

**SAN FERNANDO CITY COUNCIL  
MINUTES**

**MARCH 16, 2020 – 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 6:16 p.m.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Hector A. Pacheco, and Councilmembers Sylvia Ballin, and both Robert C. Gonzales and Mary Mendoza participated via teleconference

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

**PLEDGE OF ALLEGIANCE**

Led by Mayor Fajardo

**PRESENTATIONS**

The following presentation was cancelled and will be rescheduled to a future meeting:

- a) CERTIFICATES OF RECOGNITION – STUDENTS OF THE MONTH
- Karl Fortleza – Academy of Scientific Exploration
  - Bruno Gonzalez – Social Justice Humanitas Academy

**APPROVAL OF AGENDA**

City Manager Kimball announced the deletion of Item No. 6.

Assistant City Attorney Padilla announced a walk-on urgent added item regarding a Resolution Declaring a Local Emergency Due to the Public Threat Caused by the Novel Coronavirus (COVID-19), Provide Direction Regarding Additional Actions, and suspend the rules for public comments.

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Motion by Mayor Fajardo, seconded by Councilmember Ballin, to approve the agenda as amended.

The motion carried with the following vote:

AYES: Ballin, Gonzales, Mendoza, Pacheco, Fajardo – 5  
NOES: None  
ABSENT: None

**PUBLIC STATEMENTS – WRITTEN/ORAL**

Raul Garcia, El Nayarit Restaurant, asked for information regarding operating his business going forward, in light of the current COVID-19 pandemic.

Jolene Medina asked whether the City would grant extensions on utility payments.

Alex Q suggested the City instruct markets to have special hours for seniors to shop.

Gabby asked about the number of people allowed to congregate in one location.

City Clerk Chávez read statements submitted via email from:

Sandra Wilson expressed support for closing non-essential businesses throughout the City, noted the need to stay home and follow safe practices and reported she will continue supporting local restaurants by ordering take-out.

Maria Bullis spoke in support of closing non-essential businesses including bars.

Nichole Mohr spoke in support of closing dine-in service at restaurants and non-essential businesses such as bars, urged residents to respect and comply with Mayor Garcetti's decision, noted the importance of everyone following the rules, and discussed having a plan in place for assisting the City's seniors during this critical time.

Yoli Haro noted the City of Los Angeles has stopped enforcing parking tickets due to traffic sweeping and other minor citations and asked if San Fernando will follow suit.

There were no other speakers and Mayor Fajardo closed public statements.

**CONSENT CALENDAR**

Councilmember Ballin requested to pull Item No. 4 for further discussion.

Motion by Mayor Fajardo, seconded by Vice Mayor Pacheco, to approve the remaining Consent Calendar Items:

1) REQUEST TO APPROVE MINUTES OF:

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- a. FEBRUARY 16, 2016 – REGULAR MEETING
  - b. AUGUST 15, 2016 – REGULAR MEETING
  - c. SEPTEMBER 19, 2016 – REGULAR MEETING
  - d. NOVEMBER 20, 2017 – REGULAR MEETING
  - e. FEBRUARY 5, 2018 – REGULAR MEETING
  - f. NOVEMBER 26, 2019 – SPECIAL MEETING
  - g. MARCH 2, 2020 – SPECIAL MEETING
  - h. MARCH 2, 2020 – REGULAR MEETING
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING AND DIRECTING THE CITY CLERK TO DESTROY CERTAIN CITY RECORDS AND DOCUMENTS PURSUANT TO THE GOVERNMENT CODE OF THE STATE OF CALIFORNIA

The motion carried with the following vote:

AYES: Ballin, Gonzales, Mendoza, Pacheco, Fajardo – 5  
NOES: None  
ABSENT: None

**Item Pulled for Further Discussion**

- 4) CONSIDERATION TO APPROVE A FOUR-MONTH CONTRACT EXTENSION WITH ATHENS SERVICES FOR STREET SWEEPING SERVICES

City Manager Kimball presented the staff report. He and Interim Director of Public Works Martin Pastucha replied to questions from Councilmembers.

Discussion followed regarding setting equipment requirements such as cameras and monitoring compliance.

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

- a. Approve a four-month contract extension (March 1, 2020 to June 30, 2020) with Athens Services (Contract No. 1776) for continued scheduled street sweeping services with no increase in price;
- b. Approve the Second Amendment (Contract No. 1776(b)) to the Athens Services Street Sweeping Contract; and
- c. Authorize the City Manager to execute the Amendment.

The motion carried with the following vote:

AYES: Ballin, Gonzales, Mendoza, Pacheco, Fajardo – 5

NOES: None

ABSENT: None

**ADMINISTRATIVE REPORTS**

5) DISCUSSION OF CITY’S ACTIONS REGARDING CORONAVIRUS

Mayor Fajardo announced the following Items 5 and 8 be heard consecutively, as they are related.

City Manager Kimball presented the staff report. He, Director of Recreation and Community Services Julian J. Venegas, and Police Chief Anthony Vairo replied to questions from Councilmembers.

Discussion ensued regarding informing businesses about the new regulations to ensure compliance, plans for managing senior meals, transportation as an essential service, availability of testing centers and procedures for COVID-19, allowing telephone payments, the possibility of waiving late fees for utility payments and parking fees/citations, helping local businesses, keeping the City's website and social media updated, the possibility of sending information on the City's Nixle system, and allowing the ability to subscribe to get information via text.

Mayor Fajardo spoke in support of Congressman Romney's idea to send every U.S. resident \$1,000 per month and the possibility of providing a debt holiday for all Americans, a mortgage holiday with government assistance, instructing grocery stores to have special shopping hours for seniors and making sure first responders are well-stocked with disinfectants and protective gear.

Councilmember Ballin also suggested special shopping hours for seniors and special-needs residents, the possibility of implementing an "Adopt a Senior" program, dealing with planned events (i.e. weddings) and the process of enforcement.

Discussion followed regarding organizations that attract 50 or more people in the City, such as the swap meet. City Manager Kimball reported the swap meet is closed until April 2, 2020 and they will reevaluate matters beyond that date, adding that staff will work with them regarding posting signage.

In response to Councilmember Ballin’s concern regarding evictions, Assistant City Attorney Padilla reported many cities are considering a moratorium and he can bring back more information at the next Council meeting. The City would be using its police power to prohibit evictions from occurring during a specified period of time for people who cannot pay their rents as a result of COVID-19.

Ensuing discussion pertained to the process for distributing senior meals at Las Palmas Park, steps being taken by the City to curb the spread of COVID-19, the need to limit human interaction as much as possible, encouraging people to stay home when they are ill, steps being taken by SFPD to protect officers and the public, impacts to the restaurant and hospitality

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industries and the importance of working together, as a community, to get the word out, information was provided for residents to sign up on Nixle to receive alerts.

Councilmember Gonzales discussed the need to provide regular updates on the City's website and social media.

Councilmember Mendoza thanked staff for their quick responses, suggested checking with senior housing complexes to ensure their needs are being met, and wondered about addressing the need of the homeless during the pandemic.

Police Chief Vairo reported the Department of Public Health is working to make mobile testing available, addressed a detail that provided information to the homeless community regarding COVID-19, and noted the SFPD is being as proactive as possible to provide resources to keep the community safe.

Discussion followed regarding cleaning playground equipment at City parks and the possibility of the Mayor preparing a message (i.e. radio) to keep the City informed.

City Manager Kimball reported as the City receives confirmed information, it will be provided it to the community. He addressed additional comments and questions received relative to gyms and fitness centers being ordered to close as non-essential businesses, discussed closure of charter schools and banquet halls, and spoke about supporting seniors and children and providing information in various languages.

Discussion followed regarding markets should provide special shopping hours, the possibility of offering free transportation services, the need for food-handling facilities to have an active license, working with partners to supplement LAUSD services, the possibility of working with restaurants to distribute food out of their facilities, relief from foreclosures, conducting extra maintenance and cleaning at City facilities with public access and partnering with other groups to distribute food to the community.

City Manager Kimball read through additional public comments received from Facebook Live including a comment regarding continuing to hold Council meetings online, expectations relative to the manufacturing sector and closure of the San Fernando Mall being determined on a case-by-case basis.

City Manager Kimball encouraged businesses remaining open, offering services and falling within the parameters of the order, to email him and the information will be posted on social media.

**8) CONSIDERATION TO ADOPT A RESOLUTION DECLARING A LOCAL EMERGENCY DUE TO THE PUBLIC THREAT CAUSED BY THE NOVEL CORONAVIRUS (COVID-19) AND PROVIDE DIRECTION REGARDING ADDITIONAL ACTIONS**

City Manager Kimball reported the declaration will give the City the ability to use emergency resources, accelerate emergency planning and streamline staffing. The City will work closely

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with the County Department of Public Health to stay up-to-date and many of the suggestions, such as relief from water late fees, can be handled administratively.

Discussion followed regarding funds for which the City can be reimbursed by declaring an emergency.

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

- a. Adopt Resolution No 7992 declaring a local emergency due to the public threat caused by the novel coronavirus (COVID-19); and
- b. Explore a moratorium on residential and commercial evictions and authorize staff to use City resources to promote small businesses and programs that will help the community during the pandemic and consider a moratorium on shutting off water services and late fees.

The motion carried with the following vote:

AYES: Ballin, Gonzales, Mendoza, Pacheco, Fajardo – 5  
NOES: None  
ABSENT: None

6) RECREATION MANAGEMENT SOFTWARE REPORT AND PRESENTATION

*Item removed under Approval of Agenda.*

7) PRESENTATION OF FISCAL YEAR (FY) 2019-2020 MID-YEAR BUDGET REVIEW AND FY 2020-2021 BUDGET KICKOFF

Director of Finance Diego Ibanez presented the staff report. He and City Manager Kimball responded to questions from Councilmembers.

Discussion followed regarding proposed adjustments, total budget deficits, and the request for appropriation of \$3 million from the retirement fund for possible prepayments to CalPERS in order to obtain significant long-term interest savings.

Vice Mayor Pacheco asked to delete the appropriation of \$3 million from the retirement fund to CalPERS in order to discuss the item further and get more information regarding the pros and cons of making a prepayment to CalPERS.

Discussion followed regarding funds for exterior/interior painting, needing to consider the possibility of an upcoming recession, and the need to review Council priorities.

Motion by Mayor Fajardo, seconded by Vice Mayor Pacheco, to adopt Resolution No. 7988 amending the City's FY 2019-2020 Budget to include the proposed mid-year changes, with the deletion of the advance \$3 million payment to CalPERS.

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The motion carried with the following vote:

AYES: Ballin, Gonzales, Mendoza, Pacheco, Fajardo – 5  
NOES: None  
ABSENT: None

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

City Clerk Chávez reminded Council to submit their Statement of Economic Interest forms (Form 700) and reported that Los Angeles County announced they would be certifying the election results on March 27, 2020.

**GENERAL COUNCIL COMMENTS AND LIAISON UPDATES**

Councilmember Mendoza urged residents to email the City with any concerns relative to the current pandemic.

Councilmember Gonzales discussed a recent ICA meeting noting consideration is being given about the possibility of cancelling the summer seminars and reported Metro meeting cancellations. He thanked staff for their great work and asked to adjourn the meeting in memory of his grandfather, Andy Alba.

At Councilmember Ballin's request Assistant City Attorney Padilla reported the Governor's recent Executive Order relaxed some of the Brown Act rules relative to teleconference meetings and it will be in place for the duration of the current emergency.

Councilmember Ballin reported the MWD planned tour of the Hoover Dam was cancelled as well as other pertinent meetings and conferences. She urged residents to support local businesses.

Vice Mayor Pacheco urged residents to check the City's Facebook page, be smart about public safety, maintain social distancing and contact him with any concerns.

Mayor Fajardo thanked the public for coping with the new meeting format, hoped that Councilmembers will consider staying home as the emergency continues, and noted at least one Councilmember must be present and he has volunteered to do so. He commended the City on the passing of Measure MJ, offered to address the public, remotely and thanked City staff for their dedication and hard work as well as Council colleagues.

**ADJOURNMENT (8:40 P.M.)**

Motion by Councilmember Gonzales, seconded by Mayor Fajardo, to adjourn the meeting in memory of Andy Alba.

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The motion carried with the following vote:

AYES:           Ballin, Gonzales, Mendoza, Pacheco, Fajardo – 5  
NOES:           None  
ABSENT:       None

*I do hereby certify that the foregoing is a true and correct copy of the minutes of March 16, 2020, meeting as approved by the San Fernando City Council.*

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*Cynthia Alba  
Deputy City Clerk/Management Analyst*