Lopez (via teleconference through Item No. 5 only), and Robert C. Gonzales

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, and City Clerk Elena G. Chávez

Absent: Councilmember Hector A. Pacheco

**PLEDGE OF ALLEGIANCE**

Led by Deputy City Manager/Director of Community Development Timothy Hou

**APPROVAL OF AGENDA**

Motion by Vice Mayor Ballin, seconded by Councilmember Gonzales, to approve the agenda. By consensus, the motion carried.

Mayor Fajardo announced that some items would be moved out of order.

**ADMINISTRATIVE REPORTS**

10) CONSIDERATION TO APPOINT A TRANSPORTATION AND SAFETY COMMISSIONER

Mayor Fajardo introduced Clarisa Tolentino who made a few comments.

**SAN FERNANDO CITY COUNCIL****MINUTES – September 16, 2019****Page 2**

Mayor Fajardo asked if there were audience members who wished to speak on the item; there were no public comments.

Motion by Mayor Fajardo, seconded by Vice Mayor Ballin, to appoint Clarisa Tolentino as Mayor Fajardo's representative to the Transportation and Safety Commission. The motion carried with the following vote:

AYES:	Lopez, Gonzales, Ballin, Fajardo – 4
NOES:	None
ABSENT:	Pacheco – 1

At this time, Assistant City Attorney Padilla reminded the City Council that the Brown Act requires that roll call votes be taken at teleconferenced meetings.

**RECESS (6:20 P.M.)**

Mayor Fajardo called for a brief recess to retake the Successor Agency votes.

**RECONVENE (6:21 P.M.)**

Motion by Councilmember Gonzales, seconded by Vice Mayor Ballin, to reapprove the City Council meeting agenda. The motion carried with the following vote:

AYES:	Lopez, Gonzales, Ballin, Fajardo – 4
NOES:	None
ABSENT:	Pacheco – 1

**ADMINISTRATIVE REPORTS****5) CONSIDERATION TO APPROVE PHASE ONE WATER RATE AND SEWER RATE PLANS**

City Manager Kimball made brief comments and introduced Catherine Tseng, Lechowicz and Tseng, who presented the staff report.

Mayor Fajardo asked if there were audience members who wished to speak on the item.

Michael Remenih said he's curious whether there is monitoring on the water table and asked if it is a sustainable asset for the City. He believes this is another example of why it's good to live in San Fernando.

Mary Mendoza shared her experience regarding the Metropolitan Water District state water project inspection trip tour, was enlightened to learn about how the water system is maintained,



**SAN FERNANDO CITY COUNCIL****MINUTES – September 16, 2019****Page 3**

and suggested that if water and sewer rates are increased, residents must be educated and allowed to voice their opinions.

Discussion ensued amongst Councilmembers and staff. Both Ms. Tseng and City Manager Kimball replied to various questions from Councilmembers.

Motion by Councilmember Lopez, seconded by Vice Mayor Ballin, to:

- a. Approve the Phase One Water Rate Plan recommended by the Ad Hoc Committee;
- b. Approve the Phase One Sewer Rate Plan recommended by the Ad Hoc Committee;
- c. Approve the Income-Based Assistance Program recommended by the Ad Hoc Committee;
- d. Authorize the City Manager to direct Lechowicz & Tseng to commence the Proposition 218 process; and
- e. Adopt Resolution No. 7951 Approving a Water and Sewer Rate Study Justifying the Recommended Rate Increases; Declaring Intention to Adjust Water and Sewer Rates; Setting a Public Hearing Date and Directing City Staff to Undertake All Other Procedures and Measures Legally Required to Conduct a Majority Protest Hearing.

The motion carried with the following vote:

AYES:	Lopez, Gonzales, Ballin – 3
NOES:	Fajardo – 1
ABSENT:	Pacheco – 1

*At this time, Councilmember Lopez no longer participated in the meeting.*

6) RECEIVE A PRESENTATION BY THE LOS ANGELES COUNTY REGISTRAR-RECORDER/ COUNTY CLERK REGARDING UPCOMING CHANGES TO ELECTIONS

Mayor Fajardo asked if there were audience members who wished to speak on the item; there were no public comments.

Jeff Klein, Civic Engagement and Legislation Manager with the Los Angeles County Registrar Recorder/County Clerk, gave a presentation regarding upcoming changes to elections and replied to questions from Councilmembers.

By consensus, Councilmembers concurred to receive and file the report.

**SAN FERNANDO CITY COUNCIL****MINUTES – September 16, 2019****Page 4****PUBLIC STATEMENTS – WRITTEN/ORAL**

Jesse Avila, City liaison to the Greater L.A. County Vector Control District, gave an update regarding GLACVCD activities and said he hopes to have a representative attend the next City Council meeting.

Mary Mendoza requested that lights also be included in the downtown mall when the City has the tree lighting ceremony. She added that the Measure “A” committee should be amended to reflect the residents who voted to approve the measure.

Arturo Garcia, field representative for Assemblymember Luz Rivas, provided district information and updates on their activities.

**CITY COUNCIL - LIAISON UPDATES**

Councilmember Gonzales reported that the Independent Cities Association will be installing their board members next week and said a recent meeting was held by the Ad Hoc on Veterans’ Recognition Program to discuss implementing a plan to have banners/recognition on the street poles along the mall and Maclay Ave.

Vice Mayor Ballin said that her last update on Metropolitan Water District was incorrect; she is Vice Chair of the Operations and Personnel Committee.

Mayor Fajardo reported that the Ad Hoc on Pension and Retiree Health Program Review met and discussed outstanding pension obligations; there appear to be potential solutions (will provide more updates at the end of the year).

**CONSENT CALENDAR**

Motion by Vice Mayor Ballin, seconded by Councilmember Gonzales, to approve the Consent Calendar Items:

- 1) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 2) CONSIDERATION TO APPROVE THE STREET AND PARKWAY TREE AD HOC COMMITTEE SCOPE OF DUTIES
- 3) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICE AGREEMENT WITH VALLEY CARE COMMUNITY CONSORTIUM TO MANAGE THE SAN FERNANDO STREET FESTIVAL NOCTURNAL RIDE EVENT
- 4) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH SIEMENS MOBILITY, INCORPORATED FOR ON-CALL TRAFFIC SIGNAL MAINTENANCE SERVICES

**SAN FERNANDO CITY COUNCIL  
MINUTES – September 16, 2019  
Page 5**

By consensus, the motion carried.

**ADMINISTRATIVE REPORTS (CONTINUED)**

**7) DISCUSSION TO CONSIDER THE PROCESS FOR FILLING THE IMPENDING CITY COUNCIL VACANCY**

City Manager Kimball gave the staff report and replied to various questions from Councilmembers.

Staff was directed to make changes to the application and, by consensus, Council agreed:

- If the application is submitted unsigned via email, the applicant may sign at the meeting;
- The applicant should be encouraged to submit a candidate statement (200 words or less);
- Allow public input during public comments or after all applicants have spoken;
- Applicants will have three minutes for opening remarks;
- Councilmembers should each have 2-4 questions; three minutes per Councilmember;
- Allow the applicant one minute for closing remarks; and
- City Attorney to look into the possibility of a tie vote.

**8) PRESENTATION OF MEASURE “A” ANNUAL REPORT**

City Manager Kimball presented the staff report.

Mayor Fajardo would like City Manager Kimball to look into bringing back Measure “A” to try to capture the last quarter cent and he gave kudos to Mr. Kimball and staff for the wonderful report and for the promising future to which it alludes.

**9) CONSIDERATION TO APPOINT MEASURE “A” COMMUNITY ADVISORY COMMITTEE MEMBERS OR AMEND THE RESOLUTION ESTABLISHING THE COMMITTEE**

City Manager Kimball presented the staff report and replied to various questions from Councilmembers.

Discussion ensued amongst Councilmembers and each provided input.

Motion by Mayor Fajardo, seconded by Vice Mayor Ballin, to amend Resolution No. 7895 regarding the advisory committee, instead, have a resolution that would establish study sessions or town hall meetings (once/twice per year), and allow community members to also meet with the Financial/Pension Ad Hoc Committee to continue discussions, and finally place this item on Consent Calendar for next meeting.

The motion carried with the following vote:

**SAN FERNANDO CITY COUNCIL****MINUTES – September 16, 2019****Page 6**

AYES: Fajardo, Ballin – 2  
NOES: Gonzales – 1  
ABSENT: Lopez, Pacheco – 2

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Director of Recreation and Community Services Julian Venegas said he misspoke at the last meeting; the Parks, Wellness, and Recreation Commission meeting was postponed to tomorrow.

Deputy City Manager/Director of Community Development Hou reported that the Planning and Preservation Commission changed the date of their monthly meeting to the second Monday of every month, and he gave an update regarding the upcoming Community Meeting to be held at the San Fernando Library on September 24<sup>th</sup>.

City Manager Kimball clarified that the Transportation and Safety Commission meets the first Wednesday of each month, and said that he looks forward to working with City Council regarding the process to fill the Councilmember vacancy and move forward with City business.

**GENERAL COUNCIL COMMENTS**

Councilmember Gonzales was extremely happy that the City has a reserve fund and reminded everyone of the upcoming Calling All Super Heroes event at Layne Park on September 27<sup>th</sup>.

Vice Mayor Ballin said she is looking forward to appointing a Councilmember.

Mayor Fajardo thanked Police Lieutenant Chris Colelli for attending the meeting.

**RECESS TO CLOSED SESSION (8:47 P.M.)****A) CONFERENCE WITH LABOR NEGOTIATOR**

G.C. §54957.6

Designated City Negotiators:

City Manager Nick Kimball

City Attorney Rick Olivarez

Assistant City Attorney Richard Padilla

Employees and Employee Bargaining Units that are the Subject of Negotiation:

San Fernando Management Group (SEIU, Local 721)

San Fernando Public Employees' Association (SEIU, Local 721)

San Fernando Police Officers Association

San Fernando Police Officers Association Police Management Unit

San Fernando Police Civilian Association

San Fernando Part-time Employees' Bargaining Unit (SEIU, Local 721)

All Unrepresented Employees

**SAN FERNANDO CITY COUNCIL****MINUTES – September 16, 2019****Page 7****B) PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

G.C. §54957

Title of Employee: City Clerk

**C) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

G.C. §54956.9(d)(1)

Name of Case: Raul Fernandez v. City of San Fernando, et al

LASC Case No: 18STCV07932

**RECONVENE/REPORT OUT FROM CLOSED SESSION (9:23 P.M.)**

Assistant City Attorney Padilla announced that both Councilmembers Lopez and Pacheco were absent and he reported the following:

Item A – An update was provided by the City Manager, feedback was given by City Council, but no final action was taken.

Item B – Preliminary discussion was had regarding preparations for the evaluation and direction was given (will be reflected on an upcoming agenda).

Item C – Legal Counsel gave an update on the status of the litigation, direction was given, but no final action was taken.

**ADJOURNMENT (9:24 P.M.)**

Motion by Vice Mayor Ballin, seconded by Councilmember Gonzales, to adjourn the meeting. By consensus the motion carried.

*I do hereby certify that the foregoing is a true and correct copy of the minutes of September 16, 2019, meeting as approved by the San Fernando City Council.*

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*Elena G. Chávez, CMC*  
City Clerk



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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**SEPTEMBER 23, 2019 – 5:00 P.M.  
SPECIAL MEETING**

City Hall Council Chambers  
117 Macneil Street  
San Fernando, CA 91340

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo called the meeting to order at 5:00 p.m.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Sylvia Ballin, and Councilmembers Robert C. Gonzales and Hector A. Pacheco

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla and City Clerk Elena G. Chávez

Absent: Councilmember Antonio Lopez

**PLEDGE OF ALLEGIANCE**

Led by City Manager Nick Kimball

**APPROVAL OF AGENDA**

Motion by Vice Mayor Ballin, seconded by Councilmember Pacheco, to approve the agenda. By consensus, the motion carried.

**PUBLIC STATEMENTS – WRITTEN/ORAL**

None

**RECESS TO CLOSED SESSION**

Mayor Fajardo announced that there were no substantive changes made to the contract; the following Closed Session was not necessary.

A) CONFERENCE WITH LABOR NEGOTIATOR  
G.C. §54957.6

**SAN FERNANDO CITY COUNCIL  
SPECIAL MEETING MINUTES – September 23, 2019**

**Page 2**

Designated City Negotiators:

City Manager Nick Kimball

City Attorney Rick Olivarez

Assistant City Attorney Richard Padilla

Employees and Employee Bargaining Units that are the Subject of Negotiation:

San Fernando Management Group (SEIU, Local 721)

San Fernando Public Employees' Association (SEIU, Local 721)

San Fernando Police Officers Association

San Fernando Police Officers Association Police Management Unit

San Fernando Police Civilian Association

San Fernando Part-time Employees' Bargaining Unit (SEIU, Local 721)

All Unrepresented Employees

**ADMINISTRATIVE REPORTS**

1) **CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE SAN FERNANDO POLICE OFFICERS' ASSOCIATION**

City Manager Nick Kimball presented the staff report and Councilmembers provided brief comments.

Motion by Mayor Fajardo, seconded by Councilmember Gonzales, to:

- a. Approve a Memorandum of Understanding (Contract No. 1932) between the City of San Fernando and the San Fernando Police Officers' Association for a five-year term (July 1, 2019 through June 30, 2024); and
- b. Authorize the City Manager to make non-substantive corrections and execute all related documents.

The motion carried with the following vote:

AYES: Fajardo, Ballin, Gonzales, Pacheco – 4

NOES: None

ABSENT: Lopez – 1

**ADJOURNMENT (5:06 P.M.)**

Motion by Councilmember Gonzales, seconded by Vice Chair Ballin, to adjourn the meeting. By consensus, the meeting was adjourned.

*I do hereby certify that the foregoing is a true and correct copy of the minutes of September 23, 2019, meeting as approved by the San Fernando City Council.*

---

*Elena G. Chávez, CMC*  
City Clerk



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## AGENDA REPORT

**To:** Mayor Joel Fajardo and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** October 7, 2019

**Subject:** Consideration to Adopt a Resolution Approving the Warrant Register

### RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 19-101 (Attachment "A") approving the Warrant Register.

### BACKGROUND:

For each City Council meeting the Finance Department prepares a Warrant Register for Council approval. The Register includes all recommended payments for the City. Checks, other than special checks, generally are not released until after the Council approves the Register. The exceptions are for early releases to avoid penalties and interest, excessive delays and in all other circumstances favorable to the City to do so. Special checks are those payments required to be issued between Council meetings such as insurance premiums and tax deposits. Staff reviews requests for expenditures for budgetary approval and then prepares a Warrant Register for Council approval and or ratification. Items such as payroll withholding tax deposits do not require budget approval.

The City Manager hereby certifies that all requests for expenditures have been signed by the department head, or designee, receiving the merchandise or services thereby stating that the items or services have been received and that the resulting expenditure is appropriate. The City Manager hereby certifies that each warrant has been reviewed for completeness and that sufficient funds are available for payment of the warrant register.

### ATTACHMENT:

A. Resolution No. 19-101

**ATTACHMENT "A"****RESOLUTION NO. 19-101****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SAN FERNANDO ALLOWING AND APPROVING FOR  
PAYMENT DEMANDS PRESENTED ON DEMAND/ WARRANT  
REGISTER NO. 19-101****THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY  
RESOLVE, FIND, DETERMINE AND ORDER AS FOLLOWS:**

1. That the demands (EXHIBIT "A") as presented, having been duly audited, for completeness, are hereby allowed and approved for payment in the amounts as shown to designated payees and charged to the appropriate funds as indicated.

2. That the City Clerk shall certify to the adoption of this Resolution and deliver it to the City Treasurer.

**PASSED, APPROVED, AND ADOPTED** this 7<sup>th</sup> day of October, 2019.

---

Joel Fajardo, Mayor

**ATTEST:**

---

Elena G. Chávez, City Clerk

**STATE OF CALIFORNIA            )**  
**COUNTY OF LOS ANGELES    ) ss**  
**CITY OF SAN FERNANDO       )**

**I HEREBY CERTIFY** that the foregoing Resolution was approved and adopted at a regular meeting of the City Council held on the 7<sup>th</sup> day of October, 2019, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

---

Elena G. Chávez, City Clerk

**EXHIBIT "A"**

Vchlist

10/02/201912:34:38PM

Voucher List

CITY OF SAN FERNANDO

Page:

1

Bank code :bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216167	10/7/2019	100020 A.G.O.P. SURPLUS STORES	0302512		RAIN BOOTS/SAFETY GEAR 043-390-0000-4300	87.99
					Total :	87.99
216168	10/7/2019	100031 A-1 LAWNMOWER INC.	77983		VEHICLE MAINT-PK0083 041-320-0390-4400	180.05
					Total :	180.05
216169	10/7/2019	887847 ADAMSON POLICE PRODUCTS	INV310621		FLARES 001-222-0000-4300	1,160.51
					Total :	1,160.51
216170	10/7/2019	100066 ADS ENVIRONMENTAL SERVICES,INC	22291.22-0819	12103	AUG-WASTEWATER FLOW MONITORIN 072-360-0000-4260	1,668.10
					Total :	1,668.10
216171	10/7/2019	888356 ADVANCED AUTO REPAIR	1375	12086	REPAIR FRONT END DAMAGE BY SHO 041-320-0225-4400	1,583.22
			1381	12017	VEHICLE MAINT., REPAIRS AND MINOR 041-320-0390-4400	120.00
			1382	12017	VEHICLE MAINT., REPAIRS AND MINOR 041-320-0225-4400	207.91
			1383	12017	VEHICLE MAINT., REPAIRS AND MINOR 041-320-0390-4400	242.50
					Total :	2,153.63
216172	10/7/2019	891969 ADVANCED PURE WATER SOLUTIONS	1009709		DRINKING WATER 001-222-0000-4300	98.55
					Total :	98.55
216173	10/7/2019	887695 AL'S KUBOTA TRACTOR	160636		VEHICLE MAINT-PK1169 041-320-0390-4400	647.78
					Total :	647.78
216174	10/7/2019	100165 AMERICAN WATER WORKS, INC.	28235	12087	PRESSURE WASHER HEATER & PUMP 041-320-0370-4400	6,697.36

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vchlist

10/02/2019 12:34:38PM

Voucher List

CITY OF SAN FERNANDO

Page:

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Bank code :bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216174	10/7/2019	100165	100165 AMERICAN WATER WORKS, INC.	(Continued)		Total : 6,697.36
216175	10/7/2019	100191	ANGELES SHOOTING RANGE	10548	TRAINING 001-225-0000-4360	200.00 Total : 200.00
216176	10/7/2019	102826	ARS RESCUE ROOTER	306582/2506212	PLUMBING REPAIRS 043-390-0000-4330	321.00 Total : 321.00
216177	10/7/2019	102530	AT & T	818-270-2203	PD NETWORK LINE-SEPT 2019 001-222-0000-4220	236.78 Total : 236.78
216178	10/7/2019	889037	AT&T MOBILITY	28727790327X09082019	MODEM FOR ELECTRONIC MESSAGE 001-310-0000-4220	149.49 Total : 149.49
216179	10/7/2019	889942	ATHENS SERVICES	7217033	STREET SWEEPING SERVICES-SEPT 011-311-0000-4260 001-343-0000-4260	12,431.77 2,481.26 Total : 14,913.03
216180	10/7/2019	891209	AUTONATION SSC	307347 307862 308552 308563	BRAKE PADS 041-1215 MANUAL-WA7358 070-384-0000-4400 VEHICLE MAINT 041-1215 VEHICLE MAINT 041-1215	772.28 59.13 166.24 166.24 Total : 1,163.89
216181	10/7/2019	893176	AUTOZONE STORE 5681	5681310586 5681356313	SEAT COVERS FOR VEHICLES 041-1215 KEYLESS ENTRY-ME9503 041-320-0320-4400	446.51 58.06

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vchlist 10/02/2019 12:34:38PM		Voucher List CITY OF SAN FERNANDO				Page: 3
Bank code : bank3						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216181	10/7/2019	893176 893176 AUTOZONE STORE 5681	(Continued)			Total : 504.57
216182	10/7/2019	889913 BALLIN, SYLVIA	TRAVEL		PER DIEM-ANNUAL LEAGUE OF CA. CI 001-101-0101-4370	75.00
					Total :	75.00
216183	10/7/2019	892426 BEARCOM	4884684	12018	RADIO COMM. SYST. & WIRELESS BRC 001-135-0000-4260	7,388.55
					Total :	7,388.55
216184	10/7/2019	891301 BERNARDEZ, RENATE Z.	533		INTERPRETATION SERVICES-CC MTG 001-101-0000-4270	250.00
			534		INTERPRETATION SERVICES-CC MTG 001-101-0000-4270	250.00
			537		INTERPRETATION SERVICES-COMM M 001-150-0000-4270	250.00
					Total :	750.00
216185	10/7/2019	892824 BLACK & WHITE	3210	11963	EQUIPMENT FOR NEW DETECTIVE UN 041-225-0000-4500	6,829.23
					041-225-0000-4500	451.18
					Total :	7,280.41
216186	10/7/2019	892847 B-LINE INVESTIGATIONS, INC	1077	12047	SPECIALIZED INVESTIGATIVE SERVICE 001-112-0000-4270	1,300.00
					Total :	1,300.00
216187	10/7/2019	888800 BUSINESS CARD	070119		DAY CAMP ACTIVITY 017-420-1399-4300	160.00
			070119		SUPPLIES-SUMMER NIGHTS EVENT 001-424-0000-4300	305.60
			071619		DOOR KNOB BAGS 001-420-0000-4300	338.08
			072219		LODGING-ANNUAL MMAP CONF 001-424-0000-4430	3,347.02
			082819		LAPTOP RACKS-EOC 001-135-0000-4300	129.75
			083019		FINANCE CHARGES	
						Page: 3

vchlist 10/02/2019 12:34:38PM		Voucher List CITY OF SAN FERNANDO				Page: 4
Bank code : bank3						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216187	10/7/2019	888800 BUSINESS CARD	(Continued)			
			090219		001-190-0000-4435 ANNUAL MEMBERSHIP FEE	384.18
			090219		001-190-0000-4435 5K SWAG PACK ~	18.00
			090419	12100	017-420-1395-4300 DINNER FOR CC & STAFF-CC MTG 09/1	3,250.00
			090519		001-101-0000-4300 DINNER FOR CC & STAFF-CC MTG 09/1	71.00
			090519		001-101-0000-4300 VIDEO CONF SUBSCRIPTION	38.77
			090519		001-105-0000-4300 5K SUPPLIES	14.99
			090619		001-424-0000-4300 WEBINAR REGISTRATION	1,062.86
			090619		001-130-0000-4370 BUS-LA COUNTY FAIR	103.95
			090619		007-440-0443-4260 CREDIT CARD FEE-BUS FOR LA COUN	1,190.70
			090919		007-440-0443-4260 SENIOR DAY TRIP TICKETS	35.72
			090919		004-2383 ORAL BOARD LUNCH	82.00
			091319		001-106-0000-4270 RGSTR-INSTALLATION CEREMONY	110.64
			091619		001-101-0111-4370 BATTERY REPLACEMENTS	40.00
			091719		001-222-0000-4320 DINNER FOR CC & STAFF-CC MTG 09/1	157.98
			091719		001-101-0000-4300 RGSTR-ANNUAL CONFERENCE	76.00
			091819		001-222-0000-4360 DINNER FOR CC & STAFF-CC MTG 09/1	410.60
			091919		001-101-0000-4300 REPLACEMENT MONITORS	38.77
			091919-2		001-222-0000-4300 TV & MONITOR SHELVEING	347.60
						Page: 4



vchlist 10/02/2019 12:34:38PM		Voucher List CITY OF SAN FERNANDO				Page: 5
Bank code : bank3						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216187	10/7/2019	888800 BUSINESS CARD	(Continued)			
			092019		001-422-0000-4300 ADJUSTABLE STANDING DESK	39.57
			092019		001-222-0000-4300 WEBINAR REGISTRATION	434.50
			092019		001-130-0000-4370 RGSTR-LEAGUE OF CAL CITIES ANNU	103.95
			092019		001-105-0000-4370 GYM FLOOR CLEANING	725.00
					001-423-0000-4300	191.21
					017-420-1328-4300	191.21
					017-420-1334-4300	191.20
			092019-2		ADJUSTABLE STANDING DESK	
					001-222-0000-4300	324.50
			092019-3		PRINTER REPLACEMENT	
					072-360-0000-4300	503.75
			092519		LODGING CLERTS USER GROUP 2019	
					001-222-0000-4360	688.00
			092719		ANNUAL MEMBERSHIP FEE	
					001-222-0000-4260	18.00
					<b>Total :</b>	<b>15,125.10</b>
216188	10/7/2019	888800 BUSINESS CARD	082019		LODGING-BASIC PEER SUPPORT TRAI	
					001-225-0000-4360	123.05
			082019		LODGING REFUND-BASIC PEER SUPP	
					001-225-0000-4360	-4.92
			082219		FUNERAL WREATH	
					001-101-0000-4300	176.00
			082919		RGSTR-STC TRAINING IN SACRAMENT	
					001-225-3688-4360	450.00
			090319		LODGING-SBSLI POST TRAINING IN SA	
					001-225-0000-4370	422.61
			091119		MISC SUPPLIES	
					001-222-0000-4300	468.38
					001-225-0000-4350	210.06
			091719		LODGING-SBSLI POST TRAINING IN OF	
					001-225-0000-4370	396.69

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vchlist 10/02/2019 12:34:38PM		Voucher List CITY OF SAN FERNANDO				Page: 6
Bank code : bank3						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216188	10/7/2019	888800 888800 BUSINESS CARD	(Continued)			<b>Total : 2,241.87</b>
216189	10/7/2019	100462 BYRD INDUSTRIAL ELECTRONICS	816-19	12105	BLANKET PO FOR SCADA PROGRAMM	
					070-384-0000-4260	1,076.64
					<b>Total :</b>	<b>1,076.64</b>
216190	10/7/2019	890368 C & M TOPSOIL, INC	82362		TREE PLANTING MATERIAL	
					001-346-0000-4300	131.40
					<b>Total :</b>	<b>131.40</b>
216191	10/7/2019	891964 CALIFORNIA CONSULTING, LLC	3002	12094	GRANT WRITING SERVICES FOR RCS	
					001-190-0000-4270	49,996.56
					<b>Total :</b>	<b>49,996.56</b>
216192	10/7/2019	892464 CANON FINANCIAL SERVICES, INC	20551677	12019	CANON COPIERS LEASE PAYMENT-SE	
					001-135-0000-4260	649.93
					<b>Total :</b>	<b>649.93</b>
216193	10/7/2019	893177 CELL ENERGY	IN0004493	12033	SERV. FOR VEH. BATTERIES (DELIVER	
					041-1215	305.68
			IN0004636	12033	SERV. FOR VEH. BATTERIES (DELIVER	
					041-1215	117.55
					<b>Total :</b>	<b>423.23</b>
216194	10/7/2019	100713 CITY OF GLENDALE	463		WATERMASTER COST SHARE AGREEM	
					070-381-0000-4270	4,776.81
					<b>Total :</b>	<b>4,776.81</b>
216195	10/7/2019	100731 CITY OF LOS ANGELES	74WP200000041	12110	FY 19-20 O&M OF ASSSC-JULY	
					072-365-0629-4600	139,019.00
			74WP200000041	12110	FY 19-20 O&M OF ASSSC-SEPT	
					072-365-0629-4600	149,167.00
			74WP200000042	12109	FY 19-20 ASSSC - CAPITAL-JULY	
					072-360-0629-4260	88,086.00
			74WP200000042	12109	FY 19-20 ASSSC - CAPITAL-SEPT	
					072-360-0629-4260	99,487.00
					<b>Total :</b>	<b>475,759.00</b>

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216196	10/7/2019	103029 CITY OF SAN FERNANDO	2015-2030		REIMB. TO WORKER'S COMP ACCT 006-1038	7,117.83
					<b>Total :</b>	<b>7,117.83</b>
216197	10/7/2019	890893 CITY OF SAN FERNANDO	SEPT 2019		COMMISSIONER'S STIPEND DONATION 001-115-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
216198	10/7/2019	892480 CLEAN ENERGY	CEP12222727		BREAKAWAY & DISCONNET TOOL-CNC 074-320-0000-4300	762.62
					<b>Total :</b>	<b>762.62</b>
216199	10/7/2019	100805 COOPER HARDWARE INC.	117583	12034	MISCELLANEOUS SUPPLIES FOR PW (CITY OF SAN FERNANDO) 043-390-0000-4300	27.76
			117606	12034	MISCELLANEOUS SUPPLIES FOR PW (CITY OF SAN FERNANDO) 043-390-0000-4300	104.42
			117660	12034	MISCELLANEOUS SUPPLIES FOR PW (CITY OF SAN FERNANDO) 043-390-0000-4300	11.79
			117672	12034	MISCELLANEOUS SUPPLIES FOR PW (CITY OF SAN FERNANDO) 001-370-0301-4300	6.98
			117728	12034	MISCELLANEOUS SUPPLIES FOR PW (CITY OF SAN FERNANDO) 043-390-0000-4300	17.99
					<b>Total :</b>	<b>168.94</b>
216200	10/7/2019	892687 CORE & MAIN LP	L004194		WATER AND FIRE SERVICE MATERIALS 070-383-0301-4300	2,963.05
			L010572	12035	WATER AND FIRE SERVICE MATERIALS 070-383-0301-4300	413.68
			L034351	12035	WATER AND FIRE SERVICE MATERIALS 070-383-0301-4300	1,466.87
			L103190	12035	WATER AND FIRE SERVICE MATERIALS 070-383-0301-4300	1,493.19
			L127526	12035	WATER AND FIRE SERVICE MATERIALS 070-383-0301-4300	1,180.62
			L127674	12035	WATER AND FIRE SERVICE MATERIALS 070-383-0301-4300	1,313.33
			L146192		WATER AND FIRE SERVICE MATERIALS	
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216200	10/7/2019	892687 CORE & MAIN LP	(Continued)	12035	070-383-0301-4300	1,246.78
					<b>Total :</b>	<b>10,077.52</b>
216201	10/7/2019	892937 CORONA, AIDEE	SEPT 2019		INSTRUCTOR-CARDIO DANCE 017-420-1322-4260	160.00
					<b>Total :</b>	<b>160.00</b>
216202	10/7/2019	100910 DE SANTIAGO, MICHELLE	REIMB.		ITEMS FOR COMMUNITY MTG 001-150-0000-4300	58.43
					<b>Total :</b>	<b>58.43</b>
216203	10/7/2019	887121 DELL MARKETING L.P.	10335614228		COMPUTERS FOR DET'S. & RSRV OFF 001-222-0000-4300	1,140.24
			10336793856		TONER-JAIL PRINTER 001-222-0000-4300	393.80
					<b>Total :</b>	<b>1,534.04</b>
216204	10/7/2019	893001 DINO LOCK & KEY	5113		PD ELECTRIC GATE REPAIR 043-390-0000-4330	168.00
					<b>Total :</b>	<b>168.00</b>
216205	10/7/2019	887518 DURHAM, ALVIN	SEPT 2019		COMMISSIONER'S STIPEND 001-150-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
216206	10/7/2019	889121 EDGESOFT, INC.	3103	12004	SEPT-ANNUAL MAINT. FOR AUTOMATE 055-135-0000-4260	2,080.00
					<b>Total :</b>	<b>2,080.00</b>
216207	10/7/2019	890030 ELITE EQUIPMENT INC	37465		REPLACE ROCK DRILL 070-383-0000-4310	1,369.65
					<b>Total :</b>	<b>1,369.65</b>
216208	10/7/2019	890879 EUROFINS EATON ANALYTICAL, INC	L0467717	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	152.00
			L0468241	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	144.00
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216208	10/7/2019	890879 EUROFINS EATON ANALYTICAL, INC	(Continued) L0468242			
			L0468246	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	319.00
			L0468779	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0468781	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0469299	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	152.00
			L0469313	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	144.00
			L0469323	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0469588	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0470008	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	144.00
			L0470350	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	750.00
			L0470351	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0470351	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0470480	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0470485	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0471342	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	144.00
			L0471367	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0471368	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0471866	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	36.00
			L0471994	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00

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216208	10/7/2019	890879 EUROFINS EATON ANALYTICAL, INC	(Continued) L0471995			
			L0472003	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
			L0472352	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	144.00
			L0472355	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	152.00
			L0472669	12036	WATER TESTING AND ANALYSIS SERV 070-384-0000-4260	150.00
					<b>Total :</b>	<b>4,383.00</b>
216209	10/7/2019	103851 EVERSOFIT, INC.	R1978349		WATER SOFTNER RENTAL 070-384-0000-4260	165.18
					<b>Total :</b>	<b>165.18</b>
216210	10/7/2019	887441 EWING IRRIGATION	749351-A-3		SOLENOIDS FOR PARKS 043-390-0000-4300	230.22
					<b>Total :</b>	<b>230.22</b>
216211	10/7/2019	101147 FEDEX	6-729-33675		COURIER SERVICE 001-190-0000-4280	62.49
					<b>Total :</b>	<b>62.49</b>
216212	10/7/2019	893324 FERNANDEZ, ELIZABETH	1538		REFUND-FACILITY RENTAL DEPOSIT 001-2220	150.00
					<b>Total :</b>	<b>150.00</b>
216213	10/7/2019	892298 FIDUCIARY EXPERTS LLC	000025	12063	457 PLAN FIDUCIARY SERVICES, ADMI 001-190-0000-4270	1,250.00
					<b>Total :</b>	<b>1,250.00</b>
216214	10/7/2019	891306 FORMULAONE PROFESSIONAL	4702		WINDOW TINT-WA4125 070-382-0000-4400	140.00
			4703		WINDOW TINT-PD6849 041-320-0224-4400	180.00

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216218	10/7/2019	101376 GRAINGER, INC.	(Continued)	12022	043-390-0000-4300	16.25
					Total :	1,807.22
216219	10/7/2019	893166 GRBCON, INC.	2	11973	GLENOAKS SEWER & WATER IMPROV 072-365-6673-4600 072-2037	263,691.13 -13,184.56
					Total :	250,506.57
216220	10/7/2019	893278 GRP2 UNIFORMS INC	700036619 700037132		HOBBLES 001-222-0000-4300 TACTICAL UNIFORM 001-222-0000-4300	220.39 121.25
					Total :	341.64
216221	10/7/2019	892445 GWMA	HTU-2018-48		ADMIN & COST SHARING-INSTALL OF 001-310-0000-4270	22.95 22.95
216222	10/7/2019	890594 HEALTH AND HUMAN RESOURCE	E0211667		EAP-OCT 2019 001-106-0000-4260	243.10 243.10
216223	10/7/2019	890360 HERRERA, NINAMARIE JULIA	SEPT 2019		COMMISSIONER'S STIPEND 001-420-0000-4111	75.00 75.00
216224	10/7/2019	102307 HI WAY SAFETY RENTALS, INC.	92599	12089	BLANKET PO FOR TRAFFIC DELINEATI 001-311-0000-4300	223.05 223.05
216225	10/7/2019	101511 HINDERLITER DE LLAMAS & ASSOC.	0032057-IN 0032195-IN		CONTRACTUAL SERVICES-SALES TAX 001-130-0000-4270 CONTRACTUAL SERVICES-SALES TAX 001-130-0000-4270	8,616.19 300.00
					Total :	8,916.19
216226	10/7/2019	893154 HUITT- ZOLLARS, INC	3099580203		DRONFIELD RESERVOIR	
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216226	10/7/2019	893154 HUITT- ZOLLARS, INC	(Continued)	11974	070-385-0000-4270	9,497.50
					Total :	9,497.50
216227	10/7/2019	101593 I.M.S.A.	000110		REGISTRATION-TRAFFIC SIGNAL TECH 043-390-0000-4360	390.00 390.00
216228	10/7/2019	101599 IMAGE 2000 CORPORATION	315919		TONER FREIGHT COST 001-422-0000-4260	21.00 21.00
216229	10/7/2019	891570 INNOVATIVE TELECOM. SYSTEMS	2612		ISSUE WITH PHONE EXT & JACK IN PH 001-190-0000-4260	125.00 125.00
216230	10/7/2019	893275 INTERWEST CONSULTING GROUP	53437	12051	TEMP. BUILDING INSPECTION SERVICE 001-140-0000-4270	4,142.32 4,142.32
216231	10/7/2019	891777 IRRIGATION EXPRESS	15160913-00 15160985-00 15161060-00 15161793-00 15161906-00 15162106-00 15162403-00 15162757-00	12038 12038 12038 12038 12038 12038 12038 12038	MISC IRRIGATION SUPPLIES FOR REP, 043-390-0000-4300 MISC IRRIGATION SUPPLIES FOR REP, 043-390-0000-4300 MISC IRRIGATION SUPPLIES FOR REP, 043-390-0000-4300 MISC IRRIGATION SUPPLIES FOR REP, 070-383-0301-4300 MISC IRRIGATION SUPPLIES FOR REP, 043-390-0000-4300 MISC IRRIGATION SUPPLIES FOR REP, 043-390-0000-4300 MISC IRRIGATION SUPPLIES FOR REP, 043-390-0000-4300 MISC IRRIGATION SUPPLIES FOR REP, 070-383-0301-4300	22.61 56.53 76.38 49.53 347.71 139.09 114.54 10.53
					Total :	816.92
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216232	10/7/2019	887952 J. Z. LAWNMOWER SHOP	24555	12023	SMALL POWER EQUIPMENT REPAIRS 043-390-0000-4300	121.57
					<b>Total :</b>	<b>121.57</b>
216233	10/7/2019	893322 JACKSON, ERICA	1599		REFUND-FACILITY RENTAL DEP 001-2220	150.00
					<b>Total :</b>	<b>150.00</b>
216234	10/7/2019	102387 K.R. NIDA CORPORATION	2001820		NEW PORTABLE RADIO 072-360-0000-4300	377.03
			2001843		NEW PORTABLE RADIO 072-360-0000-4300	461.98
			2001852		MAT'L'S FOR RADIO REPAIR 070-381-0000-4290	276.54
			2001880	12024	CSO VEHICLE NO. 7509 EQUIPMENT 016-225-0000-4500	6,368.86
					<b>Total :</b>	<b>7,484.41</b>
216235	10/7/2019	101764 KEYSTONE UNIFORM DEPOT	066909		UNIFORM REPLACEMENT 001-222-0000-4300	225.90
					<b>Total :</b>	<b>225.90</b>
216236	10/7/2019	893328 KIM, MASUMI	1561		REFUND-FACILITY RENTAL DEPOSIT 001-2220	150.00
					<b>Total :</b>	<b>150.00</b>
216237	10/7/2019	891794 KIMBALL, NICK	TRAVEL		PER DIEM-ANNUAL LEAGUE OF CA. CI 001-105-0000-4370	30.00
					<b>Total :</b>	<b>30.00</b>
216238	10/7/2019	101768 KIMBALL-MIDWEST	7410069		GLOVES 001-370-0301-4300	81.36
			7410332		MISC NUTS & BOLTS 041-1215	183.11
					<b>Total :</b>	<b>264.47</b>
216239	10/7/2019	101795 KOSMONT & ASSOCIATES	18-0099-010	12090	REAL ESTATE ADVISORY SERVICES-JL 001-151-0000-4270	358.80
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216239	10/7/2019	101795 101795 KOSMONT & ASSOCIATES	(Continued)			<b>Total : 358.80</b>
216240	10/7/2019	101990 L.A. COUNTY METROPOLITAN	14358		TAP REFILLS-AUG 2019 007-440-0441-4260	1,102.00
					<b>Total :</b>	<b>1,102.00</b>
216241	10/7/2019	102007 L.A. COUNTY SHERIFFS DEPT.	200448BL		INMATE MEAL PROG-AUG 2019 001-225-0000-4350	1,142.57
					<b>Total :</b>	<b>1,142.57</b>
216242	10/7/2019	101971 L.A. MUNICIPAL SERVICES	004-750-1000		ELECTRIC-13003 BORDEN 070-384-0000-4210	158.21
			494-750-1000		WATER-12900 DRONFIELD 070-384-0000-4210	97.51
			500-750-1000		ELECTRIC & WATER-13180 DRONFIELD 070-384-0000-4210	5,910.37
			594-750-1000		ELECTRIC-12900 DRONFIELD 070-384-0000-4210	7,526.46
			657-750-1000		ELECTRIC-14060 SAYRE ST 070-384-0000-4210	15,755.69
			757-750-1000		WATER-14060 SAYRE 070-384-0000-4210	89.24
					<b>Total :</b>	<b>29,537.48</b>
216243	10/7/2019	892659 LECHOWICZ & TSENG MUNICIPAL	7	11648 11648	WATER AND SEWER UTILITY RATE STL 072-360-0000-4260 070-381-0000-4260	975.00 975.00
					<b>Total :</b>	<b>1,950.00</b>
216244	10/7/2019	101920 LIEBERT CASSIDY WHITMORE	091119		ERC WORKSHOP 001-106-0000-4260	731.00
			1485523		LEGAL SERVICES 001-112-0000-4270	58.00
			1485524		LEGAL SERVICES 001-112-0000-4270	70.00
			1485525		LEGAL SERVICES 001-120-0000-4270	770.00
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216244	10/7/2019	101920 101920 LIEBERT CASSIDY WHITMORE	(Continued)		Total :	1,629.00
216245	10/7/2019	102003 LOS ANGELES COUNTY	RE-PW-19081300251	11833	FY18-19 INDUSTRIAL WASTE CHARGE:	
			RE-PW-19090900877	12108	072-360-0000-4450	6,209.57
					FY 2019-2020 INDUSTRIAL WASTE CHA	5,956.49
					072-360-0000-4450	Total :12,166.06
216246	10/7/2019	892477 LOWES	1053		MISC SUPPLIES	
			1060		043-390-0000-4300	71.69
			1248		MATL'S & PARTS FOR SAMPLE	
			1359		070-384-0000-4320	380.78
			1360		SMALL TOOLS	
			1474		041-320-0000-4340	57.18
			1475		MATL'S CITY HALL REPAIRS	
			2078		043-390-0000-4300	106.64
					SMALL TOOLS	268.57
					043-390-0000-4340	16.38
					MISC SUPPLIES	41.56
					043-390-0000-4300	
					PARTS & MATL'S FOR SAMPLE STATIOI	356.83
					070-384-0000-4320	Total :1,299.63
216247	10/7/2019	102051 M & M LANDSCAPE	7115	12059	LANDSCAPING AND PEST CONTROL	
					070-384-0000-4260	1,600.00
					Total :	1,600.00
216248	10/7/2019	889127 MAINTENANCE SUPERINTENDENTS	FY19-20		MEMBERSHIP RENEWAL	
					043-390-0000-4360	75.00
					Total :	75.00
216249	10/7/2019	890989 MAJESTIC FIRE INC.	MF123212		FIRE SYSTEM REPAIR & TEST-BOFA	
					043-390-0000-4330	1,495.00
					Total :	1,495.00

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216250	10/7/2019	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINE		
			7DL39365		007-440-0441-4220	35.15	
					ALARM LINE-1100 PICO		
					001-420-0000-4220	34.52	
					Total :	69.67	
216251	10/7/2019	893200 MCKESSON MEDICAL-SURGICAL	62695210		MEDICATIONS		
					001-225-0000-4350	19.29	
					Total :	19.29	
216252	10/7/2019	893326 MEDELLIN, FELISHA	1562		REFUND-FACILITY RENTAL DEPOSIT		
					001-2220	150.00	
					Total :	150.00	
216253	10/7/2019	891054 MEJIA PENA, YVONNE	SEPT 2019		COMMISSIONER'S STIPEND		
					001-150-0000-4111	75.00	
					Total :	75.00	
216254	10/7/2019	892756 MEYERHOFF, ALEXANDER	907126704-JULY		HEALTH INS REIMB PER CONTRACT N		
					001-105-0000-4126	620.64	
					Total :	620.64	
216255	10/7/2019	102226 MISSION LINEN SUPPLY	510693850		LAUNDRY		
			510716627		001-225-0000-4350	98.48	
			510736551		LAUNDRY		
			510767905		001-225-0000-4350	87.68	
			510787525		LAUNDRY		
			510818658		001-225-0000-4350	98.91	
					LAUNDRY	110.00	
					001-225-0000-4350	98.48	
					LAUNDRY	103.40	
					Total :	596.95	
216256	10/7/2019	892800 MORGENSTERN, ROBERT	092419		INTERPRETATION SRVS FOR COMM M		

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216265	10/7/2019	102432 OFFICE DEPOT	(Continued)			
			377952677001		001-106-0000-4300 OFFICE SUPPLIES	80.60
			379133301001		001-150-0000-4300 CARTRIDGE PRINTER	67.90
			379135181001		001-130-0000-4300 PRINTER CARTRIDGE	270.33
					001-130-0000-4300	270.33
					<b>Total :</b>	<b>2,939.96</b>
216266	10/7/2019	890095 O'REILLY AUTOMOTIVE STORES INC	4605-345002	12025	VEH. SERV., MAINT. & REPAIR PARTS 070-384-0000-4400	15.39
			4605-345036	12025	VEH. SERV., MAINT. & REPAIR PARTS 041-1215	315.32
					<b>Total :</b>	<b>330.71</b>
216267	10/7/2019	100221 ORTEGA, SYLVIA	TRAVEL		PER DIEM-ANNUAL CLETS USER GROU 001-222-0000-4360	160.00
					<b>Total :</b>	<b>160.00</b>
216268	10/7/2019	893116 PACHECO, HECTOR	SEPT 2019		COMMISSIONER'S STIPEND 001-150-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
216269	10/7/2019	893110 PACHECO, HECTOR A.	TRAVEL		PER DIEM-ANNUAL LEAGUE OF CA. CI 001-101-0102-4370	75.00
					<b>Total :</b>	<b>75.00</b>
216270	10/7/2019	892957 PIONEER FIRE PROFESSIONALS INC	365293		FIRE EXTINGUISHERS MAINT-BOFA PAR 043-390-0000-4330	517.00
					<b>Total :</b>	<b>517.00</b>
216271	10/7/2019	887366 PIONEER MANUFACTURING COMPANY	INV734905		FIELD PAINT & CLEANING SOLUTION 017-420-1334-4300	471.22
					<b>Total :</b>	<b>471.22</b>
216272	10/7/2019	887646 PLUMBERS DEPOT INC	PD-43008		HOSE REEL COUNTER ON SEWER TRI 072-360-0000-4300	1,118.81
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vchlist 10/02/2019 12:34:38PM		Voucher List CITY OF SAN FERNANDO				Page: 22
Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216272	10/7/2019	887646 PLUMBERS DEPOT INC	(Continued) PD-43084		MISC SUPPLIES 072-360-0000-4300	175.08
					<b>Total :</b>	<b>1,293.89</b>
216273	10/7/2019	890994 PONCE, JOE	SEPT 2019		COMMISSIONER'S STIPEND 001-420-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
216274	10/7/2019	890004 PTS	2027385		PD PAY PHONE-OCT 2019 001-190-0000-4220	62.64
					<b>Total :</b>	<b>62.64</b>
216275	10/7/2019	893321 RAMIREZ, OMAR	1440		REFUND-FACILITY RENTAL DEP 001-2220	150.00
					<b>Total :</b>	<b>150.00</b>
216276	10/7/2019	893325 RAMOS, ELVIRA	1563		REFUND-FACILITY RENTAL DEPOSIT 001-2220	150.00
					<b>Total :</b>	<b>150.00</b>
216277	10/7/2019	891881 REMENIH, MICHAEL	SEPT 2019		COMMISSIONER'S REIMB 001-115-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
216278	10/7/2019	892368 REYES, MIGUEL ANGEL	08/19-10/11		INSTRUCTOR-LIFTING & ENERGY TRA 017-420-1322-4260	280.00
					<b>Total :</b>	<b>280.00</b>
216279	10/7/2019	893143 RICHARDS, SANDRA MARIE	SEPT 2019		COMMISSIONER'S STIPEND 001-420-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
216280	10/7/2019	887296 ROBLED0, OLIVIA	SEPT 2019		COMMISSIONER'S REIMB 001-115-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
216281	10/7/2019	892708 ROYAL INDUSTRIAL SOLUTIONS	8901-780989		ST. LIGHTING, PARKING LOT LIGHTING	
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216281	10/7/2019	892708 ROYAL INDUSTRIAL SOLUTIONS	(Continued)			
			8901-781514	12050	001-370-0301-4300	473.04
				12050	ST. LIGHTING, PARKING LOT LIGHTING	161.73
					001-370-0301-4300	161.73
					Total :	634.77
216282	10/7/2019	102929 ROYAL PAPER CORPORATION	4916482		JANITORIAL SUPPLIES-ALL FACILITIES	
			4918676		043-390-0000-4300	873.84
					CLEANING SUPPLIES	
					001-422-0000-4300	105.97
					001-423-0000-4300	145.56
					001-424-0000-4300	105.97
					Total :	1,231.34
216283	10/7/2019	103057 SAN FERNANDO VALLEY SUN	10637		PUBLIC NOTICE-ORD NO 1688	
					001-115-0000-4230	687.50
					Total :	687.50
216284	10/7/2019	103184 SMART & FINAL	43004		MISC SUPPLIES-SENIOR CLUB MEETIN	
			44782		004-2380	172.88
			48323		MISC SUPPLIES	
			48460		004-2346	9.34
			53129		MISC SUPPLIES-SENIOR DANCE	
					004-2380	352.66
					MISC SUPPLIES-SENIOR DANCE	
					004-2380	33.93
					MISC SUPPLIES	
					004-2346	56.63
					Total :	625.44
216285	10/7/2019	103218 SOLIS, MARGARITA	11-13		PETTY CASH REIMBURSEMENT	
					001-101-0000-4300	32.84
					001-105-0000-4370	30.00
					001-150-0000-4300	23.86
					Total :	86.70
216286	10/7/2019	892367 SOLIS, MARGARITA	84-89		L P SENIOR PETTY CASH REIMB.	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
216286	10/7/2019	892367 SOLIS, MARGARITA	(Continued)		004-2380	175.63	
					Total :	175.63	
216287	10/7/2019	893327 SOLIZ, DINET	1607		REFUND-FACILILTY RENTAL DEPOSIT		
					001-2220	150.00	
					Total :	150.00	
216288	10/7/2019	103202 SOUTHERN CALIFORNIA EDISON CO.	02-02-682-7675		ELECTRIC-VARIOUS LOCATIONS		
			2-02-682-6982		043-390-0000-4210	10,314.72	
			2-21-082-3241		ELECTRIC-910 FIRST		
			2-33-746-5215		043-390-0000-4210	9,862.76	
			2-39-084-2581		ELECTRIC-501 FIRST		
			2-39-717-6769		043-390-0000-4210	1,646.28	
					ELECTRIC-190 PARK		
					027-344-0000-4210	632.23	
					ELECTRIC-1117 SECOND		
					043-390-0000-4210	12.51	
					ELECTRIC-801 8TH		
					043-390-0000-4210	15.83	
					Total :	22,484.33	
216289	10/7/2019	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9776		NATURAL GAS-CNG STATION		
					074-320-0000-4402	4,231.78	
					Total :	4,231.78	
216290	10/7/2019	103251 STANLEY PEST CONTROL	147658		PEST EXTERMINATION OF VARIOUS CI		
			178568	12091	043-390-0000-4260	62.00	
			178573	12091	PEST EXTERMINATION OF VARIOUS CI		
			178574	12091	043-390-0000-4260	94.00	
			178575	12091	PEST EXTERMINATION OF VARIOUS CI		
			178576	12091	043-390-0000-4260	135.00	
					PEST EXTERMINATION OF VARIOUS CI		
					043-390-0000-4260	55.00	
					PEST EXTERMINATION OF VARIOUS CI		
					043-390-0000-4260	95.00	
					PEST EXTERMINATION OF VARIOUS CI		
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216290	10/7/2019	103251 STANLEY PEST CONTROL	(Continued)	12091	043-390-0000-4260	85.00
			178577	12091	PEST EXTERMINATION OF VARIOUS CI	85.00
					043-390-0000-4260	85.00
					Total :	611.00
216291	10/7/2019	100532 STATE OF CALIFORNIA, DEPARTMENT OF JU	399914		LIVESCAN FINGERPRINTING-AUG 2019	4,361.00
			402105		004-2386	66.00
					001-222-0000-4270	32.00
					FINGERPRINTING	32.00
					001-106-0000-4270	32.00
					Total :	4,459.00
216292	10/7/2019	103205 THE GAS COMPANY	042-320-6900-7		GAS-910 FIRST	527.07
			084-220-3249-3		043-390-0000-4210	34.17
			088-520-6400-8		GAS-505 S HUNTINGTON	41.71
			090-620-6400-2		043-390-0000-4210	8.52
			143-287-8131-6		GAS-117 MACNEIL	4.26
					043-390-0000-4210	4.25
					GAS-VARIOUS LOCATIONS	36.57
					043-390-0000-4210	36.57
					Total :	656.55
216293	10/7/2019	101528 THE HOME DEPOT CRC, ACCT#603532202490	1020840		MISC SUPPLIES	124.21
			2121981		070-383-0301-4300	19.23
			2972960		MISC SUPPLIES	1,858.12
			3023028		001-370-0301-4300	133.80
			3531554		WATER SOFTNER SALT	133.80
					070-384-0000-4300	133.80
					MISC SUPPLIES	338.77
					070-383-0301-4300	338.77
					IMPACT TOOLS FOR TRUCK-ME9503	338.77
					041-320-0320-4400	338.77
					Total :	3,698.16

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216293	10/7/2019	101528 THE HOME DEPOT CRC, ACCT#603532202490	(Continued)			
			4022850		MISC SUPPLIES	
					070-383-0301-4300	180.29
			6021453		MAT'L'S FOR PD MAINT	
					043-390-0000-4300	167.37
			6525875		MISC SUPPLIES	
					001-311-0000-4300	194.85
			7340993		MATLS & SUPPLIES-MALL TRASH ENC	
					030-341-0000-4300	307.59
			8342076		SUPPLIES FOR MAINT	
					043-390-0000-4300	132.77
			8524793		MISC SUPPLIES	
					043-390-0000-4300	181.46
			9341946		SUPPLIES FOR REPAIRS	
					043-390-0000-4300	59.70
					Total :	3,698.16
216294	10/7/2019	890833 THOMSON REUTERS	840857519		DET INVESTIGATION TOOLS-AUG 2019	
					001-135-0000-4260	201.73
					Total :	201.73
216295	10/7/2019	103903 TIME WARNER CABLE	0010518090119		CABLE-REC PARK 08/29-09/28	
			0283057090519		001-420-0000-4260	234.00
					CABLE-LP PARK 09/05-10/04	
			10328090519		001-420-0000-4260	186.47
					CABLE-09/05-10/04	
			10369091819		001-190-0000-4220	134.70
					CABLE-PD 09/18-10/17	
			222204090119		001-222-0000-4260	236.39
					CABLE-PW OPS CENTER (08/29-09/28)	
					043-390-0000-4260	119.08
					Total :	910.64
216296	10/7/2019	103413 TRANS UNION LLC	08905421		CREDIT CHECKS	
					001-222-0000-4260	70.00
					Total :	70.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216297	10/7/2019	887939 ULINE SHIPPING SUPPLIES	112035889		ICE CHESTS 004-2380	196.12
					Total :	196.12
216298	10/7/2019	103444 ULTRA GREENS, INC	47015	12042	LANDSCAPE SUPPLIES & MATERIALS 001-311-0000-4300	14.22
					Total :	14.22
216299	10/7/2019	892258 UNIFORM & ACCESSORIES	730671		UNIFORMS FOR DISPATCHER 001-222-0000-4300	361.28
					Total :	361.28
216300	10/7/2019	893167 UNITED MAINTENANCE SYSTEMS	14411	12002	JANITORIAL SERVICES-AUG 2019 043-390-0000-4260	19,647.00
					Total :	19,647.00
216301	10/7/2019	103439 UPS	831954369		COURIER SERVICE 001-190-0000-4280	145.00
					Total :	145.00
216302	10/7/2019	892490 VALLEY LINE-X	15953		VEHICLE MAINT-PK4626 041-320-0390-4400	125.00
					Total :	125.00
216303	10/7/2019	103534 VALLEY LOCKSMITH	6391	12031	LOCKSMITH SERVS FOR ALL FACILITIE 043-390-0000-4330	45.00
			6392	12031	LOCKSMITH SERVS FOR ALL FACILITIE 041-320-0225-4400	360.00
			6404	12031	LOCKSMITH SERVS FOR ALL FACILITIE 043-390-0000-4330	88.80
					Total :	493.80
216304	10/7/2019	889386 VENTIMIGLIA, PAUL	TRAVEL-2		PER DIEM & PARKING FEE-POST SBSL 001-225-0000-4370	150.00
					Total :	150.00
216305	10/7/2019	889644 VERIZON BUSINESS	74988788		CITY HALL LONG DISTANCE 001-190-0000-4220	52.40
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216305	10/7/2019	889644 VERIZON BUSINESS	(Continued) 74988789		CITY YARD LONG DISTANCE 070-384-0000-4220	15.72
			74988790		CITY HALL LONG DISTANCE & INTRAL 001-190-0000-4220	26.75
			74988791		POLICE LONG DISTANCE 001-222-0000-4220	122.30
			74988792		CITY YARD LONG DISTANCE 070-384-0000-4220	10.48
			74988793		PARK LONG DISTANCE 001-420-0000-4220	15.97
			74989330		ENGINEERING LONG DISTANCE 001-310-0000-4220	5.24
			74989341		CITY HALL LINES 001-190-0000-4220	66.30
					Total :	315.16
216306	10/7/2019	100101 VERIZON WIRELESS-LA	9836576867		PD CELL PHONE PLANS & MDT MODEM 001-222-0000-4220	279.72
			9837743293		001-152-0000-4220 PUBLIC WORKS CELL PHONE PLANS 072-360-0000-4220	190.05
					001-101-0111-4220	61.44
					001-101-0103-4220	-47.42
					001-105-0000-4220	54.45
					001-101-0102-4220	55.35
			9838251890		MDT MODEMS-PD UNITS 001-222-0000-4220	54.45
					Total :	1,271.99
						1,920.03
216307	10/7/2019	103603 VULCAN MATERIALS COMPANY	72217942	12043	UTILITY TRENCH AND POTHOLE REPA 072-360-0000-4300	923.41
			72259210	12043	070-383-0301-4300 UTILITY TRENCH AND POTHOLE REPA 072-360-0000-4300	476.88
			72314612	12043	070-383-0301-4300 UTILITY TRENCH AND POTHOLE REPA	581.76
						581.75
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216307	10/7/2019	103603 VULCAN MATERIALS COMPANY	(Continued)	12043	070-383-0301-4300	1,411.15
					Total :	3,974.95
216308	10/7/2019	888390 WEST COAST ARBORISTS, INC.	151384	12093	CITY WIDE TREE MAINT. SERVICE	14,028.00
			151631	12093	011-311-0000-4260	10,602.00
			151632	12093	CITY WIDE TREE MAINT. SERVICE	5,555.00
			151780	12093	011-311-0000-4260	4,740.00
					Total :	34,925.00
216309	10/7/2019	889138 WIEDER, CAROL	090519		INTERPRETATION SERVICES-CC MTG	250.00
			091719		001-101-0000-4270	250.00
					Total :	500.00
216310	10/7/2019	891531 WILLDAN ENGINEERING	00330138	11900	NPDES COMPLIANCE & LA EWMG	9,528.75
				11900	001-310-0000-4270	13,343.00
			003-30190	12118	ENGINEERING SERVICES	3,250.00
			003-30406	12118	001-310-0000-4270	4,420.00
					Total :	30,541.75
216311	10/7/2019	892023 WINDSTREAM	71761364		PHONE SERVICES- 09/18-10/17	672.48
					001-222-0000-4220	971.25
					001-420-0000-4220	528.90
					070-384-0000-4220	1,647.88
					001-190-0000-4220	3,820.51
					Total :	3,820.51
216312	10/7/2019	103752 ZUMAR INDUSTRIES, INC.	85028		REPLACEMENT OF DAMAGED, FADED	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
216312	10/7/2019	103752 ZUMAR INDUSTRIES, INC.	(Continued)	12045	001-370-0301-4300			443.82
						Total :	443.82	
146 Vouchers for bank code :		bank3				Bank total :		1,159,333.51
146 Vouchers in this report						Total vouchers :		1,159,333.51

Voucher Registers are not final until approved by Council.

**SPECIAL CHECKS**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216068	9/13/2019	893115 P.E.R.S.	100000015726008		EMPLOYER CONTRIB VARIANCE-08/03 001-1160	2,976.23
Total :						2,976.23
1 Vouchers for bank code : bank3						Bank total : 2,976.23
1 Vouchers in this report						Total vouchers : 2,976.23

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216072	9/25/2019	893115 P.E.R.S.	100000015726062		EMPLOYER CONTRIB VARIANCE-08/17 001-1160	2,989.46
Total :						2,989.46
1 Vouchers for bank code : bank3						Bank total : 2,989.46
1 Vouchers in this report						Total vouchers : 2,989.46

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Bank code : bank3			
Voucher	Date	Vendor	Amount
216073	10/1/2019	100042 ABDALLAH, ALBERT	1,234.75
			1,234.75
216074	10/1/2019	100091 AGORICHAS, JOHN	224.41
			224.41
216075	10/1/2019	891039 AGUILAR, JESUS	511.48
			511.48
216076	10/1/2019	100104 ALBA, ANTHONY	653.66
			653.66
216077	10/1/2019	891011 APODACA-GRASS, ROBERTA	653.66
			653.66
216078	10/1/2019	100306 BARNARD, LARRY	1,226.00
			1,226.00
216079	10/1/2019	100346 BELDEN, KENNETH M.	1,226.00
			1,226.00
216080	10/1/2019	892233 BUZZELL, CAROL	163.37
			163.37
216081	10/1/2019	891350 CALZADA, FRANK	462.74
			462.74
216082	10/1/2019	100642 CASTRO, RICO	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216082	10/1/2019	100642 CASTRO, RICO	(Continued)		001-180-0000-4127	1,551.56
					Total :	1,551.56
216083	10/1/2019	891014 CREEKMORE, CASIMIRA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					Total :	258.83
216084	10/1/2019	891016 DEATON, MARK	19-Oct		CALPERS HEALTH REIMB 070-180-0000-4127	494.41
					Total :	494.41
216085	10/1/2019	100913 DECKER, CATHERINE	19-Oct		CALPERS HEALTH REIMB 070-180-0000-4127	653.66
					Total :	653.66
216086	10/1/2019	100925 DELGADO, RALPH	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	462.74
					Total :	462.74
216087	10/1/2019	892102 DOSTER, DARRELL	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	653.66
					Total :	653.66
216088	10/1/2019	100996 DRAKE, JOYCE	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					Total :	258.83
216089	10/1/2019	100995 DRAKE, MICHAEL	19-Oct		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	129.42 129.41
					Total :	258.83
216090	10/1/2019	100997 DRAPER, CHRISTOPHER	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,472.46
					Total :	1,472.46
216091	10/1/2019	101044 ELEY, JEFFREY	19-Oct		CALPERS HEALTH REIMB	

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216091	10/1/2019	101044 ELEY, JEFFREY	(Continued)		001-180-0000-4127	1,940.00
					Total :	1,940.00
216092	10/1/2019	891040 FISHKIN, RIVIAN	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74
					Total :	187.74
216093	10/1/2019	892103 GAJDOS, BETTY	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74
					Total :	187.74
216094	10/1/2019	891351 GARCIA, DEBRA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,979.02
					Total :	1,979.02
216095	10/1/2019	891067 GARCIA, NICOLAS	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,177.56
					Total :	1,177.56
216096	10/1/2019	101318 GLASGOW, KEVIN	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,472.46
					Total :	1,472.46
216097	10/1/2019	891020 GLASGOW, ROBERT	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	377.00
					Total :	377.00
216098	10/1/2019	891021 GUIZA, JENNIE	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					Total :	258.83
216099	10/1/2019	101415 GUTIERREZ, OSCAR	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74
					Total :	187.74
216100	10/1/2019	891352 HADEN, SUSANNA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	482.64
					Total :	482.64
						Page: 3

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216100	10/1/2019	891352 891352 HADEN, SUSANNA	(Continued)			482.64
					Total :	482.64
216101	10/1/2019	101440 HALCON, ERNEST	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,226.00
					Total :	1,226.00
216102	10/1/2019	891918 HARTWELL, BRUCE	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	653.66
					Total :	653.66
216103	10/1/2019	101465 HARVEY, DAVID	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74
					Total :	187.74
216104	10/1/2019	101466 HARVEY, DEVERY MICHAEL	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,679.00
					Total :	1,679.00
216105	10/1/2019	101471 HASBUN, NAZRI A.	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,203.50
					Total :	1,203.50
216106	10/1/2019	891023 HATFIELD, JAMES	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	653.66
					Total :	653.66
216107	10/1/2019	892104 HERNANDEZ, ALFONSO	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,503.07
					Total :	1,503.07
216108	10/1/2019	891024 HOOKER, RAYMOND	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	707.78
					Total :	707.78
216109	10/1/2019	101538 HOUGH, RAY	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	462.74
					Total :	462.74
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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216110	10/1/2019	101597 IBRAHIM, SAMIR	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	511.48 <b>511.48</b>
216111	10/1/2019	101694 JACOBS, ROBERT	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	886.00 <b>886.00</b>
216112	10/1/2019	892105 KAHMANN, ERIC	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	511.48 <b>511.48</b>
216113	10/1/2019	101786 KLOTZSCHE, STEVEN	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	832.98 <b>832.98</b>
216114	10/1/2019	891866 KNIGHT, DONNA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74 <b>187.74</b>
216115	10/1/2019	892929 LEWIS, WANDA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83 <b>258.83</b>
216116	10/1/2019	891043 LIEBERMAN, LEONARD	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74 <b>187.74</b>
216117	10/1/2019	101933 LITTLEFIELD, LESLEY	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	653.66 <b>653.66</b>
216118	10/1/2019	102059 MACK, MARSHALL	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,203.50 <b>1,203.50</b>
216119	10/1/2019	891010 MAERTZ, ALVIN	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	511.48

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216119	10/1/2019	891010 891010 MAERTZ, ALVIN	(Continued)			<b>511.48</b>
216120	10/1/2019	888037 MARTINEZ, ALVARO	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,101.28 <b>1,101.28</b>
216121	10/1/2019	102206 MILLER, WILMA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83 <b>258.83</b>
216122	10/1/2019	102212 MIRAMONTES, MONICA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,203.50 <b>1,203.50</b>
216123	10/1/2019	102232 MIURA, HOWARD	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83 <b>258.83</b>
216124	10/1/2019	892106 MONTAN, EDWARD	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	832.98 <b>832.98</b>
216125	10/1/2019	102365 NAVARRO, RICARDO A	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	462.74 <b>462.74</b>
216126	10/1/2019	102473 ORDELHEIDE, ROBERT	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,551.56 <b>1,551.56</b>
216127	10/1/2019	102483 OROZCO, ELVIRA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	163.37 <b>163.37</b>
216128	10/1/2019	102486 ORSINI, TODD	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,605.35 <b>1,605.35</b>

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216129	10/1/2019	102569 PARKS, ROBERT	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,940.00
					Total :	1,940.00
216130	10/1/2019	102527 PISCITELLI, ANTHONY	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	462.74
					Total :	462.74
216131	10/1/2019	891033 POLLOCK, CHRISTINE	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	377.00
					Total :	377.00
216132	10/1/2019	102735 QUINONEZ, MARIA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,101.28
					Total :	1,101.28
216133	10/1/2019	891034 RAMSEY, JAMES	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	677.47
					Total :	677.47
216134	10/1/2019	102864 RIVETTI, DOMINICK	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	886.00
					Total :	886.00
216135	10/1/2019	102936 RUELAS, MARCO	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,124.82
					Total :	1,124.82
216136	10/1/2019	891044 RUSSUM, LINDA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74
					Total :	187.74
216137	10/1/2019	103005 SALAZAR, TONY	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,203.50
					Total :	1,203.50
216138	10/1/2019	892107 SHANAHAN, MARK	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	511.48
					Total :	511.48
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216138	10/1/2019	892107 892107 SHANAHAN, MARK	(Continued)			511.48
					Total :	511.48
216139	10/1/2019	891035 SHERWOOD, NINA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					Total :	258.83
216140	10/1/2019	103175 SKOBIN, ROMELIA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,102.61
					Total :	1,102.61
216141	10/1/2019	103220 SOMERVILLE, MICHAEL	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,487.00
					Total :	1,487.00
216142	10/1/2019	103394 TORRES, RACHEL	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					Total :	258.83
216143	10/1/2019	889588 UFANO, VIRGINIA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74
					Total :	187.74
216144	10/1/2019	888417 VALDIVIA, LAURA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	707.78
					Total :	707.78
216145	10/1/2019	103562 VASQUEZ, JOEL	19-Oct		CALPERS HEALTH REIMB 070-180-0000-4127	1,940.00
					Total :	1,940.00
216146	10/1/2019	891038 WAITE, CURTIS	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,102.61
					Total :	1,102.61
216147	10/1/2019	891036 WATT, DAVID	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	653.66
					Total :	653.66
						Page: 8

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216148	10/1/2019	891037 WEBB, NANCY	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	677.47
					Total :	677.47
216149	10/1/2019	103643 WEDDING, JEROME	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	653.66
					Total :	653.66
216150	10/1/2019	103727 WYSBEEK, DOUDE	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					Total :	258.83
216151	10/1/2019	103737 YNIGUEZ, LEONARD	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	1,102.61
					Total :	1,102.61
79 Vouchers for bank code :		bank3			Bank total :	60,995.92
79 Vouchers in this report					Total vouchers :	60,995.92

Voucher Registers are not final until approved by Council.

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216152	10/1/2019	100286 BAKER, BEVERLY	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	533.75
					<b>Total :</b>	<b>533.75</b>
216153	10/1/2019	893277 CROOK, LORETTA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					<b>Total :</b>	<b>258.83</b>
216154	10/1/2019	100916 DEIBEL, PAUL	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					<b>Total :</b>	<b>258.83</b>
216155	10/1/2019	891041 GARCIA, CONNIE	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74
					<b>Total :</b>	<b>187.74</b>
216156	10/1/2019	101781 KISHITA, ROBERT	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74
					<b>Total :</b>	<b>187.74</b>
216157	10/1/2019	101926 LILES, RICHARD	19-Oct		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	247.21 247.20
					<b>Total :</b>	<b>494.41</b>
216158	10/1/2019	891027 LOCKETT, JOANN	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					<b>Total :</b>	<b>258.83</b>
216159	10/1/2019	102126 MARTINEZ, MIGUEL	19-Oct		CALPERS HEALTH REIMB 070-180-0000-4127	482.64
					<b>Total :</b>	<b>482.64</b>
216160	10/1/2019	891031 ORTEGA, JIMMIE	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	258.83
					<b>Total :</b>	<b>258.83</b>

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
216161	10/1/2019	891032 OTREMB, EUGENE	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	653.66
					<b>Total :</b>	<b>653.66</b>
216162	10/1/2019	891354 RAMIREZ, ROSALINDA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	482.64
					<b>Total :</b>	<b>482.64</b>
216163	10/1/2019	102940 RUIZ, RONALD	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	533.75
					<b>Total :</b>	<b>533.75</b>
216164	10/1/2019	103121 SERRANO, ARMANDO	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	533.75
					<b>Total :</b>	<b>533.75</b>
216165	10/1/2019	892782 TIGHE, DONNA	19-Oct		CALPERS HEALTH REIMB 001-180-0000-4127	187.74
					<b>Total :</b>	<b>187.74</b>
216166	10/1/2019	891046 VANAALST, LEONILDA	19-Oct		CALPERS HEALTH REIMB 070-180-0000-4127	187.74
					<b>Total :</b>	<b>187.74</b>
15 Vouchers for bank code : bank3						<b>Bank total : 5,500.88</b>
15 Vouchers in this report						<b>Total vouchers : 5,500.88</b>

Voucher Registers are not final until approved by Council.

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## AGENDA REPORT

**To:** Mayor Joel Fajardo and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** October 7, 2019

**Subject:** Consideration to Adopt a Resolution Rescinding Resolution No. 7895 and Establishing Measure "A" Transparency Forum Guidelines

### RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 7954, rescinding Resolution No. 7895 and Establishing Measure "A" Transparency Forum Guidelines.

### BACKGROUND:

1. On November 6, 2018, San Fernando voters approved extending the City's existing half-percent Transactions and Use Tax Measure (Measure "A") indefinitely.
2. On November 19, 2018, the City Council discussed the proposed composition, duties, and by-laws of a Measure "A" Community Advisory Committee (the Committee). Subsequently, the City Council adopted Resolution No. 7895 establishing a Measure "A" Community Advisory Committee and authorized the City Manager to advertise and solicit applications from interested parties to serve on the Committee.
3. On September 16, 2019, City Council discussed the constitution of the Committee as adopted on November 19, 2018 and directed staff to re-constitute it as a Town Hall style forum to increase community participation.

### ANALYSIS:

Pursuant to direction received from the City Council, the proposed Guidelines (Attachment "A") include:

Organization: The Measure A Transparency Forum (Transparency Forum or Forum) shall be open to any and all interested members of the community. Community members that participate in the bi-annual Town Hall style Transparency Forums may provide feedback to City Council and staff that will form the basis of any recommendations to City Council as it relates to the Forum's objectives as described in Article 2 of the Guidelines.

**Consideration to Adopt a Resolution Rescinding Resolution No. 7895 and Establishing Measure A Transparency Forum Guidelines**Page 2 of 3

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**Objectives:** The proposed objectives for the Forum include: (1) reviewing the Annual Report of collection, management, and expenditure of Measure “A” revenues, and (2) providing general recommended budget priorities for use of Measure “A” funds as part of the annual budget process. General recommended budget priorities include, but are not limited to, paying down debt, establishing reserves, investing in capital improvements, replacing equipment, adding staff, etc.

**Meetings:** The City may hold Town Hall style Transparency Forums twice each year: (1) in the month of September to review the Annual Measure “A” Report and (2) in February to discuss recommended budget priorities for Measure “A” revenues. Transparency Forums will be held on the same day as a Regular or Special meeting of the City Council. At the Presiding Officer’s discretion, the Transparency Forum will be called to order either prior to the start of the City Council meeting or upon adjournment of the City Council meeting.

Town Hall style forums are more informal and offer more opportunity for community engagement than a traditional City Council meeting. Transparency Forums will have the following components:

- a. City staff will present agenda material to the audience;
- b. Subsequent to presentation of agenda material, there will be an opportunity for all attendees to pose questions and provide feedback; and
- c. City Council and staff will respond to questions and feedback from attendees.

The date, time and location of the Forums shall be noticed in an adjudicated newspaper of general circulation and posted on the City’s website at least seven days prior to the scheduled Forum. Agenda materials for the meeting will be posted to the City’s website no less than 72 hours prior to the noticed Forum.

**BUDGET IMPACT:**

The Finance Department currently dedicates staff resources to preparing the annual City Budget and the Measure “A” Annual Report currently required by Ordinance as part of the Department’s annual work program. Establishing the proposed Forum will have minimal impact on staff’s time(?)

**Consideration to Adopt a Resolution Rescinding Resolution No. 7895 and Establishing Measure A Transparency Forum Guidelines**Page 3 of 3

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**CONCLUSION:**

Establishing a Measure A Transparency Forum open to all community members to review Measure “A” related financial activity will strengthen public support and confidence in the transparent and responsible use of local transaction tax revenues.

**ATTACHMENT:**

- A. Resolution No. 7954, with Exhibit 1 (Forum Guidelines)

**ATTACHMENT “A”****RESOLUTION NO. 7954****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, MANDATING THE CONDUCT OF AN ANNUAL TRANSPARENCY FORUM TO RECEIVE PUBLIC INPUT ON THE USE OF TRANSACTIONS AND USE TAX REVENUES; ESTABLISHING GUIDELINES FOR THE CONDUCT OF THE SAME AND REPEALING RESOLUTION 7895**

**WHEREAS**, on June 4, 2013, San Fernando voters approved a half-cent temporary local Transaction and Use Tax that sunsets on October 1, 2020; and

**WHEREAS**, Chapter 82, Article V, Section 82-132 of the City Code requires an Annual Report on the collection, management, and expenditure of the Measure “A” funds prior to October 1<sup>st</sup> each year; and

**WHEREAS**, Chapter 82, Article V, Section 82-132 of the City Code also requires an overview of the Annual Report be presented to City Council at an open and public meeting and that the Annual Report be a public document; and

**WHEREAS**, on June 4, 2018, City Council approved placing a question on the November 6, 2018 ballot relating to extension of the existing half-cent local Transaction and Use Tax until it is repealed by San Fernando voters; and

**WHEREAS**, the ballot measure to extend the City’s half-cent Transaction and Use Tax, Measure “A”, was approved by San Fernando voters at the General Municipal Election of November 6, 2018; and

**WHEREAS**, as part of the City Council’s review of the annual report required by Chapter 82, Article V, Section 82-132 of the San Fernando Municipal Code, the City Council wishes to maximize public input in the setting of priorities for the use of Measure “A” funds; and

**WHEREAS**, the establishment of an annual town hall style forum in which all members of the public may attend and provide testimony regarding the priorities for the use of Measure “A” funds.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:**

**Section 1.** At least once each fiscal year, concurrent with the presentation to the City Council of the annual report called for under Chapter 82, Article V, Section 82-132 of the San Fernando Municipal Code, the City Council shall conduct a public hearing wherein members of the public may offer oral or written comment concerning suggested priorities for the expenditure of Measure “A” tax revenues for the upcoming fiscal year. The annual forum shall be conduct in

accordance with those policies set forth in the document entitled “Measure A Transparency Forum Guidelines” which is attached and incorporated hereto as Exhibit “1”.

**Section 2.** San Fernando City Council Resolution No. 7895 (“Resolution No. 7895”) is hereby repealed, rescinded, superseded and replaced by this Resolution. Any authorization or direction given pursuant to Resolution No. 7895 is hereby rescinded.

**Section 3.** This Resolution shall take effect immediately upon its adoption. The City Clerk shall certify the adoption of this Resolution.

**PASSED, APPROVED, AND ADOPTED** this 7th day of October 2019.

\_\_\_\_\_  
Joel Fajardo, Mayor

**ATTEST:**

\_\_\_\_\_  
Elena G. Chávez, City Clerk

**STATE OF CALIFORNIA            )**  
**COUNTY OF LOS ANGELES    ) ss**  
**CITY OF SAN FERNANDO        )**

**I HEREBY CERTIFY** that the foregoing Resolution was approved and adopted at a regular meeting of the City Council held on the 7<sup>th</sup> day of October 2019, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

\_\_\_\_\_  
Elena G. Chávez, City Clerk



# SAN FERNANDO

## TRANSPARENCY FORUM

### EXHIBIT "1"

**Date:** October 7, 2019

**Subject:** Measure "A" Transparency Forum Guidelines

#### **PURPOSE:**

To review the Annual Report of collection, management and expenditure of the local half-cent Transaction and Use Tax (Measure "A") revenue as required by Chapter 82, Article V, Section 82-132 of the City Code and make non-binding recommendations to the City Council general priorities for the use of Measure "A" funds during the annual budget process.

#### **ARTICLE 1 - ORGANIZATION:**

1. The Measure "A" Transparency Forum (hereinafter Transparency Forum or Forum) shall be open to any and all interested members of the community. Community members that participate in the bi-annual Town Hall style Transparency Forums (see Article 3 – Meetings) may provide feedback to City Council and staff that will form the basis of any recommendation to City Council as it relates to the Forum's objectives as described in Article 2 of these Guidelines.

#### **ARTICLE 2 - OBJECTIVES:**

1. In accordance with Chapter 82, Article V, Section 82-132 of the City Code, the Annual Report of collection, management, and expenditure of local Transaction and Use Tax revenues shall be presented and considered at a Transparency Forum.
2. A Transparency Forum may be held to discuss general recommended budget priorities for use of Measure "A" funds as part of the annual budget process. General recommended budget priorities include, but are not limited to, paying down debt, establishing reserves, investing in capital improvements, replacing equipment, adding staff, etc.

#### **ARTICLE 3 - MEETINGS:**

1. Bi-annual Meetings: The City may hold Town Hall style Transparency Forums twice each year: (1) in the month of September to review the Annual Measure "A" Report as described in Article 2.1, and (2) in February to discuss recommended budget priorities for Measure "A" revenues as described in Article 2.2.

**Measure "A" Transparency Forum Guidelines**Page 2 of 2

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2. Date, Time and Location: The date, time and location of the Forums shall be noticed in an adjudicated newspaper of general circulation and posted on the City's website at least seven (7) days prior to the scheduled meeting. Agenda materials for the Forums will be posted to the City's website no less than seventy-two (72) hours prior to the noticed meeting. Transparency Forums will be held on the same day as a Regular or Special meeting of the City Council. At the Presiding Officer's discretion, the Transparency Forum will be called to order either prior to the start of the City Council meeting or upon adjournment of the City Council meeting.
3. Town Hall Style Transparency Forums: Town Hall style Transparency Forums are more informal and offer more opportunity for community engagement than a traditional City Council meeting. Transparency Forums will have the following components:
  - a. City staff will present agenda material to the audience; and
  - b. Subsequent to presentation of agenda material, there will be an opportunity for all attendees to pose questions and provide feedback; and
  - c. City Council and staff will respond to questions and feedback from attendees.

**ARTICLE 4 - AMENDMENT TO GUIDELINES:**

1. These Guidelines may be amended by resolution of the City Council.







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## AGENDA REPORT

**To:** Mayor Joel Fajardo and Councilmembers

**From:** Nick Kimball, City Manager  
By: Michael E. Okafor, Personnel Manager

**Date:** October 7, 2019

**Subject:** Consideration to Adopt a Resolution Amending the Fiscal Year 2019–2020 Salary Plan to Implement Negotiated Wage Adjustments for the San Fernando Police Officers’ Association and the San Fernando Part-time Employees Bargaining Unit

### RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 7952 (Attachment “A”) amending the Fiscal Year (FY) 2019–2020 Salary Plan to implement negotiated wage adjustments for the San Fernando Police Officers’ Association (SFPOA) and the San Fernando Part-time Employees Bargaining Unit (SFPEBU);
- b. Approve the implementation of the updated and negotiated wages for all applicable employees; and
- c. Authorize the City Manager to make non-substantive corrections and execute all related documents.

### BACKGROUND:

1. On November 21, 2016, the City Council approved a four-year MOU (Contract No. 1838) with the SFPEBU that includes provisions tying certain part-time wages to their full-time equivalent for July 1, 2016 through June 30, 2020.
2. On June 18, 2018, the City and San Fernando Public Employees’ Association (SFPEA) executed a five-year MOU that includes certain changes in salaries and benefits for the term of July 1, 2017 through June 30, 2022 (Contract No. 1887).
3. On August 19, 2019, the City Council approved a three-year MOU (Contract No. 1928) with San Fernando Police Civilians’ Association (SFPCA) that includes certain changes in salaries and benefits for the term of July 1, 2018 through June 30, 2021.

**Consideration to Adopt a Resolution Amending the Fiscal Year 2019-2020 Salary Plan to Implement Negotiated Wage Adjustments for the San Fernando Police Officers' Association and the San Fernando Part-time Employees Bargaining Unit**

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4. On September 23, 2019, the City Council approved a five-year MOU (Contract No. 1932) with SFPOA that includes certain changes to salaries and benefits for the term of July 1, 2019 through June 30, 2024.

**ANALYSIS:**

SFPOA Wage Adjustments.

The MOU between the City and SFPOA includes the following changes to employee salaries and benefits for FY 2019-2020:

- 4.0% Cost of Living Adjustment (COLA) effective the first day of the first full pay period beginning after July 1, 2019, with Classic CalPERS employees picking up 1.0% of the City's CalPERS cost.
- Change in Special Assignments Pay (i.e., Field Training Officer, Motor Officer, Canine Officer, Detective, and School Resource Officer) from the current flat pay of \$400 per month to a 6.0% premium pay.
- Change in all POST Certifications Pay (i.e., Intermediate, Advanced/Bachelor Degree, Supervisory/Master Degree) from the current flat monthly stipend to 4.0% additional pay for Intermediate POST certificate, 4.0% additional pay for Advanced POST certificate or Bachelor Degree, and 2.5% additional pay for Supervisory POST certificate or a Master Degree.
- Change in Call-Back Pay (i.e., Officers called back to work after a regularly scheduled shift) from minimum two-hours' pay to minimum three-hours' pay. In addition, officers that are required to work from home for more than 15 minutes will be paid for a minimum of one-hour.
- In lieu of accruing 96 hours of Holiday Leave each year, officers will be paid eight hours per month of Holiday In-Lieu pay (non-PERSable).

In order to implement these changes, it is necessary that the FY 2019-2020 Salary Plan be amended to reflect these provisions.

SFPEBU Wage Adjustments.

The SFPEBU MOU (Contract No. 1838) stipulates that part-time employees whose classifications do not have a Full Time Equivalent (FTE) status, and which have salary ranges above the required minimum wage, shall receive an increase in base salary that is equal to the average increase received by classifications in the City's full-time non-sworn and non-management bargaining units (i.e., SFPEA and SFPCA). In addition, such increases shall be effective on the same date as

**Consideration to Adopt a Resolution Amending the Fiscal Year 2019-2020 Salary Plan to Implement Negotiated Wage Adjustments for the San Fernando Police Officers' Association and the San Fernando Part-time Employees Bargaining Unit**

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the classifications with an FTE. There are two part-time positions (i.e., City Maintenance Helper and Public Works Maintenance Helper) that fall in this category.

Per executed MOUs for both SFPEA (Contract No. 1887) and SFPCA (Contract No. 1928), the average increases received by full-time classifications, which shall be extended to the applicable part-time classifications are as follows:

- 3% COLA, effective the first full pay period following July 1, 2019 (i.e., July 6, 2019); and
- 1% COLA, effective the first full pay period following the date the City Council adopted the SFPCA MOU (i.e., August 31, 2019).

*Both SFPEA and SFPCA members received 2% and 4% COLA, respectively, effective the first full pay period following July 1, 2019, while SFPCA received another 2% COLA effective August 31, 2019. SFPCA members agreed to contribute a total of 4% of their salary to pay a portion of the City's CalPERS pension costs.*

The attached Salary Plan (Resolution No. 7952) reflects these increases, as well as extension of similar increases to two unrepresented part-time confidential job classifications (i.e., Deputy City Clerk and Personnel Assistant) as with part-time general employees.

**BUDGET IMPACT:**

Sufficient funds are included in the FY 2019-2020 Budget to cover all the salary and benefit provisions herein addressed in this amendment. For additional information regarding the funds for the SFPOA wages, please refer to the staff report for Agenda Item No. 1 of the City Council Special Meeting of September 23, 2019.

**CONCLUSION:**

Approval of the amended Salary Plan is necessary to implement the provisions in the executed MOUs with SFPOA and SFPEBU, respectively.

**ATTACHMENT:**

- A. Resolution No. 7952

## ATTACHMENT “A”

**RESOLUTION NO. 7952****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO AMENDING PORTIONS OF SECTIONS 1, 2 AND 3 OF RESOLUTION NO. 7919, ADOPTED JUNE 17, 2019**

**THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:**

**SECTION 1:** That that portion of Section 1 of Resolution 7919, adopted June 17, 2019, as amended, be further amended by deleting the following portion of “Schedule P for Sworn Police Employees (SFPOA)” on page 3 effective the first day of the first full pay period beginning after July 1, 2019:

<b>SCHEDULE P</b>					
<b>FOR</b>					
<b>SWORN POLICE EMPLOYEES (SFPOA)</b>					
<b>SALARY RANGE NUMBER</b>	<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>
<b>73</b>	<b>5696</b>	<b>6008</b>	<b>6342</b>	<b>6686</b>	<b>7057</b>
<b>95</b>	<b>7080</b>	<b>7470</b>	<b>7881</b>	<b>8314</b>	<b>8774</b>

**SECTION 2:** That that portion of Section 1 of Resolution 7919, adopted June 17, 2019, as amended, be further amended by adding the following portion to “Schedule P for Sworn Police Employees (SFPOA)” on page 3 effective the first day of the first full pay period beginning after July 1, 2019:

<b>SCHEDULE P</b>					
<b>FOR</b>					
<b>SWORN POLICE EMPLOYEES (SFPOA)</b>					
<b>SALARY RANGE NUMBER</b>	<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>
<b>73</b>	<b>5924</b>	<b>6248</b>	<b>6598</b>	<b>6953</b>	<b>7339</b>
<b>95</b>	<b>7363</b>	<b>7769</b>	<b>8196</b>	<b>8647</b>	<b>9125</b>

**SECTION 3:** That that portion of Sub-section A of Section 2 of Resolution 7919, adopted June 17, 2019, as amended, be further amended by deleting the Salary Steps A – E of the specified job classifications on pages 6 and 7, and replacing them with the following, which reflects a four percent (4%) increase to the base salaries of unit classifications, with each classic CalPERS member picking up one percent (1%) of the City’s contribution to CalPERS. This shall be effective the first day of the first full pay period beginning after July 1, 2019:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Police Cadet	73P	5924	6248	6596	6953	7339
Police Officer	73P	5924	6248	6596	6953	7339
Police Sergeant	95P	7363	7769	8196	8647	9125

**SECTION 4:** That that portion of Section 1 of Resolution 7919, adopted June 17, 2019, as amended, be further amended by deleting the following portion of “Schedule H For Part-Time Hourly Employees (SPEBU)” on page 4 effective the first day of the first full pay period beginning after July 1, 2019:

SCHEDULE H FOR PART-TIME HOURLY EMPLOYEES (SFPEBU)					
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
65	14.67	15.48	16.34	17.25	18.18
93	20.57	21.72	22.89	24.16	25.49
94	20.71	21.86	23.08	24.33	25.67

**SECTION 5:** That that portion of Section 1 of Resolution 7919, adopted June 17, 2019, as amended, be further amended by adding the following portion to “Schedule H For Part-Time Hourly Employees (SPEBU)” on page 4 effective the first day of the first full pay period beginning after July 1, 2019:

SCHEDULE H FOR PART-TIME HOURLY EMPLOYEES (SFPEBU)					
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
65	15.11	15.94	16.83	17.77	18.73
93	21.19	22.37	23.58	24.88	26.25
94	21.33	22.52	23.77	25.06	26.44

**SECTION 6:** That that portion of Sub-section B of Section 2 of Resolution 7919, adopted June 17, 2019, as amended, be further amended by deleting the Salary Steps A – E of the specified job classifications on page 8, and replacing them with the following, which reflects a three percent

(3%) increase to the base salaries of unit classifications. This shall be effective the first day of the first full pay period beginning after July 1, 2019:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
City Maintenance Helper	65H	15.11	15.94	16.83	17.77	18.73
Deputy City Clerk	93H	21.19	22.37	23.58	24.88	26.25
Personnel Assistant	94H	21.33	22.52	23.77	25.06	26.44
Public Works Maintenance Helper	65H	15.11	15.94	16.83	17.77	18.73

**SECTION 7:** That effective the first day of the first full pay period that begins August 31, 2019, that Section 5 above (Schedule H for Part-time Employees (SFPEBU)), and portion of Section 1 of Resolution 7919, adopted June 17, 2019, as amended, be further amended by deleting the entire section specified in Section 5 above, and replacing it with the following, which reflects a one percent (1%) increase to the base salaries of the specified classifications:

SCHEDULE H FOR PART-TIME HOURLY EMPLOYEES (SFPEBU)					
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
65	15.26	16.10	17.00	17.95	18.92
93	21.40	22.59	23.82	25.13	26.51
94	21.54	22.75	24.01	25.31	26.70

**SECTION 8:** That effective the first day of the first full pay period that begins August 31, 2019, that Section 6 above, and that portion of Sub-section B of Section 2 of Resolution 7919, adopted June 17, 2019, as amended, be further amended by deleting “Salary Steps A thru E” on page 8 for the specified part-time classifications, and replacing it with the following “Salary Steps A thru E,” which reflects a one percent (1%) increase to the base salaries of the specified classifications:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
City Maintenance Helper	65H	15.26	16.10	17.00	17.95	18.92
Deputy City Clerk	93H	21.40	22.59	23.82	25.13	26.51



CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Personnel Assistant	94H	21.54	22.75	24.01	25.31	26.70
Public Works Maintenance Helper	65H	15.26	16.10	17.00	17.95	18.92

**SECTION 9:** That that portion of Sub-section B of Section 3(D) of Resolution 7919, adopted June 17, 2019, as amended, be further amended by deleting Item Nos. 1 (Salary) thru 17 (Other Benefits) on pages 23 thru 27, and replacing them with the following:

(1) **SALARY**

The salaries shown for SFPOA unit employees reflect stipulations from the current MOU (Contract No. 1932), and include a 4.0% Cost of Living Adjustment (COLA) for Fiscal Year 2019-2020, effective the first day of the first full pay period beginning after July 1, 2019, with Classic CalPERS employees picking up 1.0% of the City's CalPERS cost.

(2) **OTHER BENEFITS**

The MOU between the City and SFPOA also includes the following changes to certain employee benefits for FY 2019-2020:

- A) Change in Special Assignments Pay (i.e. Field Training Officer, Motor Officer, Canine Officer, Detective, and School Resource Officer) from the current flat pay of \$400 per month to a 6.0% premium pay.
- B) Change in all POST Certifications Pay (i.e. Intermediate, Advanced/Bachelor Degree, Supervisory/Master Degree) from the current flat monthly stipend to 4.0% additional pay for Intermediate POST certificate, 4.0% additional pay for Advanced POST certificate or Bachelor Degree, and 2.5% additional pay for Supervisory POST certificate or a Master Degree.
- C) Change in Call-Back Pay (i.e. Officers called back to work after a regularly scheduled shift) from minimum 2-hours' pay to minimum 3-hours' pay. In addition, officers that are required to work from home for more than 15 minutes will be paid for a minimum of 1-hour.
- D) In lieu of accruing 96 hours of Holiday Leave each year, officers will be paid 8 hours per month of Holiday In-Lieu pay (non-PERSable).

For more details on the above benefits, as well as other benefits applicable to SFPOA unit members, please refer to their current MOU (Contract No. 1932), which was adopted by the City Council on September 23, 2019.

**SECTION 10:** Except as amended herein, all other provisions of Resolution No. 7919, adopted June 17, 2019, remains unchanged and in full force and effect.

**SECTION 11:** The City Clerk shall certify to the adoption of this Resolution and shall cause this Resolution and her certification to be filed in the office of the City Clerk.

**ADOPTED AND APPROVED** this 7<sup>th</sup> day of October 2019.

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Joel Fajardo, Mayor

**ATTEST:**

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Elena G. Chavez, City Clerk

**STATE OF CALIFORNIA**                    )  
**COUNTY OF LOS ANGELES**        )ss  
**CITY OF SAN FERNANDO**         )

I, Elena G. Chavez, City Clerk of the City of San Fernando, do hereby certify that the foregoing Resolution was duly adopted by the City Council held on the 7<sup>th</sup> day of October, 2019, and that the same was passed by the following vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

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Elena G. Chavez, City Clerk



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## AGENDA REPORT

**To:** Mayor Joel Fajardo and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** October 7, 2019

**Subject:** Consideration to Make an Appointment to Fill a Vacant City Council Seat

### RECOMMENDATION:

It is recommended that the City Council:

- a. Review applications from eligible applicants to fill the current City Council vacancy;
- b. Receive presentations and pose questions to each applicant; and
- c. Appoint an applicant to fill the City Council vacancy, defer to a future meeting, or extend the application period.

NOTE: If an applicant is appointed, the Oath of Office will be administered by the City Clerk immediately following the appointment.

### BACKGROUND:

1. On August 19, 2019, Councilmember Antonio Lopez submitted his resignation from City Council, effective September 30, 2019.
2. As a General Law City, the California Government Code sets basic parameters and deadlines for filling a City Council vacancy.
3. The City Council Procedural Manual provides additional guidance for filling a City Council vacancy.
4. On September 16, 2019, the City Council discussed the process for filling the vacant City Council seat and provided staff direction regarding the preferred process.
5. On October 1, 2019, applications were made available at the City Clerk's Office and on the City's website for registered San Fernando voters interested in applying to fill the vacancy.

**Consideration to Make an Appointment to Fill a Vacant City Council Seat**Page 2 of 4

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**ANALYSIS:**

Government Code section 36512 governs the process for filling the vacancy in an elective office. Section 36512 provides that a City Council must, within 60 days from the date of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy. The effective date of the vacancy was September 30, 2019, therefore, City Council must appoint someone to fill the vacancy or call a special election by November 29, 2019.

If the City Council does not fill the vacancy by appointment, the special election must be held on the next regularly established election date not less than 114 days from the call of the election. In this case, the next regularly established election date is the California primary election on Tuesday, March 3, 2020.

If the vacancy is filled through a special election in March 2020, the candidate receiving the most votes would serve out the remainder of the current term, which expires in November 2022. Conversely, if the vacancy is filled through an appointment by City Council, the appointee would serve through the next regular City Council election in November 2020. In that scenario, there will be three open City Council seats in November 2020 with two seats serving four-year terms and one seat serving a two-year term. Candidates will have to designate their candidacy for a particular seat.

Pursuant to direction received by City Council on September 16, 2019, and in accordance with the California Government Code and the City Council Procedural Manual, the City has set the following process:

1. The City publicly noticed the application period for individuals interested in filling the impending City Council vacancy in the San Fernando Sun on Thursday, October 3, 2019 and on the City's website, social media, and posted at City Hall beginning Tuesday, October 1, 2019.
2. To be considered, applicants must be registered voters residing in the City of San Fernando. Application packets (Attachment "A") were available beginning Tuesday, October 1, 2019, and were due to the City Clerk's Office, either in person or electronically, no later than 8:00 a.m. on Monday, October 7, 2019. Late applications were not accepted.
3. The City Clerk reviewed all applications to confirm that applicants are registered voters residing in the City of San Fernando and made the eligible applications available on the City's website by 9:00 a.m. on Monday, October 7, 2019. Applicant names were not released until they were confirmed as eligible and applications were posted to the City's website on Monday, October 7, 2019.

**Consideration to Make an Appointment to Fill a Vacant City Council Seat**Page 3 of 4

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4. Each eligible applicant will be given three minutes to make a public statement to City Council (time allotted to each applicant may be revised by City Council).
5. Members of the public will have the opportunity to comment on the applicants either during regular public comment at the beginning of the meeting or after all applicants have been given the opportunity to make a statement.
6. Once public comment is closed, all applicants will be asked to surrender electronic devices and be sequestered in the Community Room at City Hall.
7. Applicants will be called upon, one at a time, and the City Council will have the opportunity to publicly ask questions to each applicant.
8. Once the City Council has completed questioning an applicant, the applicant may then take a seat in the Council Chambers. They will not rejoin the remaining sequestered applicants in the Community Room.
9. After all applicants have responded to questions from the City Council, the Mayor may: 1) call for a vote to fill the vacancy, 2) defer making the appointment to a future date, or 3) extend the application period to solicit additional applicants.
10. If a vote is called, the City Clerk will conduct a roll call vote and each Councilmember will announce their vote to fill the vacancy until a replacement is appointed by simple majority vote.
11. The City Clerk will administer the Oath of Office to the applicant appointed to fill the vacancy.

**BUDGET IMPACT:**

The estimated cost to make an appointment to fill the impending City Council vacancy is approximately \$500 for advertising costs and staff cost to verify applicant eligibility.

According to the Los Angeles County Registrar/Recorder, the estimated cost to hold a special election in March 2020 is approximately \$65,000.

**CONCLUSION:**

Staff recommends the City Council provide direction to staff related to the process for filling the City Council vacancy.

**Consideration to Make an Appointment to Fill a Vacant City Council Seat**Page 4 of 4

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**ATTACHMENTS:**

- A. City Council Application Packet
- B. Applications from eligible applicants (available on [www.sfcity.org](http://www.sfcity.org) by 9:00 a.m. on Monday, October 7, 2019)





## ATTACHMENT "A"

## MEMORANDUM

**DATE:** October 1, 2019

**SUBJECT: Application for Appointment to City Council Vacancy**

**Eligibility:** Eligible applicants must be at least 18 years of age, a registered voter in the City of San Fernando, and a resident in the City of San Fernando.

**Application Filing Requirements:** Completed applications will be accepted by the City Clerk's Office until 8:00 a.m. on Monday, October 7, 2019. Late applications will not be accepted. Please thoroughly complete the entire application; including a Candidate Statement is highly recommended. Your application must be signed and include your current registered voter information. Voter registration will be confirmed. Applications may be sent to the City Clerk at [CityClerk@sfcity.org](mailto:CityClerk@sfcity.org) or delivered to City Hall, Attn: City Clerk, 117 Macneil Street, San Fernando, CA 91340. Applications that are submitted via email may be signed at the City Council meeting at 6:00 p.m. on Monday, October 7, 2019.

**Interview Process:** Eligible applications will be posted to the City's website by 9:00 a.m. on Monday, October 7, 2019. Applicant names and applications will be kept by the City Clerk's Office and will not be released to the public prior to being posted on the City's website. Each eligible candidate will get three minutes to make a presentation of their qualifications at the City Council meeting, which will be held in the City Council Chambers at 6:00 p.m. on Monday, October 7, 2019. Applicants will then be asked to surrender their electronic devices and be sequestered in a meeting room in City Hall. Applicants will be called upon individually to respond to questions from City Council. Once City Council has completed questions to the applicant, their electronic device(s) will be returned and they may take a seat in the Council Chambers. Once all applicants have been interviewed, the Mayor may entertain a motion to vote to appoint a candidate, defer the vote to a future meeting, or extend the application period.

**Term of Office:** The term of office will be from the day of appointment and will expire upon certification of the November 3, 2020 election results.

**General Information Regarding the Position:** Regular meetings of the City Council are held at 6:00 p.m. on the first and third Monday of each month and generally last more than three hours. Additional meetings and workshops may be called as necessary. In addition to regular City Council business, the selected individual must be available to actively participate as a City Council liaison to numerous external agencies and internal Ad-Hoc Committees.

In accordance with Government Code Section 87200, members of the City Council are subject to the State's financial disclosure laws and Fair Political Practices Commission regulations and will be required to disclose their economic interests upon appointment to this office.

Currently, City Councilmembers receive a stipend of \$580 per month. Additional benefits are included in the application.

## APPLICATION TO SERVE ON CITY COUNCIL

*This is a public document. To assist the City Council in evaluating each applicant in the selection of City Council Members, please provide as complete of a response as possible to all questions.*

### APPLICANT INFORMATION

NAME		PHONE NO.	
RESIDENCE ADDRESS	CITY & STATE	ZIP CODE	
MAILING ADDRESS <i>If different than above</i>	CITY & STATE	ZIP CODE	
EMAIL ADDRESS			
EMPLOYER	OCCUPATION		
BUSINESS ADDRESS	CITY & STATE	ZIP CODE	
EDUCATION <i>Highest school year and degree received</i>			
ARE YOU A REGISTERED VOTER OF THE CITY OF SAN FERNANDO? <input type="checkbox"/> YES <input type="checkbox"/> NO			
HAVE YOU EVER BEEN CONVICTED FOR AN OFFENSE OTHER THAN A TRAFFIC CITATION OR TRAFFIC MISDEMEANOR? <i>If yes, please explain</i> <input type="checkbox"/> YES <input type="checkbox"/> NO			

### MEMBER COMMITMENT

**I am willing to fulfill all requirements of a City Councilmember, including but not limited to:**

- I am a resident of the City of San Fernando and a registered voter at the time of appointment.
- I am able to attend City Council meetings that are regularly scheduled on the first and third Monday of each month at 6 pm or Tuesday, if Monday is a holiday.
- I understand that if I am chosen as an appointee, I will only serve on the City Council until the November 3, 2020 General Municipal Election is certified by the Los Angeles County Registrar-Recorder/County Clerk (may take up to 28 days after the General Municipal Election). If I wish to continue to serve on the City Council, I would need to run for that office at the November 3, 2020 General Municipal Election.
- I am willing to file financial disclosure statements (Form 700), a public record, as required by the State and the City's Conflict of Interest Code.
- I understand that this application and any documents submitted in connection with the application process, including the Economic Interests Disclosure form, will be public documents.
- I am willing to attend/complete the required two hours of State mandated AB1234 Ethics Training every two years.

***Please complete the interview questions on page 2 of this application.***

**I hereby certify under penalty of perjury under the laws of the State of California that the information I have provided in this application is true and correct, and that I meet the qualifications of this office as established by the San Fernando Municipal Code and other applicable statutory or constitutional laws.**

APPLICANT SIGNATURE	DATE
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**APPLICATION TO SERVE ON CITY COUNCIL**

**CITY COUNCIL APPLICANT INTERVIEW QUESTIONS** *Please answer each question*

1. *What makes you the best choice to be appointed to fill the City Council vacancy?*

2. *What do you believe are the most important issues facing the City today?*

3. *What are your goals as a City Councilmember?*

**APPLICATION TO SERVE ON CITY COUNCIL**

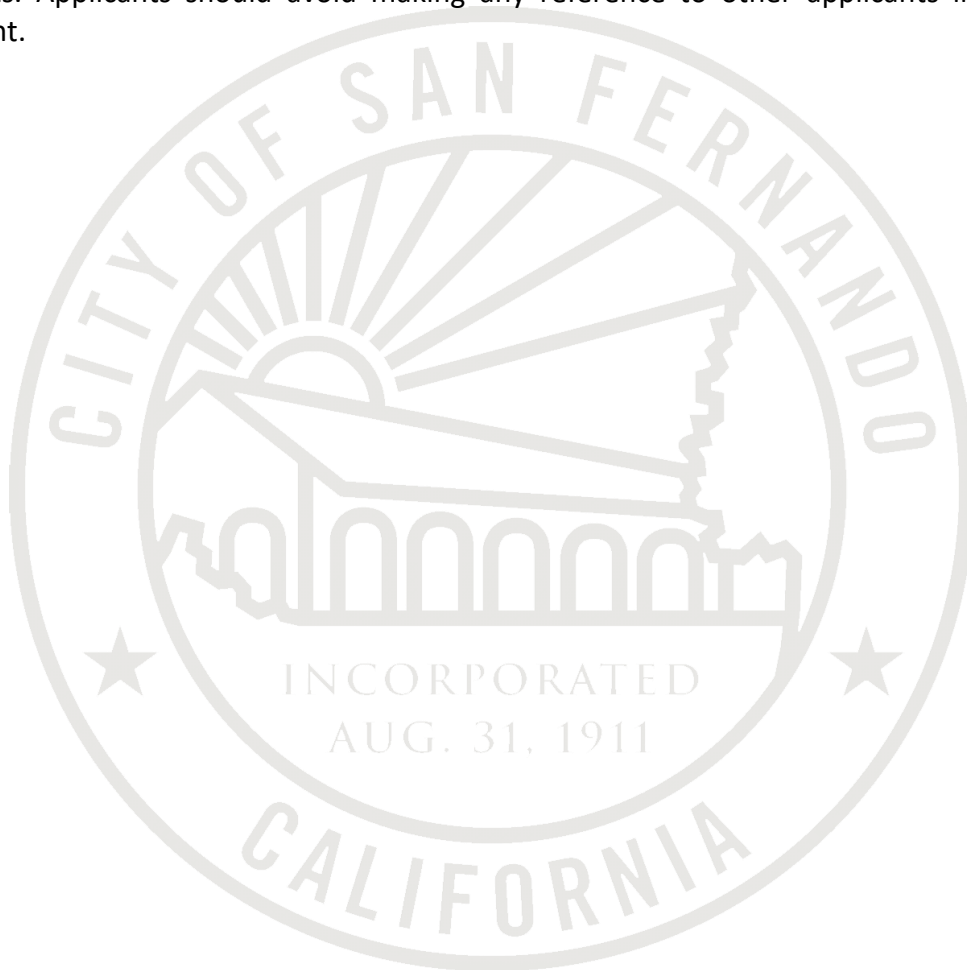
**CANDIDATE STATEMENT** *Please include a Candidate Statement below.*

Your Candidate Statement **may** include the following:

- Your Name, age, and occupation;
- A brief description of your education and qualification to be a Councilmember; and
- Not to exceed 200 words.

Your Candidate Statement **may not** include the following:

- Your party affiliation; or
- References to membership or activity in partisan political activities; or
- Comments or statement concerning the qualifications or alleged lack of qualifications) of other applicants. Applicants should avoid making any reference to other applicants in your Candidate Statement.



**APPLICATION TO SERVE ON CITY COUNCIL**

**CURRENT CITY COUNCILMEMBER BENEFITS**

- **COMPENSATION:** The members of the City Council shall be paid compensation in the amount of \$580.00 per month.
- **AUTOMOBILE ALLOWANCE:** City Councilmembers may elect to receive an automobile allowance in the amount of \$300 per month to assist the members with the cost of using and operating their own private vehicle, and to offset expenses such as gasoline, auto insurance, maintenance, repair, and other automobile related costs and expenses. Conversely, Councilmembers may elect to be reimbursed for actual miles driven at the IRS determined rate.
- **MEDICAL, DENTAL, AND VISION INSURANCE:** City Councilmembers shall receive any and all employee medical, dental, and vision insurance benefits otherwise accorded the City's executive management employees (Department Heads). However, where a fixed Cafeteria Plan allotment is accorded for purchase of medical, dental, and vision insurance, and the Councilmember does not spend his or her entire allotment, the balance shall be placed into a deferred compensation plan (Section 457 Plan) maintained by the City.
- **RETIREMENT:** City Councilmembers shall be entitled to retirement benefits, as per the stipulations of the State of California Public Employees' Retirement Laws.
- **TECHNOLOGY REIMBURSEMENT:** City Councilmembers may elect to receive a technology reimbursement of \$100 per month in lieu of a City-issued cell phone. Members that elect to receive a City-issued cell phone will not receive the reimbursement.
- **WELLNESS REIMBURSEMENT:** The City shall reimburse City Councilmembers up to annual maximum of \$600 for reimbursable "wellness" expenses specifically incurred for health and welfare to the extent defined and permitted by Government Code, Section 53200(d). Medical exams, uninsured medical care costs, vision and dental expenses may qualify as health and welfare benefits. However, health club/fitness center membership, registration fees for health classes, and entrance fees for competitive events shall not qualify as health and welfare benefits.











## AGENDA REPORT

**To:** Mayor Joel Fajardo and Councilmembers

**From:** Nick Kimball, City Manager  
By: Michael E. Okafor, Personnel Manager

**Date:** October 7, 2019

**Subject:** Consideration to Approve the Appointment of an Interim Director of Public Works Pending Completion of Recruitment for the Position

### RECOMMENDATION:

It is recommended that the City Council:

- a. Approve the appointment of Martin Pastucha as Interim Director of Public Works pending completion of recruitment for the position; and
- b. Authorize the City Manager to finalize the interim appointment process, and execute all related documents.

### BACKGROUND:

1. On April 19, 2019, the Director of Public Works resigned to accept a position with another agency.
2. On May 2, 2019, staff began active recruitment for the position by advertising extensively in major professional journals, publications and websites.
3. Filing for the position closed on June 28, 2019, and interview of the top seven applicants was conducted on July 26, 2019 by an outside oral interview panel.
4. On August 15, 2019, a panel of City Department Heads that included the Deputy City Manager/Director of Community Development, Director of Recreation and Community Services, City Clerk, and the Police Chief interviewed the top three applicants. The City Manager also interviewed all three candidates the same day.
5. On August 16, 2019, the City Manager made a conditional offer to the top candidate. Unfortunately, the candidate accepted another position and graciously declined the City's offer. The City Manager does not feel that the other candidates meet the relevant

**Consideration to Approve the Appointment of an Interim Director of Public Works Pending Completion of Recruitment for the Position**Page 2 of 3

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requirements to be successful in the position, and will invalidate the eligibility list, and restart the recruitment shortly.

6. As the recruitment process will last approximately three to four months, the City Manager has reached out to a CalPERS retiree, who had served as Director of Public Works for the cities of La Habra, Pasadena and Santa Monica, to serve in the capacity of Interim Director of Public Works pending completion of the recruitment.

**ANALYSIS:**

Martin Pastucha comes highly recommended having served as Director of Public Works for the following Southern California cities before retiring under CalPERS in 2016: City of La Habra (1998-2003), City of Pasadena (2003-2011), and City of Santa Monica (2011-2016). Mr. Pastucha's application and resume are included as Attachment "A."

As a CalPERS annuitant, he is eligible to return to a vacant Director position with a CalPERS member agency on an interim basis during recruitment for a permanent Director as long as the following CalPERS' requirements are met:

- The appointment must be made by the agency's governing body;
- The retiree can only be appointed to the position once (no extensions or reappointments);
- The agency must be recruiting for the permanent replacement as of the day of the retiree's appointment;
- The retiree can only work 960 hours per fiscal year for all employment combined;
- The pay rate received cannot exceed the maximum paid to employees performing comparable duties; and
- The retiree cannot receive any benefits, incentives, or any other form of compensation in addition to the hourly pay rate.

Mr. Pastucha will be available to start work as Interim Director of Public Works effective November 4, 2019, and will work full-time, Monday through Thursday, on a salaried basis, at "E" step of the position (i.e., \$12,249/Month). He will attend City Council meetings and Transportation & Safety Commission meetings as needed.

**Consideration to Approve the Appointment of an Interim Director of Public Works Pending Completion of Recruitment for the Position**Page 3 of 3

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**BUDGET IMPACT:**

Sufficient funds are included in the FY 2019-2020 Budget to cover the salary of the Interim Director of Public Works.

**CONCLUSION:**

Mr. Pastucha has extensive experience for the Interim Director of Public Works assignment, and his appointment is critical to move the Public Works operations forward while the City recruits a permanent Director.

**ATTACHMENT:**

A. Martin Pastucha's Application for Employment and Resume



## APPLICATION FOR EMPLOYMENT

*The City of San Fernando considers applicants for all positions without regard to race, color, religion creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or other legally protected status.*

PLEASE PRINT

### POSITION APPLIED FOR

### DATE

TITLE

Interim Director of Public Works

09/23/19

RECEIVED BY

TIME

### HOW DID YOU LEARN ABOUT THIS JOB OPENING?

- ☐ Employment Agency
 ☒ City Employee
 ☐ Job Hotline
 ☐ Bulletin Board
 ☐ School  
☐ Ad or News Story In \_\_\_\_\_
 ☐ Other \_\_\_\_\_

### PERSONAL INFORMATION

LAST NAME

Pastucha

FIRST NAME

Martin

MIDDLE NAME

ADDRESS

CITY

STATE, ZIP CODE

HOME PHONE

BUSINESS PHONE

( )

CELL PHONE

DRIVER LICENSE NO.

STATE & EXPIRATION DATE

EMAIL ADDRESS

If you are under 18 years of age, can you provide required proof of your eligibility to work?

☐ Yes ☐ No

Are you currently employed?

☐ Yes ☒ No

May we contact your present employer

☒ Yes ☐ No

Can you, after employment, submit verification of your legal right to work in the U.S.?

☒ Yes ☐ No

Are you available to work:

☐ Full Time

☐ Part Time

☐ Shift

☒ Temporary

Are you related to anyone working for the City of San Fernando?

☐ Yes ☒ No

If Yes, Name(s): \_\_\_\_\_ Relationship: \_\_\_\_\_

Have you ever been fired or asked to resign?

☐ Yes ☒ No

If yes, please explain \_\_\_\_\_

Do you claim Veteran's credit in accordance with City laws?

☐ Yes ☒ No

If Yes, date of active service in the U.S. military:

From \_\_\_\_\_ To \_\_\_\_\_ Branch \_\_\_\_\_ Serial No. \_\_\_\_\_

### FOREIGN LANGUAGES

*Indicate any foreign languages you can speak, read and/or write*

LANGUAGE

- ☐ Speak ☐ Read ☐ Write  
☐ Fluent ☐ Good ☐ Fair

LANGUAGE

- ☐ Speak ☐ Read ☐ Write  
☐ Fluent ☐ Good ☐ Fair

### SPECIALIZED SKILLS

*Check Skills/Equipment/Software Operated*

- ☒ Typewriter ☒ Fax ☒ Computer ☒ Calculator  
☒ Internet ☒ Word ☒ Excel ☒ Access ☒ PowerPoint

Other Skills (list): \_\_\_\_\_

### FOR SECRETARIAL POSITIONS:

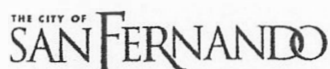
TYPING SPEED

SHORTHAND SPEED



## APPLICATION FOR EMPLOYMENT

LAST NAME <b>Pastucha</b>		FIRST NAME <b>Martin</b>	
<b>SPECIAL LICENSE OR CERTIFICATE</b> <i>If this position requires a special license or certificate, list those which you possess and give expiration dates</i>			
LICENSE/CERTIFICATE	DATE ISSUED	DATE EXPIRES	
LICENSE/CERTIFICATE	DATE ISSUED	DATE EXPIRES	
<b>EDUCATION</b>			
High School Graduate?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, highest grade completed in High School: _____			
GED Certificate?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
UNDERGRADUATE COLLEGE(S) (Name and Address of School)  California State University Long Beach	COURSE OF STUDY  Business Administration/ Marketing	YEARS ATTENDED  1978-1982	
	DATE GRADUATED (Month & Year)  May 1982	DEGREE EARNED  B.S. Business Admin	
GRADUATE PROFESSIONAL (Name and Address of School)  California State University San Bernardino	COURSE OF STUDY  Public Administration	YEARS ATTENDED  1985 -1990	
	DATE GRADUATED (Month & Year)  December 1990	DEGREE EARNED  Master of Public Administration	
OTHER - SPECIFY (Name and Address of School)	COURSE OF STUDY	YEARS ATTENDED	
	DATE GRADUATED (Month & Year)	DEGREE EARNED	
<b>EMPLOYMENT EXPERIENCE</b> <i>List all jobs you have held in the last ten years beginning with your present or last job. Include earlier experience which may qualify you for the position. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status. If you need an additional space, please continue on a separate sheet.</i>			
EMPLOYER  City of Redmond	DATES EMPLOYED		TOTAL MONTHS WORKED
ADDRESS  15670 NE 85th Street, PO Box 97010	FROM (mm/dd/yy)  05/01/18	TO (mm/dd/yy)  11/29/18	HOURS PER WEEK  40+
CITY  Redmond	STATE, ZIP CODE  WA, 98073-9710	7 Months	
SUPERVISOR'S NAME  John Marchione, Mayor	PHONE NUMBER  (253)5562101	SUMMARY OF WORK PERFORMED  Director of Public Works for a department that consists of 125 employees and a General Fund & Utility operating budget of \$161 million, and a capital improvement budget of \$131.7 million. Department was committed to enhancing the natural environment; preserve and improve transportation assets; deliver water, wastewater, storm water, streets and fleet services; and preserve and maintain city infrastructure investments.	
YOUR JOB TITLE  Director of Public Works			
REASON FOR LEAVING  Voluntary Resignation			



## APPLICATION FOR EMPLOYMENT

LAST NAME <b>Pastucha</b>		FIRST NAME <b>Martin</b>	
EMPLOYER City of Santa Monica		DATES EMPLOYED	
		FROM (mm/dd/yy)	TO (mm/dd/yy)
ADDRESS 1685 Main Street		01/18/11	07/08/16
		HOURS PER WEEK 40	
		TOTAL MONTHS WORKED 66 Months	
CITY Santa Monica	STATE, ZIP CODE CA, 90401	SUMMARY OF WORK PERFORMED	
SUPERVISOR'S NAME Rick Cole, City Manager		PHONE NUMBER 310 458-8220	
YOUR JOB TITLE Director of Public Works/ Airport Director		Oversee the Public Works department which consisted of 505 employees in 9 divisions responsible for the maintenance and operation of the city facilities and utilities; internal services; and oversight of design and construction of all municipal infrastructure. This includes an annual operating budget of \$115 million and a capital improvement budget of \$150 million	
REASON FOR LEAVING Retirement			
EMPLOYER City of Pasadena		DATES EMPLOYED	
		FROM (mm/dd/yy)	TO (mm/dd/yy)
ADDRESS 100 N. Garfield Ave		07/14/03	01/05/11
		HOURS PER WEEK 40	
		TOTAL MONTHS WORKED 89 Months	
CITY Pasadena	STATE, ZIP CODE CA, 91109-7215	SUMMARY OF WORK PERFORMED	
SUPERVISOR'S NAME Cynthia Kurtz		PHONE NUMBER 626 744-4333	
YOUR JOB TITLE Director of Public Works		Oversee the Public Works department which consisted of 370 employees in 7 division with an operating budget of \$74 million and a capital improvement budget of over \$100 million. The department was responsible the operation, maintenance, and construction of municipal infrastructure and direct services to public including sewer refuse, parks, storm water maintenance; internal services including building and fleet maintenance.	
REASON FOR LEAVING accepted position with Santa Monica			
EMPLOYER City of La Habra		DATES EMPLOYED	
		FROM (mm/dd/yy)	TO (mm/dd/yy)
ADDRESS 201 E. La Habra Blvd.		06/16/98	07/11/03
		HOURS PER WEEK 40	
		TOTAL MONTHS WORKED 61 Months	
CITY La Habra	STATE, ZIP CODE CA, 90631	SUMMARY OF WORK PERFORMED	
SUPERVISOR'S NAME Tom Mauk		PHONE NUMBER 626 905-9737	
YOUR JOB TITLE Director of Public Works		Oversee Public Works Department which consisted of 59 employees in 6 division with an operating budget of \$17 million and a capital budget of \$19 million. Provide engineering, traffic, fleet, parks, water & waste water, and street maintenance services to the community.	
REASON FOR LEAVING accepted position with Pasadena			



## APPLICATION FOR EMPLOYMENT

LAST NAME <b>Pastucha</b>	FIRST NAME <b>Martin</b>
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**DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE READ THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING**

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? (See job bulletin for the job requirements) ☒ Yes ☐ No

**PROFESSIONAL REFERENCES**

NAME <b>Rod Gould</b>	JOB TITLE <b>City Manager</b>	PHONE NUMBER	
NAME OF EMPLOYER <b>City of Santa Monica</b>	ADDRESS <b>1685 Main Street</b>	CITY <b>Santa Monica</b>	STATE, ZIP CODE <b>CA, 90401</b>
NAME <b>Cynthia Kurtz</b>	JOB TITLE <b>City Manager</b>	PHONE NUMBER	
NAME OF EMPLOYER <b>City of Pasadena</b>	ADDRESS <b>100 N. Garfield Ave</b>	CITY <b>Pasadena</b>	STATE, ZIP CODE <b>CA, 91109</b>
NAME <b>Tom Mauk</b>	JOB TITLE <b>City Manager</b>	PHONE NUMBER	
NAME OF EMPLOYER <b>City of La Habra</b>	ADDRESS <b>201 E. La Habra Blvd</b>	CITY <b>La Habra</b>	STATE, ZIP CODE <b>CA, 90631</b>

**APPLICANT'S STATEMENT**

I hereby certify that all statements made on or in connection with this application are true and complete to the best of my knowledge and belief, and I understand and agree that misstatement or omission of material fact may cause forfeiture on my part of all rights to employment by this City. I authorize investigation of all statements contained herein for employment as may be necessary in arriving at an employment decision.

SIGNATURE OF APPLICANT 	DATE <b>Sept 23, 2019</b>
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## **MARTIN PASTUCHA**

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### **PROFESSIONAL EXPERIENCE**

#### **DIRECTOR OF PUBLIC WORKS** – CITY OF REDMOND, WA

May 2018 to December 2018

Lead a department of 125 employees and a \$161.3 million in the operation, maintenance, and capital investment in public infrastructure for the community. The department was responsible for the maintenance and operations of Fleet, Stormwater, Streets, Water and Wastewater functions. It was also responsible for the Engineering Services supporting construction of municipal infrastructure, Natural Resources management, Water/Wastewater and Traffic Operations.

Prominent projects included negotiations with Sound Transit on the terms and conditions for construction of Sound Transit Phase 3 East Link light rail extension in public right-of-way. Worked with Planning Department on the integration of new utilities into Microsoft Main Campus redevelopment.

Organizationally, worked on improving the delivery of Capital Projects to meet time frames and funding amounts approved in budgets. Worked with Public Works staff accelerate the implementation of Asset Management System and work order system to improve operations and prioritize capital project needs.

#### **SPECIAL ADVISOR** – Management Partners, San Jose, CA

March 2017 to May 2018

Work as part of a Project Team that conducts organizational assessments, interviews, and analysis to develop appropriate recommendations for improved operations, performance, and service delivery for various Public Work and Transportation Agencies. Worked on projects for 6 different agencies from city of 30,000 population to those over 200,000 population in California.

#### **DIRECTOR OF PUBLIC WORKS/ AIRPORT DIRECTOR** – CITY OF SANTA MONICA, CA

January 2011 to July 2016

Provide leadership and management to a full service department consisting of 505 employees in 9 divisions with an annual operating budget of \$117 million. These 9 divisions provide essential services to the community as well as support and internal city services including PW Administration, Architectural Services, Engineering, Facility Maintenance, Street and Fleet Service, Public Landscape, Resource Recovery and Recycling, Santa Monica Airport, and Water and Wastewater Resources. Created and fostered an environment of collaboration and innovation to facilitate delivery of Council and community goals. Since 2012 responsible for the development and implementation of the City's \$468 million, 5-Year Capital Improvement Program including preparation of the City Manager's recommended budget and presentation to the City Council for funding consideration and adoption.

#### **Project Management:**

- EXPO Light Rail Construction – Project involved review, permitting, coordination, and inspection of Santa Monica segment of \$1.5 billion EXPO Light Rail extension from Downtown Los Angeles to terminus in Santa Monica (3 blocks from the Ocean). Establish and maintain working relationship with EXPO Regional Construction Authority and LA METRO to insure successful project delivery with minimal disruption to community. This includes on-time delivery of reviews and plan approvals for installation of rail facilities in the public right-of-way, negotiation of betterment pricing for station



and corridor enhancements, and coordination of city utility upgrades and facilitation with 3<sup>rd</sup> party utilities along the light rail path.

- Tongva Park and Ken Genser Square – Project involved the construction of a \$41 million, 6.2 acre park in the heart of the downtown Civic Center. This project utilized Design-Build project methodology, achieved on-time delivery, and was \$7 million under budget. Project has received numerous national and international design awards and recognition.
- Downtown Parking Structure No. 6 – Project involved the demolition of outdated 330 space parking garage and construction of a 730 space, 8 story garage which includes 30 electric car charging bays, bicycle storage, and 6,000 sq.ft. of ground floor retail. This was last parking facility certified by the U.S. Green Building Council.
- Ocean Park Blvd. Complete "Green" Street –The project improved the character and functionality of the street for all users by introducing wider sidewalks, wider and more visible bike lanes, new landscaping and tree species, enhanced crosswalks and pedestrian lighting, enhanced storm water improvements through reduction of impervious surface, and installation of landscaped bio-filter swales and infiltration areas.

#### **Performance Management:**

- Created Task Force and appointed analysts from various divisions to develop standards to measure the quantity and effectiveness of organizational performance and develop city-wide personnel policies.
- In July 2013, assumed responsibility for the Public Landscape Division, which includes Park Maintenance, Urban Forest Management, and Beach Maintenance due to community concerns with service and oversight. This included working with the Council-appointed City Urban Forest Task Force, with oversight of the Urban Forest Program. Developed a 12-month work plan within 60 days and achieved all work plan tasks before June 2014.
- During my tenure the Department undertook Water Self-Sufficiency Plan by 2020( Water Master Plan) and Community Zero Waste Plan by 2030 (Integrated Waste Plan) that included a financial analysis and rate component to inform and identify funding requirements with program elements for community consideration and information prior to adoption by City Council

#### **Performance and Process Improvements**

- Developed and implemented Department reorganizations, which aligned staffing and resources resulting in better collaboration and oversight of facility maintenance, custodial services, fleet management, and street maintenance functions. The results achieved more productive work groups and budget savings of over \$700K per year. In addition, undertook process improvements for capital facility enhancement projects to insure project delivery and performance, as well as consolidation of public right-of-way and plan review services to insure consistent and timely reviews of private property developments.
- Serve on City's Negotiating Team with the International Brotherhood of Teamsters, Supervisory Team Associates, and Management Team Associates, which represent over 400 employees in the Department.
- Promote and maintain relationships with a number of outside regulatory organizations such as Federal Aviation Administration for the Santa Monica Airport; California Department of Transportation and METRO LA for freeway, transportation, and light rail integration; California Coastal Commission for projects along the Coastline, and with Southern California Edison for electrical infrastructure.
- Work with State Elected Officials representing Santa Monica on impacts of proposed legislation, discuss funding programs and solicit support for City Projects seeking state and federal funding.

#### **INTERIM ASSISTANT CITY MANAGER – CITY OF SANTA MONICA, CA** February 2015 to July 2015

Assumed the position of Interim Assistant City Manager upon appointment of the incumbent to Interim City Manager. Duties include co-management of the various departments of the City, including the selection and evaluation of Department Heads, review of budget enhancements, preparation of monthly Councilmember briefings, and follow-up on issues with responses, as well as bi-weekly agenda review with Mayor and Mayor Pro-Tem. Significant projects presented to Council for consideration include:

- With City Manager met with Mayor and Mayor ProTem bi-weekly to review upcoming City Council Meeting Agendas and to respond to inquiries and issues;
- With City Manager met with Councilmembers on a monthly basis to review upcoming issues and address any question and provide follow-up of their inquiries;
- Work with Finance Director on Council Study Report and recommendation regarding formation of Audit Committee;
- Coordinated the preparation of proposed 5 year Water Rate Increase presented for Public Hearing before City Council;
- In concert with City Attorney, prepared status and recommendations for future of Santa Monica Airport, including recommended policies for leasing aviation and non-aviation facilities at Santa Monica Airport;
- Worked with Community Development Director on Adoption of new Zoning Code to reflect the 2011 Adopted Land Use and Circulation Element of the City;
- Worked with Finance Director on Adoption of Biennial Operating Budget of \$1.178 billion for FY 2015-17;
- Worked with Deputy City Manager on preparation of City Council Adopted Platform for State and Federal Legislation;
- Worked with Communications Manager on staffing plan and program for enhanced Public Outreach and Information Division.

**DIRECTOR OF PUBLIC WORKS** – CITY OF PASADENA, CA  
July 2003 to January 2011

Responsible for the leadership of a full service department of 370 employees in 7 divisions consisting of Engineering, Construction, Finance and Management Services, Capital Projects, Building Systems and Fleet Management, Street Maintenance and Integrated Waste Management, and Parks and Natural Resources. Oversight of Operating Budget of \$51 million and a Capital Budget of \$100 million. Also responsible for the compilation of the citywide Capital Improvement Program and Budget, including coordination with other departments and presentation to the City Council.

**Project Management:**

- City Hall Seismic Retrofit and Rehabilitation - Oversight of complete renovation of 1927 historic building located in National Register Historic District. The renovation of the 195,000 sq. building was a 2.5 year construction project and involved relocation of 400+ personnel to offsite leased space. The project budget was \$117 million, delivered 2.5 months ahead of schedule and \$2 million under budget. The project also received a LEED Gold Certification from the U.S. Green Building Council.
- Significantly increased the scope and volume of park projects completed in 7 years as Director, including completion of the City's first new park in 25 years, a 7.5 acre facility with the City's first off leash dog area; completion of the Robinson Park Phase I renovation that required demolition of an on-site manufacturing plant and expansion of the field area creating the City's first full-size, artificial turf multi-purpose field.
- Water & Power Yard Building and City Emergency Operations Center (EOC) – Oversight of design and construction of 30,000 sq. office facility built to essential building standards. The building was designed to achieve LEED Gold Certification. This project was done in partnership with the Water and Power, Fire and Police Departments.
- Oversaw the development and implementation of numerous programs and projects in support of the city's sustainability plan (Green City Action Plan) in the areas of water efficient landscaping, energy usage, HVAC efficiency, water efficiency, waste reduction and recycling, and water quality improvements.

**Performance Management**

- Established department Task Force to develop performance measures to document department productivity, quantity of work accomplished, and quality of service provided.
- Developed Master Plan (Sewer) and Operation Plans (Integrated Waste) to provide a blue print for system rehabilitation and operation, standards of performance, parameters for fiscally responsible operations, and identify programs to increase waste diversion and implement sustainable practices.

### **Organizational Development**

- In cooperation with Citrus College started a Public Works Certificate Program at the City Yards to educate and prepare the service workforce for current positions and future opportunities for advancement while gaining more engaged and dedicated workers. This was one facet of the Department's Succession Planning effort.
- Reorganized the Department to align functions and eliminate duplicate services and to align resources based on current operational activities.
- Established standards of performance for all employees that included a review of leave use (unscheduled), work ethics and accountability, and insured consistent application across the department.

In addition, served as the City's appointed Representative on the Gamble House Board of Directors, a partnership between the Gamble Family, USC School of Architecture, and the City for the preservation and maintenance of the Gamble House, listed on the National Registry of Historic Places featuring the design of Greene and Greene Architects.

### **DIRECTOR OF PUBLIC WORKS/ DIRECTOR OF PUBLIC SERVICE – CITY OF LA HABRA, CA** July 1998 to July 2003

Responsible for the leadership and management of a 59 employee department consisting of Administration, Engineering and Traffic Engineering, Water and Sewer, Parks and Landscape, Streets and Storm Drains, and Fleet Maintenance Divisions with an operating budget of \$15 million, and a CIP budget of \$17 million.

### **Project Management**

- City Council expectations for project completion resulted in the streamlining of project design and delivery through establishment of expectations and accountability. The department completed \$7.5 million in CIP Improvements in FY 2001/02, compared to \$3 million the previous year.

### **Performance Management**

- Implemented accountability, management, and conduct standards for all employees and supervisors of the department. Developed goals and standards for manager and division with customer service as the Department's first priority. Enhanced community service levels by increasing frequency of street sweeping, schedule for annual traffic markings, enhanced tree maintenance cycles, and established park maintenance standards. Worked with contract partner to automate refuse and recycling collection. Established green waste and household hazardous waste collection programs.

### **Organizational Communication**

- Integration of Engineering function (previously in Community Development) and Public Services into a cohesive Public Works department resulting in greater value and quality of capital projects. Increased coordination with city staff and external agencies, achieved streamlining of development reviews and the successful development of a 650,000 sq.ft. retail shopping center at the intersection of two state highways.

### **FIELD SERVICES MANAGER - PUBLIC WORKS DEPT., CITY OF TUSTIN, CA** December, 1996 to June 1998

### **PUBLIC WORKS OPERATIONS MANAGER - PUBLIC WORKS DEPT., CITY OF UPLAND, CA** June 1992 to December 1996

### **INTEGRATED WASTE MANAGER - GENERAL SERVICES DEPT., CITY OF UPLAND, CA** August 1990 to June 1992

### **SENIOR ADMINISTRATIVE ASSISTANT - CITY MANAGER'S OFFICE AND UPLAND POLICE DEPARTMENT UPLAND, CA, MARCH 1987 to August 1990**

### **ADMIN. ASSISTANT 1 & 2 - PARKS & RECREATION DEPT., CITY OF RIVERSIDE, CA** June 1984 to January 1987

### PROFESSIONAL ORGANIZATIONS

Member League of California Cities Board of Directors 2012-2014  
President - League of California Cities - Public Works Officer Department 2010/11  
Member International Affairs Committee of American Public Works Association 2014/2015/2016/2017  
American Public Works Association – Board of Directors Southern California Chapter 2014/2015/2016  
Member International City Manager Association  
Member Design Build Institute of America

### EDUCATION

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO  
**Master of Public Administration** - December, 1990

CALIFORNIA STATE UNIVERSITY, LONG BEACH  
**B.S. Degree Business Administration - Marketing** - May, 1982

### REFERENCES

Available Upon request



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## AGENDA REPORT

**To:** Mayor Joel Fajardo and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** October 7, 2019

**Subject:** Consideration to Determine a City Position on the 2019 League of California Cities Resolutions

### RECOMMENDATION:

It is recommended that the City Council discuss the two resolutions to be presented at the 2019 League of California Cities ("League") Annual Business Meeting and provide direction to the Voting Delegate regarding the City's position on each resolution.

### BACKGROUND:

1. The 2019 Annual League Conference is scheduled for October 16-18, 2019, in Long Beach, California. An important part of the Annual Conference is the Annual Business Meeting, where the League membership considers and takes action on resolutions that establish League policy.
2. On August 5, 2019, the City Council designated Councilmember Hector Pacheco as the Voting Delegate and Vice Mayor Sylvia Ballin and Mayor Joel Fajardo as the Alternate Voting Delegates for the League's General Assembly meeting on October 18, 2019.
3. In July 2019, staff received the 2019 Annual Conference Resolutions Packet (Attachment "A") to be considered during the business meeting at the Annual Conference. Resolutions submitted to the General Assembly must be concurred by five cities or by city officials from at least five or more cities.

### ANALYSIS:

The League encourages each City Council to consider the resolutions and determine the City position on each. There are two resolutions that will be considered during the League's General Assembly meeting:

**Consideration to Determine a City Position on the 2019 League of California Cities Resolutions**Page 2 of 3

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**Resolution No. 1**

RESOLUTION OF THE LEAGUE OF CALIFORNIA CITIES CALLING ON THE CALIFORNIA PUBLIC UTILITIES COMMISSION TO AMEND RULE 20A TO ADD PROJECTS IN VERY HIGH FIRE HAZARD SEVERITY ZONES TO THE LIST OF ELIGIBILITY CRITERIA AND TO INCREASE FUNDING ALLOCATIONS FOR RULE 20A PROJECTS

Summary: This Resolution in response to intensifying fire seasons and hazards associated with exposed energized utility lines, proposes that the League of California Cities (League) call upon the California Public Utilities Commission (CPUC) to amend the Rule 20A program by expanding the criteria for undergrounding overhead utilities to include projects in Very High Fire Hazard Severity Zones (VHFHSZ). This Resolution also proposes that the League call upon the CPUC to increase utilities' funding allocations for Rule 20A projects.

Fiscal Impact: The costs to the State associated with this Resolution will be related to the staff and programmatic costs to the CPUC to take the necessary measures to consider and adopt changes to Rule 20A to include projects in VHFHSZ to the list of criteria for eligibility.

This Resolution calls for an unspecified increase in funding for Rule 20A projects, inferring that portions of increased funds will go towards newly eligible high fire hazard zones. While the Resolution does not request a specific amount be allocated, it can be assumed that these increased costs will be supported by utility ratepayers. According to the CPUC, the annual allocations towards Rule 20A are \$95.7 million.

The CPUC currently reports a cumulative credit surplus valued at roughly \$1 billion that in various regions, given the approval of expanded eligibility called for by this Resolution, could be used to supplement and reduce the level of new dollars needed to make a significant impact in VHFHSZ. The CPUC follows that overhead conversion projects range from \$93,000 per mile for rural construction to \$5 million per mile for urban construction.

The Resolution states that "California is experiencing fire seasons of worsening severity" which is supported by not only the tremendous loss of property and life from recent wildfires, but also in the rising costs associated with clean up, recovery, and other economic losses with high estimates in the hundreds of billions of dollars.

The Committee may wish to consider the costs associated with undergrounding utility lines in relation to the costs associated with past wildfires and wildfires to come.

**Resolution No. 2**

A RESOLUTION OF THE LEAGUE OF CALIFORNIA CITIES CALLING UPON THE FEDERAL AND STATE GOVERNMENTS TO ADDRESS THE DEVASTATING IMPACTS OF INTERNATIONAL TRANSBOUNDARY POLLUTION FLOWS INTO THE SOUTHERNMOST REGIONS OF CALIFORNIA AND THE PACIFIC OCEAN



**Consideration to Determine a City Position on the 2019 League of California Cities Resolutions**Page 3 of 3

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Summary: This Resolution states that the League of California Cities should call upon the State and Federal governments to restore and ensure proper funding for the U.S. – Mexico Border Water Infrastructure Program (BWIP) and work bi-nationally to address water quality issues resulting from transboundary flows from Mexico's Tijuana River into the United States containing untreated sewage, polluted sediment, and trash.

Fiscal Impact: California's economy is currently the sixth largest in the world, with tourism spending topping \$140.6 billion in 2018. In the past five years, San Diego's Border Field State Park has been closed for over 800 days because of pollution from the Tijuana River. A decline in the State's beach quality and reputation could carry macroeconomic effects that could ripple outside of the San Diego County region and affect coastal communities throughout California.

**BUDGET IMPACT:**

There is no fiscal impact associated with taking a position on each resolution. The intended outcomes of the proposed resolutions are to increase local control and protect public health, respectively.

**CONCLUSION:**

Staff recommends that the City Council discuss the proposed resolutions and provide direction to the Voting Delegate regarding the City's position on each resolution.

**ATTACHMENT:**

A. 2019 League Annual Conference Resolutions Packet

**ATTACHMENT "A"**



***Annual Conference  
Resolutions Packet***

***2019 Annual Conference Resolutions***



***Long Beach, California***

***October 16 – 18, 2019***

## INFORMATION AND PROCEDURES

**RESOLUTIONS CONTAINED IN THIS PACKET:** The League bylaws provide that resolutions shall be referred by the president to an appropriate policy committee for review and recommendation. Resolutions with committee recommendations shall then be considered by the General Resolutions Committee at the Annual Conference.

This year, two resolutions have been introduced for consideration at the Annual Conference and referred to League policy committees.

**POLICY COMMITTEES:** Two policy committees will meet at the Annual Conference to consider and take action on the resolutions referred to them. The committees are: Environmental Quality and Transportation, Communication & Public Works. The committees will meet from 9:00 – 11:00 a.m. on Wednesday, October 16, at the Hyatt Regency Long Beach. The sponsors of the resolutions have been notified of the time and location of the meeting.

**GENERAL RESOLUTIONS COMMITTEE:** This committee will meet at 1:00 p.m. on Thursday, October 17, at the Hyatt Regency Long Beach, to consider the reports of the policy committees regarding the resolutions. This committee includes one representative from each of the League's regional divisions, functional departments and standing policy committees, as well as other individuals appointed by the League president. Please check in at the registration desk for room location.

**ANNUAL LUNCHEON/BUSINESS MEETING/GENERAL ASSEMBLY:** This meeting will be held at 12:30 p.m. on Friday, October 18, at the Long Beach Convention Center.

**PETITIONED RESOLUTIONS:** For those issues that develop after the normal 60-day deadline, a resolution may be introduced at the Annual Conference with a petition signed by designated voting delegates of 10 percent of all member cities (48 valid signatures required) and presented to the Voting Delegates Desk at least 24 hours prior to the time set for convening the Annual Business Meeting of the General Assembly. This year, that deadline is 12:30 p.m., Thursday, October 17. Resolutions can be viewed on the League's Web site: [www.cacities.org/resolutions](http://www.cacities.org/resolutions).

Any questions concerning the resolutions procedures may be directed to Carly Shelby [cshelby@cacities.org](mailto:cshelby@cacities.org) 916-658-8279 or Nick Romo [nromo@cacities.org](mailto:nromo@cacities.org) 916-658-8232 at the League office.

## **GUIDELINES FOR ANNUAL CONFERENCE RESOLUTIONS**

Policy development is a vital and ongoing process within the League. The principal means for deciding policy on the important issues facing cities is through the League's seven standing policy committees and the board of directors. The process allows for timely consideration of issues in a changing environment and assures city officials the opportunity to both initiate and influence policy decisions.

Annual conference resolutions constitute an additional way to develop League policy. Resolutions should adhere to the following criteria.

### **Guidelines for Annual Conference Resolutions**

1. Only issues that have a direct bearing on municipal affairs should be considered or adopted at the Annual Conference.
2. The issue is not of a purely local or regional concern.
3. The recommended policy should not simply restate existing League policy.
4. The resolution should be directed at achieving one of the following objectives:
  - (a) Focus public or media attention on an issue of major importance to cities.
  - (b) Establish a new direction for League policy by establishing general principles around which more detailed policies may be developed by policy committees and the board of directors.
  - (c) Consider important issues not adequately addressed by the policy committees and board of directors.
  - (d) Amend the League bylaws (requires 2/3 vote at General Assembly).

## LOCATION OF MEETINGS

### **Policy Committee Meetings**

Wednesday, October 16, 9:00 – 11:00 a.m.

Hyatt Regency Long Beach

200 South Pine Avenue, Long Beach

### **The following committees will be meeting:**

1. Environmental Quality 10:00 - 11:00 a.m.
2. Transportation, Communication & Public Works 9:00 - 10:00 a.m.

### **General Resolutions Committee**

Thursday, October 17, 1:00 p.m.

Hyatt Regency Long Beach

200 South Pine Avenue, Long Beach

### **Annual Business Meeting and General Assembly Luncheon**

Friday, October 18, 12:30 p.m.

Long Beach Convention Center

300 East Ocean Boulevard, Long Beach

## KEY TO ACTIONS TAKEN ON RESOLUTIONS

Resolutions have been grouped by policy committees to which they have been assigned.

Number	Key Word Index	Reviewing Body Action		
		1	2	3
		1 - Policy Committee Recommendation to General Resolutions Committee		
		2 – General Resolutions Committee		
		3 - General Assembly		

### ENVIRONMENTAL QUALITY POLICY COMMITTEE

		1	2	3
1	Amendment to Rule 20A			
2	International Transboundary Pollution Flows			

### TRANSPORTATION, COMMUNICATION & PUBLIC WORKS POLICY COMMITTEE

		1	2	3
1	Amendment to Rule 20A			

Information pertaining to the Annual Conference Resolutions will also be posted on each committee's page on the League website: [www.cacities.org](http://www.cacities.org). The entire Resolutions Packet is posted at: [www.cacities.org/resolutions](http://www.cacities.org/resolutions).

## **KEY TO ACTIONS TAKEN ON RESOLUTIONS (*Continued*)**

Resolutions have been grouped by policy committees to which they have been assigned.

### **KEY TO REVIEWING BODIES**

1. Policy Committee
2. General Resolutions Committee
3. General Assembly

### **ACTION FOOTNOTES**

\* Subject matter covered in another resolution

\*\* Existing League policy

\*\*\* Local authority presently exists

### **KEY TO ACTIONS TAKEN**

- |     |   |
|-----|---|
| A   | Approve   |
| D   | Disapprove  |
| N   | No Action   |
| R   | Refer to appropriate policy committee for study             |
| a   | Amend+  |
| Aa  | Approve as amended+   |
| Aaa | Approve with additional amendment(s)+                       |
| Ra  | Refer as amended to appropriate policy committee for study+ |
| Raa | Additional amendments and refer+                            |
| Da  | Amend (for clarity or brevity) and Disapprove+              |
| Na  | Amend (for clarity or brevity) and take No Action+          |
| W   | Withdrawn by Sponsor  |

### **Procedural Note:**

The League of California Cities resolution process at the Annual Conference is guided by League Bylaws. A helpful explanation of this process can be found on the League's website by clicking on this link: [Guidelines for the Annual Conference Resolutions Process](#).

## League of California Cities Resolution Process

### REGULAR RESOLUTIONS

Policy Committee Action	General Resolutions Committee Action	Calendar
Approve	Approve	Consent Calendar <sup>1</sup>
Approve	Disapprove or Refer	Regular Calendar <sup>2</sup>
Disapprove or Refer	Approve	Regular Calendar
Disapprove or Refer	Disapprove or Refer	Does not proceed to General Assembly

### PETITION RESOLUTIONS

Policy Committee Action	General Resolutions Committee Action	Calendar
Not Heard in Policy Committee	Approve	Consent Calendar
Not Heard in Policy Committee	Disapprove or Refer	Regular Calendar
Not Heard in Policy Committee	Disqualified per Bylaws Art. VI	Does not proceed to General Assembly

### Resolutions

- Submitted 60 days prior to conference *Bylaws Article VI, Sec. 4(a)*
- Signatures of at least 5 supporting cities or city officials submitted with the proposed resolution *Bylaws Article VI, Sec. 2*
- Assigned to policy committee(s) by League president *Bylaws Article VI, Sec. 4(b)(i)*
- Heard in policy committee(s) and report recommendation, if any, to GRC *Bylaws Article VI, Sec. 4(b)(ii)*
- Heard in GRC
  - Approved by policy committee(s) and GRC, goes on to General Assembly on consent calendar *2006 General Assembly Resolution Sec. 2(C)*
  - If amended/approved by all policy committee(s) to which it has been referred and disapproved by GRC, then goes on to General Assembly on the regular calendar. If not all policy committees to which it has been referred recommend amendment or approval, and the GRC disapproves or refers the resolution, the resolution does not move to the General Assembly *2006 General Assembly Resolution Sec. 2(A),(C); 1998 General Assembly Resolution, 1<sup>st</sup> Resolved Clause*
  - If disapproved by all policy committees to which it has been referred and disapproved by the GRC, resolution does not move to the General Assembly *2006 General Assembly Resolution Sec. 2(C)*
- Heard in General Assembly

<sup>1</sup> The consent calendar should only be used for resolutions where there is unanimity between the policy committees and the GRC that a resolution should be approved by the General Assembly, and therefore, it can be concluded that there will be less desire to debate the resolution on the floor.

<sup>2</sup> The regular calendar is for resolutions for which there is a difference in recommendations between the policy committees and the GRC.



### **Petitioned Resolutions**

- Submitted by voting delegate *Bylaws Article VI, Sec. 5 (a)*
- Must be signed by voting delegates representing 10% of the member cities *Bylaws Article VI, Sec. 5 (c)*
- Signatures confirmed by League staff
- Submitted to the League president for confirmation 24 hours before the beginning of the General Assembly. *Bylaws Article VI, Sec. 5 (d)*
- Petition to be reviewed by Parliamentarian for required signatures of voting delegates and for form and substance *Bylaws Article VI, Sec. 5(e)*
- Parliamentarian's report is presented to chair of GRC
- Will be heard at GRC for action (GRC cannot amend but may recommend by a majority vote to the GA technical or clarifying amendments) *2006 General Assembly Resolution sec. 6(A), (B)*
- GRC may disqualify if:
  - Non-germane to city issues
  - Identical or substantially similar in substance to a resolution already under consideration *Bylaws Article VI, Sec. 5(e), (f)*
- Heard in General Assembly
  - General Assembly will consider the resolution following the other resolutions<sup>3</sup> *Bylaws Article VI, Sec. 5(g)*
  - Substantive amendments that change the intent of the petitioned resolution may only be adopted by the GA *2006 General Assembly Resolution sec. 6(C)*

### **Voting Procedure in the General Assembly**

**Consent Calendar:** Resolution approved by Policy Committee(s) and GRC. Petitioned resolution approved by GRC)

- GRC Chair will be asked to give the report from the GRC and will ask for adoption of the GRC's recommendations
- Ask delegates if there is a desire to call out a resolution for discussion
- A voting delegate may make a motion to remove a resolution from the consent calendar for discussion
- If a motion is made to pull a resolution, the General Assembly votes on whether to pull the resolution from the consent calendar.
- If a majority of the General Assembly votes to pull the resolution, set "called out" reso(s) aside. If the motion fails, the resolution remains on the consent calendar.
- If reso(s) not called out, or after 'called out' reso is set aside, then ask for vote on remaining resos left on consent
- Move on to debate on reso(s) called out
- After debate, a vote is taken
- Voting delegates vote on resolutions by raising their voting cards.<sup>4</sup>

<sup>3</sup> Petitioned Resolutions on the Consent Calendar will be placed after all General Resolutions on the Consent Calendar. Petitioned Resolutions on the Regular Calendar will be placed after all General Resolutions on the Regular Calendar.

<sup>4</sup> Amendments to League bylaws require 2/3 vote

**Regular Calendar:** Regular resolutions approved by Policy Committee(s)<sup>5</sup>, and GRC recommends disapproval or referral; Regular resolutions disapproved or referred by Policy Committee(s)<sup>6</sup> and GRC approves; Petitioned resolutions disapproved or referred by the GRC.

- Open the floor to determine if a voting delegate wishes to debate a resolution on the regular calendar.
- If no voting delegate requests a debate on the resolution, a vote to ratify the recommendation of the GRC on the resolution is taken.
- Upon a motion by a voting delegate to debate a resolution, a debate shall be held if approved by a majority vote of the General Assembly. If a majority of the General Assembly to debate the resolution is not achieved, then a vote shall be taken on whether to ratify the GRC's recommendation. If a majority of the General Assembly approves of the motion to debate the resolution, debate will occur. After debate on the resolution, a vote is taken based upon the substitute motion that was made, if any, or on the question of ratifying the GRC's recommendation.
- Voting delegates vote by raising their voting cards.

<sup>5</sup> Applies in the instance where the GRC recommendation of disapproval or refer is counter to the recommendations of the policy committees.

<sup>6</sup> Applies in the instance where the GRC recommendation to approve is counter to the recommendations of the policy committees.

**1. RESOLUTION OF THE LEAGUE OF CALIFORNIA CITIES CALLING ON THE CALIFORNIA PUBLIC UTILITIES COMMISSION TO AMEND RULE 20A TO ADD PROJECTS IN VERY HIGH FIRE HAZARD SEVERITY ZONES TO THE LIST OF ELIGIBILITY CRITERIA AND TO INCREASE FUNDING ALLOCATIONS FOR RULE 20A PROJECTS**

Source: City of Rancho Palos Verdes

Concurrence of five or more cities/city officials

Cities: City of Hidden Hills, City of La Cañada Flintridge, City of Laguna Beach, City of Lakeport, City of Malibu, City of Moorpark, City of Nevada City, City of Palos Verdes Estates, City of Rolling Hills Estates, City of Rolling Hills, City of Ventura

Referred to: Environmental Quality Policy Committee; Transportation, Communications, and Public Works Policy Committee

**WHEREAS**, the California Public Utilities Commission regulates the undergrounding conversion of overhead utilities under Electric Tariff Rule 20 and;

**WHEREAS**, conversion projects deemed to have a public benefit are eligible to be funded by ratepayers under Rule 20A; and

**WHEREAS**, the criteria under Rule 20A largely restricts eligible projects to those along streets with high volumes of public traffic; and

**WHEREAS**, the cost of undergrounding projects that do not meet Rule 20A criteria is left mostly or entirely to property owners under other parts of Rule 20; and

**WHEREAS**, California is experiencing fire seasons of worsening severity; and

**WHEREAS**, undergrounding overhead utilities that can spark brush fires is an important tool in preventing them and offers a public benefit; and

**WHEREAS**, brush fires are not restricted to starting near streets with high volumes of public traffic; and

**WHEREAS**, expanding Rule 20A criteria to include Very High Fire Hazard Severity Zones would facilitate undergrounding projects that would help prevent fires; and

**WHEREAS**, expanding Rule 20A criteria as described above and increasing funding allocations for Rule 20A projects would lead to more undergrounding in Very High Fire Hazard Severity Zones; and now therefore let it be,

**RESOLVED** that the League of California Cities calls on the California Public Utilities Commission to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility and to increase funding allocations for Rule 20A projects.

### **Background Information on Resolution No. 1**

**Source:** City of Rancho Palos Verdes

**Background:**

Rancho Palos Verdes is the most populated California city to have 90 percent or more of residents living in a Cal Fire-designated Very High Fire Hazard Severity Zone. Over the years, the Palos Verdes Peninsula has seen numerous brush fires that were determined to be caused by electrical utility equipment.

Across the state, some of the most destructive and deadly wildfires were sparked by power equipment. But when it comes to undergrounding overhead utilities, fire safety is not taken into account when considering using ratepayer funds to pay for these projects under California's Electric Tariff Rule 20 program. The program was largely intended to address visual blight when it was implemented in 1967. Under Rule 20A, utilities must allocate ratepayer funds to undergrounding conversion projects chosen by local governments that have a public benefit and meet one or more of the following criteria:

- Eliminate an unusually heavy concentration of overhead lines;
- Involve a street or road with a high volume of public traffic;
- Benefit a civic or public recreation area or area of unusual scenic interest; and,
- Be listed as an arterial street or major collector as defined in the Governor's Office of Planning and Research (OPR) Guidelines.

As we know, brush fires are not restricted to erupting in these limited areas. California's fire season has worsened in severity in recent years, claiming dozens of lives and destroying tens of thousands of structures in 2018 alone.

Excluding fire safety from Rule 20A eligibility criteria puts the task of undergrounding power lines in Very High Fire Hazard Severity Zones squarely on property owners who are proactive, willing and able to foot the bill.

The proposed resolution calls on the California Public Utilities Commission to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the proposed resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

If adopted, utilities will be incentivized to prioritize undergrounding projects that could potentially save millions of dollars and many lives.

## **League of California Cities Staff Analysis on Resolution No. 1**

Staff: Rony Berdugo, Legislative Representative, Derek Dolfie, Legislative Representative, Caroline Cirrincione, Legislative Policy Analyst  
Committees: Environmental Quality; Transportation, Communications, and Public Works

### **Summary:**

This Resolution, in response to intensifying fire seasons and hazards associated with exposed energized utility lines, proposes that the League of California Cities (League) call upon the California Public Utilities Commission (CPUC) to amend the Rule 20A program by expanding the criteria for undergrounding overhead utilities to include projects in Very High Fire Hazard Severity Zones (VHFHSZ). This Resolution also proposes that the League call upon the CPUC to increase utilities' funding allocations for Rule 20A projects.

### **Background**

#### **California Wildfires and Utilities**

Over the last several years, the increasing severity and frequency of California's wildfires have prompted state and local governments to seek urgent prevention and mitigation actions. Record breaking wildfires in Northern and Southern California in both 2017 and 2018 have caused destruction and loss of life. This severe fire trend has local officials seeking solutions to combat what is now a year-round fire season exacerbated by years of drought, intense weather patterns, untamed vegetation and global warming.

These conditions create a dangerous catalyst for wildfires caused by utilities as extreme wind and weather events make downed power lines more of a risk. In response to recent catastrophic wildfires, Governor Newsom established a Strike Force tasked with developing a "comprehensive roadmap" to address issues related to wildfires, climate change, and utilities. [The Strike Force report](#) acknowledges that measures to harden the electrical grid are critical to wildfire risk management. A key utility hardening strategy: undergrounding lines in extreme high-fire areas.

Governor Newsom's Wildfire Strike Force program report concludes, "It's not a question of "if" wildfire will strike, but "when."

#### **Very High Fire Hazard Severity Zones**

This Resolution seeks to expand the undergrounding of overhead utility lines in VHFHSZ. California [Government Code Section 51178](#) requires the Director of the California Department of Forestry and Fire Protection (CalFIRE) to identify areas in the state as VHFHSZ based on the potential fire hazard in those areas. VHFHSZ are determined based on fuel loading, slope, fire weather, and other relevant factors. These zones are in both local responsibility areas and state responsibility areas. Maps of the statewide and county by county VHFHSZ can be found [here](#).<sup>1</sup>

<sup>1</sup> <https://osfm.fire.ca.gov/divisions/wildfire-prevention-planning-engineering/wildland-hazards-building-codes/fire-hazard-severity-zones-maps/>

More than 25 million acres of California wildlands are classified under very high or extreme fire threat. Approximately 25 percent of the state's population, 11 million people, live in those high-risk areas. Additionally, over 350,000 Californians live in cities that are nearly encompassed within Cal Fire's maps of VHFHSZ. Similar to the proponents of this Resolution, City of Rancho Palos Verdes, over 75 communities have 90 percent or more of residents living in a VHFHSZ.

### **CPUC Rule 20 Program**

The CPUC's Rule 20 program lays out the guidelines and procedures for converting overhead electric and telecommunication facilities to underground electric facilities. Rule 20 funding and criteria is provided at four levels. Levels A, B, and C, reflect progressively diminishing ratepayer funding for undergrounding projects. Recently added Rule 20D is a relatively new program that is specific to San Diego Gas and Electric (SDG&E), which was created in response to the destructive 2007 wildfires. Each of these levels will be discussed below:

### **Rule 20A**

The first California overhead conversion program, Rule 20A, was created in 1967 under then Governor Ronald Reagan. The program was created to provide a consistent and structured means of undergrounding utility lines throughout the state with costs covered broadly by utility ratepayers.

Each year, Investor Owned Utilities (IOUs) propose their Rule 20A allocation amounts to the CPUC during annual general rate case proceedings. In this process, IOUs propose revised utility customer rates based on expected service costs, new energy procurement and projects for the following year, including Rule 20 allocations. The CPUC then reviews, amends, and approves IOU rates. Currently, the cumulative budgeted amount for Rule 20A for Pacific Gas and Electric (PG&E), Southern California Edison (SCE), and San Diego Gas and Electric (SDG&E) totals around \$95.7 million.

The funding set aside by IOUs for Rule 20A is allocated to local governments through a credit system, with each credit holding a value to be used solely for the costs of an undergrounding project. The credit system was created so that local governments and IOUs can complete undergrounding projects without municipal financing. Through Rule 20A, municipalities that have developed and received city council approval for an undergrounding plan receive annual credits from the IOU in their service area. At the last count by the CPUC, over 500 local governments (cities and counties) participate in the credit system.

While these credits have no inherent monetary value, they can be traded in or banked for the conversion of overhead lines. Municipalities can choose to accumulate their credits until their credit balance is sufficient to cover these conversion projects, or choose to borrow future undergrounding allocations for a period of up to five years. Once the cumulative balance of credits is sufficient to cover the cost of a conversion project, the municipality and the utility can move forward with the undergrounding. All of the planning, design, and construction is performed by the participating utility. Upon the completion of an undergrounding project, the utility is compensated through the local government's Rule 20A credits.

At the outset of the program, the amount of allocated credits were determined by a formula which factored in the number of utility meters within a municipality in comparison to the utilities' service territory. However, in recent years the formula has changed. Credit allocations for IOUs, except for PG&E, are now determined based on the allocation a city or county received in 1990 and is then adjusted for the following factors:

- 50% of the *change from the 1990* total budgeted amount is allocated for the ratio of the number of overhead meters in any city or unincorporated area to the total system overhead meters; and
- 50% of the *change from the 1990* total budgeted amount is allocated for the ratio of the number of meters (which includes older homes that have overhead services, and newer homes with completely underground services) in any city or the unincorporated area to the total system meters.

As noted, PG&E has a different funding formula for their Rule 20A credit allocations as they are not tied to the 1990 base allocation. Prior to 2011, PG&E was allocating approximately five to six percent of its revenue to the Rule 20A program. The CPUC decided in 2011 that PG&E's Rule 20A allocations should be reduced by almost half in an effort to decrease the growing accumulation of credits amongst local governments. Since 2011, PG&E's annual allocations for Rule 20A have been around \$41.3 million annually, which is between two and three percent of their total revenue.

### **Criteria for Rule 20A Projects**

For an undergrounding project to qualify for the Rule 20A program, there are several criteria that need to be met. The project must have a public benefit and:

1. Eliminate an unusually heavy concentration of overhead lines
2. Involve a street or road with a high volume of public traffic
3. Benefit a civic or public recreation area or area of unusual scenic interest,
4. Be listed as an arterial street or major collector as defined in the Governor's Office of Planning and Research (OPR) Guidelines

Notably, fire safety is excluded from the list of criteria that favors aesthetic and other public safety projects.

### **Rule 20A Credit System Imbalance Threatens Program Effectiveness**

Allocations are made by utilities each year for Rule 20A credits. These current budget allocations total \$95.7 million a year. Currently, the cumulative balance of credits throughout the state totals over \$1 billion dollars. The Rule 20A cumulative balances aggregated by region can be found [here](#).<sup>2</sup>

<sup>2</sup> Program Review, California Overhead Conversion Program, Rule 20A for Years 2011-2015, "The Billion Dollar Risk," California Public Utilities Commission.

[https://www.cpuc.ca.gov/uploadedFiles/CPUC\\_Public\\_Website/Content/About\\_Us/Organization/Divisions/Policy\\_and\\_Planning/PPD\\_Work\\_Products\\_\(2014\\_forward\)\(1\)/PPD\\_Rule\\_20-A.pdf](https://www.cpuc.ca.gov/uploadedFiles/CPUC_Public_Website/Content/About_Us/Organization/Divisions/Policy_and_Planning/PPD_Work_Products_(2014_forward)(1)/PPD_Rule_20-A.pdf)

Note: The existing credit allocation formulas do not consider a municipality's need or plans for overhead conversion projects, resulting in large credit balances in some jurisdictions.

Cities and counties are, however, able to trade or sell unallocated Rule 20A credits if they will not be used to fund local undergrounding projects. There have been several cases where one agency has sold their unused credits, often for less than the full dollar value of the credits themselves to another agency.

### **Rule 20B**

Rule 20B projects are those that do not fit the Rule 20A criteria, but do, however, involve both sides of the street for at least 600 feet. These projects are typically done in conjunction with larger developments and are mostly paid for by the developer or applicant. Additionally, the applicant is responsible for the installation.

### **Rule 20C**

Rule 20C projects are usually small projects that involve property owners. The majority of the cost is usually borne by the applicants. Rule 20C applies when the project does not qualify for either Rule 20A or Rule 20B.

### **Rule 20D--Wildfire Mitigation Undergrounding Program**

Rule 20D was approved by the CPUC in January of 2014 and only applies to SDG&E. The Rule 20D program was established largely in response to the destructive wildfires that occurred in San Diego in 2007 as a wildfire mitigation undergrounding program. According to SDG&E, the objective of the Rule 20D undergrounding is exclusively for fire hardening as opposed to aesthetics. The program is limited in scope and is restricted to communities in SDG&E's Fire Threat Zone (now referred to as the [High Fire Threat District or HFTD](#)). As of this time, the program has yet to yield any projects and no projects are currently planned.

For an undergrounding project to qualify for the Rule 20D program, a minimum of three of the following criteria must be met. The project must be near, within, or impactful to:

- Critical electric infrastructure
- Remaining useful life of electric infrastructure
- Exposure to vegetation or tree contact
- Density and proximity of fuel
- Critical surrounding non-electric assets (including structures and sensitive environmental areas)
- Service to public agencies
- Accessibility for firefighters

Similar to Rule 20A, SDG&E must allocate funding each year through their general rate case proceedings to Rule 20D to be approved by the CPUC. This funding is separate from the allocations SDG&E makes for Rule 20A. However, the process of distributing this funding to localities is different. The amount of funding allocated to each city and county for Rule 20D is based on the ratio of the number of miles of overhead lines in SDG&E Fire Threat Zones in a city or county to the total miles of SDG&E overhead lines in the entire SDG&E fire zone. The



Rule 20D program is administered by the utility consistent with the existing reporting, engineering, accounting, and management practices for Rule 20A.

The Committee may want to consider whether Rule 20D should instead be expanded, adapted, or further utilized to support funding for overhead conversions within VHFHSZ throughout the state.

**Fiscal Impact:**

The costs to the State associated with this Resolution will be related to the staff and programmatic costs to the CPUC to take the necessary measures to consider and adopt changes to Rule 20A to include projects in VHFHSZ to the list of criteria for eligibility.

This Resolution calls for an unspecified increase in funding for Rule 20A projects, inferring that portions of increased funds will go towards newly eligible high fire hazard zones. While the Resolution does not request a specific amount be allocated, it can be assumed that these increased costs will be supported by utility ratepayers. According to the CPUC, the annual allocations towards Rule 20A are \$95.7 million.

The CPUC currently reports a cumulative credit surplus valued at roughly \$1 billion that in various regions, given the approval of expanded eligibility called for by this Resolution, could be used to supplement and reduce the level of new dollars needed to make a significant impact in VHFHSZ. The CPUC follows that overhead conversion projects range from \$93,000 per mile for rural construction to \$5 million per mile for urban construction.

The Resolution states that “California is experiencing fire seasons of worsening severity” which is supported by not only the tremendous loss of property and life from recent wildfires, but also in the rising costs associated with clean up, recovery, and other economic losses with high estimates in the hundreds of billions of dollars.

The Committee may wish to consider the costs associated with undergrounding utility lines in relation to the costs associated with past wildfires and wildfires to come.

**Comments:**

***CPUC Currently Exploring Revisions to Rule 20***

In May 2017, the CPUC issued an Order Instituting Rulemaking to Consider Revisions to Electric Rule 20 and Related Matters. The CPUC will primarily focus on revisions to Rule 20A but may make conforming changes to other parts of Rule 20. The League is a party in these proceedings will provide comments.

***Beyond Rule 20A: Additional Options for Funding Undergrounding Projects***

There are various ways in which cities can generate funding for undergrounding projects that fall outside of the scope of Rule 20A. At the local level, cities can choose to forgo the Rule 20A process and opt to use their own General Fund money for undergrounding. Other options are also discussed below:

***Rule 20D Expansion***

The City of Berkeley in a 2018 study titled [“Conceptual Study for Undergrounding Utility Wires in Berkeley.”](#) found that the city could possibly qualify for Rule 20D funding if they actively pursued this opportunity in partnership with PG&E and the CPUC.

One of the study’s recommendations is to advocate for release of 20D funds (now earmarked exclusively for SDG&E) to be used for more aggressive fire hardening techniques for above-ground utility poles and equipment, for undergrounding power lines, and for more aggressive utility pole and vegetation management practices in the Very High Hazard Fire Zone within Berkeley’s city limits.

As an alternative to changing the criteria for Rule 20A, the Committee may wish to consider whether there is the opportunity to advocate for the expansion of Rule 20D funding more broadly, expanding its reach to all IOU territories.

***Franchise Surcharge Fees***

Aside from Rule 20 allocations, cities can generate funding for undergrounding through franchise fee surcharges. For example, SDG&E currently operates under a 50-year City franchise that was granted in 1970. Under the franchises approved by the San Diego City Council in December 1970, SDG&E agreed to pay a franchise fee to the City equivalent to 3% of its gross receipts from the sales of both natural gas and electricity for 30 years.

These fees were renegotiated in 2000 and in 2001 an agreement was between the City of San Diego, SDG&E, and the CPUC to extend the existing franchise fee to include revenues collected from surcharges. SDG&E requested an increase of 3.88% to its existing electric franchise fee surcharge. The bulk, 3.53% of this increase is to be used for underground conversion of overhead electric wires.

Based on SDG&E's revenue projections, the increase would result in an additional surcharge revenue amount of approximately \$36.5 million per year. SDG&E estimates that this would create a monthly increase of approximately \$3.00 to a typical residential customer's electric bill. These surcharge revenues would pay for additional undergrounding projects including those that do not meet the Rule 20A criteria. The City of Santa Barbara has also adopted a similar franchise surcharge fee.

Having this funding source allows the City of San Diego to underground significantly more miles of above ground utility lines than other municipalities. However, the surcharge is currently being challenged in court, as it is argued that the City had SDG&E impose a tax without a ballot measure.

***Utility Bankruptcy and Undergrounding Funding***

In considering this Resolution, it is important to understand that Rule 20A allocations have been more substantial in the past. As mentioned earlier, prior to 2011, PG&E was allocating approximately 5% to 6% of its revenue to the Rule 20A program. Therefore, it is not unreasonable to encourage an increase in Rule 20A allocations as history shows that utilities had the capacity to do so in the past.

However, in a time where IOUs such as PG&E are facing bankruptcy as the result of utility caused wildfires, there is the possibility that expanding rule 20A funding will generate more costs for the ratepayers.

**Questions to Consider:**

- 1) Is Rule 20A or Rule 20D the more appropriate program to advocate for such an expansion?
- 2) Are there any wildfire risks outside of VHFHSZ that could be mitigated by undergrounding projects?

**Existing League Policy:*****Public Safety:***

The League supports additional funding for local agencies to recoup the costs associated with fire safety in the community and timely mutual aid reimbursement for disaster response services in other jurisdictions. (pg. 43)

The League supports the fire service mission of saving lives and protecting property through fire prevention, disaster preparedness, hazardous-materials mitigation, specialized rescue, etc., as well as cities' authority and discretion to provide all emergency services to their communities. (pg. 43)

***Transportation, Communication, and Public Works:***

Existing telecommunications providers and new entrants shall adhere to local city policies on public utility undergrounding. (pg. 54)

The League supports protecting the additional funding for local transportation and other critical unmet infrastructure needs. (pg. 51)

The League supports innovative strategies including public private partnerships at the state and local levels to enhance public works funding. (pg. 52)

***Environmental Quality***

The League opposes any legislation that interferes with local utility rate setting authority and opposes any legislation that restricts the ability of a city to transfer revenue from a utility (or other enterprise activity) to the city's general fund. (pg. 9)

Cities should continue to have the authority to issue franchises and any program should be at least revenue neutral relative to revenue currently received from franchises. (pg. 9)

The League is concerned about the impacts of escalating energy prices on low income residents and small businesses. The League supports energy pricing structures and other mechanisms to soften the impacts on this segment of our community. (pg. 10)

### ***2019 Strategic Goals***

Improve Disaster Preparedness, Recovery and Climate Resiliency.

- Provide resources to cities and expand partnerships to better prepare for and recover from wildfires, seismic events, erosion, mudslides and other disasters.
- Improve community preparedness and resiliency to respond to climate-related, natural and man-made disasters.

### **Support:**

The following letters of concurrence were received:

The City of Hidden Hills

The City of La Cañada Flintridge

The City of Laguna Beach

The City of Lakeport

The City of Malibu

The City of Moorpark

The City of Nevada City

The City of Palos Verdes Estates

The City of Rolling Hills Estates

The City of Rolling Hills

The City of Ventura

# **LETTERS OF CONCURRENCE**

Resolution No. 1

Amendment to Rule 20A



## City of Hidden Hills

6165 Spring Valley Road \* Hidden Hills, California 91302  
(818) 888-9281 \* Fax (818) 719-0083

August 14, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, Suite 400  
Sacramento, California 95814

Dear President Arbuckle:

The City of Hidden Hills supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Larry G. Weber  
Mayor



City Council  
Leonard Pieroni, Mayor  
Gregory C. Brown, Mayor Pro Tem  
Jonathan C. Curtis  
Michael T. Davitt  
Terry M. Walker

August 14, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

Dear President Arbuckle:

The City of La Cañada Flintridge supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The City of La Cañada Flintridge is one of the few Southern California cities in which 100% of the community within a Very High Fire Hazard Severity Zone. The City, in 1987, committed 100% of its 20A allocation for forty-five years from this year for a major downtown undergrounding project. Therefore, the only way our City can directly benefit from this Resolution is if there is an additional annual increased allocation for this purpose. Due to the extreme threat the City experienced at the time of the Station Fire, the City is keenly aware of the damage a fire may potentially cause, whether from utility issues or from natural causes. The City strongly supports any effort, including this Resolution, to reduce fire danger for the City's residents.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly with the City of La Cañada Flintridge in support.

Sincerely,

A handwritten signature in black ink, appearing to read "Leonard Pieroni".

Leonard Pieroni  
Mayor





July 25, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

Dear President Arbuckle:

The City of Laguna Beach supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. Ten to the Top 20 most destructive fires in California were caused by electrical sources. The California's Rule 20A program, which allows local governments to pay for undergrounding of utilities costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it. We also believe that this program should redirect unused Rule 20A allocations from cities who have no undergrounding projects planned to the cities in Very High Fire Hazard Severity zones.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects. The City of Laguna Beach recommends that the resolution also be amended to call on the CPUC to redirect unused Rule 20A allocations from cities who have no undergrounding projects planned to the cities in Very High Fire Hazard Severity zones.

Nearly 90% of the City of Laguna Beach land area is designated under State Law and local ordinance as Very High Fire Hazard Severity Zone. While the City has used Rule 20A and 20B funding in the past to underground more than half of its overhead utilities, sufficient funding is not available to underground the remaining parts of the City.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.





July 25, 2019  
Page 2

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bob Whalen", with a stylized, cursive script.

Bob Whalen  
Mayor

**CITY OF LAKEPORT**

*Over 125 years of community  
pride, progress and service*



August 7, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

Dear President Arbuckle:

The City of Lakeport supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Tim Barnes  
Mayor  
City of Lakeport



# City of Malibu

Jefferson Wagner, Mayor

23825 Stuart Ranch Road · Malibu, California · 90265-4861  
Phone (310) 456-2489 · Fax (310) 456-3356 · [www.malibucity.org](http://www.malibucity.org)

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

RE: City of Rancho Palos Verdes Proposed Resolution to Amend California Public Utilities Commission Rule 20A – SUPPORT

Dear Ms. Arbuckle:

At its Regular meeting on August 12, 2019, the Malibu City Council unanimously voted to support the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state, but California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, as well as willing and able to foot the bill. The City of Malibu agrees with Rancho Palos Verdes that Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission (CPUC) should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects. As a recent series of news stories on wildfire preparedness in California pointed out, there are more than 75 communities across the state with populations over 1,000, including Rancho Palos Verdes and Malibu, where at least 90 percent of residents live in a Cal Fire-designated Very High Fire Hazard Severity Zone.

It is well-known that electric utility equipment is a common fire source, and has sparked some of the most destructive blazes in our state's history. Moving power lines underground is, therefore, a critical tool in preventing them. Currently, Rule 20A primarily addresses visual blight, but with fire seasons worsening, it is key that fire safety also be considered when local governments pursue Rule 20A projects, and that annual funding allocations for the program be expanded.

It is worth noting that the State does have a program, Rule 20D, that factors in fire safety for funding undergrounding projects. However, this is limited to San Diego Gas & Electric Company projects in certain areas only. This needs to be expanded to include projects in all projects within designated Very High Fire Hazard Severity Zones.

*Rancho PV League Resolution**Amend Rule 20A**August 15, 2019**Page 2 of 2*

The proposed resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, the City of Malibu strongly concurs that the resolution should go before the General Assembly.

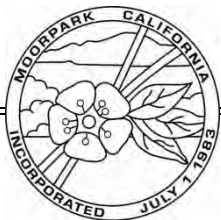
Sincerely,



Jefferson Wagner

Mayor

Cc: Honorable Members of the Malibu City Council  
Reva Feldman, City Manager  
Megan Barnes, City of Rancho Palos Verdes, [mbarnes@rpvca.gov](mailto:mbarnes@rpvca.gov)



# CITY OF MOORPARK

799 Moorpark Avenue, Moorpark, California 93021

Main City Phone Number (805) 517-6200 | Fax (805) 532-2205 | moorpark@moorparkca.gov

July 24, 2019

**SUBMITTED ELECTRONICALLY**

Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

RE: SUPPORT FOR RANCHO PALOS VERDES RESOLUTION RE: POWER LINE UNDERGROUNDING

Dear President Arbuckle:

The City of Moorpark supports the City of Rancho Palos Verdes effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

All cities in Ventura County, including Moorpark, have wildfire prevention fresh in our memories following the highly destructive 2017-2018 Thomas Fire, which was caused by above-ground power lines. The 2018 Woolsey Fire similarly affected Ventura County, and lawsuits have been filed alleging it was also caused by above-ground power lines. Each of these fires caused billions of dollars in damages and highlight the importance of undergrounding power lines.

League of California Cities  
Page 2

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

A handwritten signature in blue ink that reads "Janice Parvin". The signature is fluid and cursive, with the first name "Janice" and last name "Parvin" clearly distinguishable.

Janice Parvin  
Mayor

cc: City Council  
City Manager



Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

Dear President Arbuckle:

The City of Nevada City supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission (CPUC) should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The City of Nevada City would also like to add that the local agency be given the power to use private firms to do design, inspect and construct Rule 20A projects in local jurisdiction rather than be required to use the designated local utility. In addition, the City of Nevada City wants the CPUC to allow local jurisdictions to transfer excess funds between agencies to better serve projects in high fire hazard severity zones.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Reinette Senum  
Mayor  
City of Nevada City





# CITY OF *Palos Verdes Estates*

July 25, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

Dear President Arbuckle:

The City of Palos Verdes Estates supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's current Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Mayor Kenneth J. Kao  
City of Palos Verdes Estates

cc: PVE City Council  
PVE Interim City Manager Petru  
RPV City Manager Willmore





**City of  
Rolling Hills Estates**

**Judith Mitchell**  
*Mayor*

**Velveth Schmitz**  
*Mayor Pro Tem*

**Britt Huff**  
*Council Member*

**Frank V. Zerunyan**  
*Council Member*

**Steven Zuckerman**  
*Council Member*

August 14, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

Dear President Arbuckle:

The City of Rolling Hills Estates supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

  
Judith Mitchell  
Mayor



# City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CALIF. 90274  
(310) 377-1521  
FAX: (310) 377-7288

August 14, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

Dear Board of Directors:

The City of Rolling Hills supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Leah Mirsch  
Mayor



July 29, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K St., Ste. 400  
Sacramento, CA 95814

Dear President Arbuckle:

The City of Ventura supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,



Alex D. McIntyre  
City Manager

**2. A RESOLUTION CALLING UPON THE FEDERAL AND STATE GOVERNMENTS TO ADDRESS THE DEVASTATING IMPACTS OF INTERNATIONAL TRANSBOUNDARY POLLUTION FLOWS INTO THE SOUTHERNMOST REGIONS OF CALIFORNIA AND THE PACIFIC OCEAN**

Source: San Diego County Division

Concurrence of five or more cities/city officials

Cities: Calexico; Coronado; Imperial Beach; San Diego

Individual City Officials: City of Brawley: Mayor Pro Tem Norma Kastner-Jauregui; Council Members Sam Couchman, Luke Hamby, and George Nava. City of Escondido: Deputy Mayor Consuelo Martinez. City of La Mesa: Council Member Bill Baber. City of Santee: Mayor John Minto, City of Vista: Mayor Judy Ritter and Council Member Amanda Young Rigby

Referred to: Environmental Quality Policy Committee

**WHEREAS**, international transboundary rivers that carry water across the border from Mexico into Southern California are a major source of sewage, trash, chemicals, heavy metals and toxins; and

**WHEREAS**, transboundary flows threaten the health of residents in the United States and Mexico, harm important estuarine land and water of international significance, force closure of beaches, damage farmland, adversely impact the South San Diego County and Imperial County economy; compromise border security, and directly affect U.S. military readiness; and

**WHEREAS**, a significant amount of untreated sewage, sediment, hazardous chemicals and trash have been entering southern California through both the Tijuana River Watershed (75 percent of which is within Mexico) and New River flowing into southern California's coastal waterways and residential and agricultural communities in Imperial County eventually draining into the Salton Sea since the 1930s; and

**WHEREAS**, in February 2017, an estimated 143 million gallons of raw sewage flowed into the Tijuana River and ran downstream into the Pacific Ocean and similar cross border flows have caused beach closures at Border Field State Park that include 211 days in 2015; 162 days in 2016; 168 days in 2017; 101 days in 2018; and 187 days to date for 2019 as well as closure of a number of other beaches along the Pacific coastline each of those years; and

**WHEREAS**, approximately 132 million gallons of raw sewage has discharged into the New River flowing into California through communities in Imperial County, with 122 million gallons of it discharged in a 6-day period in early 2017; and

**WHEREAS**, the presence of pollution on state and federal public lands is creating unsafe conditions for visitors; these lands are taxpayer supported and intended to be managed for recreation, resource conservation and the enjoyment by the public, and

**WHEREAS**, the current insufficient and degrading infrastructure in the border zone poses a significant risk to the public health and safety of residents and the environment on both

sides of the border, and places the economic stress on cities that are struggling to mitigate the negative impacts of pollution; and

**WHEREAS**, the 1944 treaty between the United States and Mexico regarding *Utilization of Waters of the Colorado and Tijuana Rivers and of the Rio Grande* allocates flows on trans-border rivers between Mexico and the United States, and provides that the nations, through their respective sections of the International Boundary Water Commission shall give control of sanitation in cross border flows the highest priority; and

**WHEREAS**, in 1993, the United States and Mexico entered into the *Agreement Between the Government of the United States of America and the Government of the United Mexican States Concerning the Establishment of a North American Development Bank* which created the North American Development Bank (NADB) to certify and fund environmental infrastructure projects in border-area communities; and

**WHEREAS**, public concerns in response to widespread threats to public health and safety, damage to fish and wildlife resources and degradation to California's environment resulting from transboundary river flow pollution in the southernmost regions of the state requires urgent action by the Federal and State governments, and

**WHEREAS**, Congress authorized funding under the U.S. Environmental Protection Agency's (EPA) Safe Drinking Water Act and established the State and Tribal Assistance Grants (STAG) program for the U.S.-Mexico Border Water Infrastructure Program (BWIP) in 1996 to provide grants for high-priority water, wastewater, and storm-water infrastructure projects within 100 kilometers of the southern border; and

**WHEREAS**, the EPA administers the STAG and BWIP programs, and coordinates with the North American Development Bank (NADB) to allocate BWIP grant funds to projects in the border zone; and

**WHEREAS**, since its inception, the BWIP program has provided funding for projects in California, Arizona, New Mexico and Texas that would not have been constructed without the grant program; and

**WHEREAS**, the BWIP program was initially funded at \$100 million per year, but, over the last 20 years, has been continuously reduced to its current level of \$10 million; and

**WHEREAS**, in its FY 2020 Budget Request, the Administration proposed to eliminate the BWIP program; and

**WHEREAS**, officials from EPA Region 9, covering California, have identified a multitude of BWIP-eligible projects along the southern border totaling over \$300 million; and

**WHEREAS**, without federal partnership through the BWIP program and state support to address pollution, cities that are impacted by transboundary sewage and toxic waste flows are



left with limited resources to address a critical pollution and public health issue and limited legal remedies to address the problem; and

**WHEREAS**, the National Association of Counties, (NACo) at their Annual Conference on July 15, 2019 and the U.S. Conference of Mayors at their Annual Conference on in July 1, 2019 both enacted resolutions calling on the federal and state governments to work together to fund and address this environmental crisis; and

**WHEREAS**, local governments and the public support the State's primary objectives in complying with environmental laws including the Clean Water Act, Porter-Cologne Water Quality Control Act, and Endangered Species Act and are supported by substantial public investments at all levels of government to maintain a healthy and sustainable environment for future residents of California, and

**WHEREAS**, League of California Cities policy has long supported efforts to ensure water quality and oppose contamination of water resources; and

**NOW, THEREFORE, BE IT RESOLVED** at the League General Assembly, assembled at the League Annual Conference on October 18, 2019 in Long Beach, that the League calls upon the Federal and State governments to restore and ensure proper funding to the U.S- Mexico Border Water Infrastructure Program (BWIP) and recommit to working bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

## **Background Information on Resolution No. 2**

Source: San Diego County Division

### **Background:**

Along California's southern border with Mexico, the New River in Imperial County and the Tijuana River in San Diego County are a major sources of raw sewage, trash, chemicals, heavy metals, and toxins that pollute local communities. Sewage contaminated flows in the Tijuana River have resulted in significant impacts to beach recreation that includes the closure of Border Field State Beach for more than 800 days over the last 5-years. Similarly, contaminated flows in the New River presents comparable hazards, impacts farm land, and contributes to the ongoing crisis in the Salton Sea. These transboundary flows threaten the health of residents in California and Mexico, harms the ecosystem, force closures at beaches, damage farm land, makes people sick, and adversely affects the economy of border communities. The root cause of this cross border pollution is from insufficient or failing water and wastewater infrastructure in the border zone and inadequate federal action to address the problem through existing border programs.

The severity of cross border pollution has continued to increase, due in part to the rapid growth of urban centers since the passage of the North American Free Trade Agreement (NAFTA). While economic growth has contributed to greater employment, the environmental infrastructure of the region has not kept pace, which is why Congress authorized the Border Water Infrastructure Program (BWIP) in 1996. The U.S. Environmental Protection Agency (EPA) administers the BWIP and coordinates with the North American Development Bank (NADB) to provide financing and technical support for projects on both sides of the U.S./Mexico border. Unfortunately, the current BWIP funding at \$10 million per year is only a fraction of the initial program budget that shares funding with the entire 2,000 mile Mexican border with California, Arizona, New Mexico and Texas. EPA officials from Region 9 have identified an immediate need for BWIP projects totaling over \$300 million just for California. Without federal partnerships through the BWIP and state support to address cross border pollution, cities that are impacted by transboundary sewage and toxic waste flows are left with limited resources to address a critical pollution and public health issue.

The International Boundary and Water Commission (IBWC) is another important federal stakeholder that, under the Treaty of 1944 with Mexico, must address border sanitation problems. While IBWC currently captures and treats some of the pollution generated in Mexico, it also redirects cross border flows without treatment directly into California.

Improving environmental and public health conditions for communities along the border is essential for maintaining strong border economy with Mexico. The IBWC, EPA, and NADB are the important federal partners with existing bi-national programs that are able to immediately implement solutions on cross border pollution. California is in a unique position to take the lead and work with local and federal partners to implement real solutions that will addresses the long standing and escalating water quality crisis along the border.

For those reasons, the cities of Imperial Beach and Coronado requested the San Diego County Division to propose a resolution at the 2019 League Annual Conference calling upon the federal

and state governments to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California, San Diego and Imperial Counties and the Pacific Ocean.

On August 12, 2019 at the regularly scheduled meeting of the San Diego County Division, the membership unanimously endorsed submittal of the resolution, with close to 75% membership present and voting.

The Imperial County Division does not have a scheduled meeting until after the deadline to submit proposed resolutions. However, the City of Calexico, which is most directly impacted by initial pollution flow of the New River from Mexicali, sent a letter in concurrence of this resolution as well as numerous city officials from cities within Imperial County and the Imperial County Board of Supervisors. The League Imperial County Division will place a vote to support this resolution on the agenda of their September 26, 2019 meeting.



## **League of California Cities Staff Analysis on Resolution No. 2**

Staff: Derek Dolfie, Legislative Representative  
Carly Shelby, Legislative and Policy Development Assistant  
Committees: Environmental Quality

### **Summary:**

This Resolution states that the League of California Cities should call upon the State and Federal governments to restore and ensure proper funding for the U.S. – Mexico Border Water Infrastructure Program (BWIP) and work bi-nationally to address water quality issues resulting from transboundary flows from Mexico’s Tijuana River into the United States containing untreated sewage, polluted sediment, and trash.

### **Background:**

The League of California Cities’ San Diego County Division is sponsoring this resolution to address their concerns over the contaminated flows from the Tijuana River into California that have resulted in the degradation of water quality and water recreational areas in Southern California.

The Tijuana River flows north through highly urbanized areas in Mexico before it enters the Tijuana River Estuary and eventually the Pacific Ocean via waterways in San Diego County in California. Urban growth in Tijuana has contributed to a rise in rates of upstream flows from water treatment facilities in Mexico. These treatment facilities have raised the amount of untreated sewage and waste in the Tijuana River due to faulty infrastructure and improper maintenance. The federal government refers to the river as an “impaired water body” because of the presence of pollutants in excess, which pose significant health risks to residents and visitors in communities on both sides of the border.

### ***Federal Efforts to Address Pollution Crisis***

To remedy the Tijuana River’s low water quality, the United States and Mexico entered into a Treaty in 1944 entitled: *Utilization of Waters of the Colorado River and Tijuana Rivers and of the Rio Grande – the International Boundary and Water Commission (IBWC)*. The IBWC was designed to consist of a United States section and a Mexico section. Both sections were tasked with negotiating and implementing resolutions to address water pollution in the area, which includes overseeing the development of water treatment and diversion infrastructure.

After the formation of the IBWC, the U.S. and Mexico entered into a treaty in 1993 entitled: *Agreement Concerning the Establishment of a Border Environment Cooperation Commission and a North American Development Bank*. This agreement established the North American Development Bank (NADB), which certifies and funds infrastructure projects located within 100 kilometers (62 miles) of the border line. The NADB supports federal programs like the Border Water Infrastructure Program (BWIP), which was initially funded at \$100 million, annually.

The degradation of existing water treatment infrastructure along the border coincides with the federal government’s defunding of the BWIP, which has steadily decreased from \$100 million in 1996 to \$10 million today. The Federal FY 2020 Budget proposes eliminating BWIP funding

altogether. EPA's regions 6 and 9 (includes U.S. states that border Mexico) have identified a number of eligible projects that address public health and environmental conditions along the border totaling \$340 million.

The NADB has funded the development of water infrastructure in both the U.S. and Mexico. Water diversion and treatment infrastructure along the U.S – Mexico border includes, but is not limited to, the following facilities:

- *The South Bay International Wastewater Treatment Plant (SBIWTP)*. This facility was constructed by the U.S. in 1990 and is located on the California side of the border and is operated under the jurisdiction of the IBWC. The SBIWTP serves as a diversion and treatment sewage plant to address the flow of untreated sewage from Mexico into the United States.
- *Pump Station CILA*. CILA was constructed by Mexico in 1991 and is located along the border in Mexico. This facility serves as the SBIWTP's Mexican counterpart.

Both the SBIWTP and CILA facilities have had a multitude of overflows containing untreated sewage and toxic waste that spills into the Tijuana River. The cause of overflows can be attributed to flows exceeding the maximum capacity that the infrastructure can accommodate (this is exacerbated during wet and rainy seasons) and failure to properly operate and maintain the facilities. Much of the existing infrastructure has not had updates or repairs for decades, causing overflows to become more frequent and severe. The most notable overflow occurred in February 2017, wherein 143 million gallons of polluting waste discharged into the Tijuana River; affecting the Tijuana Estuary, the Pacific Ocean, and Southern California's waterways.

### ***State Actions***

In response to the February 2017 overflow, the San Diego Water Board's Executive Officer sent a letter to the U.S. and Mexican IBWC Commissioners which included recommendations on how to improve existing infrastructure and communications methods between both nations.

In September of 2018, California Attorney General Xavier Becerra submitted a lawsuit against IBWC for Violating the Clean Water Act by allowing flows containing sewage and toxic waste to flow into California's waterways, posing a public health and ecological crisis. The cities of Imperial Beach, San Diego, Chula Vista, the Port of San Diego, and the San Diego Regional Water Quality Board have also filed suit against the IBWC. The suit is awaiting its first settlement conference on October 19, 2019. If parties are unable to reach a settlement, the case will go to trial.

### **Fiscal Impact:**

California's economy is currently the sixth largest in the world, with tourism spending topping \$140.6 billion in 2018. In the past five years, San Diego's Border Field State Park has been closed for over 800 days because of pollution from the Tijuana River. A decline in the State's beach quality and reputation could carry macroeconomic effects that could ripple outside of the San Diego County region and affect coastal communities throughout California.

### **Existing League Policy**

The League of California Cities has extensive language on water in its Summary of Existing Policy and Guiding Principles. Fundamentally, the League recognizes that beneficial water quality is essential to the health and welfare of California and all of its citizens. Additionally, the League advocates for local, state and federal governments to work cooperatively to ensure that water quality is maintained.

The following policy relates to the issue of water quality:

- Surface and groundwater should be protected from contamination.
- Requirements for wastewater discharge into surface water and groundwater to safeguard public health and protect beneficial uses should be supported.
- When addressing contamination in a water body, water boards should place priority emphasis on clean-up strategies targeting sources of pollution, rather than in stream or end-of-pipe treatment.
- Water development projects must be economically, environmentally and scientifically sound.
- The viability of rivers and streams for instream uses such as fishery habitat, recreation and aesthetics must be protected.
- Protection, maintenance, and restoration of fish and wildlife habitat and resources.

Click here to view the [Summary of Existing Policy and Guiding Principles 2018](#).

### **Comments:**

1. Water quality issues are prevalent across California and have been a constant priority of the State's legislature and residents. In 2014, California's voters approved Proposition 1, which authorized \$7.5 billion in general obligation bonds to fund water quality improvement projects. In 2019, the Legislature reached an agreement to allocate \$130 million from the State's Greenhouse Gas Reduction Fund (GGRF) to address failing water infrastructure and bad water qualities for over one million of California's residents in rural communities. Water quality is not an issue unique to the County of San Diego and communities along the border.
2. Tijuana River cross-border pollution has caught national attention. Members of Congress have proposed recent funding solutions to address the pollution crisis, including:
  - In February of 2019, California Congressional Representatives Vargas, Peters, and Davis helped secure \$15 million for the EPA to use as part of its BWIP.
  - *H.R. 3895 (Vargas, Peters, 2019), The North American Development Bank Pollution Solution Act*. This bill seeks to support pollution mitigation efforts along the border by increasing the NADB's capital by \$1.5 billion.
  - *H.R. 4039 (Levin, 2019), The Border Water Infrastructure Improvement Act*. This bill proposes increasing funding to the BWIP from the existing \$10 million to \$150 million as a continuous appropriation until 2025.

Additionally, the National Association of Counties (NACo) and the U.S. Conference of Mayors enacted resolutions in support of increased funding for U.S. – Mexico border water infrastructure to address the environmental crisis in 2019.

3. The border pollution problem has sparked action from local, state, and federal actors. Should this resolution be adopted, League membership should be aware that future action will be adapted by what is explicitly stated in the resolution's language. In current form, the resolution's resolve clause cites the BWIP as the only program that should receive reinstated and proper funding. League staff recommends the language be modified to state:

**“NOW, THEREFORE, BE IT RESOLVED** at the League General Assembly, assembled at the League Annual Conference on October 18, 2019 in Long Beach, that the League calls upon the Federal and State governments to restore and ensure proper funding for environmental infrastructure on the U.S. – Mexico Border, including to the U.S.–Mexico Border Water Infrastructure Program (BWIP), and recommit to working bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental, and safety concerns in communities along California’s southern border impacting the state.”

Modifying the language would ensure enough flexibility for the League to support funding mechanisms outside of the prescribed federally-operated BWIP.

4. It remains unclear if there is an appetite in Washington to fund border-related infrastructure projects that address environmental quality. Given the high probability of another overflow containing waste and sewage from the existing infrastructure operated by the IBWC, League membership should consider the outcome if no resolution is reached to address the issue.

### **Support:**

The following letters of concurrence were received:

### **Cities:**

The City of Calexico

The City of Coronado

The City of Imperial Beach

The City of San Diego

### **In their individual capacity:**

Amanda Young Rigby, City of Vista Council Member

Bill Baber, City of La Mesa Council Member

Consuelo Martinez, City of Escondido Deputy Mayor

George A. Nava, City of Brawley Council Member

John Minto, City of Santee Mayor

Judy Ritter, City of Vista Mayor

Luke Hamby, City of Brawley Council Member

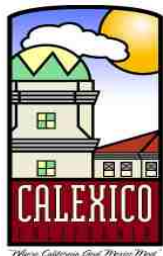
Norma Kastner-Jauregui, City of Brawley Mayor Pro-Tempore

Sam Couchman, City of Brawley Council Member

# **LETTERS OF CONCURRENCE**

## **Resolution No. 2**

### **International Transboundary Pollution Flows**



# CITY OF CALEXICO

608 Heber Ave.  
Calexico, CA 92231-2840  
Tel: 760.768.2110  
Fax: 760.768.2103  
[www.calexico.ca.gov](http://www.calexico.ca.gov)

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, Suite 400  
Sacramento, CA 95814

**RE: Environmental and Water Quality Impacts Of International Transboundary River  
Pollution Flow Resolution**

President Arbuckle:

The city of Calexico strongly supports the San Diego County Division's effort to submit a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

The Division's resolution calls upon the Federal and State governments to restore and ensure proper funding of the Border Water Infrastructure Program (BWIP) to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California (San Diego and Imperial Counties) and the Pacific Ocean.

Local government and the public support the State's water and environmental quality objectives and League policy has long supported efforts to ensure water quality and oppose contamination of water resources. This resolution addresses the critical need for the federal and state governments to recommit to work bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental and safety concerns in communities along California's southern border impacting the state.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue.

*Viva Calexico!*

If you have any questions or require additional information, please do not hesitate to contact me at 760/768-2110.

Sincerely,

***CITY OF CALEXICO***

A handwritten signature in blue ink that reads "David Dale". The signature is written in a cursive, flowing style.

David Dale  
City Manager

Cc: Honorable Mayor Bill Hodge

*Viva Calexico!*

**CITY OF CORONADO**

1825 STRAND WAY  
CORONADO, CA 92118

OFFICE OF THE CITY MANAGER  
(619) 522-7335  
FAX (619) 522-7846

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, Suite 400  
Sacramento, CA 95814

**RE: Environmental and Water Quality Impacts of International Transboundary River Pollution Flows Resolution**

This letter is written on behalf of and with the support of the Coronado City Council. The City of Coronado wholeheartedly supports the resolution adopted by the San Diego County and Imperial County Division of the California League of Cities.

The San Diego County Division's resolution calls upon the federal and state governments to restore and ensure proper funding of the U.S.-Mexico Border Water Infrastructure Program (BWIP) to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California (San Diego and Imperial Counties) and the Pacific Ocean.

The City has been working closely with the Environmental Protection Agency and other federal partners on the matter since early 2018. City leaders are committed to finding long-term, sustainable solutions to this problem. Through its advocacy and education efforts, the City of Coronado has raised national awareness of the problem among legislators, political appointees and career staff at federal agencies. These efforts have been successful. However, the City along with our coalition partners, look forward to more action to swiftly resolve this issue.

Local government and the public support the state's water and environmental quality objectives and League policy has long supported efforts to ensure water quality and oppose contamination of water resources. This resolution addresses the critical need for the federal and state governments to recommit to work bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental and safety concerns in communities along California's southern border impacting the state.

As members of the League, Coronado values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact me if you have any questions.

Sincerely,



Blair King  
Coronado City Manager

cc: Coronado Mayor and City Council  
Bill Baber, President, San Diego County Division  
c/o Catherine Hill, Regional Public Affairs Manager, San Diego County Division [chill@cacities.org](mailto:chill@cacities.org)





# City of Imperial Beach, California

OFFICE OF THE CITY MANAGER

825 Imperial Beach Blvd., Imperial Beach, CA 91932 Tel: (619) 423-8303 Fax: (619) 628-1395

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K St. Suite 400  
Sacramento, CA 95814

RE: Environmental and Water Quality Impacts Of International Transboundary River  
Pollution Flow Resolution

President Arbuckle:

The city of Imperial Beach appreciates and supports the San Diego County Division's effort to submit a resolution for consideration by the full membership of the League of California Cities.

The Division's resolution calls on Federal and State government to address the impacts of transboundary pollution flows into the Southwestern regions of California. The pollution in these areas is an environmental disaster that threatens the health and general welfare of residents near the Mexican border in Imperial and San Diego Counties.

I encourage all voting delegates and elected officials in attendance at the 2019 Annual League of California Cities Conference in Long Beach to support this important resolution as it addresses the critical need for the federal and state government to recommit to work bi-nationally to address the serious contamination issues and to develop and implement long-term solutions.

I am available for any questions or additional information related to this letter of support.

Sincerely,

Andy Hall  
City Manger

Cc: Honorable Mayor Serge Dedina  
Honorable Mayor Pro Tem Robert Patton  
Honorable Councilmember Paloma Aguirre  
Honorable Councilmember Ed Spriggs  
Honorable Councilmember Mark West



# City of Imperial Beach, California

## OFFICE OF THE MAYOR

825 Imperial Beach Blvd., Imperial Beach, CA 91932 Tel: (619) 423-8303 Fax: (619) 628-1395

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August 16, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, Suite 400  
Sacramento, CA 95814

RE: Environmental and Water Quality Impacts Of International Transboundary River Pollution Flow Resolution

President Arbuckle:

The city of Imperial Beach strongly supports the San Diego County Division's effort to submit a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

The Division's resolution calls upon the Federal and State governments to restore and ensure proper funding of the Border Water Infrastructure Program (BWIP) to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California (San Diego and Imperial Counties) and the Pacific Ocean.

Local government and the public support the State's water and environmental quality objectives and League policy has long supported efforts to ensure water quality and oppose contamination of water resources. This resolution addresses the critical need for the federal and state governments to recommit to work bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental and safety concerns in communities along California's southern border impacting the state.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. If you have any questions or require additional information, please do not hesitate to contact me at 619-423-8303.

Sincerely,

A handwritten signature in blue ink, appearing to read "Serge Dedina", is placed above the printed name.

Serge Dedina  
Mayor



THE CITY OF SAN DIEGO

**KEVIN L. FAULCONER**

Mayor

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, Suite 400  
Sacramento, CA 95814

**RE: Environmental and Water Quality Impacts of International Transboundary River  
Pollution Flow Resolution**

President Arbuckle:

The City of San Diego supports the San Diego County Division in their effort to submit a resolution to the General Assembly at the League of California Cities' 2019 Annual Conference in Long Beach.

To suppress the flow of pollution between the Mexico and Southern California's water channels, the Division requests for the Federal and State governments to give proper funding to the Border Water Infrastructure Program (BWIP).

The City of San Diego and its citizens have expressed their concerns about untreated sewage, polluted sediment and trash flowing from Mexico, into California, causing health, environmental and safety concerns. The State's water and environmental quality objectives and League policy has long supported efforts to ensure water quality and oppose contamination of water resources. With the Division's resolution, the great need for federal and state governments to reconsider working together, will help in developing a long-term solution to address serious water quality and contamination issues.

As members of the League, our City values the policy development process provided to the General Assembly. We appreciate your time on this issue.

Please contact me at (619)453-9946 if you have any questions.

Sincerely,

Denice Garcia  
Director of International Affairs

Cc: Honorable Mayor Kevin L. Faulconer





AMANDA YOUNG RIGBY  
CITY COUNCILWOMAN

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

Re: Border Sewage Issues

Dear President Arbuckle;

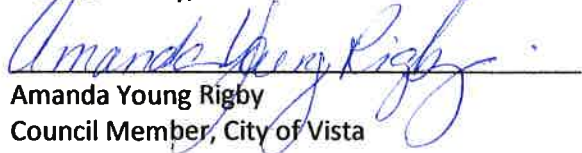
As a Council Member in the City of Vista, and solely in my individual capacity as such, I write in **support** of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the constant sewage pollution issues at the international border with Mexico.

This Resolution requests that the federal and state governments recognize the paramount importance of this issue and address the devastating impacts that this constant contamination has on the southernmost regions of California and the Pacific coastline by requesting the necessary funding to develop and implement effective and long term solutions to the raw sewage contamination coming into San Diego and Imperial Counties from Mexico.

Although I have lived in Vista for 27 years now, I grew up in Imperial Beach and know well the severe health and environmental impact that this situation has had on our border communities for the **decades**.

As a member of the League, I value the League's ability to effectively advocate on behalf of not only our cities but in effect, our citizens, and this is an important issue for our entire state. Should you have any questions or comments, please contact me at the number below. Thank you for your consideration.

Most Sincerely,

  
Amanda Young Rigby  
Council Member, City of Vista

cc: Vista City Council  
Vista City Manager  
Vista City Attorney  
City of Imperial Beach  
City of Coronado  
City of Calexico  
City of San Diego



**CITY OF  
LA MESA**  
JEWEL of the HILLS

August 16, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, Suite 400  
Sacramento, CA 95814

**RE: Environmental and Water Quality Impacts Of International Transboundary River Pollution Flows Resolution**

President Arbuckle:

As a Council Member for the City of La Mesa and in my individual capacity, not on behalf of the full La Mesa City Council as a body or the City, I am writing you in support of the San Diego County Division's effort to submit a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

The Division's resolution calls upon the Federal and State governments to restore and ensure proper funding of the Border Water Infrastructure Program (BWIP) to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California (San Diego and Imperial Counties) and the Pacific Ocean.

As San Diego County Division President and a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at 619-667-1106, should you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Bill Baber".

BILL BABER  
COUNCIL MEMBER CITY OF LA MESA  
PRESIDENT, LEAGUE SAN DIEGO COUNTY DIVISION



Consuelo Martinez, Deputy Mayor  
201 North Broadway, Escondido, CA 92025  
Phone: 760-839-4638

August 16, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the city of Escondido, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at [cmartinez@escondido.org](mailto:cmartinez@escondido.org) if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "C. Martinez", written over a horizontal line.

Consuelo Martinez  
Deputy Mayor

cc: Honorable Mayor and City Council Members  
Jeffrey R. Epp, City Manager





# CITY OF BRAWLEY

## ADMINISTRATIVE OFFICES

383 Main Street  
Brawley, CA 92227  
Phone: (760) 351-3048  
FAX: (760) 351-3088

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the City of Brawley, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (City email) if you have any questions.

Sincerely,

George A. Nava  
City Council Member  
City of Brawley

MAYOR  
John W. Minto



CITY COUNCIL  
Ron Hall  
Stephen Houlahan  
Laura Koval  
Rob McNelis

# CITY OF SANTEE

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

Dear President Arbuckle:

As Mayor of the city of Santee, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (JMinto@cityofsantee.ca.gov) if you have any questions.

Sincerely,

JOHN W. MINTO  
Mayor  
City of Santee





JUDY RITTER  
MAYOR

August 16, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

Dear President Arbuckle:

As Mayor of the city of Vista, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at [jritter@cityofvista.com](mailto:jritter@cityofvista.com) if you have any questions.

Sincerely,

Judy Ritter  
Mayor  
City of Vista



# CITY OF BRAWLEY

## ADMINISTRATIVE OFFICES

383 Main Street  
Brawley, CA 92227  
Phone: (760) 351-3048  
FAX: (760) 351-3088

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the City of Brawley, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (City email) if you have any questions.

Sincerely,

Luke Hamby  
City Council Member  
City of Brawley



# CITY OF BRAWLEY

## ADMINISTRATIVE OFFICES

383 Main Street  
Brawley, CA 92227  
Phone: (760) 351-3048  
FAX: (760) 351-3088

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the City of Brawley, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (City email) if you have any questions.

Sincerely,

Norma Kastner-Jauregui  
Mayor Pro-Tempore  
City of Brawley



# CITY OF BRAWLEY

## ADMINISTRATIVE OFFICES

383 Main Street  
Brawley, CA 92227  
Phone: (760) 351-3048  
FAX: (760) 351-3088

August 15, 2019

Jan Arbuckle, President  
League of California Cities  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the City of Brawley, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

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As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (City email) if you have any questions.

Sincerely,

Sam Couchman  
City Council Member  
City of Brawley



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## AGENDA REPORT

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**To:** Mayor Joel Fajardo and Councilmembers

**From:** Nick Kimball, City Manager  
**By:** Julian J. Venegas, Director of Recreation and Community Services  
Juan Salas, Community Services Supervisor

**Date:** October 7, 2019

**Subject:** Consideration to Approve a Veterans Recognition Program

### RECOMMENDATION:

It is recommended that the City Council:

- a. Approve the Veterans Recognition Program Ad Hoc Committee's recommendation to initiate a Veterans Recognition Program to honor veterans that currently, or previously, reside in the City of San Fernando.
- b. Adopt Resolution No. 7955 (Attachment "A") appropriating \$3,500 from Independent Cities Financing Authority Community Outreach Program funds (053-2955) to account 053-420-0000-4300.

### BACKGROUND:

1. During Fiscal Year 2015-2016, the City Council created a Veterans Appreciation Event Ad Hoc Committee comprised of Councilmember Gonzales and Councilmember Soto. The goal of the Committee was to develop a special event to honor United States Armed Forces veterans residing in the City of San Fernando.
2. On August 7, 2017, the City Council approved allocating \$3,500 from the Independent Cities Finance Authority's Community Outreach Program to a Veterans Recognition Program.
3. On November 7, 2018, Recreation and Community Services (RCS) staff met with representatives of the American Legion to discuss possible events and obtain feedback from its members on the type of event that would be fitting to honor veterans.
4. On January 29, 2019, RCS staff met with the Ad Hoc Committee, currently comprised of Mayor Fajardo and Councilmember Gonzales, to discuss the American Legion members' feedback

**Consideration to Approve a Veterans Recognition Program**Page 2 of 3

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about a possible veterans event. The discussion led to the concept of initiating a pole banner program to recognize veterans.

5. On September 16, 2019, RCS staff met with the Ad Hoc Committee to finalize the Veterans Recognition Program, and targeted the month of November 2019 for an unveiling ceremony.

**ANALYSIS:**

The Ad Hoc Committee was formed in 2016 to explore hosting a special event to honor veterans currently, or previously, residing in the City of San Fernando. The project was delayed due to staff shortages and placed on-hold pending the appointment of a permanent City Manager. The original Ad Hoc Committee included Councilmembers Soto and Gonzales. However, after the 2018 City Council elections, the Ad Hoc Committee was reconstituted, replacing outgoing Councilmember Soto with Mayor Fajardo.

Staff began researching types of events to honor and demonstrate the City's appreciation for local veterans. In an effort to get feedback from a local veterans stakeholder group, RCS staff met with American Legion San Fernando Post 176 president and board members on November 7, 2018.

The overwhelming feedback from the group was that a one-time event was not suitable. The American Legion members suggested a more permanent recognition to honor veterans that currently, or previously, reside in the City of San Fernando.

On January 29, 2019, RCS staff met with the Ad Hoc Committee to discuss the preference of the veterans for an ongoing tribute rather than a one-day event. As a result, the idea of a Veterans Recognition Banner Program was introduced to create pole banners with a veteran's likeness, name, rank, and branch of military service. Staff began to research similar programs in neighboring cities, and evaluated banner dimensions, cost and an application process for installing the banners.

On September 16, 2019, the Ad Hoc Committee met to finalize the proposed Veterans Recognition Banner Program. The proposed program will be open current and former San Fernando residents, with priority given to current residents. Applications may be submitted by a veteran or family member of a veteran. Veterans must have an honorable or general discharge from service to qualify for the banner program.

To promote the Veterans Recognition Program, the City will host a Banner Reveal event on or around Veterans Day, which is November 11, 2019. This promotion will create news coverage and social media content to highlight the contributions made by veterans while protecting freedom. The American Legion Post 176 and the Veterans of Foreign Wars (VFW) will be invited



**Consideration to Approve a Veterans Recognition Program**Page 3 of 3

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to be honored guests. The event will serve in part to promote the services veterans may obtain at the American Legion and the VFW posts. The details of the Banner Reveal event will be disseminated once finalized.

**BUDGET IMPACT:**

City Council approved allocating \$3,500 from the Independent Cities Finance Authority's (ICFA) Community Outreach Program to establish the Veterans Recognition Program. These funds will be used to establish the event. After the initial Banner Reveal event, the intent is to have the Veterans Recognition Program be self-sustaining, with future banners being funded through the application fee and potential donations to the program.

The estimated cost to produce and install a double-sided banner is approximately \$80 plus an additional \$50 to purchase brackets for light poles. There are currently 14 light poles that have brackets sufficient to hang the banners. Banners will be placed on those poles first.

Staff will present a suggested application fee schedule and costs to install additional brackets at subsequent to the kickoff event in November.

**CONCLUSION:**

It is recommended that the City Council approve the Veterans Recognition Program, authorize the City Manager to establish a Veterans Recognition Program account to manage revenue and expenditures of the program.

**ATTACHMENT:**

A. Resolution No. 7955

**ATTACHMENT "A"****RESOLUTION NO. 7955****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SAN FERNANDO, CALIFORNIA, AMENDING THE BUDGET  
FOR THE FISCAL YEAR 2019-20 ADOPTED ON JUNE 1, 2019**

**WHEREAS**, the City of Council has received and considered the proposed adjustment to the budget for Fiscal Year 2019-20, commencing July 1, 2019, and ending June 30, 2020; and

**WHEREAS**, the City Council has determined that it is necessary to amend the revenues and expenditures of the current City budget; and

**WHEREAS**, the City requires \$3,500 in funds to conduct a Veterans' Recognition Program; and

**WHEREAS**, an annual budget for the City of San Fernando for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020, a copy of which is on file in the City Clerk's Office, was adopted on June 1, 2019.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,  
DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:**

**Section 1.** The following adjustments are made to the City Budget:

Independent Cities Financing Authority Community Outreach Program

Appropriate from Fund Balance:       \$3,500  
053-2955

Increase in Expenditures:               \$3,500  
053-420-0000-4300

**PASSED, APPROVED, AND ADOPTED** this 7<sup>th</sup> day of October, 2019.

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Joel Fajardo, Mayor

**ATTEST:**

---

Elena G. Chávez, City Clerk

**STATE OF CALIFORNIA            )**  
**COUNTY OF LOS ANGELES       ) ss**  
**CITY OF SAN FERNANDO        )**

**I HEREBY CERTIFY** that the foregoing Resolution was approved and adopted at a regular meeting of the City Council held on the 7<sup>th</sup> day of October, 2019, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

---

Elena G. Chávez, City Clerk





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## AGENDA REPORT

**To:** Mayor Joel Fajardo and Councilmembers

**From:** Nick Kimball, City Manager  
By: Richard Padilla, Assistant City Attorney

**Date:** October 7, 2019

**Subject:** Consideration to Approve a Third Amendment to the City Clerk Employment Agreement to Amend Scheduling Restrictions for Performance Evaluation

### RECOMMENDATION:

It is recommended that the City Council approve the Third Amendment (Attachment "A" - Contract No. 1804(c)) to the City Clerk Employment Agreement.

### BACKGROUND AND ANALYSIS:

The City of San Fernando and City Clerk Elena G. Chávez entered into an employment agreement on December 7, 2015 (Master Agreement). Section 4.5 of the Master Agreement allows the parties to amend the agreement provided such amendments are memorialized in the form of a written amendment approved by the City Council and signed by the Mayor. The Master Agreement has been amended twice previously.

Under the terms of the City Clerk's employment contract as presently constituted, a formal performance evaluation must be conducted and completed within a fixed window of time starting September 1<sup>st</sup> of each year and ending by or before November 15<sup>th</sup> of the same year. In the interest of creating greater flexibility in the scheduling of performance evaluations for the City Clerk, it is proposed that the City Council approve the Third Amendment to the Master Agreement that will allow the City Council to conduct one formal evaluation that may be scheduled at any time during each City fiscal year and a maximum of four informal evaluations that may be conducted once each quarter on an as-needed basis. This language is similar to the language set forth in the recently approved City Manager employment contract.

**Consideration to Approve a Third Amendment to the City Clerk Employment Agreement to Amend Scheduling Restrictions for Performance Evaluation**Page 2 of 2

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**BUDGET IMPACT:**

There is no budget impact associated with approving the Third Amendment to the Master Agreement.

**CONCLUSION:**

It is recommended that the City Council approve the Third Amendment and authorize the Mayor to execute the same on behalf of the City.

**ATTACHMENT:**

A. Contract No. 1804(c)



## ATTACHMENT “A”

**2019**  
**THIRD AMENDMENT TO CITY CLERK EMPLOYMENT AGREEMENT**  
**(Employee: Elena G. Chávez)**

THIS 2019 THIRD AMENDMENT (“Amendment”) to that certain agreement entitled “2015 City Clerk Employment Agreement – Employee: Elena G. Chávez”, Contract No. 1804 is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2019 (“Effective Date”) by and between the CITY OF SAN FERNANDO, a municipal corporation and general law city (“City”) and ELENA G. CHÁVEZ, an individual (“Chávez”). For purposes of this Amendment, the capitalized term “Parties” shall be a collective reference to both City and Chávez. The capitalized term “Party” may refer to either City or Chávez interchangeably as appropriate.

**RECITALS**

WHEREAS, the Parties executed and entered into an employment agreement dated December 7, 2015 and entitled “2015 City Clerk Employment Agreement – Employee: Elena G. Chávez”, Contract No. 1804 (hereinafter, the “Master Agreement”) and

WHEREAS, the Parties later executed a first amendment to the Master Agreement dated as of April 17 2017, Contract No. 1804(a) (hereinafter, the “First Amendment”) and a second amendment to the Master Agreement dated as of April 16, 2018, Contract No. 1804(b) (hereinafter, the “Second Amendment”) which modified provisions of the Master Agreement (collectively, the “Prior Amendments”) (A true and correct copy of the Master Agreement as amended by way of the Prior Amendments is attached and incorporated hereto as Exhibit “A”);

WHEREAS, the Parties now wish to modify the Master Agreement further to create greater flexibility in the scheduling of Chávez’s annual performance evaluation; and

WHEREAS, Section 4.5 (Amendments) of the Master Agreement allows the Parties to amend the Master Agreement provided such amendments are memorialized in the form of a written amendment approved by the San Fernando City Council (“City Council”) and signed by the Mayor; and

WHEREAS, execution of this Amendment was approved in open session at the City Council’s regular meeting of \_\_\_\_\_ 2019 under Agenda Item No. \_\_\_\_\_ as required under Government Code Section 53262.

NOW, THEREFORE, in consideration of the mutual agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the Parties agree as follows:

SECTION 1. The existing text of Subsection (A) of Section 1.9 (Performance Evaluation) of the Master Agreement as amended by way of the Prior Amendments is hereby amended in its entirety to now state the following:

*A. Performance evaluations are an important way for the City Council and Chávez to ensure effective communications about City Council expectations and Chávez’s performance. The City Council reserves the right to conduct a general job performance evaluation and review of Chávez at least once each fiscal year. In addition, the City Council*

***reserves the right to conduct an informal job performance review once each fiscal year quarter on an as-needed basis.***

SECTION 2. Except as otherwise set forth in this Amendment, the Master Agreement as amended by way of the Prior Amendments shall remain binding, controlling and in full force and effect. The provisions of this Amendment shall be deemed a part of the Master Agreement as amended by way of the Prior Amendments and except as otherwise provided under this Amendment, the Master Agreement, the Prior Amendments and all provisions contained therein shall remain binding and enforceable. In the event of any conflict or inconsistency between the provisions of this Amendment and the provisions of the Master Agreement or the Prior Amendments, the provisions of this Amendment shall govern and control, but only in so far as such provisions conflict with the Master Agreement or the Prior Amendments and no further.

SECTION 3. The Master Agreement as amended by way of the Prior Amendments and this Amendment constitute the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between City and Chávez prior to the execution of this Amendment. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to the Master Agreement as amended by way of the Prior Amendments and this Amendment shall be valid and binding unless in writing and duly executed by the Parties in the form of a written contract amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed on the day and year first appearing above.

**CITY:**

**EMPLOYEE**

**City of San Fernando**

**Elena G. Chávez, an individual:**

By: \_\_\_\_\_  
Joel Fajardo  
Mayor

By: \_\_\_\_\_  
Elena G. Chávez, an individual

**APPROVED AS TO FORM**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Exhibit A**  
**Master Agreement as Amended by Way of the Prior Amendments**

## CONTRACT NO. 1804

**2015**  
**CITY CLERK EMPLOYMENT AGREEMENT**  
(Employee: Elena G. Chávez)

THIS 2015 CITY CLERK EMPLOYMENT AGREEMENT ("Agreement") is made and entered into on this 7<sup>th</sup> day of December 2015 by and between the CITY OF SAN FERNANDO, a municipal corporation and general law city ("CITY") and ELENA G. CHAVEZ, an individual ("CHAVEZ"). For purposes of this Agreement, the capitalized term "Parties" shall be a collective reference to both CITY and CHAVEZ. The capitalized term "Party" may refer to either CITY or CHAVEZ interchangeably and reasonably appropriate.

**RECITALS**

THIS AGREEMENT is made and entered into in consideration of the following:

WHEREAS, the City Clerk is an appointive officer of the City of San Fernando, established pursuant to California law and appointed by the City Council; and

WHEREAS, the public office of City Clerk is established pursuant to Division 3 (City Clerk) of Article III (Officers and Employees) of Chapter 2 (Administration) of the San Fernando Municipal Code; and

WHEREAS, CHAVEZ represents that she has the requisite specialized skills, training, certifications and experience required to serve as the City Clerk for the City of San Fernando; and

WHEREAS, CHAVEZ desires to accept employment as City Clerk subject to the consideration, terms and conditions set forth under this Agreement; and

WHEREAS, the City Council initially approved this Agreement and the execution of the same in open session at its meeting of November 16, 2015; and

WHEREAS, subsequent to the November 16, 2015 the Parties sought to make certain amendments and clarifying edits to more precisely effectuate the intent of the Parties; and

WHEREAS, the Agreement was re-affirmed, ratified and approved, subject to certain clarifying amendment, by the City Council at its meeting of December 7, 2015; and

WHEREAS, the Parties desire, however, that the Agreements provisions take effect as of November 16, 2015, the date of initial approval.

NOW, THEREFORE, for and in consideration of the mutual agreements contained herein, CITY and CHAVEZ agree as follows:

**SECTION 1. POSITION, TERM, DUTIES**

**1.1 Employment as City Clerk**

This Agreement establishes the terms and conditions of employment of CHAVEZ as City Clerk for the City of San Fernando.

## **1.2 Duration of Employment**

A. CHAVEZ's employment with CITY shall be at-will and CHAVEZ shall, at all times, serve at the pleasure of and at the convenience of the City Council of CITY. This Agreement may be terminated by either Party at any time for convenience subject to the notification and termination provisions prescribed in this Agreement.

B. The foregoing notwithstanding, nothing in this Section shall operate to prohibit, modify or otherwise restrict the City Council's ability to terminate CHAVEZ's employment at any time for cause. Nothing in this section 1 shall prevent, limit, or otherwise interfere with the right of CHAVEZ to voluntarily terminate or resign at any time from her position with the CITY, subject to the notification and termination provisions hereunder.

C. This Agreement shall have a term of five (5) years commencing as of November 16, 2015 ("Term"). For purposes of this Agreement, November 16, 2015 may hereinafter be referred to as the "Effective Date".

## **1.3 Duties and Responsibilities**

A. CHAVEZ shall perform the duties and functions of the City Clerk as specified under the laws of the State of California, the San Fernando Municipal Code, the ordinances and resolutions and policies of the CITY and this Agreement. CHAVEZ shall also perform such other duties and functions as the City Council may assign from time to time.

B. CHAVEZ shall serve as the City Clerk and shall be vested with the powers, duties and responsibilities of the City Clerk as set forth in Division 3 (City Clerk) of Article III (Officers and Employees) of Chapter 2 (Administration) of the San Fernando Municipal Code ("Division 3"), as the same may be repealed, amended, modified or clarified from time to time by the City Council by ordinance or resolution. CHAVEZ shall also perform those tasks and functions set forth under Exhibit A to that certain Resolution No. 7712 approved by the City Council on November 16, 2015 which approves Supplement No. 172 to that certain Position Classification Plan approved on December 12, 1966 by way of City Council Resolution No. 4144. CHAVEZ's performance of her duties shall be subject to the direction and oversight of the City Council. Subject to the terms and conditions of all applicable collective bargaining agreements with the City and all City employment policies and procedures, the City Council by resolution reserves the right to authorize the assignment of permanent and/or temporary staff to Department of the City Clerk and CHAVEZ will be responsible for the day-to-day supervision of such staff.

## **1.4 Hours of Work**

A. The position of City Clerk shall be deemed an exempt position under state and federal wage and hour laws. CHAVEZ's compensation (whether salary or benefits or other allowances) is not based on hours worked and CHAVEZ shall not be entitled to any compensation for overtime.

B. CHAVEZ shall be allowed reasonable flexibility in setting her own office hours, provided: (i) CHAVEZ maintains a reasonably substantial onsite presence at City Hall during

normal CITY business hours which, as of the Effective Date of this Agreement are Monday through Thursday 7:30 am to 5:30 pm and alternating Fridays from 8:00 am to 5:00 pm; and (ii) CHAVEZ is reasonably available to members of the City Council, members of CITY commissions, CITY staff and members of the public transacting business with the Department of the City Clerk on a regular and routine basis that generally conforms to the CITY's normal business hours as the same may be amended from time to time by the City Council.

C. Consistent with subsection B, above, CHAVEZ's work hours may generally conform to the 9/80 work schedule afforded department heads and directors, however, CHAVEZ understands that the duties, demands and responsibilities of the office of City Clerk may from time to time require that she work days and hours that do not strictly conform to the 9/80 schedule generally afforded to other department head level staff and shall be available to discharge the duties and responsibilities of City Clerk at all times as reasonably necessary.

### **1.5 Regional and Professional Activities**

The City Council desires that CHAVEZ be reasonably active in professional organizations that will promote the standing of the CITY and advance the CITY's goals, interests and policy objectives while also providing CHAVEZ with opportunities for the type of professional development that will enhance her ability to serve the CITY and perform her duties as City Clerk. Toward this end, CHAVEZ may, upon reasonable notice and approval by the City Council, join professional organizations and participate in the activities of such organizations insofar as such participation promotes the interests of the CITY and does not unduly interfere with the performance of CHAVEZ's duties as City Clerk. Subject to funding availability as determined by the City Council in its sole and absolute discretion, CITY may pay for the dues and subscriptions of the City Clerk necessary for her participation in national, statewide, regional or professional organizations.

### **1.6 [Reserved – No Text]**

### **1.7 Conflicts of Interest**

CHAVEZ shall not, during the term of this Agreement, individually, as a partner, joint venture, officer or shareholder, invest or participate in any business venture conducting business in the corporate limits of the CITY, except for stock ownership in any company whose capital stock is publicly held and regularly traded, without prior approval of the City Council. CHAVEZ shall further refrain from developing a financial stake in any commercial venture or partnership with any entity doing business with the CITY where such financial stake would create a violation of Government Code Section 1090. For and during the term of this Agreement and any extension term, CHAVEZ further agrees that except for a personal residence or residential property acquired or held for future use as her personal residence, CHAVEZ will not invest in any other real estate or property improvements within the corporate limits of the CITY without the prior consent of the City Council and subject to the restrictions of all applicable financial conflict of interest laws.

### **1.8 ICMA Code of Ethics**

A. CHAVEZ shall comply with the latest published edition of the written Code of Ethics of the International City/County Management Association ("ICMA"), provided such compliance is not inconsistent with or contrary to the laws of the State of California or the San Fernando Municipal Code.

B. CITY and the City Council agree that neither the City Council nor any of its members will give CHAVEZ any order, direction, or request that would require CHAVEZ to violate the ICMA Code of Ethics, unless such direction or request is authorized by the laws of the State of California or the San Fernando Municipal Code.

### **1.9 Performance Evaluation**

A. Annual performance evaluations are an important way for the City Council and CHAVEZ to ensure effective communications about expectations and performance. The City Council reserves the right, but assumes no obligation, to conduct a job performance evaluation and review of CHAVEZ once each calendar year with the first such evaluation and review occurring no earlier than the first anniversary of the Effective Date.

B. In conducting the review the Parties may, but shall not be required to, use the services of a professional consultant selected by the City Council. The job performance evaluation and review shall serve the following purposes and objectives: (i) to evaluate CHAVEZ's overall job performance over the course of the fiscal year; (ii) to identify areas of notable progress and/or accomplishment and identify ways to sustain and/or improve upon such progress and/or accomplishments; (iii) to identify areas requiring improvement and how such improvement might be accomplished; (iv) to measure CHAVEZ's success in meeting, achieving and/or exceeding City Council-defined goals, objectives, priorities, activities and programs over the fiscal year or since the last performance evaluation and review; (v) to establish goals, objectives, and priorities for the upcoming year; (vi) to determine what, if any, adjustments or enhancement should be considered and approved to CHAVEZ's compensation terms.

C. The failure of CITY to undertake a performance evaluation shall not limit CITY's ability to terminate this Agreement pursuant to Section 3, below. Nothing in this Section 1 shall be construed to restrict or otherwise limit the ability of the CITY to undertake any other review or investigation of CHAVEZ during the course of a fiscal year which the City Council may deem necessary to address any allegation of unlawful or inappropriate conduct or other wrongdoing.

## **SECTION 2. BASE COMPENSATION; BENEFITS AND REIMBURSEMENTS**

### **2.1 Salary and Other Monetary Compensation**

A. Base Salary. CITY shall pay CHAVEZ an annual base salary of One Hundred and One Thousand, Fifty-Three Dollars (\$101,053) per year (hereinafter, the "Base Salary"), subject to deductions for taxes, deferred compensation and other out-of-pocket benefits paid for by CHAVEZ as a CITY department head employee. CITY shall pay CHAVEZ in bi-weekly installments at the same time other employees of CITY are paid. Commencing July 1, 2016 and each July 1<sup>st</sup> thereafter up to July 1, 2018, the Base Salary shall increase by an amount equal to two percent (2%) of the most recent Base Salary amount.

B. Bilingual Bonus and Longevity Pay. CHAVEZ shall receive a bilingual bonus and longevity pay subject to the same terms and conditions the same are provided to City department heads under City Council Resolution No. 7692 approved August 3, 2015 (hereinafter, "Resolution No. 7692") as the same may be later repealed, amended or modified.

## **2.2 Retirement/Deferred Compensation**

A. CHAVEZ shall receive any and all employee retirement and deferred compensation benefits otherwise accorded CITY's department head employees, consistent with CITY policies, including the CITY policy through the Public Employees Retirement System ("PERS") and applicable law. The PERS formula to be applied to CHAVEZ will be 3% at 60, single highest year compensation retirement calculation which applies to First Tier "Classic" members as referenced under Section 5 (Retirement) of Resolution No. 7692. CHAVEZ shall also be eligible for deferred compensation through voluntary contribution to the 457 Deferred Compensation plan available through the ICMA.

B. Notwithstanding anything set forth under Resolution No. 7692 to the contrary and consistent with City Council Resolution No. 7718 dated December 7, 2015, the City shall continue to pay 4.0% of for CHAVEZ's First Tier CalPERS membership throughout the Term of this Agreement. The City's payments shall be treated as a "pick up" of employee contributions pursuant to IRC 414(h)(2). The City shall continue to report the value of the Employer Paid Member Contribution to CalPERS as compensation earnable on behalf of CHAVEZ, pursuant to Government Code Section 20636(c)(4).

## **2.3 Annual Leave (Vacation and Sick)**

### **A. Accrual of Annual Leave.**

1. For purposes of this Agreement the term "Annual Leave" shall have the same meaning as set forth under Resolution No. 7692 or as the meaning of the term "Annual Leave" may be modified or amended by subsequent resolutions of the City Council that repeal, amend or otherwise modify the term "Annual Leave" as defined under Resolution No. 7692. Except as otherwise provided under this Agreement, commencing upon the Effective Date and throughout the term of this Agreement, CHAVEZ shall accrue Annual Leave in the same amount and in the same manner accrued by the City's Department Head Classification employees as set forth under Resolution No. 7692 or as the package of compensation and other benefits set forth under Resolution No. 7692 may be subsequently repealed, amended or otherwise modified by subsequent City Council resolution. The Parties acknowledge and agree that commencing upon the Effective Date, the above-described Annual Leave shall be given to CHAVEZ in lieu, and not in addition to, vacation leave and sick leave previously allocated to CHAVEZ prior to the Effective Date. Upon the Effective Date CHAVEZ shall cease to accrue vacation leave and sick leave.

2. Subsection 2.3.A.1 of this Agreement notwithstanding, CHAVEZ will not accrue any additional Annual Leave time during any period of time in which CHAVEZ's total bank of accrued but unused Annual Leave equals or exceeds a total of three hundred (300) hours. At such time as CHAVEZ's total bank of accrued but unused Annual Leave falls below 300 hours total, CHAVEZ will resume the accrual of Annual Leave until such newly accrued hours cause CHAVEZ's total bank of accrued but unused Annual Leave to again equal 300 hours.

### **B. Pre-existing Leave Hours.**

1. As of the Effective Date of this Agreement, the Parties acknowledge and agree that CHAVEZ's pre-existing bank of accrued but unused vacation leave hours total 281.80 hours (hereinafter, the "Pre-Existing Vacation Leave Hours"). Upon the Effective Date, CHAVEZ's Pre-Existing Vacation Leave Hours shall be converted to Annual Leave Hours. The conversion



of CHAVEZ's Pre-Existing Vacation Leave Hours to Annual Leave shall count toward the 300 hour cap referenced under subsection 2.3.A.2, above. The conversion of Pre-Existing Vacation Leave Hours to Annual Leave shall be in accordance with Resolution No. 7692 as the same may be subsequently, repealed, amended or otherwise modified.

2. As of the Effective Date of this Agreement, the Parties acknowledge and agree that CHAVEZ's pre-existing bank of accrued but unused sick leave hours total 356.67 hours (hereinafter, "Pre-Existing Sick Leave Hours"). Within thirty (30) calendar days from the Effective Date, CHAVEZ shall sell back and CITY shall purchase, the full value of CHAVEZ's Pre-Existing Sick Leave Hours at a rate reflective of CHAVEZ's base salary prior to the Effective Date of this Agreement.

3. As of the Effective Date of this Agreement, the Parties acknowledge and agree that CHAVEZ's pre-existing bank of accrued but unused comp time hours total 95.68 hours (hereinafter, the "Pre-Existing Comp Time Amount"). Within thirty (30) calendar days from the Effective Date, CHAVEZ shall sell back and CITY shall purchase, the full value of CHAVEZ's Pre-Existing Comp Time Hours at a rate reflective of CHAVEZ's base salary prior to the Effective Date of this Agreement.

4. The Parties acknowledge and agree that upon the Effective Date, CHAVEZ shall cease to accrue additional vacation leave or additional sick leave but shall instead receive Annual Leave as described under subsection A of this Section above. The Parties further acknowledge and agree that upon the Effective Date, CHAVEZ shall cease to accrue any other variety of leave not otherwise expressly provided for under this Agreement.

5. CHAVEZ shall provide both the Mayor and the Vice Mayor with no less than fourteen (14) calendar days prior written notice in the event CHAVEZ intends to take any pre-scheduled time off (e.g., vacation and/or conferences etc.) anticipated to last more than two (2) consecutive CITY work days. A courtesy notice shall also be provided to the City Manager. CHAVEZ shall also use all reasonable efforts to coordinate the scheduling of vacation time off or other pre-scheduled time off with other City Clerk Department staff so as to ensure that routine City Clerk Department operations and duties, including the timely preparation and publication of City Council agendas is not unreasonably disrupted. CHAVEZ shall refrain from taking vacation time off during the thirty-day period immediately preceding and the thirty-day period immediately following any regularly scheduled general municipal election of the City of San Fernando. In so far as the City Council calls a special municipal election, CHAVEZ shall refrain from scheduling any vacation time off during the thirty-day period immediately preceding and the thirty-day period immediately following any such special municipal election but may take vacation time off in so far as such time was scheduled and formally requested by CHAVEZ prior to the calling of the special municipal election.

## **2.4 Additional Miscellaneous Benefits.**

A. Commencing upon the Effective Date, CHAVEZ shall receive the following benefits in the manner prescribed under Resolution No. 7692 as the same may be repealed, amended or otherwise modified in whole or in part by subsequent City Council resolution: (i) Management Leave; (ii) Bereavement Leave; and (iii) Wellness Reimbursement Benefit

## **2.5 Holidays**

CHAVEZ shall receive paid holidays in accordance with CITY's current practices as set forth under Section 6 of Resolution No. 7692 as such practices may be amended or modified from time to time by the CITY by action of the City Council. Paid holidays will be those approved by the CITY by action of the City Council. The CITY currently provides twelve (12) paid holidays per calendar year.

## **2.6 Medical, Dental and Vision Insurance**

Except as otherwise set forth in this Agreement, and in addition to the benefits specified herein, CHAVEZ shall receive the same employee medical, dental, and vision insurance benefits provided under Section 4 of Exhibit "A" of Resolution No. 7692 as the same may be repealed, amended or otherwise modified by subsequent City Council resolution.

## **2.7 Bonding**

Except as otherwise provided under the City Municipal Code or applicable state law, CITY shall bear the full cost of any fidelity or other bonds required of CHAVEZ under any law or ordinance.

## **2.8 Cellular Phone Allowance; Other Necessary and Customary Business Equipment and Facilities; Special Electronic Equipment**

A. CITY recognizes that CHAVEZ's duties as City Clerk may require extensive use of a cell phone in the ordinary course of performing her duties as City Clerk. Accordingly, CITY shall provide CHAVEZ with a cell phone allowance in the amount of Sixty Dollars (\$60.00) per month for the use of CHAVEZ's personal cell phone to conduct CITY business. CITY shall not be responsible for any cellular phone related expenses in excess of the allowance set forth herein nor shall CHAVEZ be entitled to reimbursement for such expenses pursuant to Section 2.9.

B. The CITY shall provide CHAVEZ with other customary and necessary equipment and facilities reasonably required for CHAVEZ to perform her duties and functions as City Clerk such as an office within City Hall, a landline telephone in the City Hall office, a desktop computer, a new laptop computer, business cards, business stationery and the like. All such equipment and facilities made available to CHAVEZ shall at all times remain the property of the CITY and CHAVEZ acknowledges, understands and agrees that she shall have no right of privacy to such equipment or any data or information stored in such equipment or facilities.

C. The City Council reserves the right but does not assume the obligation to provide CHAVEZ at CITY's expense, special electronic communications equipment such as an iPad. All such equipment and facilities made available to CHAVEZ shall at all times remain the property of the CITY, and CHAVEZ acknowledges, understands and agrees that she shall have no right of privacy to such equipment or any data or information stored in such equipment or facilities.

## **2.9 Reimbursement for Expenses Not Covered by Allowances**

Excluding those expenses already covered by the supplemental compensation allowances set forth under Sections 2.7 and 2.8 above, CITY shall reimburse CHAVEZ for

reasonable and necessary travel, subsistence and other business expenses incurred by CHAVEZ in the performance of her duties or in connection with CHAVEZ's participation in those authorized activities referenced under Section 1.3, above. All reimbursements shall be subject to and in accordance with any limitations or restrictions set forth under the laws of the State of California and any CITY-adopted reimbursement policies as either may be adopted, updated or otherwise amended from time to time by the San Fernando City Council.

#### **2.10 [RESERVED – NO TEXT]**

#### **2.11 Term Life Insurance**

Except as otherwise set forth in this Agreement, and in addition to the benefits specified herein, CHAVEZ shall receive any and all term life insurance program benefits otherwise accorded CITY's department head employees, as prescribed as of the Effective Date of this Agreement and as those benefits may be changed from time to time.

#### **2.12 Jury Duty**

CHAVEZ will receive full pay and benefits while responding to a jury summons or serving on a jury, up to a maximum of fourteen (14) business days. Any compensation for such jury duty (except travel pay) shall be remitted to CITY.

#### **2.13 Professional Development Conference**

CHAVEZ shall be permitted to attend the annual professional development conference for city clerks organized by the California League of Cities and may receive reimbursement for travel, transportation and lodging at such conference in accordance with the City's travel and reimbursement policy as the same may be updated, amended and/or modified from time to time by the City Council.

#### **2.14 Other Benefits**

A. Except as otherwise provided or excepted under this Agreement, CHAVEZ shall receive any and all other non-monetary benefits as are customarily provided to all of the CITY's department head employees pursuant to applicable State law, applicable provisions of the San Fernando Municipal Code and other applicable policies, rules and regulations adopted by City Council resolution as policies, rules and regulations may be amended, repealed or otherwise modified from time to time.

B. Subsection A of this Section notwithstanding, CHAVEZ shall not receive a car allowance benefit, including the car allowance benefit referenced under Section 9 (Car Allowance) of Resolution No. 7692.

C. Subsection A of this Section notwithstanding, the 2% Base Salary increases scheduled for July 1, 2016, July 1, 2017 and July 1, 2018 as referenced under Section 2.1 of this Agreement are in lieu of and in place of the schedule of salary increases referenced under Section 2 (Salary) of Resolution No. 7692 and shall not be in addition to such increases.

D. Subsection A of this Section notwithstanding, CHAVEZ shall not receive the Technology Reimbursement referenced under Section 8 of Resolution No. 7692.

### **SECTION 3. EMPLOYMENT "AT-WILL"; SEPARATION FROM EMPLOYMENT**

#### **3.1 Employment with CITY is "at-will"**

A. CHAVEZ's employment status with CITY shall be "at-will" and CHAVEZ shall serve at the pleasure of the City Council as provided under Government Code Section 36506. CITY, through the City Council, may at any time terminate CHAVEZ's employment with the CITY with or without cause by majority vote of its full membership (i.e., by no less than three affirmative votes). CHAVEZ acknowledges, understands and agrees that CHAVEZ may not avail herself of any procedures, provisions or protections set forth under the CITY's Employment Policies, as defined herein, insofar as such procedures, provisions or protections limit, restrict, modify, prohibit or regulate CHAVEZ's status as an "at-will" employee of CITY or the ability of the City Council to terminate CHAVEZ's employment at any time for cause or for convenience. For purposes of this Agreement, the capitalized term "Employment Policies" means and refers to any ordinance, resolution, regulation, rule or other written policy of the CITY as the same may be amended, modified or supplemented from time to time (including but not limited to the San Fernando Municipal Code and any written employment manual of the CITY) which governs, regulates or otherwise relates to employment with the CITY. The CITY's Employment Policies shall not apply to CHAVEZ insofar as such Employment Policies limit, restrict, modify or regulate (or may be interpreted to limit, restrict, modify or regulate) CHAVEZ's status as an "at-will" employee of CITY.

B. Except as otherwise provided under this Section 3, CHAVEZ shall not be entitled to any pre-termination hearing or other similar proceeding or appeal proceeding as a precondition to any decision or action by the City Council to terminate CHAVEZ's employment whether for cause or for convenience.

C. Nothing in this Agreement shall confer upon CHAVEZ any right to any property interest in continued employment with the CITY.

#### **3.2 Resignation/Retirement**

A. CHAVEZ may resign and/or retire from her employment with the CITY at any time for any reason, provided CHAVEZ provides the City Council with written notice of her intent to so terminate her employment at least forty-five (45) calendar days prior to the effective date of separation.

B. The City Council in its sole and absolute discretion may waive or shorten the 45-day prior written notice requirement provided the request for such waiver is made in writing by CHAVEZ and further provided that the City Council's waiver of the notice requirement is also made in writing.

C. The failure of CHAVEZ to provide the prior written notice required under this Section shall constitute a material breach of this Agreement.

#### **3.3 Separation for Convenience and Without Cause; Severance**

A. In the event CHAVEZ is terminated for convenience and without cause by the City Council while CHAVEZ is willing and able to perform the City Clerk's duties under this Agreement, then in that event the CITY agrees to pay CHAVEZ a lump sum cash payment equal to twelve (12) months worth of CHAVEZ's annual Base Salary at the time of separation

[i.e., the prorated value of one months' worth of CHAVEZ's annual Base Salary at the time of separation multiplied by twelve months].

B. CITY shall extend to CHAVEZ the right to continued health insurance as may be required by and pursuant to terms and conditions of this Consolidated Omnibus Reconciliation Act of 1986 ("COBRA"). The CITY agrees to pay CHAVEZ's COBRA coverage for the same number of months for which CHAVEZ is entitled to a lump sum cash payment under Section 3.3(A), or until CHAVEZ either secures and begins full-time employment or obtains other health insurance, whichever of these three events first occurs. CHAVEZ shall notify the CITY within five (5) calendar days of securing new full-time employment or insurance.

C. All payments required under Section 3.3(A) or 3.3(B), above, are subject to and shall be interpreted to comply with the limitations set forth in Government Code Section 53260. Further, in the event CHAVEZ is convicted of a crime involving an abuse of office or position, CHAVEZ shall reimburse the CITY for any paid leave or cash settlement (including severance), as provided by Government Code Sections 53243 through 53243.4.

D. The foregoing notwithstanding, CITY shall not exercise its right to terminate CHAVEZ for convenience and without cause during the 120-day period immediately preceding or the 120-day period immediately following any General Municipal Election of the CITY in which two or more City Council seats are subject to an election contest or during the 120-day period immediately preceding or the 120-day period immediately following any Special Municipal Election of the CITY in which two or more City Council seats are subject to an election contest.

### **3.4 Separation for Cause**

A. Notwithstanding the provisions of Section 3.3, above, CHAVEZ may be terminated for cause. As used in this Section, "cause" shall mean any one or more of the following:

- (i) Any Breach of this Agreement;
- (ii) Conviction (including a plea of no contest) of a felony or any misdemeanor under the Political Reform Act (Government Code Section 81000 et seq.) or Government Code Section 1090;
- (iii) Conviction (including a plea of no contest) of any offense constituting an "abuse of office or position" within the meaning of Government Code Section 53243.4;
- (iv) Conviction (including a plea of no contest) of a misdemeanor involving a crime of moral turpitude or felony under California law, including but not limited to any conviction under Penal Code Section 424;
- (v) Intoxication on duty, whether by alcohol, non-prescription drugs or any controlled substance.
- (vi) Repeated and protracted unexcused absences from CHAVEZ's office and duties;
- (vii) Fraud or dishonesty in securing her employment, including resume fraud;

- (viii) A finding by judicial proceeding that legally prohibited personal acts of sexual harassment against a CITY official or employee or legally prohibited acts of discrimination against a CITY official or employee have occurred;
- (ix) A pattern of repeated, willful and intentional failure to carry out materially significant and legally constituted policy decisions of the City Council made by the City Council as a body, or persistent willful violation of properly established rules and procedures; and
- (x) Any other action or inaction of CHAVEZ that materially and substantially impedes or disrupts the performance of CITY or its organizational units or is detrimental to employee safety or public safety.

The City Council, in its sole and absolute discretion, may place CHAVEZ on administrative leave with pay until resolution of allegations or charges, including but not limited to criminal charges, brought against CHAVEZ, or until a final judicial or administrative decision finding legally prohibited personal acts of sexual harassment against a CITY official or employee or legally prohibited personal acts of discrimination against a CITY official or employee. Prior to terminating this Agreement pursuant to this Section, the City Council shall give CHAVEZ at least ten (10) calendar days prior written notice of the charges. Within the ten-day period, but not earlier than five (5) calendar days after the notice has been given, the City Council shall meet with CHAVEZ in closed session and give CHAVEZ an opportunity to address the City Council regarding the charges. CHAVEZ may have a representative at the closed session with the City Council. After hearing CHAVEZ's response to the charges, the City Council shall make a decision as to whether to terminate this Agreement and shall inform CHAVEZ in writing of its decision. Other than as provided in this subsection, CHAVEZ expressly waives any other form of hearing or appeal of the City Council's decision. Nothing in this subsection creates a property right in employment. Notwithstanding anything contained in this subsection, CHAVEZ remains an at will employee serving at the pleasure of the City Council. The initiation of termination proceedings for cause shall not operate to prohibit or otherwise restrict the City Council from exercising its right to terminate CHAVEZ without cause as provided under Section 3.3 of this Agreement.

B. In the event the CITY terminates CHAVEZ for cause, then the CITY may terminate this Agreement immediately, and CHAVEZ shall be entitled to only the compensation accrued up to the date of termination, payments required under Sections 2 and subsection 3.3 and such other termination benefits and payments as may be required by law. In the event of termination for cause, the City Clerk shall not be entitled to any severance provided for under subsection 3.3, above. The foregoing notwithstanding, CITY may deduct from such payments any reimbursement sums it is owed pursuant to Government Code Sections 53243 through 53243.4.

### **3.5 Return of City Equipment**

CHAVEZ agrees that all property, including without limitation, all equipment, tangible, Proprietary Information (as defined below), documents, records, notes, contracts, and computer-generated materials furnished to or prepared by her incident to her employment are the property of CITY and shall be returned promptly to CITY upon termination of CHAVEZ's employment. CHAVEZ's obligations under this subsection shall survive the termination of her employment and the expiration or early termination of this Agreement.

## **SECTION 4. GENERAL PROVISIONS**

### **4.1 Proprietary Information**

"Proprietary Information" means all information and any idea pertaining in any manner to the business of the City Council, the CITY or the CITY's various departments, divisions, committees and commissions, which was produced by CHAVEZ in the course of her employment or otherwise produced to or acquired by CHAVEZ in the course of her employment with the CITY. Proprietary Information shall include, without limitation, trade secrets, product ideas, inventions, processes, formulae, data, know-how, software and other computer programs, copyrightable material, marketing plans, strategies, sales, financial reports, forecasts and customer lists. All Proprietary Information not generally known outside of CITY's organization, and all Proprietary Information so known only through improper means, shall be deemed "Confidential Information". During her employment by CITY, CHAVEZ shall use Proprietary Information, and shall disclose Confidential Information, only for the benefit of CITY and as is or may be necessary to perform her job responsibilities under this Agreement. Following termination, CHAVEZ shall not use any Proprietary Information and shall not disclose any Confidential Information, except with the express written consent of CITY. CHAVEZ's obligations under this Section shall survive the termination of her employment and the expiration of this Agreement.

### **4.2 Notices**

All notices, requests, demands and other communications under this Agreement shall be in writing and shall be effective upon delivery by hand or three (3) business days after deposit in the United States mail, postage prepaid, certified or registered, and addressed to CITY at the address below, and or at the last known address maintained in CHAVEZ's personnel file. CHAVEZ agrees to notify CITY in writing of any change in her address during her employment with CITY. Notice of change of address shall be effective only when accomplished in accordance with this Section.

CITY's Notice Address:

City of San Fernando  
117 Macneil Street  
San Fernando, California 91340  
Attn: Mayor and City Council

City Clerk's Address: [Deliver to last updated address in personnel file]

### **4.3 Indemnification**

A. CITY shall defend, hold harmless and indemnify CHAVEZ against any claim, demand, judgment or action of any type or kind arising within the course and scope of CHAVEZ's employment to the extent required by Government Code Sections 825 and 995.

B. Subsection (A) of this Section notwithstanding, CITY reserves all rights (including all rights to monetary reimbursement) afforded under Government Code Sections 53243, 53243.1, 53243.2, 53243.3 and 53243.4 and nothing in this Agreement shall be operate or otherwise be construed to place any restriction upon CITY in exercising and/or enforcing such



rights under the foregoing Government Code Sections. In the event CHAVEZ is convicted of an offense constituting an abuse of office or position, CHAVEZ shall reimburse CITY for any sums expended investigating and/or defending such wrongdoing as provided under Government Code Section 53243, 53243.1 and 53243.3. For purposes of this Agreement, the phrase "abuse of office or position" shall have the same meaning as set forth under Government Code Section 53243.4

#### **4.4 Entire Agreement**

This Agreement is intended to be the final, complete, and exclusive statement of the terms of CHAVEZ's employment by CITY. This Agreement supersedes all other prior and contemporaneous agreements and statements, whether written or oral, express or implied, pertaining in any manner to the employment of CHAVEZ, and it may not be contradicted by evidence of any prior or contemporaneous statements or agreements. To the extent that the practices, policies, or procedures of CITY, now or in the future, apply to CHAVEZ and are inconsistent with the terms of this Agreement, the provisions of this Agreement shall control.

#### **4.5 Amendments**

This Agreement may not be altered, modified, or amended except in a written document signed by CHAVEZ, approved by the City Council and signed by Mayor.

#### **4.6 Waiver**

Failure to exercise any right under this Agreement shall not constitute a waiver of such right.

#### **4.7 Assignment**

CHAVEZ shall not assign any rights or obligations under this Agreement. CITY may, upon prior written notice to CHAVEZ, assign its rights and obligations hereunder.

#### **4.8 Severability**

If any court of competent jurisdiction holds any provision of this Agreement to be invalid, unenforceable, or void, the remainder of this Agreement shall remain in full force and effect.

#### **4.9 Attorney's Fees**

In any legal action, arbitration, or other proceeding brought to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs.

#### **4.10 Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the State of California, with venue property only in Los Angeles County, State of California.



**4.11 Interpretation**

This Agreement shall be construed as a whole, according to its fair meaning, and not in favor of or against any party. By way of example and not in limitation, this Agreement shall not be construed in favor of the party receiving a benefit nor against the party responsible for any particular language in this Agreement. Captions are used for reference purposes only and should be ignored in the interpretation of the Agreement. Each party waives their future right to claim, contest, or assert that this Agreement was modified, cancelled superseded or changed by any oral agreement, course of conduct, waiver or estoppel.

**4.12 Acknowledgment**

CHAVEZ acknowledges that she has had the opportunity to consult legal counsel in regard to this Agreement, that she has read and understands this Agreement, that she is fully aware of its legal effect, and that she has entered into it freely and voluntarily and based on her own judgment and not on any representations or promises other than those contained in this Agreement.

**4.13 Counterparts**

The Parties agree that this Agreement may be executed in multiple originals including multiple counterparts, and that each of the counterparts to any original taken together shall constitute one valid and binding agreement between the Parties.

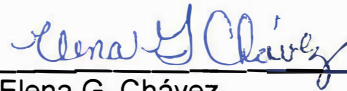
**[SIGNATURES ON FOLLOWING PAGE]**

**IN WITNESS WHEREOF**, CITY has caused this Agreement to be signed and executed on its behalf by its Mayor and duly attested to by its City Clerk, and CHAVEZ has signed and executed this Agreement, as of the date first indicated above.

CITY OF SAN FERNANDO

ELENA G. CHÁVEZ

By: 

By:   
Elena G. Chávez

Print: Joel Fajardo

Date: December 7, 2015

Date: December 7, 2015

APPROVED AS TO FORM:

By: 

Name: Richard Padilla

Title: Deputy City Attorney

## EXHIBIT "A"

## RESOLUTION NO. 7712

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF SAN FERNANDO AMENDING RESOLUTION NO. 4144,  
ADOPTED DECEMBER 12, 1966 BY THE ADDITION OF  
SUPPLEMENT NO. 172 THERETO**

**THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY  
RESOLVE AS FOLLOWS:**


**SECTION 1:** That Resolution No. 4144, adopted on December 12, 1966 and the Position Classification Plan prepared by Griffenhagen-Kroeger, Inc. bearing date of April 1966, as amended by the City Council, be the same as amended by adding thereto Supplement No. 172 (Exhibit "A") covering important and essential duties, job-related and essential qualifications for the following position and classification:

**CITY CLERK**

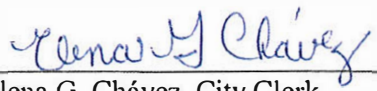
Supplement No. 172 is hereby adopted and approved as the new official job classification and definition, describing job-related and essential qualifications for the position and classification set forth above. Copies of Supplement No. 172 are now on file in the office of the City Clerk. Said Supplement No. 172 is hereby incorporated in and made a part of the Position Classification and Salary Plan for the City of San Fernando.

**SECTION 2:** The City Clerk shall certify to the adoption of this Resolution.

**PASSED, APPROVED AND APPROVED** this 16<sup>th</sup> day of November, 2015.

  
\_\_\_\_\_  
Joel Fajardo, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Elena G. Chávez, City Clerk

STATE OF CALIFORNIA     )  
COUNTY OF LOS ANGELES   ) ss  
CITY OF SAN FERNANDO     )

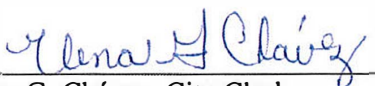
I HEREBY CERTIFY that the foregoing Resolution was approved and adopted at a regular meeting of the City Council held on the 16<sup>th</sup> day of November, 2015, by the following vote to wit:

AYES:           Fajardo, Ballin, Gonzales, Lopez - 4

NOES:           None

ABSENT:        None

ABSTAIN:       Soto - 1

  
\_\_\_\_\_  
Elena G. Chávez, City Clerk

**EXHIBIT “A”**

Supplement No. 172  
Adopted by Res. No. 7712  
Effective: 11/16/2015

**CITY CLERK****DEFINITION**

Under the direction of the City Council, independently plans and organizes the daily activities of the City Clerk's Department. Has a critical role in service delivery administering Federal, State, and local laws pertaining to the Brown Act, the Public Records Act, campaign finance, and Fair Political Practices Act filings. The City Clerk is responsible for election management and City records management. Traditional legislative support functions include the preparation of agendas and minutes, processes, prepares, records and maintains all City Council legislative actions, safeguards the City Seal, and performs a variety of other administrative duties in support of the City Council.

**DISTINGUISHING CHARACTERISTICS**

The City Clerk position is "at-will" and a member of the City's executive management team who is responsible for day-to-day operations of the City Clerk's Department.

Incumbents will be required to exercise considerable independent judgment, establish priorities, be detail-oriented, well-organized, a problem solver, well-rounded and have considerable knowledge of the principles and practice of the City Clerk function. S/he must understand and be experienced in the procedures and the preparation of agendas, parliamentary procedure, the Brown Act, have significant knowledge in the laws and regulations governing the election process, municipal budgeting and accounting, practices and techniques of effective supervision in a team environment, time management, ability to investigate and analyze administrative and technical problems, reach practical and logical conclusions and make effective recommendations. S/he must have strong communication and interpersonal skills to effectively interact with City Elected Officials, commissions, community representatives, business organizations, staff and the public.

**IMPORTANT AND ESSENTIAL FUNCTIONS**

- 1) Serves as City Elections Official ensuring conformance to Election and Government Codes.
- 2) Organizes, and manages all aspects of the City's General Municipal and Special Elections including but not limited to the following:
  - a. Coordinates, and interfaces closely, with outside agencies such as:
    - California Secretary of State
    - County of Los Angeles Registrar-Recorder/County Clerk

**City Clerk**  
**Page 2 of 4**

- City of Los Angeles Elections Division
- Election Vendors
- b. Processes petitions relating to initiatives, recalls, and referendums.
- c. Oversees the preparation, distribution, and receipt of candidate packets.
- d. Supervises the nomination verification process for all candidates and incumbents.
- e. Informs candidates of their election responsibilities and disclosure requirements.
- f. Prepares all resolutions requiring City Council approval and action (before, during, and after election).
- g. Coordinates vote by mail ballot processing.
- h. Prepares, publishes, and posts all required notices (before, during, and after election).
- i. Responds to election questions.
- j. Procures all election supplies and equipment.
- k. Recruits precinct workers and (after elections) processes payroll.
- l. Provides for training of poll workers.
- m. Designates and secures polling places.
- n. Manages the election material processing operation (order, assemble and distribute materials and supplies for polling locations).
- o. Supervises all poll workers and City employees working Election Day and Night.
- p. Canvasses and certifies the election results, conducts City Council reorganization, and coordinates the Oath of Office Ceremony.

Other local elections (i.e., State Primary, Presidential):

- Assists with securing polling places, poll worker training, and central ballot counting locations within City boundaries and assist with other election matters deemed necessary.
- 3) Attends City Council and other meetings, as assigned.
  - 4) Attends and participates in Department Head meetings.
  - 5) Supervises the preparation and distribution of the City Council and Successor Agency agendas (ensures that the agenda packets are compiled, assembled, and distributed to the appropriate officials, interested parties, and can be immediately accessed by the public).
  - 6) Prepares Agenda Forecasts for distribution to Elected Officials and staff.
  - 7) Takes and transcribes the minutes.
  - 8) Administers the City's Conflict of Interest Code regarding Economic Interest Statements of the City Council, City Treasurer, City Attorney, Planning Commission, and all designated employees as required by the State Political Reform Act; and maintains documents and logs as required by law for public inspection.
  - 9) Serves as City's Filing Officer for the Fair Political Practices Commission for campaign statements.
  - 10) Assists staff in complying with requirements imposed by AB1234 Mandatory Ethics Training and maintains updated list.
  - 11) Serves as custodian of the official records and archives of the City including ordinances, resolutions, contracts, minutes, agendas, agreements, encroachments, liens, deeds, easements.
  - 12) Maintains custody of City Seal.

**City Clerk**  
**Page 3 of 4**

- 13) Supervises the preparation and distribution of the City's Municipal Code (i.e., attest, publish, index, and codify adopted ordinances).
- 14) Prepares and processes contracts for Mayor, City Manager, and City Attorney's signature and distributes as necessary.
- 15) Conducts research and provides necessary documentation in response to inquiries from the public in compliance with the California Public Records Act.
- 16) Receives bids and officiates at bid openings.
- 17) Serves as secretary to the Education Commission.
- 18) Maintains updated roster of all commissions, boards, and committees.
- 19) Complies with annual requirements of the Maddy Act – Local Appointments List.
- 20) Files Affidavits of Completion with the County Recorder's Office.
- 21) Administers oaths of office to various individuals including City officials.
- 22) Develops policies and procedures for departmental operations; assists in developing short- and long-range planning for departmental activities.
- 23) Responsible for the City Records Retention Program.

**OTHER JOB-RELATED DUTIES**

Duties may include, but are not limited to, the following:

- 1) Participates in the development of the City Clerk's Department and Election budget by preparing documentation, estimating cost increases, submitting budget data for review and tracking expenditures.
- 2) Supervises City Clerk Department staff and delegates tasks accordingly.
- 3) Responds to a variety of inquiries and requests for information from employees and City Officials regarding past City Council actions and documents.
- 4) Publishes legal notices required by the offices of the City Council and City Clerk and may assist City departments regarding publishing notices.
- 5) Communicates effectively in both oral and written form.
- 6) Operates office and document imaging equipment including computer hardware and software.
- 7) Operates computer systems and other common office equipment.
- 8) Utilizes standard word processing, spreadsheet and database applications.
- 9) Prepares and composes reports, memoranda, and other documents.
- 10) May schedule and coordinate tours of City Hall for local schools.
- 11) Performs related duties and responsibilities as assigned.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS****Knowledge of:**

Modern municipal administrative methods and procedures, organizations and functions; applicable local, State and Federal laws, rules and regulations regarding local government and election operations; purposes, policies and procedures of City Council and municipal commissions, record keeping and management; budget development and administration;

**City Clerk**  
**Page 4 of 4**

management and supervision practices; and business English usage, spelling, grammar, and punctuation.

**Ability to:**

Perform legislative duties under stressful circumstances where it is required to observe and enforce deadlines, prepare and analyze complex reports of a general or technical nature, supervise and direct multiple and diverse functions at the same time with attention to accuracy and detail. Effectively interpret and apply policies, laws, rules, regulations and procedures and make appropriate decisions; interact with Elected Officials and members of the community; establish and maintain cooperative relationships with those contacted in the course of work; review organizational and administrative problems and recommend and implement solutions; prepare agendas, minutes, reports and correspondence; prioritize and work independently; exercise independent judgment in the day-to-day operations of the office; understand and speak Spanish (highly desirable).

**Experience and Training Guidelines:**

A typical way to obtain the knowledge, skills, and abilities would be the following:

**Experience:**

Three (3) years of progressively responsible work experience in a City Clerk's office including local government elections and supervisory experience is required.

**Education:**

A bachelor's degree from an accredited college or university in public administration, business administration or related field and/or certification by the International Institute of Municipal Clerks (CMC or MMC) is required.

**Special Requirements**

Must possess a valid California Class C Driver's License. Must stay current in field, and acquire all necessary training that new technological changes may present.

**Physical Requirements**

Essential duties require the following physical abilities and environmental conditions: Ability to sit, stand for long periods, walk, kneel, reach, twist, lean, climb and lift supplies/forms, operate a computer keyboard, calculator, and telephone for long periods, and tolerate exposure to vibration, pitch and glare from a computer.



CONTRACT NO. 1804(a)

2017

**FIRST AMENDMENT TO CITY CLERK EMPLOYMENT AGREEMENT****(Employee: Elena G. Chávez)**

THIS 2017 FIRST AMENDMENT ("Amendment") to that certain agreement entitled "2015 City Clerk Employment Agreement – Employee: Elena G. Chávez" originally executed this 24<sup>th</sup> day of April 2017 by and between the CITY OF SAN FERNANDO, a municipal corporation and general law city ("City") and ELENA G. CHÁVEZ, an individual ("Chávez") is made and entered into this 17<sup>th</sup> day of April, 2017 ~~2016~~ ("Effective Date"). For purposes of this Amendment, the capitalized term "Parties" shall be a collective reference to both City and Chávez. The capitalized term "Party" may refer to either City or Chávez interchangeably as appropriate.

RECITALS

WHEREAS, the Parties executed and entered into an agreement dated December 7, 2015 and entitled "2015 City Clerk Employment Agreement – Employee: Elena G. Chávez", Contract No. 1804 (hereinafter, the "Master Agreement") (A true and correct copy of the Master Agreement is attached and incorporated hereto as Exhibit "A"); and

WHEREAS, Government Code Section 20691(a), provides that contracting agency, like the City, may pay all or a portion of the normal contributions required to be paid by a member; and

WHEREAS, Government Code Section 20691(a) further provides that "[w]here the member [(i.e., an employee)] is included in a group or class of employment, the payment shall be for all members in the group or class of employment; and

WHEREAS, however, Government Code Section 20691(a), also provides that "[i]f an individual is not part of a group or class, the payment shall be limited to the amount that the board determines is payable to similarly situated members in the closest related group or class..."; and

WHEREAS, the closest group or class in relation to Chávez is the City's Department Head group; and

WHEREAS, following the execution of the Master Agreement, the California Public Employees Retirement System ("CalPERS") advised the City that in order to comply with Government Code Section 20691, the City's payment of 4.0% of Chávez's First Tier CalPERS membership would need to be amended so as to match the contribution made to the rest of the City's Department Head employees as presently prescribed under Exhibit "A" of Resolution No. 7692 approved by the City Council on August 3, 2015; and

WHEREAS, Section 4.5 (Amendments) of the Master Agreement allows the Parties to amend the Master Agreement provided such amendments are memorialized in the form of a written amendment approved by the San Fernando City Council ("City Council") and signed by the Mayor; and

WHEREAS, execution of this Amendment was approved in open session at the City Council's regular meeting of April 17, 2017 under Agenda Item No. 6 as required under Government Code Section 53262.

NOW, THEREFORE, in consideration of the mutual agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the Parties agree as follows:

SECTION 1. The text of the first sentence of subsection (B) of Section 2.2 (Retirement/Deferred Compensation) of the Master Agreement is hereby deleted, repealed and replaced with the following text:

***The City shall pay for CHÁVEZ's First Tier CalPERS membership at a percentage equivalent to that of the City's department head employee group as specified in Resolution No. 7692 or as the same may later be amended for the entire group by the City Council at a later date.***

This amendment to subsection (B) of Section 2.2 (Retirement/Deferred Compensation) shall be retroactive as of July 1, 2015.

SECTION 2. Except as otherwise set forth in this Amendment, the Master Agreement shall remain binding, controlling and in full force and effect. The provisions of this Amendment shall be deemed a part of the Master Agreement and except as otherwise provided under this Amendment, the Master Agreement and all provisions contained therein shall remain binding and enforceable. In the event of any conflict or inconsistency between the provisions of this Amendment and the provisions of the Master Agreement, the provisions of this Amendment shall govern and control, but only in so far as such provisions conflict with the Master Agreement and no further.

SECTION 3. The Master Agreement as amended by way of this Amendment constitutes the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between City and Employee prior to the execution of this Amendment. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to the Master Agreement as amended by this Amendment shall be valid and binding unless in writing and duly executed by the Parties in the form of a written contract amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed on the day and year first appearing above.

**CITY:**

**EMPLOYEE**

**City of San Fernando**

**Elena G. Chávez, an individual:**

By: Sylvia Ballin  
Sylvia Ballin  
Mayor

By: Elena G. Chávez  
Elena G. Chávez, an individual

**APPROVED AS TO FORM**

By: 

Name: Richard Padilla

Title: Asst. City Mgr

CONTRACT NO. 1804(b)

2018

**SECOND AMENDMENT TO CITY CLERK EMPLOYMENT AGREEMENT****(Employee: Elena G. Chavez)**

THIS 2018 SECOND AMENDMENT ("Amendment") to that certain agreement entitled "2015 City Clerk Employment Agreement – Employee: Elena G. Chavez" originally executed this 16th day of April 2017 by and between the CITY OF SAN FERNANDO, a municipal corporation and general law city ("City") and ELENA G. CHAVEZ, an individual ("Chavez") is made and entered into this 2nd day of April 2018 ("Effective Date"). For purposes of this Amendment, the capitalized term "Parties" shall be a collective reference to both City and Chavez. The capitalized term "Party" may refer to either City or Chavez interchangeably as appropriate.

RECITALS

WHEREAS, the Parties executed and entered into an employment agreement dated December 7, 2015 and entitled "2015 City Clerk Employment Agreement – Employee: Elena G. Chávez", Contract No. 1804 (hereinafter, the "Master Agreement") and

WHEREAS, the Parties later executed a first amendment to the Master Agreement dated as of April 17, 2017, Contract No. 1804(a) (hereinafter, the "First Amendment") which modified provisions of the Master Agreement relating to the City's CalPERs contributions to Chavez; and

WHEREAS, the Parties now wish to modify the Master Agreement further such that the other benefits provided to members of the City's Department Head/Executive Team pursuant to City Council Resolution No. 7692 ("Resolution No. 7692") dated August 3, 2015 are also provided to the City Clerk in the same manner as set forth in Resolution No. 7692; and

WHEREAS, Resolution No. 7692 was later modified by way of City Council Resolution No. 7807 dated August 7, 2017 ("Resolution No. 7807"); and

WHEREAS, Section 4.5 (Amendments) of the Master Agreement allows the Parties to amend the Master Agreement provided such amendments are memorialized in the form of a written amendment approved by the San Fernando City Council ("City Council") and signed by the Mayor; and

WHEREAS, execution of this Amendment was approved in open session at the City Council's regular meeting of April 2, 2018 as required under Government Code Section 53262.

NOW, THEREFORE, in consideration of the mutual agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the Parties agree as follows:

SECTION 1. The existing text of Subsection (A)(2) of Section 2.3 (Annual Leave (Vacation and Sick)) is hereby repealed and deleted in its entirety and hereby replaced by the following new text:

*A.2. Subsection (A)(1) of this Section 2.3 notwithstanding, effective as of April 1, 2018, CHAVEZ shall accrue Annual Leave in the same amount and in the same manner accrued by the City's Department Head Classification employees as the same is presently set by way of Resolution No. 7807 and as the same may later be repealed, amended or otherwise modified*

*by subsequent resolution of the City Council.*

SECTION 2. The second sentence of Subsection (A) of Section 2.8 (Cellular Phone Allowance; Other Necessary and Customary Business Equipment and Facilities; Special Electronic Equipment) is hereby amended in its entirety to now state the following:

*A. CHAVEZ shall receive the technology reimbursement afforded City Department Heads under Section 8 of Exhibit "A" of Resolution No. 7692.*

SECTION 3. Section 2.9 (Reimbursement for Expenses Not Covered by Allowances) is hereby amended in its entirety to state the following:

*A. CITY shall reimburse CHAVEZ for reasonable and necessary travel, subsistence and other business expenses incurred by CHAVEZ in the performance of her duties or in connection with CHAVEZ's participation in those authorized activities referenced under Section 1.3, above. All reimbursements shall be subject to and in accordance with any limitations or restrictions set forth under the laws of the State of California and any CITY-adopted reimbursement policies as either may be adopted, updated or otherwise amended from time to time.*

*B. CHAVEZ may also receive such reimbursements as are offered City Department Heads under Section 8 of Exhibit "A" of Resolution No. 7692.*

SECTION 4. Section 2.10 of the Master Agreement which is marked as "[Reserved – No Text]" is hereby amended to now set forth the following:

**2.10 Long Term Disability**

*Except as otherwise set forth in this Agreement, and in addition to the benefits specified herein, CHAVEZ shall receive any and all employee long term disability program benefits otherwise provided to CITY's Department Head employees as such benefits may be modified, amended or repealed from time to time by the City Council.*

SECTION 5. Section 2.14 (Other Benefits) of the Master Agreement is hereby amended by the repeal and deletion of Subsections (B) and (D) of Section 2.14 which shall be of no further force of effect as of the effective date of this Amendment.

SECTION 6. The first sentence of Subsection (C) of Section 3.3 (Separation for Convenience and Without Cause; Severance) is hereby amended in its entirety to state the following:

*"All payments required under Section 3.3(A) or 3.3(B), above, or any other cash settlement associated with the termination of this Agreement shall be subject to and shall be interpreted to comply with the limitations and restrictions set forth under Government Code section 53260 and 53261. ..."*

SECTION 7. Subsection A of Section 1.9 (Performance Evaluation) of the Master Agreement is hereby amended by the addition of the following sentence:

*"The foregoing notwithstanding, effective as of April 1, 2018, the City Council shall not*



*commence the annual performance evaluations contemplated under this Section earlier than September 1<sup>st</sup> of each calendar year and shall complete the same no later than November 15<sup>th</sup> of the same calendar year. Nothing in the preceding sentence shall be construed to modify, nullify, limit or otherwise restrict the rights of the City Council as set forth under Section 1.9(C) of the Agreement."*

SECTION 8. Except as otherwise set forth in this Amendment, the Master Agreement as amended by way of the prior First Amendment shall remain binding, controlling and in full force and effect. The provisions of this Amendment shall be deemed a part of the Master Agreement and previously amended and except as otherwise provided under this Amendment, the Master Agreement, the First Amendment and all provisions contained therein shall remain binding and enforceable. In the event of any conflict or inconsistency between the provisions of this Amendment and the provisions of the Master Agreement or the First Amendment, the provisions of this Amendment shall govern and control, but only in so far as such provisions conflict with the Master Agreement or the First Amendment and no further.

SECTION 9. The Master Agreement as amended by way of this Amendment and the First Amendment constitutes the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between City and Chavez prior to the execution of this Amendment. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to the Master Agreement as amended by this Amendment shall be valid and binding unless in writing and duly executed by the Parties in the form of a written contract amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed on the day and year first appearing above.

**CITY:**

**City of San Fernando**

By: 

Sylvia Ballin  
Mayor

**EMPLOYEE**

**Elena G. Chavez, an individual:**

By: 

Elena G. Chavez, an individual

**APPROVED AS TO FORM**

By: 

Name: Richard Padilla

Title: Asst. City Mgr.